

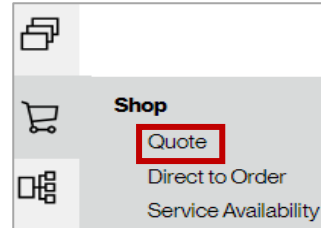


# Internet Dedicated + Order Job Aid

Native Ethernet Handoff

## Things to Know

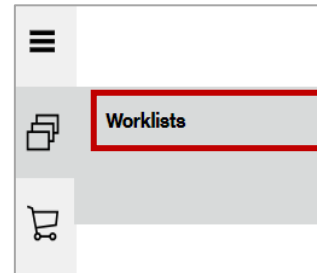
- A **“Quote”** must be submitted prior to creating an order
- Refer to the **Internet Dedicated Services+ Quote Job Aid**



## 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**



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

942675548-001 2 X Q

| Filter by:      | All Companies | All Owners                 | All Product Categories | All Activity   | Apply              |        |           |
|-----------------|---------------|----------------------------|------------------------|----------------|--------------------|--------|-----------|
| Order Name      | Project ID    | Product                    | Product Offering       | Submitted Date | Requested Due Date | Status | Milestone |
| 3 942675548-001 |               | InternetDedicated Services | InternetDedicated+     |                |                    | 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)

942675548-001    
Product Selected: Internet Dedicated Services

Make the following selections

1. Structure Type, Elevation Type, Unit Type (example below)
2. End Customer Name
3. Project ID- Label a group of orders for easier accessibility from the Order Worklist (as applicable)
4. Related Order Number(RPON)- Group orders to be worked together or in a certain order (as applicable)
5. 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)
6. Add Remarks (if needed). When DDOS Shield is chosen as a feature, include the following comments in the remarks section:
  - Include Lan, WAN IP Quantity
  - Indicate Border Gateway Protocol (BGP) is Yes or No

Click **Next**

|   |   |   |
|---|---|---|
| Location: 100 PARK.   |   |   |
| Additional Location Details-Sub-Loc*:   |   |   |
| Structure Type*:<br>Bay  | Elevation Type*:<br>Floor  | Unit Type*:<br>Unit  |
| Structure Value*:<br>1  | Elevation Value*:<br>1  | Unit Value*:<br>1   |
| Company: ABC Company  | Term: 3 Years   | Contract: C34147-01   |
| End Customer Name*:<br><input type="text"/>   | Project ID: <input type="text"/>  |   |
| Related Order Number (RPON):<br><input type="text"/>  | Billing Account Number (BAN/Bill ID)*:<br><input type="text"/>  |   |
| Remarks:<br><input type="text"/>  |   |   |

Next



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## Configuration

Choose the following **Configuration selections**

1. Select **IP Addressing:** IPv4 | IPv6 | Dual stack | IPv6 Tunneled
2. Choose **Routing:** BGP | Static
3. Select **IPV4/IPV6 LAN/WAN options:** /30(4):/30 | /31(2):/29 | +More
4. Choose **Peer Group:** Full Routes | Default Only | Full and default (required when routing selection is BGP)
5. Enter **Customer ASN** (required when routing selection is BGP)
6. Add **Circuit Alias** (if needed)

|   |          |         |  |            |        |
|---|----------|---------|--|------------|--------|
| Port:   | 100 Mbps | Access: | 100 Mbps   | Interface: | 1 Gbps |
| Routing Information:  |          |         |  |            |        |
| IP Addressing*: 1   |          |         | Routing*: 2  |            |        |
| IPv4  |          |         | BGP  |            |        |
| 3 IPV4 LAN/WAN*: ⓘ<br>Selected: /30(4):/30<br>The first characters represent what LAN allocation is needed.<br>The second character determines if you want a /29 or a /30 WAN.<br>/30(4):/30 /31(2):/29 +More |          |         | IPV6 LAN/WAN*: ⓘ<br>/48(65536):/126  |            |        |
| 4 Peer Group*:<br>Full Routes   |          |         | 5 Customer ASN*:<br>AS43   |            |        |
| 6 Circuit Alias:  |          |         | If you get an error message requesting the submission of the Customer ASN and your Routing selection is NOT BGP, please enter the following in the Customer ASN Field: AS00<br>Please also add the following remark: Disregard Customer ASN AS00 |            |        |

