



# Wavelength Solutions Linear Global Data Link Order Job Aid

## Getting Started | Order Process

Note: All required fields are denoted with an asterisk (\*)

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

1. Select Product Name: **Wavelength Solutions**
2. Select the applicable Product Offering: **Wavelength Service National**
3. Select **Company Name**
4. Enter **Request Name** (minimum of 4 characters max of 16)

<b>Product Name *</b> Wavelength Solutions <b>1</b>	<b>Product Offering *</b> Wavelength Service National <b>2</b>	<b>Company *</b> -- <b>3</b>
<b>Request Name *</b> Required <b>4</b>		

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

Enter **Remarks** if desired

Click **Submit**

**Note:** Order will be displayed on the Order Worklist



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## Update a submitted Request

From the **Order Worklist**

1. Click the hyperlink listed on the **Status** column

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

Search Order Worklist By OrderName / OrderId

Filter by: All Companies | All Owners | All Products | All Activity | Apply

Order Name	Project ID	Product	Offering	Submitted Date	Requested Due Date	Status	Milestone
<b>linearwaveord</b>		Wavelength Solutions	Wavelength Service National	07/24/2025	07/25/2025	<b>Accepted</b> <span>1</span>	Acceptance

**linearwaveord**  
Product Selected: Wavelength Service National

**Edit Order** 2 | **Cancel Order** | **Due Date Change**

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

Template

Request Type\*: Order | Order Type\*: Install

Requested Due Date\*: 3 05/31/2024 | Contact Name\*:

Contact Email\*: | Contact Phone\*:

Request Status: Submitted

Upload Template

Upload Files 4 | File Name | Uploaded By | Uploaded Time

Remarks: 5

Posted Remarks

Demo order- 05/03/24

**Show History** | **Discard** 6 | **Submit**

## Milestones

**Additional Detail:**

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