



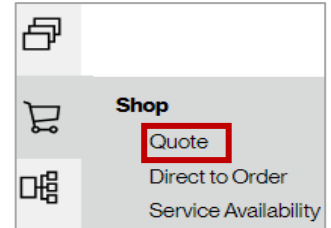
Metro Wavelength Non-Optimized Order Job Aid



Delivers private data over a fully managed point to point circuit on an advanced optical network

Things to Know

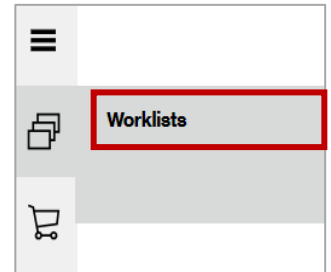
- A **“Quote”** must be submitted prior to creating an order
- Refer to the **Metro/US Wavelength Non-Optimized Quote Job Aid**



Getting Started

From the Hamburger menu, select **Worklists**

1. Choose the **Order** Worklist
2. Enter the submitted **Quote ID** onto the search bar of the **Order Worklist** (or search directly from the worklist)
3. Click the Order Name field to open and **start the order submission process**



Order Name	Project ID	Product	Product Offering	Submitted Date	Requested Due Date	Status	Milestone
WAVENONOPT70-001		Wavelength Solutions	Metro Wavelength (Non-Optimized)			New	

Common Order Status:

- New**- A new Quote was submitted to Order
- Open**- Order saved but not submitted for processing
- Submitted**- Order submitted for processing
- In Progress**- Order is being worked
- Cancelled**- Order has been cancelled
- Error**-An Order Error that requires attention
- Completed** –The Order process is complete






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Administration

- Click the pencil  to modify the Order Name aka PON (max length 16)
- Click the Flag to move a priority order towards the top of the order worklist (once the order is saved)

WAVENONOPT70-001  

Product Selected: Wavelength Solutions-
Metro Wavelength (Non-Optimized)

Make the following selections

1. Add From and To Sublocation: Structure Type | Elevation Type | Unit Type (example below)
2. Enter From and To End Customer Name
3. Project ID-label a group of orders for easier accessibility from the Order Worklist (as applicable)
4. Select Billing Account Number
 - Existing (Utilize an existing ban)
 - New (Provide billing address details to create a new ban)
 - BAN (Choose a particular ban from the dropdown box)
5. Use RPON to relate active orders to be worked together or in a certain order (when applicable)
6. Add F&E BAN Number
7. Add COSRD Engagement Script (when applicable)
8. Add Remarks (optional)

Click **Next**

Administration

1 From Location: 18850 Orange St.

Additional Location Details-Sub-Loc*:

Structure Type*: Building	Elevation Type*: Floor	Unit Type*: Room
Structure Value*: Main	Elevation Value*: 12	Unit Value*: 227

End Customer Name*:
ABC Company

1 To Location: 800 S HOPE ST

Additional Location Details-Sub-Loc*:

Structure Type*: Building	Elevation Type*: Floor	Unit Type*: Room
Structure Value*: Main	Elevation Value*: 2	Unit Value*: 123

End Customer Name*:
DEF Company

Project ID: **3**

Related Order Number (RPON): **5**

COSRD (Engagement Script Number)*: **7**

Remarks: **8**

Billing Account Number (BAN/Bill ID)*: **4**
Select Billing

F&E BAN*: **6**

Next



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Configuration

Choose the appropriate **Configuration** Details:

1. Protocol : LAN-PHY | WAN-PHY | OTU-2 | OTU-2e | Transparent
2. From and To Connector Type: LC| FC | SC
3. From and To: AC | DC
4. Add Remarks (optional)

Click **Next**

Wavelength Service Configuration

Speed: 10 Gbps Term: 3 Years

1 Protocol:

LAN-PHY	WAN-PHY	OTU-2	OTU-2e	Transparent
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From Location: 18850 Orange St, Bloomington, CA, 92316-2425, USA To Location: 800 S HOPE ST, LOS ANGELES, CA, 90017, USA

From Interface*: 10GBASE LW To Interface*: 10GBASE LW
 1310 NM SMF 1310 NM SMF

From Connector Type*: To Connector Type*:

LC	FC	SC	----- 2 -----	LC	FC	SC
----	----	----	----------------------	----	----	----

From Power*: To Power*:

AC	DC	----- 3 -----	AC	DC
----	----	----------------------	----	----

Remarks: **4**

Contacts

Provide contact details

- Technical Contact
- From and To End Customer (Local Contact)
- From and to Alternate Local Contact

Click **Next**

Note:

- The End Customer and Alternate Contact must be different

Contact Details

Requestor Contact:

Technical Contact: ***General Example***

Name*: zzzz40a Phone*: (322) 134-2143 Ext: 6664346

Email*: zzz@gmail.com

From Location (18850 Orange St, Bloomington, CA, 92316-2425, USA)

End Customer (Local Contact):

Name*:

Email*: Phone*:

Alternate Local Contact:

Name*:



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Delivery

1. Click the appropriate **Month**
2. Select the **Requested Due Date**
3. Click **“Early Acceptance”** Yes or No

Note: Choose **“Yes”** if you wish to accept delivery of the circuit prior to the **Requested Due Date** (if an earlier delivery is possible)

Click **Next** to proceed

Next

Summary

Review **Order Summary**

1. Click to Save Order
2. Assign Order (if needed)
3. Download order
4. Click back button to make adjustments

Click **Submit**

Additional Detail:

Use the following link to manage [Supps](#) & [Milestones](#)

Order Summary			
Order Name:	WAVENONOPT70-001	Contact:	
Activity:	Install	Technical Contact:	zzzz40ta
Company:		From Local Contact:	zxic/bsdff
From Location:	18850 Orange St,	To Local Contact:	zxic/vbnn
From Location Details:	Building: main, Floor: 22, Room: 123	From Alternate Contact:	zzzz40ta
From End Customer:	ABC COMP	To Alternate Contact:	zxic/vbnn
To Location:	800 S HOPE ST,	To Location Details:	Building: MAIN, Floor: 7, Suite: 111
To End Customer:	DEF COMP	Requested Due Date:	08/20/2024
Project ID:		Early Acceptance:	Yes
Product:	Wavelength Solutions.Metro Wavelength (Non-Optimized)	Terms:	3 Years
Speed:	10 Gbps	Contract:	STANDARD
BAN:	0000H6661	Protocol:	LAN-PHY
F&E BAN ID:	257888		
From OE/Termination Type:	NA	To OE/Termination Type:	NA
From Connector Type:	LC	To Connector Type:	LC
From Power:	AC	To Power:	AC
COSRD(Engagement Script Number):	ES123444550		
RPON:		From Location Interface:	1310 NM SMF
To Location Interface:	1310 NM SMF	From Interface:	10GBASELR
To Interface:	10GBASELR	From Building Manned:	N
To Building Manned:	N	From Access Hours:	
To Access Hours:		Special Access or Dispatch Instructions:	
Customer Comments:			

Upload LOA

4 Back

Save 1

Submit