

Product Usage Guideline

As of August 2024

Last Revision: 31/07/2024 15:06

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Introduction

This document has been prepared to help you understand the price list and the use rights, as described in the General Terms & Conditions. It also contains additional information on how to use our software in compliance with our licensing terms as well as explanations on the product maintenance and additional services.

Product Licensing

Applicable Metric

As a rule, software products must be licensed based on a standardized license metric. For instance, it is not possible to mix license metrics "per Device" and "per User", except for products that cannot be licensed with same metrics, because they aren't marketed in same metrics.

Example 1:

- › Matrix42 ITSM is licensed, based on a "per user" metric
- › Matrix42 UEM must also be licensed "per user"

The number of required licenses can be calculated, based on the respective license metric of the licensed product. The respective basic product determines the number of licenses required for corresponding additional products.

Example 2:

- › Matrix42 UEM has been licensed for 1,000 users.
- › Matrix42 Patch Management must also be licensed for 1,000 users.

Example 3:

- › Matrix42 Software Asset Management is licensed for 1,100 users.
- › Matrix42 License Intelligence Service LIS Premium only needs to be license once per installation and is not offered per "Device" or "User".

The license metric defines the scope of permitted usage of all licensed products and product modules. The functionality of the technical software included in the licensed products may be used for licensed assets, devices or users only.

System Metering

Our Software Asset & Service Management product supports you in auditing your Matrix42 software licenses. The software has a function that requests information about the licensing of the Matrix42 software at regular intervals and transmits the number of licenses used (by devices and users) to us. Personal data is not collected. The data transmitted with each process can be viewed on the server in the "metering" directory. Further details can be found in the product documentation.

Product Activation

Some products and online services are protected by technical measures, and a license key must be activated to be able to use these products or services. Please ensure that the keys you have been assigned are kept in a safe place and are treated as confidential. It is your responsibility to use the assigned keys and activate the products properly. You must not disclose these keys to any third parties, even after your contract with Matrix42 has been terminated or has expired.

Licenses for Partners (NFR)

As a registered partner, you will receive licenses for internal training purposes upon request. These licenses are not suitable for resale ("*Not for Resale*", NFR). You are not permitted to use these licenses for productive environments within your own company or make them available to third parties as temporary trials for evaluation purposes ("*proof of concept*"). Trials for third parties always require a trial license, which you can request separately for each case through the Matrix42 sales organization.

Operations for Third Parties

Service providers that want to run Matrix42 software for their customers can conclude a separate agreement upon explicit request to cover this specific kind of usage. In any case, they are not entitled to cede the software to any third parties for evaluation purposes or operate the software for third parties or have it operated by third parties for evaluation purposes.

Operations by Third Parties (Outsourcing)

You are entitled to install and use permitted copies of the software on servers and other devices that are administrated and controlled by a third party. We explicitly refer to No. 3.10 of Matrix42's End User License Agreement. Irrespective of the physical location and the ownership of hardware on which the software is used, the company that uses the software is responsible for all obligations arising out of the license terms and conditions.

Usage of Older Versions

For any permitted copy or instance, you are entitled to create a copy or instance of an older version, instead of the licensed version, and store, install, execute or access this older version accordingly ("*downgrade*" permission). You may use different versions of components only as defined in the product-specific compatibility matrix, which can be found in the respective release notes of your version in use. If you use an older version, Matrix42 is not obliged to supply security updates or provide support for the product or service beyond the end of the respective standard support. Please read the explanations on "standard support" below.

Usage of Advance Versions

Specific advance versions (e.g., beta versions), are subject to their respective specific terms & conditions, which are supplied with these versions. In general, advance versions may only be used on test systems.

Additional and Discontinued Functionality

Subject to additional terms & conditions that are supplied with the respective update or add-on, you are entitled to use add-ons (such as free functionality packages) with the licensed software. In case of software updates, Matrix42 is entitled to modify or discontinue previously available program functionality with prior notification.

Load Balancing and High Availability

You are entitled to distribute the program components of an instance to multiple virtual or physical computer systems or run them in a cluster for load balancing and high availability purposes.

Trial Systems

You are entitled to run any number of instances of the licensed On-Premise products for testing and training purposes, if information gained and functionality executed with these instances is not used in productive environments. Test systems for cloud instances are available of request.

Documentation

Any person who has authorized access to the operated software is entitled to copy and use the documentation for internal use.

Product Maintenance

General Regulation

Product maintenance refers to the technical maintenance and bug fixing through the software manufacturer's maintenance work; this also includes the provision of hotfixes for critical problems.

As a rule, Matrix42 provides product maintenance for an available version only until the next version is available, with a minimum maintenance of 18 months. Please also refer to Matrix42's General Terms & Conditions under www.matrix42.com.