### Additional Details on Peer Group: 4

- **"Full Routes"** A full routing table is a table which contain all the routes the BGP neighbor is aware of. **Usually used when connecting to the Internet via multiple ISP's because this selects the best path.**
- **"Default Routes"** A default route is the route that will be used if there's no other route that matches the destination in the router's forwarding table. **Usually used when connecting to the internet via a single ISP because there is only 1 possible path.**

**Another way to look at it the intended use of the circuit, if the circuit is being used for a single customer to access to the public internet "Default Routes" may make the most sense. If this circuit is being used to aggregate traffic from several of your customers "Full Routes" may make the most sense.**



# Internet Dedicated + Order Job Aid



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## Configuration (continued)

When Choosing **Optical**, select

- 1. Connector: FC | SC | LC
- 2. Fiber Type: Single | Multi | Multi 62.5
- 3. Customer Power: AC | DC

Physical Interface:

Optical

Electrical

Fiber Type:

Single

Multi 50

Multi 62.5

Connector:

FC

SC

LC

Handoff:

1000Base-T

Customer Power:

AC

DC

When Choosing **Electrical**, select

- 4. Connector: RJ45 (this feature is pre-populated)
- 5. Cable Category: Cat 5e | Cat 6
- 6. Cable Shielding: Unshielded Twisted Pair (UTP) | Shielded Twisted Pair (STP)
- 7. Customer Power: AC | DC

Physical Interface:

Optical

Electrical

Cable Category:

Cat 5e

Cat 6

Cable Shielding:

Unshielded Twisted Pair (UTP)

Shielded Twisted Pair (STP)

Connector:

RJ45

Handoff:

1000Base-T

Customer Power:

AC

DC

Click **Next**

Next

## Contacts

Provide contact details

- Technical Contact
- Primary Customer Contact
- Proactive Notification Contact
- Signatory Contact
- End Customer (Local Contact)
- Alternate Local Contact

Click **Next**

**Note:**

- The End Customer and Alternate Contact must be different

Technical Contact:

Name:

Required

Email:

Required

Phone:

Required

Time Zone:

Select Time Zone

Primary Customer Contact:

Name:

Required

Email:

Required

Phone:

Required

Time Zone:

Select Time Zone

\* This is a General Example\*

Primary Proactive Notification Contact:

Name:

Required

Email:

Required

Phone:

Required

Time Zone:

Select Time Zone

Signatory Contact:

Name:

Required

Email:

Required

Phone:

Required

Time Zone:

Select Time Zone

Next



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## Delivery

1. Click the appropriate **Month**
2. Select the **Requested Due Date** (first bolded date)
3. Click **“Early Acceptance”** Yes/No (allows Verizon to deliver the service sooner if possible)

Click **Next**

**Scheduling Delivery**

**Calendar**

Today  
**13**  
Monday

**Requested Due Date**

1 FEB 2024

2

3

Early Acceptance:  
YES NO

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 [Sups & Milestones](#)

**Order Summary**

Order Name: 300839566-006  
Activity: Install  
Company:

Location: 9700 PAGE AVE.  
Location Details: Building 3, Floor 8, Room 7  
Requested Due Date: 09/24/2024

Product: Internet Dedicated Services - Internet Dedicated+  
Speed: Port 100 Mbps Access 100 Mbps Interface 1 Gbps  
IP Addressing: Dualstack  
IPv6/LAN/WAN: /48/65536/128  
Peer Group: Full Routes  
Handoff: 1000Base-T  
Cable Shielding: Unshielded Twisted Pair (UTP)  
Customer Power: AC  
Connection: RJ45

Contacts:

Technical Contact: test tech  
Primary Customer Contact: xtest98b  
Primary Proactive Notification: test tech  
End Customer: Test User1  
Signatory Contact: test tech  
Local Contact: test tech  
Alternate Contact: test tech

Early Acceptance: N

Terms: 3 Years  
Contract: C34947-01  
IPV6/LAN/WAN: /30/64/30  
Routing: BGP  
Customer ASN: AS43  
Cable Category: Cat 5e  
Physical Interface: Electrical  
BAN/BBI ID: U0000548  
Customer Comments: Test IDP IPv6 Tunnelled

Back Save Submit