

# How to: modify an active subscription

To modify an active subscription:

1. Log in to your account on the platform or service.
2. Find the "Subscription" or "Billing" section in your account settings.
3. Locate the active subscription you want to modify.
4. Look for options like "Edit", "Modify", or "Manage Subscription".
5. Select the subscription and follow prompts to make changes.
6. You might be able to upgrade/downgrade plans, change billing details, or adjust subscription settings.
7. Confirm changes and ensure you receive a confirmation for modifications made.

SCM example: Login to your account, open the user's profile.

Select the menu item MY ORGANIZATION and use the menu items that appear.

select the MAIN menu item and select "Edit" tab to change information about the organization.

To change engines that are used in the current organization, click on the ENGINES menu item. Select "Add new Engine" button for adding new Engine. For changing Engine name, press on the Engine name and use button "Rename Engine".

To change information about users and their rights, click on the MEMBERS menu item.

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