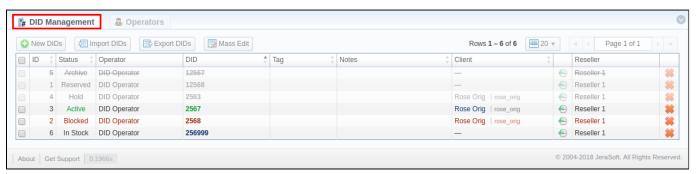# DID Management

In this article

Section overview

This section allows creating the DID numbers, which later may be assigned to one of the packages and finally provided to a customer under the Package terms. The section consists of two tabs:

- **DID Management**;
- **Operators**.

DID Management Tab

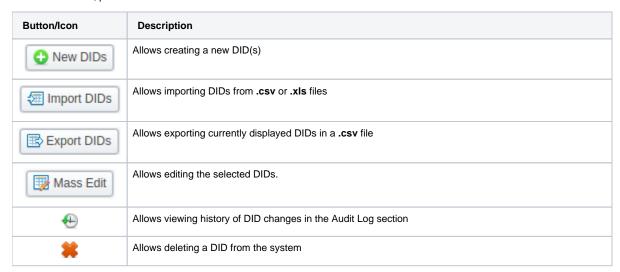The tab contains a list of all existing DID(s) and is presented in the form of a table with the following columns:

Screenshot: DID Management section

Column	Description		
ID	ID of a current DID number		
Status	Status of a current DID number		
		• **Active**	DID is in use by a customer
		• **In Stock**	DID is in stock and available for usage
		• **Blocked**	DID is temporarily not available for usage
		• **Reserved**	DID is not used but at the same time not available for purchase yet
		• **Hold**	DID is on hold after usage

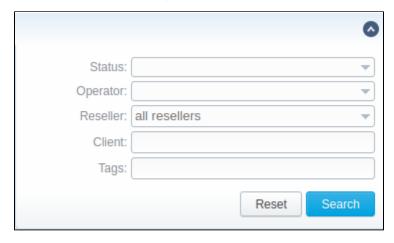|	**Archive**	DID is not used and not available anymore
Operator		Current DID's operator, an owner of a current DID number
DID		Current DID number
Tag		Specify the tag for a respective DID number you would like to be tagged in the future
Notes		Additional information about a certain DID
Client		Shows the client and account, which a current DID belongs to
Reseller		Name of a reseller, under which the respective DID's operator was created

Functional buttons, presented in the tab are as follows:

Button/Icon	Description
New DIDs	Allows creating a new DID(s)
Import DIDs	Allows importing DIDs from **.csv** or **.xls** files
Export DIDs	Allows exporting currently displayed DIDs in a **.csv** file
Mass Edit	Allows editing the selected DIDs.
	Allows viewing history of DID changes in the Audit Log section
	Allows deleting a DID from the system

> ⚠ **Attention**
>
> When a package with the **_assigned DID number_** is not active, this DID number will be in **_Hold_** and a routing destination will be unreachable.

Advanced Search

In the top right corner of the section above the table, the **Advanced Search** drop-down menu is located. To filter section data, fill in the following drop-down menu and press **Search**:

Screenshot: Advanced Search drop-down menu

Creating a DID Number

The whole process of creating a DID number can be described in a few steps:

1. Go to the **Retail > DID Management > Operators** tab*.* Create one or more operators (DID providers).
2. Open the **DID Management** tab, add one or more DID numbers.
   Make sure that these DIDs have the *In Stock* status. You can also use the **Import DIDs** button.

Field	Description
DID(s)	Indicate one or multiple DID numbers ✅ **Tip** You can also **set the range of DID numbers** here. Specify the range using the upper and lower numbers and the dash (-) to separate them. For example, *111-222*. Therefore, the system will create a range of DIDs from *111* to *222* (included).
Operat or	Specify a target DID provider
Status	Choose one of the statuses a DID can acquire: • *Reserved* • *In Stock* • *Archive*
After Hold	Define what status a DID is going to acquire after being in *Hold* status. The *Hold* status is acquired after Package, this DID is assigned to, is deactivated
Tag	Specify an additional tag for better division of DIDs in certain groups. Useful when clients have multiple DIDs
Notes	Define additional info regarding DIDs

3. Go to the **Retail** > **Packages** section. Create a package, where a number of allowed DID's to be picked from will be specified.
4. Assign a respective Package to a target customer in the **Subscriptions** section.
5. Open the **DIDs** tab in the target client settings. Here, pick one or more DID numbers to assign.

For more details, look through the How to configure DIDs scheme article in our Knowledge Base.

