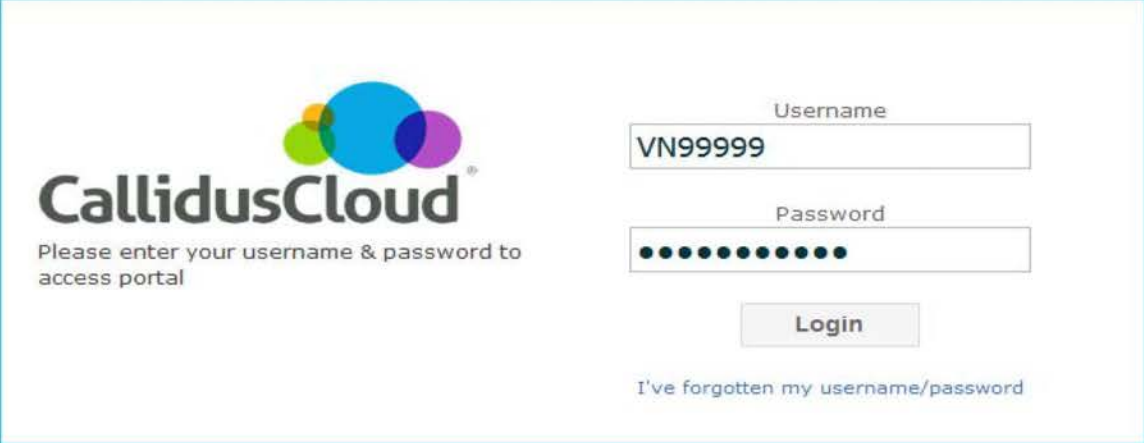




## Reference Guide: Compensation Statements

Contact [Agentcomp@avmed.org](mailto:Agentcomp@avmed.org) for questions concerning your commission statements or for assistance with the website

# Accessing Statements



CallidusCloud<sup>®</sup>  
Please enter your username & password to access portal

Username  
VN99999

Password  
●●●●●●●●●●

Login

[I've forgotten my username/password](#)

Access the login page to the upgraded system using the following link:  
<https://avmd-mprd.callidusondemand.com/CallidusPortal/startPortal.do>

Enter your username and password and click on the Login box. The username is your agency vendor number.

# Accessing Statements

CallidusCloud Home

SALES PERFORMANCE HOME

Help VN99999

QuickTasks

**My Profile**

**RAD R RAD**

ROLE: VN99999

[VIEW](#)

POINTS

**My Inbox**

Filter: All Items Search:

Status	Date	From	Program
	07/25/2014 3:00 PM	System Callidus Software: Reset Password Request	User Forgot Password
	07/25/2014 3:00 PM	System Callidus Software: Reset Password Request	User Forgot Password
	07/25/2014 3:00 PM	System Callidus Software: Reset Password Request	User Forgot Password
	07/25/2014 3:00 PM	System Callidus Software: Reset Password Request	User Forgot Password
	07/25/2014 3:00 PM	System Callidus Software: Reset Password Request	User Forgot Password

**My Reports**

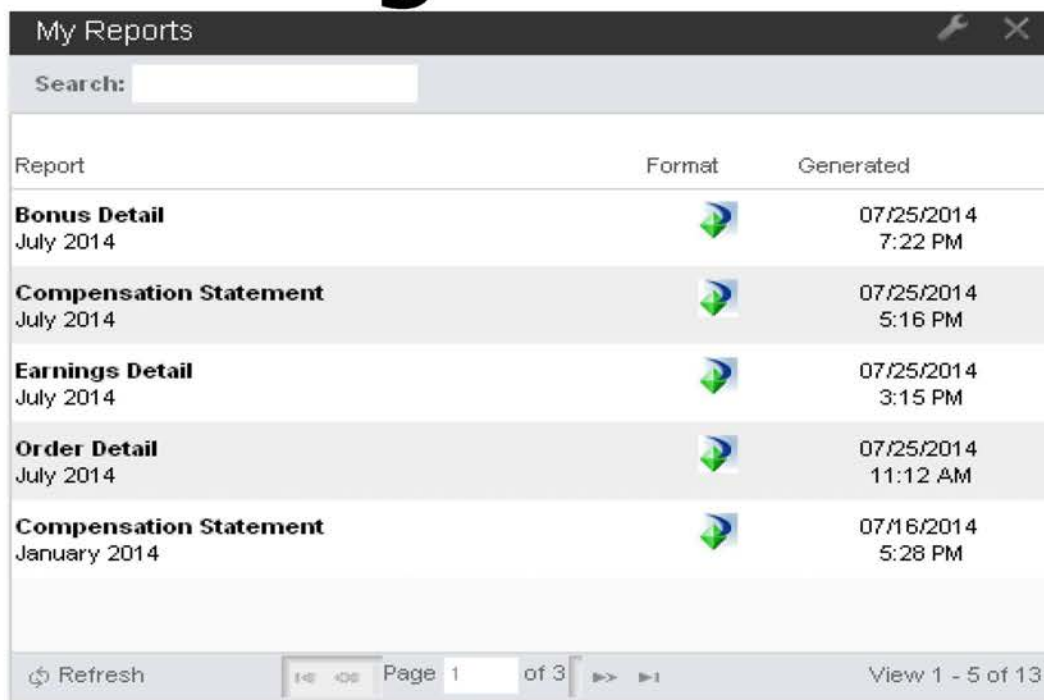
Search:

