



# Term License Quick Guide

## WHAT IS A TERM LICENSE?

A term license allows you to subscribe to your software applications for a monthly or quarterly fee. You can also use a term license as a supplement to your perpetual licenses, gaining the flexibility to use applications beyond your license pool during peak periods or temporary surges in workload.

A term license may be more cost-effective than perpetual licenses when your application usage is variable or short-term. Some organizations may choose term licenses as their primary licensing model as there is no need to estimate or anticipate usage needs in advance. **You are only charged for term licenses when they are used.**

## HOW IS USAGE CALCULATED?

Usage is determined by counting the total number of unique machines that access an application during each 10-minute interval throughout the day. The highest number of machines accessing an application during any one 10-minute interval during the quarter is the peak usage. Intervals are based on the UTC time standard. See the full [Term License Fact Sheet](#) for more details.

## WHERE CAN I VIEW APPLICATION USAGE?

View usage here: <https://reporting.bentley.com>

## WHEN WILL I RECEIVE MY QUARTERLY TERM LICENSE INVOICE?

At the end of each calendar quarter, Bentley reviews your usage for each application. We compare your peak usage to your license pool. If there is peak usage that exceeds your license pool, you will receive a term license invoice approximately one week after the end of the quarter.

## EXAMPLE SCENARIO | QUARTERLY TERM LICENSE AND INVOICE:

An account has three seats of MicroStation on their contract, but someone uses a fourth seat during the month of March.

The excess seat will be invoiced on a Quarterly Term License Invoice at the end of whichever quarter it was accessed. In our example, since the fourth seat was used in March (which is Q1), the account will see an invoice for that fourth seat in the beginning of April (which is Q2).

Instead of paying for an entire year's worth of SELECT for the additional seat used, the account is only billed at a percentage of the manufacturer's suggested retail price (MSRP) of the product and just for that quarter in which it was accessed.

## ARE THERE ADDITIONAL ADVANTAGES TO A TERM LICENSE IF OUR ORGANIZATION HAS A CLOUD SERVICES SUBSCRIPTION?

Yes. If you cover your term license under a Cloud Services Subscription (CSS), you can lower your costs. With the CSS, you will benefit from monthly rather than quarterly usage resets.

## ARE THERE TOOLS AVAILABLE TO HELP ME CONTROL OUR ACCOUNT'S USAGE?

Yes! With the release of Bentley CONNECT Licensing, a number of tools are available to help control your usage. To help prevent unwanted license usage, please refer to this Communities post on creating Entitlement Groups to [restrict product access](#). You can also read [this overview on Entitlement Management](#), for further details on CONNECT Licensing enhancements and features such as License Threshold Alerting, which notifies users when a Term License is about to be used.

For more detailed information, please refer to the full [Term License Fact Sheet](#).



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