This will effectively assign a DID number to one of the customer's accounts. Please note that this functionality is very switch-dependent, and additional development or testing may be required. Please contact JeraSoft Support team for help if you have any doubts or questions.
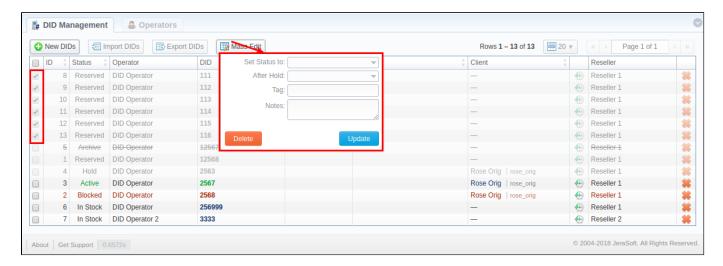
✅ **Tip**

We recommend using **tags** to make navigation between a great deal of DIDs easier and more effective.

Mass Edit of DIDs

You can easily change the status of multiple selected DIDs, specify tags and a number of hold days using the **Mass Edit** button. To do so, you need to select DIDs (for which the status must be changed), then click the **Mass Edit** button and in a pop-up window specify the status from the drop-down list in a respective *Set Status to* field, then click the **Update** button to confirm the change. In addition, you can add a tag and notes using the **Mass Edit** button. If you click the **Delete** button, only selected DIDs will be deleted.
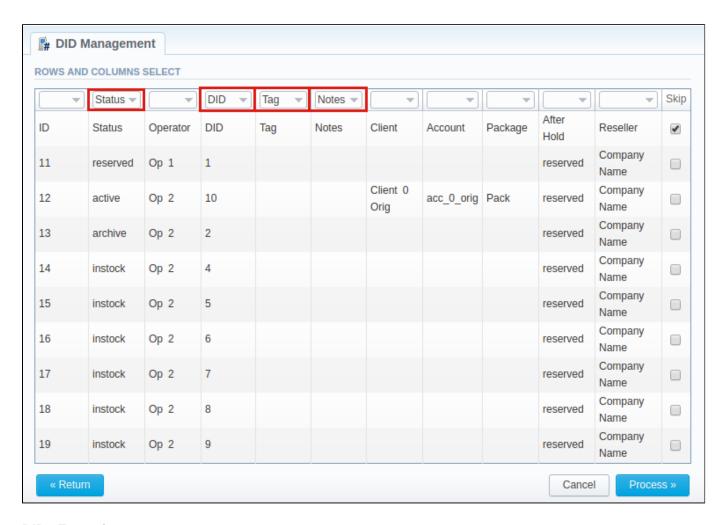
Screenshot: Mass Edit window

DIDs Importing

The process of DIDs importing is pretty simple:

1. Click the **Import DIDs** button
2. In a pop-up window, you need to attach a **.csv** file you wish to be imported and fill in the respective fields
3. Click the **Process>>** button
4. Specify columns names from a drop-down list, and once again click **Process>>**
5. All imported DIDs will be displayed in a section table
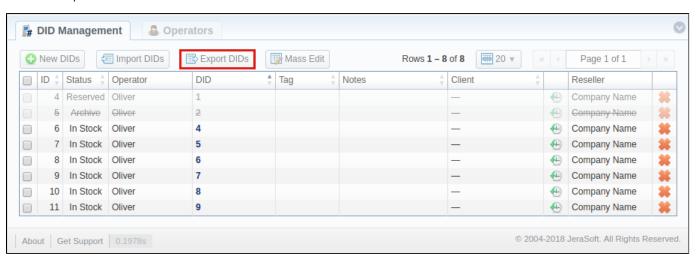
Screenshot: Importing DIDs

Screenshot: Rows and Columns Select

DIDs Exporting

DIDs export allows a user to download a **.csv** file that contains information currently displayed in a section table. Apart from all the columns, the file contains an extra Package column, where a respective package name will be displayed if any of the DIDs is assigned to the package.

Screenshot: Export DIDs button

Screenshot: Package column in an exported file

	A	B	C	D	E	F	G	H	I	J	K
1	ID	Status	Operator	DID	Tag	Notes	Client	Account	Package	After Hold	Reseller
2	4	reserved	Oliver	1						reserved	Company Name
3	5	archive	Oliver	2						reserved	Company Name
4	6	instock	Oliver	4						reserved	Company Name
5	7	instock	Oliver	5						reserved	Company Name
6	8	instock	Oliver	6						reserved	Company Name
7	9	instock	Oliver	7						reserved	Company Name
8	10	instock	Oliver	8						reserved	Company Name
9	11	instock	Oliver	9						reserved	Company Name
10											

Operators tab

This section shows the list of operators who are owners of DID numbers. The tab is presented in the form of a table with the following columns:

Screenshot: Operators tab

Column	Description
ID	ID of an operator
Name	Operator's name
DID's count	The amount of DID numbers owned by the current operator
Reseller	Current operators' reseller

The functional buttons/icons in the tab are:

Button/Icon	Description
New Operator	Allows creating a new operator
#	Allows filtering DID numbers in the **DID Management** tab by a target operator
✖	Allows deleting a respective operator

You can filter tab data by Resellers using Advanced Search in the top right corner of the page.

Creating a New Operator

To add a new operator, click on the **New Operator** button and specify an operator's name and target reseller in the pop-up window. Then click **OK** for confirmation.

Screenshot: New Operator creation form

DID Management

Name:

Reseller: Reseller 1

[OK] [Cancel] [Apply]