Report	Format	Generated
<b>Bonus Detail</b> July 2014		07/25/2014 7:22 PM
<b>Compensation Statement</b> July 2014		07/25/2014 5:16 PM
<b>Earnings Detail</b> July 2014		07/25/2014 3:15 PM
<b>Order Detail</b> July 2014		07/25/2014 11:12 AM
<b>Compensation Statement</b> January 2014		07/16/2014 5:28 PM






The new Homepage will include the following:

- **My Profile** section includes all of the user's information. There you can change your password, email address, and display name.
- **My Inbox** will include any important correspondence from our commission system administrator, Callidus.
- **My Reports** will include all of the recently published commission statements.

# Accessing Statements



The screenshot shows a web application window titled "My Reports". At the top, there is a search bar. Below it is a table with three columns: "Report", "Format", and "Generated". The table lists five reports, each with a download icon in the "Format" column. The reports are sorted by date, with the most recent at the top. At the bottom of the window, there is a "Refresh" button, a pagination control showing "Page 1 of 3", and a "View 1 - 5 of 13" indicator.

Report	Format	Generated
<b>Bonus Detail</b> July 2014		07/25/2014 7:22 PM
<b>Compensation Statement</b> July 2014		07/25/2014 5:16 PM
<b>Earnings Detail</b> July 2014		07/25/2014 3:15 PM
<b>Order Detail</b> July 2014		07/25/2014 11:12 AM
<b>Compensation Statement</b> January 2014		07/16/2014 5:28 PM

Under **My Reports**, double click on the commission report you are interested in viewing (i.e. **Order Detail**, **Earnings Detail**, **Compensation Statement**, **Bonus Statement**). They will appear in the order of published date with the most recent at the top.

You will not be able to view statements issued prior to July 2014 on the new site. Please contact [agentcomp@avmed.org](mailto:agentcomp@avmed.org) if you need to access historical statements.

# Accessing Statements

## Order Detail



RAD R RAD

VendorID: 99999

07/01/2014 - 07/31/2014

Hyperlinks to: [\(Compensation Statement\)](#) [\(Earnings Detail\)](#) [\(Bonus Detail\)](#)

### Commercial Monthly LG Commission

AGENT NAME	GROUP ID	GROUP NAME	SERV MNTH	PRODUCT NAME	NEW OR RENEWAL	GROUP SIZE	RATE	PAID PREMIUM	PAYMENT	ADJUSTMENT COMMENTS
John Doe	110198	Hardrives of Delray	APR	HM-OA-5232	Renewal	LG	4.00%	\$2,274.22	\$90.97	
John Doe	110198	Hardrives of Delray	JUN	HM-OA-5232	Renewal	LG	4.00%	\$33,718.40	\$1,348.74	
<b>CORP TOTAL</b>								<b>\$35,992.62</b>	<b>\$1,439.70</b>	
<b>GRAND TOTAL</b>								<b>\$35,992.62</b>	<b>\$1,439.70</b>	

