

# CSP Import Wizard in MachPanel

## Summary

This article provide summary for importing bulk CSP tenants.

## Applies To

This article applies to MachPanel build version 6.0.36 and above.

## Pre-requisites

Following are the requirement before you can import CSP tenants into MachPanel

1. At least one CSP Service Plan should be created.
2. When owner other than provider is selected then reseller shall be already subscribed to the Offers/Subscriptions of associated tenant being imported.
3. Selected CSP service plan shall contain all the Offers/Subscriptions of associated tenant being imported.
4. It is recommended not to select more than **10** tenants in a single batch when importing as this is a time consuming process and may encounter catastrophic problems.

## Steps to Import CSP via MachPanel

Navigate to following path: **Home > Import Utilities > Microsoft CSP**

### Step-1 Import Settings:

- Select **Company Name** (It can be Provider or Reseller)
- Select CSP Profile
- Select Package CSP (Service Plan)
- Select Payment Group
- Select Billing Cycle.
- You can also provide **Tenant Import batch limit** upto 99.



The screenshot shows the 'Import settings' form in MachPanel. It contains several dropdown menus and a text input field. The 'Tenant import batch limit' field is highlighted in yellow and contains the value '10'. A note at the bottom of the form states: '[Note: Setting higher limit for tenant import batch will result in lower page response and in some cases deadlock.]'. A 'Next' button is visible in the bottom right corner.

Company Name [Owner]:	MachSol US, Inc. [Host Admin (Provider)]
Select CSP Profile:	MachSol US English
Select Package:	Another Product with (E1,E3,E5)
Select Payment Group:	EURO
Select Billing Cycle:	Monthly
Tenant import batch limit:	10

[Note: Setting higher limit for tenant import batch will result in lower page response and in some cases deadlock.]

Next

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## Step-2: Tenant Import

Select the tenants you wish to import and associate them with the customer and service plan.

- In bulk import if Manage tenant using panel is 'ON' then user name and password inputs are optional.
- In bulk import if manage tenant using panel is 'OFF' then user name and password inputs and hidden/removed.
- Import Tenant **without licenses** is possible. Check "**Import Inactive Subscriptions**"

Tenant	Service account credentials	Subscription Start Date	Import Inactive subscriptions	Options
<input type="checkbox"/> abdhmd.onmicrosoft.com [Machsol]	Select Customer: # 61 2fa check [2facheck@2facheck.com] - 2facheck.com Select organizational unit: Add New Organization Tenant Admin UPN Tenant Admin Password	22.10.2020	<input checked="" type="checkbox"/>	Import

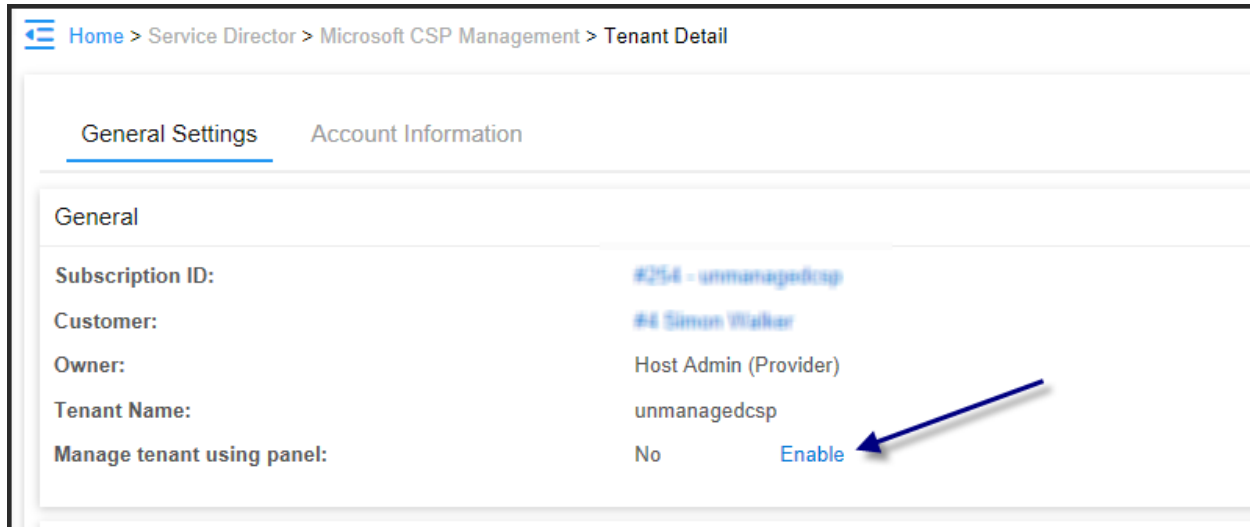
- If tenant admin credentials provided and tenant management is enabled in package then Management of tenant will be allowed.
- After selecting customer and tenant click "**Import**".

**Note:** Optional **Service Account credentials** field for tenant Admin account. MachPanel will ask credentials details for Tenant Admin account if "**Manage tenant using panel**" is checked in service plan **Resources** as shown below:

Resource	Value
Manage tenant using panel:	<input checked="" type="checkbox"/> Note: A Global Admin user will be created and used by panel.

## CSP Import Wizard in MachPanel

If we select Service Plan (with unchecked “**Manage tenant using panel**”), MachPanel will **NOT** ask for credentials and the imported tenant will be only used for Billing in MachPanel. However it is possible to make it manageable via MachPanel by “**Enable**” option available in general setting of Tenant.



The screenshot shows the 'Tenant Detail' page in MachPanel. The breadcrumb navigation is 'Home > Service Director > Microsoft CSP Management > Tenant Detail'. There are two tabs: 'General Settings' (selected) and 'Account Information'. Under the 'General' section, the following details are listed:

Subscription ID:	#254 - unmanagedcsp
Customer:	#4 Simon Walker
Owner:	Host Admin (Provider)
Tenant Name:	unmanagedcsp
Manage tenant using panel:	No <a href="#">Enable</a>

A blue arrow points to the 'Enable' link in the 'Manage tenant using panel' row.

MachPanel Knowledgebase

<https://kb.machsol.com/Knowledgebase/55585/CSP-Import-Wizard-in-MachPanel>