



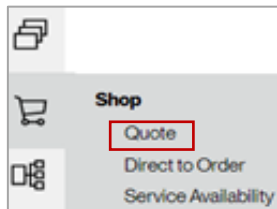
Switched E-Line | UNI Standalone Quote Job Aid

Port and Access connecting the Customer designed premises to the Verizon Switched Ethernet network.

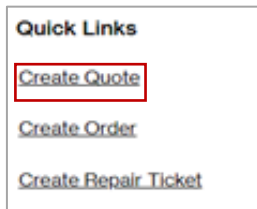
Getting Started

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

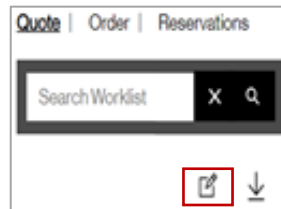
Option 1: From **Shop**



Option 2: From **Quick Links**



Option 3: From **Quote Worklist**



Quote Configuration

1. Select Product Name: **Switched E Line**
2. Select Product Offering: **UNI Standalone**
3. Choose **Company** from the dropdown
4. Retain or modify **Group Name** if needed (minimum of 4 characters maximum of 12)
5. Modify **Term** (default is product specific and varies based on product)
6. Select the **Contract ID** from the drop down (selection varies by product)

Quote Configuration

Product Name * Switched E-Line	Product Offering* UNI Standalone	Company * Company
Group Name* UNISTANDALNE	Term (in Years):* <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4	Contract ID:* D40002-03

1. Enter **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** (UNI/Access)
4. Click **+** to add **Additional Features** (if desired)
5. Add **Remarks** (if needed)
6. Click **Get Pricing**

No.	Location *	Access Type	Speed(UNI/Access) *	Additional Features	Remarks
1	60 HUDSON ST	Verizon	1 G/1G	+	

Buttons: Save, 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

Additional Features

- Carrier Diversity
- Colocation Charge
- Telecom Service Priority



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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)

Download	Quote ID	Location	Access Type	Speed	Contract	Term	MRC	NRC	Status	Expires
<input type="checkbox"/>	UNI*WDAUNE-001	60 HUDSON ST	On-Net Type 9	1 Gbps/1 Mbps	040002-03	3 Years	\$47500 @/yr	\$000 @/yr	Com	04-03-2024

You are acknowledging that this quote is budgetary and may not include pricing associated with transport, special construction or other features that may apply to the quoted service.

3 Accept **Close**

Are you sure you want to submit this quote?

- By submitting this quote, you are moving it to your order work queue for further processing.
- This quote expires in 60 days and will no longer be available for ordering after the expiration date.
- You are acknowledging that this quote is budgetary and may not include pricing associated with transport, special construction or other features that may apply to the quoted service.

Assignee Name

5 **6** **7** **Cancel** **Submit** **Start Order**

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



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