Example: A product version is released in March 2022.

- Case 1: The next version will be released in March 2023
→ product maintenance expires in September 2023 (when the respective version is 18 months old)
- Case 2: The next version is not released before December 2023
→ product maintenance expires in December 2023 (when the next version is available)

Bugs are fixed with the respective next update for the affected product version or the subsequent product version accordingly. For critical problems, Matrix42 supplies customers a hotfix for the latest update of the product version deployed, if supported. For older versions, hotfixes are not supplied.

Examples:

- A product version is released in March 2022
→ Hotfixes for critical problems are available for this product version
- In June 2022, an update (Update 1) of this product version is released
→ Hotfixes are only available for this update
- In September 2022, an update (Update 2) of this product version is released
→ Hotfixes are only available for this update

To maintain the maintainability of the version they are using, customers must install available updates and migrate to the current version. After delivery of the last update for a product version, a period of twelve months is usually available to migrate to the current product version:

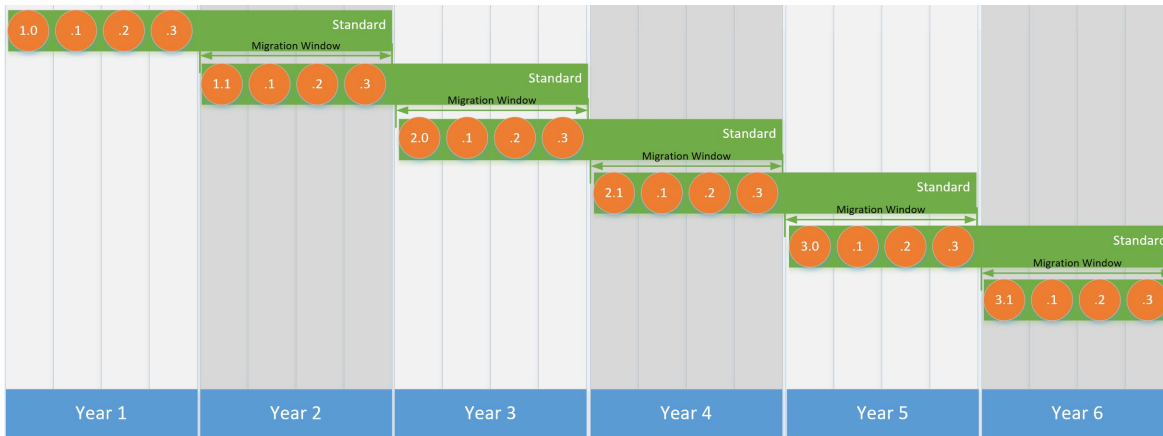


Illustration 1: Simplified product-independent schema for standard product maintenance across multiple versions. Green bars represent the maintenance periods. The effective periods always depend on the actual availability of the product versions. The circles in orange indicate the continuously available updates for a product version.

Special Regulation for Long-Term Maintenance

Customers with an active “Premium Support” agreement with Matrix42 can contact the Matrix42 helpdesk to apply for the special regulation for long-term maintenance in writing. This is not applicable in case of SaaS Services. This special regulation may be terminated at any time in writing. It automatically ends when the underlying “Premium Support” agreement ends.

Long-term maintenance is only available for product versions with the “LTSB” (Long Term Service Branch) label or rating. Bugs of an LTSB version are fixed with the subsequent LTSB version. For critical problems, Matrix42 supplies customers a hotfix for the deployed and supported LTSB version.

Customers that are using more than one product platform do not need to run a LTSB-version for each of them. It is allowed to operate a LTSB-version together with other versions that fall under standard maintenance.

Matrix42 provides long-term maintenance for an LTSB product version, starting with its availability and until a subsequent LTSB version is available, but at least for a period of 24 months. Should the provision of the following product version for long-term maintenance be delayed, the maintenance period will be extended accordingly.

To ensure the continued maintainability of the respective version in use, customers must migrate to the subsequent product version before the maintenance period expires. Normally, the available migration window for the switch to a new version with long-term maintenance is twelve months:

