# **Using Enterprise Portal**

Oversee all accounts within your Enterprise from a central Enterprise Portal.

#### Introduction

Think of your Enterprise Portal as a control center, offering a convenient hub for ()" data-original-title="" title="">Enterprise Admin to oversee and administer all accounts within your Learn more →" data-original-title="" title="">Enterprise. This central point of access saves admins the time of managing and monitoring accounts separately.

### Add & Manage Accounts

Paperless Pipeline's Enterprise Portal offers a central location to oversee and manage all accounts within an Enterprise.

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## Designate Admins

Designate Enterprise Admins who should have total authority over Enterprise accounts, and Master Admins who should maintain core permissions in their individual accounts.

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#### Manage Billing

Enterprise Admins can update credit card information for individual or multiple accounts at once, as well as allow Master Admins to manage credit card information for their individual accounts.

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## Receive Billing Reports

Each month, Enterprises receive the Combined Billing Report via email, which offers a comprehensive view of payment history across all accounts during the previous month.

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