Get Started with My Cisco Entitlements

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Document Purpose

My Cisco Entitlements (MCE) is a secure one-stop platform where you can gain insights into your business and better manage your Cisco products and services to minimize risk.

This document provides an overview of step 1 of the overall MCE onboarding process:

Step 1: Establish Anchor Location

TIP: Mandate Smart Account on All New Purchases (Optional)

Step 2: Assign Your Unassigned Assets & Entitlements

Step 3: Migrate User Access

Step 4: Use My Cisco Entitlements (MCE)

To learn about the other steps, please refer to the **"MCE Onboarding Overview"** document.

Audience

This document is intended for Cisco Customers and Partners.

Get Started with My Cisco Entitlements
Step 1: Establish Anchor Location

Complete prerequisite steps: activate your Smart Account (SA), and structure your Smart Account (SA) using Virtual Accounts (VA) before proceeding to step 1 of **Getting Started with My Cisco Entitlements (MCE)**.

- ❑ An anchor location is a link to your organization's legal hierarchy of sites.
- ❑ Anchor locations are used by MCE to find your unassigned assets and entitlements.
- ❑ Only SA Administrators can establish anchor locations.

Overview

In the prerequisite steps, you activated your SA and structured it using Virtual Accounts (VA) to have a better view of how and where your entitlements are being used.

Here in step 1, you will identify your anchor location, to establish a linkage between your SA and your organization as legally defined by Cisco's Customer Registry.

MCE can then utilize your organization's legal hierarchy to find all of your unassigned Cisco services, subscriptions, licenses, and devices, so that you can assign those assets and entitlements to your SA and VAs.

Step-by-step Instructions

Follow these step-by-step instructions to establish anchor location:

a) Access Cisco Software Central (CSC) at software.cisco.com.
b) Go to **Administration** and click **Manage Smart Account**.

c) Select **Choose Anchor Locations** from the **I want to** drop-down menu on the **Account Properties** tab.

Step 1: Establish Anchor Location

The starting point for the Anchor Location selection is the "Current Headquarters" location shown on the Account Information page, above. Therefore, when the Anchor Location information displays, you may or may not be starting at the top of your organization's legal hierarchy. To change the "Current Headquarters" you must contact Cisco.

d) Navigate up or down in the displayed hierarchy to find the headquarters location(s) for your SA. You can search or filter the list of displayed locations by **Name** or **Address**.

e) Selecting a headquarters location at the top of the hierarchy as your anchor location will implicitly select all child locations.

Step 1: Establish Anchor Location

f) You can select branch locations individually, if you don't want to include the higher-level headquarters as an anchor location.

☐	CISCO SYSTEMS INC	170 W TASMAN DR, SAN JOSE, CA, 9...	HQ		71331
☑	00 CISCO SYSTEMS INC FOR INTE...	3600 CISCO WAY, SAN JOSE, CA, 951...	BR	CISCO SYSTEMS INC (2)	0
☑	00 CISCO SYSTEMS INC FOR INTE...	275 E TASMAN DR, SAN JOSE, CA, 95...	BR	CISCO SYSTEMS INC (2)	0
☑	00 CISCO SYSTEMS INC FOR INTE...	1303 FAIRLANE CIRCE, ALLEN PARK, ...	BR	CISCO SYSTEMS INC (2)	0
☐	00 CISCO SYSTEMS INC FOR INTE...	385 W TASMAN DR, SAN JOSE, CA, 9...	BR	CISCO SYSTEMS INC (2)	0
☐	00 CISCO SYSTEMS INC FOR INTE...	230 W TASMAN DR, SAN JOSE, CA, 9...	BR	CISCO SYSTEMS INC (2)	0
☐	00 CISCO SYSTEMS INC FOR INTE...	134 AMANDA CT, MUKWONAGO, WI, ...	BR	CISCO SYSTEMS INC (2)	0

g) Click **Add** to add selected locations or **Reset** to clear your selection.

Reset   Add

h) Select **Apply** to review and submit your selection

	Party Name	Address	Type	Parent (Level)	Children
☐		Filter by Party Name	Filter by Address		
☐	00 CISCO SYSTEMS INC FOR INTERNAL	3600 CISCO WAY, SAN JOSE, CA, 95...	BR	CISCO SYSTEMS INC (2)	0
☐	00 CISCO SYSTEMS INC FOR INTERNAL	275 E TASMAN DR, SAN JOSE, CA, 9...	BR	CISCO SYSTEMS INC (2)	0
☐	00 CISCO SYSTEMS INC FOR INTERNAL	1303 FAIRLANE CIRCE, ALLEN PARK, ...	BR	CISCO SYSTEMS INC (2)	0
☐	00 CISCO SYSTEMS INC FOR INTERNAL	385 W TASMAN DR, SAN JOSE, CA, ...	BR	CISCO SYSTEMS INC (2)	0

Reset   Remove

Cancel   Apply

h

i) Click **Save** to implement your selection and trigger MCE to start pulling unassigned entitlements to display on the platform.

Party Name	Address	Type	Parent (Level)	Children
Filter by Party Name	*Filter by Address*			
🗑 00 CISCO SYSTEMS INC FOR INTERNAL USE	3600 CISCO WAY, SAN JOSE, CA, 95134, US	BR	CISCO SYSTEMS INC (2)	0
🗑 00 CISCO SYSTEMS INC FOR INTERNAL USE	275 E TASMAN DR, SAN JOSE, CA, 95134, US	BR	CISCO SYSTEMS INC (2)	0
🗑 00 CISCO SYSTEMS INC FOR INTERNAL USE	1303 FAIRLANE CIRCE, ALLEN PARK, MI, 481…	BR	CISCO SYSTEMS INC (2)	0
🗑 00 CISCO SYSTEMS INC FOR INTERNAL USE	385 W TASMAN DR, SAN JOSE, CA, 95134, US	BR	CISCO SYSTEMS INC (2)	0

i

[Save] [Reset]

- ❑ For most customers, their anchor location will be their global headquarters.
- ❑ If you are a large organization and have multiple SAs, or your company has multiple legal entities, you may need to select multiple anchor locations for your SA.
- ❑ Updates to the anchor location(s) can be made any time by returning to the SA settings on software.cisco.com.
- ❑ Your anchor ocation(s) will also be used if you choose to mandate SA on all new purchases (recommended tip).

To learn more, visit www.cisco.com/go/mce and for questions, write to MyCiscoEntitlements@cisco.com