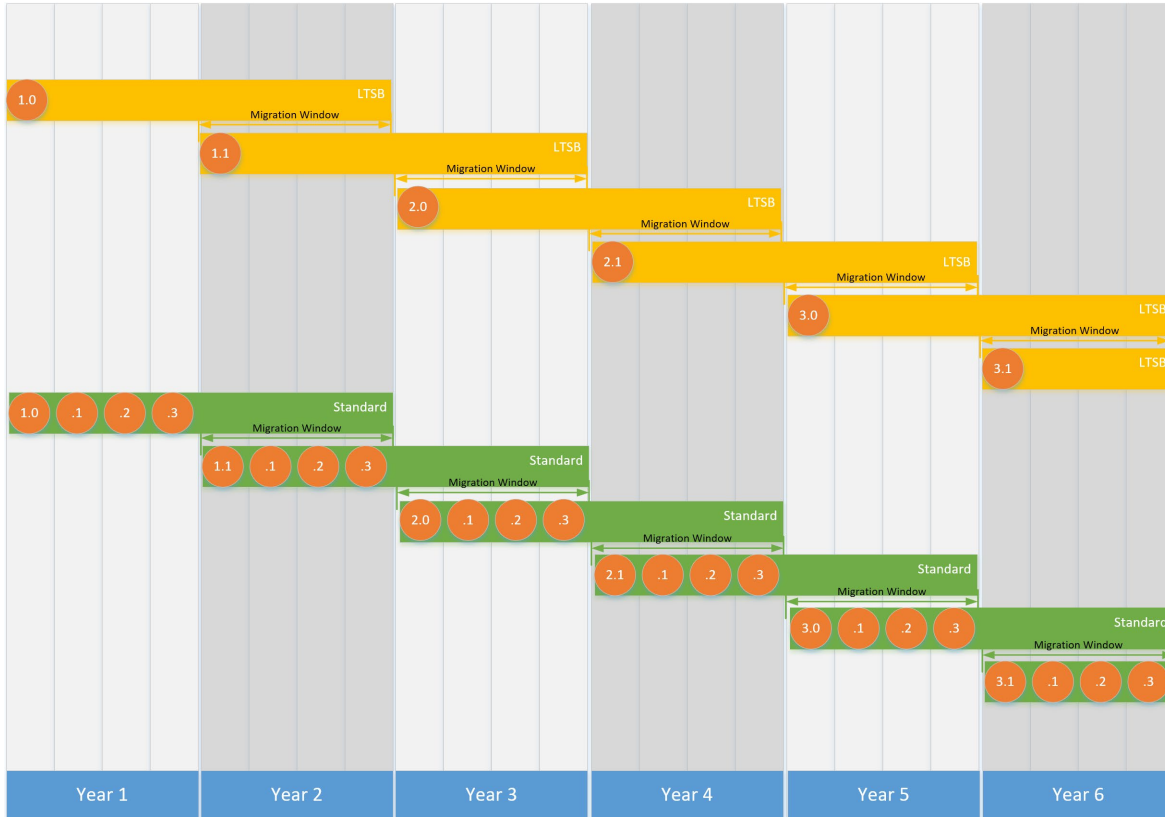


Illustration 2: Simplified product-independent scheme for long-term maintenance over different product versions in comparison with standard maintenance. Green bars represent the maintenance periods in standard maintenance, yellow bars represent the maintenance periods in long-term maintenance. The effective periods always depend on the actual availability of the product versions. The orange circles indicate the continuously available updates for a product version.

Special regulation for extended maintenance

Customers who have an active long-term maintenance agreement with Matrix42 may apply in writing for Extended Maintenance. The extended maintenance period is 12 months in any case and cannot be extended.

Extended Maintenance is only offered for product versions that are marked with the predicate "LTSB" (Long Term Service Branch).

To maintain the maintainability of the version they are using, customers must migrate to the next product version before the maintenance period ends. In the case of extended maintenance, the migration period available is 24 months:

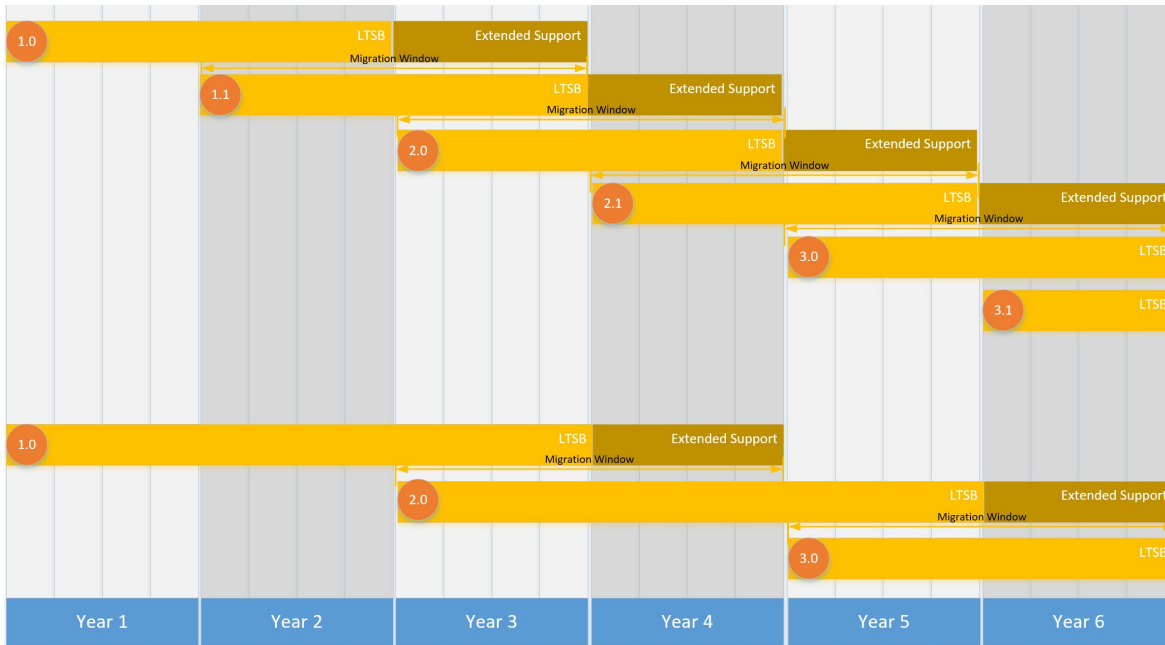


Illustration 3: Simplified product-independent scheme for extended maintenance across different LTSB product versions. In the upper area a representation of annual LTSB versions, below exemplary for larger periods. Yellow bars represent the maintenance periods. The effective periods always depend on the actual availability of the product versions.

Special Regulation for Third-Party Software

Software that has been produced by other companies than Matrix42 is subject to the maintenance conditions of the respective companies, if and to the extent to which Matrix42 has informed the customer accordingly when the contract was concluded.

DLP	Clearswift
EgoSecure Antivirus	Bitdefender
FortiEDR	Fortinet
Patch Management	Ivanti
Package Robot	TAP.DE, Mr. Thümmeler, Mr. Theo Gottwald (DelphinSoftware)

Maintenance Status

Please refer to the product documentation at [this link](#) for the current maintenance status of specific product versions.

Compatibility

Regarding compatibility between different product platforms the rule applies, that all versions under active maintenance are compatible among each other. In case of exceptions to this rule, they will be advised in corresponding release notes.

Additional Services

License Intelligence Service

The *Matrix42 License Intelligence Service* (LIS) provides Matrix42's customers application signatures for the automatic software detection of installed applications and catalog items from the software manufacturers' price lists to help them book acquired licenses within the *Matrix42 License Management* tool. The "Premium" service level also includes other services. For further details, please refer to the descriptions in Matrix42 Marketplace.

License Intelligence Service provides the following information:

- Compliance master data with predefined software publishers and their software products
- Compliance master data with predefined license models (metrics)
- Software recognition support
 - for installed software from listed publishers (Standard SLA; see below)
 - for all applications installed in customer system (Premium SLA)
- Catalog items from publisher's price lists (without price information)
 - for purchases of licenses and subscriptions from listed publishers (Standard SLA; see below)
 - for purchases of licenses and subscriptions from any publisher (Premium SLA)

The software manufacturers that are covered with Standard SLA are listed in [this online document](#).

Matrix42 decides at their own discretion on the scope and maturity of the supplied data. For the manufacturers listed, you are entitled to request the inclusion of data sets that are not included in the current scope of service yet. Matrix42 shall handle and work on these requests as soon as possible but does not guarantee any deadlines. Matrix42 reserves the right to modify the list of prioritized software manufacturers any time and as needed.

Matrix42 gathers these data to the best of their knowledge, but does not guarantee their currency, completeness and correctness. We expressly state that each software manufacturer has his own and varying contractual regulations, which cannot be accounted for with, respect to the supplied data.

Using these data does not release you from your responsibility of reviewing the impact of any calculations based upon these data and correct them manually, if necessary.

You may only use the LIS data for creating your license balance. Any other usage within your company, distribution of these data beyond your legal company boundaries and any usage for the purpose of any third party are not permitted.

Package Cloud

Matrix42's Package Cloud provides preconfigured installation packages for the automated distribution of third-party software.

These installation packages only comprise the parameterization of an automated installation, but no software licenses. You are obliged to ensure compliance with the licensing terms & conditions of the respective copyright owners.

You are entitled to use the installation packages provisioned via the Matrix42 Package Cloud within your legal company boundaries. When the respective contract has been terminated or has been expired, this right shall also apply.

Matrix42 shall decide at their own discretion on the choice, scope and maturity of the supplied installation packages.

You are not entitled to use the installation packages outside your company. Neither are you entitled to forward the installation packages to any third party (for remuneration or free of charge) or use them for any third party's purposes (service provider).