Software Defined Interconnect (Ethernet) Order Job Aid

SDI enables same day activation of a virtual layer 2 access loop Ethernet E-Line and Ethernet E-LAN services to Equinix IBX data centers globally.
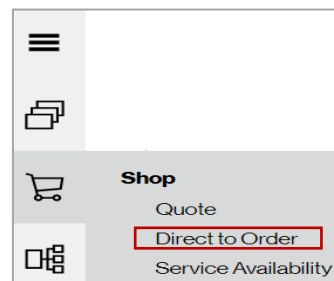
Getting Started | Quote

- A Quote must be initiated prior to the order submission process. Please refer to the following Quote Job Aid: **Software Defined Interconnect (Ethernet)**
- Complete the Quote process
- The Quote will be displayed in the Request Worklist once submitted

Order Process

From the **Shop** menu, select **Direct to Order:**

1. Select Product Name: **Software Defined Interconnect (Ethernet)**
2. Select Product Offering: **Software Defined Interconnect Ethernet**
3. Select Company Name
4. Enter Order name | Request Name

1. Request Type: Order
2. Choose Order Type: **Install| Change| Move** as applicable
3. Select **Requested Due Date**
4. Enter **Contact Name**
5. Enter **Contact Email**
6. Enter **Contact Phone number**
7. Upload file (*if a Template is needed download from the template icon). A Quote PDF should be uploaded along with template file to limit order delays.
8. Enter **Remarks** if desired

Click **Submit**

Note: Order will be displayed on the Order Worklist

Software Defined Interconnect (Ethernet) Order Job Aid

verizon business

SDI enables same day activation of a virtual layer 2 access loop Ethernet E-Line and Ethernet E-LAN services to Equinix IBX data centers globally.

Update a submitted Request

From the **Order Worklist**

1. Click the **Status** link

2. Select **Edit Order** to make changes (if needed)

3. Update **Requested Due Date** (if needed)

4. Upload the revised template with a new file name (as applicable)

5. Add **Remarks** (as desired)

6. Use the **Discard** button to exit the request with no changes

Click **Submit** to proceed

Milestones

Additional Detail:

Use the following link to manage **Sups** & **Milestones**