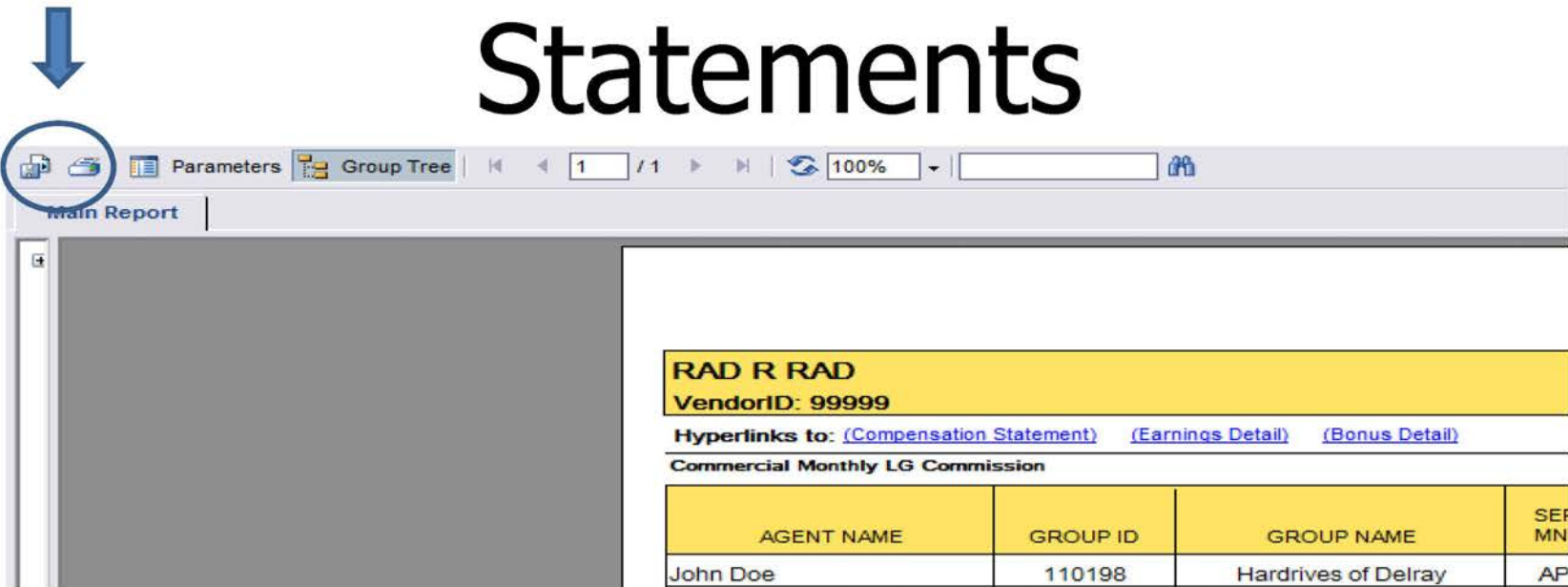
### Commercial Monthly SG Commission

AGENT NAME	GROUP ID	GROUP NAME	SERV MNTH	PRODUCT NAME	NEW OR RENEWAL	GROUP SIZE	RATE	PAID PREMIUM	PAYMENT	ADJUSTMENT COMMENTS
Jane Doe	112233	Fake Group	JUN	HM-OA-5232	New Business	SG	7.50%	\$33,718.40	\$2,528.88	
<b>CORP TOTAL</b>								<b>\$33,718.40</b>	<b>\$2,528.88</b>	
<b>GRAND TOTAL</b>								<b>\$33,718.40</b>	<b>\$2,528.88</b>	

A new window will open with the statement. Clicking on the **hyperlinks** in blue will take you to the other reports published for the same month.



# Printing and Exporting Statements



The screenshot shows a web application interface. At the top, there is a navigation bar with icons for 'Parameters' and 'Group Tree', and a status bar showing '1 / 1' and '100%'. Below the navigation bar, the main content area displays a report for 'RAD R RAD' with 'VendorID: 99999'. The report includes hyperlinks for '(Compensation Statement)', '(Earnings Detail)', and '(Bonus Detail)'. Below the hyperlinks, there is a section titled 'Commercial Monthly LG Commission' which contains a table with the following data:

AGENT NAME	GROUP ID	GROUP NAME	SEP MN
John Doe	110198	Hardrives of Delray	AP

On the upper right hand corner of every statement there is an Export icon and a Printer icon.

On the upper right hand corner of every statement there is an Export icon and a Printer icon.

Once you click on the Export icon a box will appear allowing you the option to select the format you would like to use such as, PDF, Word, or Excel.



Clicking on the Printer icon will present your printer menu.  
Embrace better health.

# Making Changes to Your Profile



Under My Profile you can change the **Display name**, **Email Address**, and **Password** associated with your account. Your vendor number will always remain the same.

Embrace better health.