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# Reservation Items



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The **Items** section of the product profile page provides the **Reservation** tab that is used to define reservation items. The following provides step-by-step instructions on how to define the items on the Connect platform.

## Define your items

Click on the **Edit** icon next to a provided default item to edit this item. Alternatively, delete the default items and click the **Create Item** button to define a new item.

The screenshot shows the CloudBlue interface with the 'Items' tab selected. The left sidebar contains navigation options: General, Items (selected), Parameters, Embedding, Configuration, Versions, Localization, Preview, and Price Lists. The main content area displays a table of reservation items. The first item is highlighted, and the 'Edit' icon (pencil) is highlighted in a red box. The table has columns: NAME, PERIOD, MPN, UNIT, and STATUS. The first item has the name 'Prd 404 832 779 0001', period '1 month', MPN 'MPN-A', unit 'Devices', and status 'Draft'.

NAME	PERIOD	MPN	UNIT	STATUS
Prd 404 832 779 0001 PRD-404-832-779-0002	1 month No commitment	MPN-A	Devices	Draft



The screenshot shows the CloudBlue interface with the 'Items' tab selected. The left sidebar contains navigation options: General, Items (selected), Parameters, Embedding, Configuration, Versions, Localization, Preview, and Price Lists. The main content area displays a 'No items' message with a large circular icon containing a triangle and a square. Below the message is a 'CREATE ITEM' button highlighted in a red box.

No items

Manage product items here.  
Please see our [documentation portal](#) to learn more.

+ CREATE ITEM





The following steps in the appeared form help you to successfully configure your reservation items.

## 1. General

Specify the general properties:

- **Name:** Enter your item name.
- **Manufacturer Part Number:** Type your item MPN.
- **Description:** Enter a short description of your item.
- **Parent Item:** Select a parent item (optional).

Click **Next** or click on the **Type** step to specify the type properties.

## 2. Type

Fill out the type form



### Information

The type form allows specifying the following properties:

**Billing Period** specifies the interval of time from the end of one billing statement date to the next billing statement date.

**Commitment period** specifies whether a Vendor is committed to providing the service for a selected period and whether customers are committed to paying for the service



during this period.

**Unit** defines how service resources are accounted for, for example, per unit or per computer.

- **Billing period:** Select a billing period from the list. The system allows selecting 1 month, 1-5 years, or perpetual options.
- **Commitment period:** Select the commitment period from 1 to 5 years or exclude commitment by selecting the “no commitment” option.
- **Unit:** Select an item unit type from the list. The system provides a variety of available item unit types to select, such as Licenses, Devices, Messages, Calls, Users, and more.

CloudBlue Products ▾ HELP

Items • RESERVATION PAY AS YOU GO

**Create Item – Step 2**

General

Billing period  
1 month

Commitment period  
No commitment

Unit  
Licenses

CANCEL BACK CREATE

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## Save your items

Click **Save** or **Create** to complete your item definition.

As a result, your defined item will be available on the **Reservation** items list.



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Products

HELP

Front Street Inc  
Vendor - Robert Balboa

Tutorial Product  
Master version

General

Items

Parameters

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RESERVATION

PAY AS YOU GO

+ CREATE ITEM

REFRESH

FILTER

COLUMNS

Rows per page 50

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NAME	PERIOD	MPN	UNIT	STATUS
Prd 001 PRD-404-832-779-0001	1 month No commitment	MPN 001	Licenses	Draft

Rows per page 50

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It is possible to review the provided item information by accessing the *item details* screen. Click the edit icon to update item name, MPN, or description.