

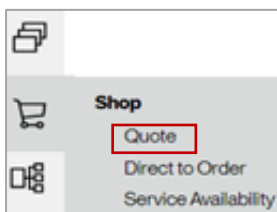
Switched E-Line Metro/Regional (TLS) NNI Standalone Quote Job Aid

Connection of the Customers network and the Verizon Switched Ethernet network configured as Port and Access or Port only.

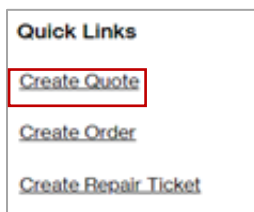
Getting Started

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

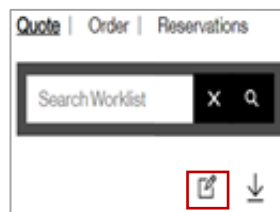
Option 1: From **Shop**



Option 2: From **Quick Links**



Option 3: From **Quote Worklist**

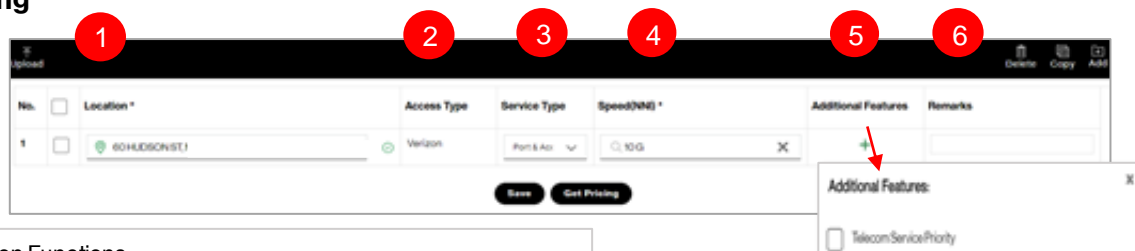


Quote Configuration

1. Select Product Name: **Switched E-Line Metro/Regional (TLS)**
2. Select Product Offering: **NNI Standalone**
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. Select **Contract ID** from the drop down

1. Enter **Location** (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. Choose **Service Type**: Port Only or Port & Access
4. Enter **Speed (NNI)**
5. Click **+** to include **Additional Features** (if needed)
6. Include **Remarks** (if needed)

Click **Get Pricing**



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 the Quote Summary interface. At the top, there is a toolbar with buttons: Download, Refresh, Accept, Edit Group, Delete, Submit, and PDF. Below the toolbar is a table with columns: Quote ID, Location, Access Type, Service Type, Speed, Term, Contract, MRC, NRC, Status, and Expires. A row is selected with checkboxes in the first two columns. Below the table, there are two modal windows. The first modal has an 'Accept' button. The second modal has an 'Assignee Name' field and '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 screenshot shows the toolbar from the Quote Summary interface. The buttons are: Download, Refresh, Accept, Edit Group, Delete, Submit, and PDF. Each button is numbered from 1 to 7, corresponding to the functions listed in the previous section.

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