Internet Dedicated Access (IDA)
Quote Job Aid
TDM/SONET Handoff
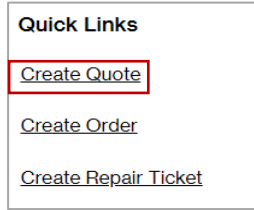
verizon business

Getting Started

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

Option 1: From Shop

Shop
- Quote
- Direct to Order
- Service Availability
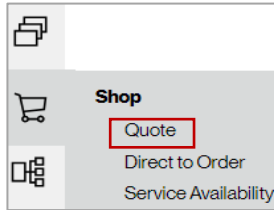
Option 2: From Quick Links

Quick Links
- Create Quote
- Create Order
- Create Repair Ticket

Option 3: From Quote Worklist

Order | **Quote** | Repair | Maps |

Search Worklist
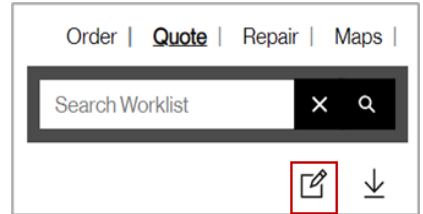
Quote Configuration

1. Select Product Name: **Internet Dedicated Services**
2. Select Product Offering: **Internet Dedicated Access**
3. Choose **Company Name** from the drop down
4. Create **Request Name** (minimum of 4 characters maximum of 12)

Quote Configuration

Product Name * — Internet Dedicated Services **(1)**

Product Offering* — Internet Dedicated Access **(2)**

Company * — --Select One-- **(3)**

Request Name* — IDASOF **(4)**

5. Download **Quote Template**

(5) ↓ **Template**

Request Type*: Quote

Order Type*: Install

Remarks: Remaining Character: 255

Contact Name*:

Contact Email*:

Contact Phone*:

Upload Template

⤒ Upload Files or drop files

The total combined allowed file size is 10 MB.
File type accepted: pdf, xls, doc and txt

Quote Configuration (continue)

6. After completing the template, click **Upload Files** to add the quote details to the request

7. Click **Submit**

Request Type*:	**Order Type*:**	**Remarks:**
Quote ∨	Install ∨	
Contact Name*:	**Contact Email*:**	Remaining Character: 255
Contact Phone*:		

Upload Template

6 ⬆ **Upload Files** or drop files

The total combined allowed file size is 10 MB.
File type accepted: pdf, xls, doc and txt

7 **Submit**

The **Submitted Quote** will be displayed on the **Request Worklist** (A completed status will be displayed when pricing is returned. Click the **Request Name** link to access and download the price quote (PDF file).

Maps | Repair | Order | **Request** | Availability | Voice | Quote

Search Worklist   ✕ 🔍

Filter by: All Companies ∨   All Owners ∨   All Product Categories ∨   All Activity ∨   **Apply**   ↓

	Request Name↑↓	Company Name↑↓	Product Name↑↓ ⇄	Submitted Date↑↓	Request Type↑↓	Activity↑↓	Status↑↓ ⇄
⚐	**IDASOF**	CLE	Internet Dedicated Services	12/14/2023	Order	Install	Completed