

## Configuring Subscriptions (C-Web Interface)

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After you add subscribers, you configure subscriptions for the subscribers. Residential or enterprise subscribers may also be able to configure subscriptions through the portal, and managers assigned to a subscriber object may be able to configure subscriptions for that object.

You must add a service to the directory before you can specify that service for subscribers.

After you configure a subscription to a service, the service is available to the subscriber through the portal. Depending on the configuration, the subscriber may need to activate the service. You can configure schedules to define when services are available to subscribers.

To configure a subscription to a service:

1. Click **Configure**, and expand **Subscribers** and the specified retailer.
2. Click the specified subscriber folder.

The Subscriber Folder: *< name >* pane appears.

3. From the Create new list, select the type of subscription that you want to configure.

The Subscription: *< name >* pane appears.

4. Enter information as described in the Help text in the main pane, and click **Apply**.

