



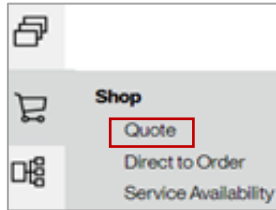
# Switched E-Line | UNI/EVC Combo Quote Job Aid

End user UNI and associated EVC connecting to an active UNI or NNI/HUB.

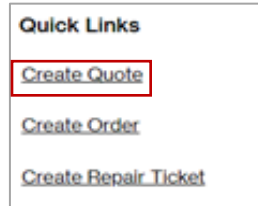
## Getting Started

There are **three** ways to create a Quote

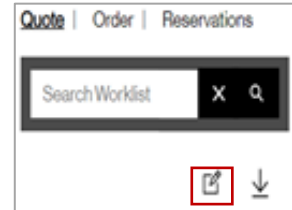
Option 1: From **Shop**



Option 2: From **Quick Links**



Option 3: From **Quote Worklist**



## Quote Configuration

1. Select Product Name: **Switched E-Line**
2. Select Product Offering : **UNI/EVC Combo**
3. Choose **Company** from the dropdown
4. Retain or modify **Group Name** if needed (minimum of 4 characters, maximum of 12)
5. Select **Term** (default is product specific and varies based on product)
6. Choose **Contract ID**
7. Select **Verizon Legal Entity**

Quote Configuration

Product Name \* 1: Switched E-Line

Product Offering\* 2: UNI/EVC Combo

Company \* 3: Verizon Business

Group Name\* 4: EVC2419025

Term (in Years)\* 5: 3

Contract ID.\* 6: [Empty]

Verizon Legal Entity.\* 7: Verizon Business

1. Enter the **UNI Location** in the type ahead field, select address from the drop down (green check mark indicates the address validation was successful)
2. The **Access Type** determines if the services will be provisioned On Net (Verizon) or Off Net (Third Party provider) based on the address entered
3. Enter **Speed**
4. Select **EVC Performance** type
5. Click + to add **Additional Features** (if desired)
6. Click **Get Pricing**

No.	Location Country *	UNI Location *	Agency	Access Type	Location Country	NNI/HUB Location	Speed(EVC/UNI/Access) *	EVC Performance	From Additional Features
1	United States	18852-ORANGE	VSD	Verizon	--Select--		100M10/500M	Best	+ [Additional Features]

Additional Features:

- Carrier Diversity
- Collocation-Overseas
- Telecom Service Priority

### Quote Configuration Functions

**Upload**- Upload or access Address and Generic templates

**Delete**- Remove one or more rows

**Copy**- Copy one or more rows

**Add**- Add one row at a time



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## Quote Summary

### Review Pricing:

1. Hover over MRC/NRC to review a breakdown of the price (if needed)
2. Click the checkbox to select the Price Quote
3. Click Accept to acknowledge the budgetary quote
4. Submit Quote
5. Choose the Order Assignee (if desired)
6. Click Submit (this action moves the submitted quote to the Order Worklist to be worked on at a later time) or
7. Click Start Order (this action allows you to immediately begin working on the order)

The screenshot shows a table of quotes with columns: QuoteID, UNILocation, Access Type, NNI/HUB Location, Speed, Contract, Term, MRC, NRC, Status, and Expires. Below the table are two modal windows. The first modal has an 'Accept' button. The second modal asks 'Are you sure you want to submit this quote?' and includes an 'Assignee Name' field, 'Cancel', 'Submit', and 'Start Order' buttons.

## Quote Summary Functions

1. Use **Download** to access quote/pricing CSV file
2. Click **Refresh** to reload the page
3. Choose **Accept** to agree to the Price Quote
4. Click **Edit Group** to:
  - Edit or Modify quotes in an Open or Error status
5. Click **Delete** to remove one, several or all quotes
6. Click **Submit** to process and submit the Quote
7. Click **PDF** to generate a PDF document for one quote at a time

The toolbar contains icons for: Download, Refresh, Accept, Edit Group, Delete, Submit, and PDF.

### Quoting Tips

1. A quote must be submitted to order for it to be converted to an order
2. Quotes in Submitted, Pricing Requested or Pricing Review status cannot be edited
3. In order to generate an additional quote, add a new row to the group and populate the requested information
4. Co-location addresses will default to Off Net pricing (Co-location override must be selected via Additional Features during the quote journey)
5. From the Quote Summary page, the group quote information can be downloaded into a csv file
6. You can manually add up to 250 locations