



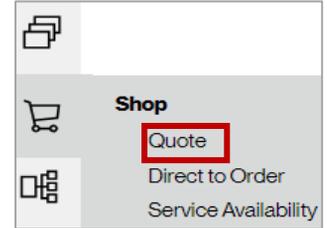
# US Wavelength (Non-Optimized) Order Job Aid



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

## Things to Know

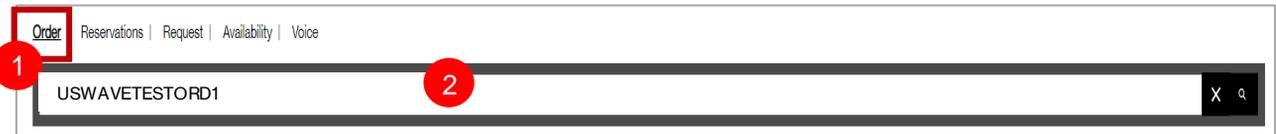
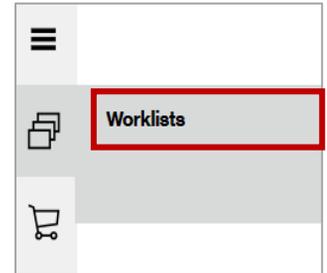
- A **“Quote”** must be submitted prior to creating an order
- Refer to the **US Wavelength (Non-Optimized) Quote Job Aid**



## 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
USWAVETESTORD1		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)

**USWAVETESTORD1**  

Product Selected: Wavelength Solutions-U.S.  
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

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**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: OTU-2 | Transparent | LAN-PHY | WAN-PHY | OTU-2e
2. From and To Interface: 850 NM MMF 62.5 MICRON | 850 NM MMF 50 MICRON | 1550 NM SMF | 130 NM SMF
3. From and To Connector Type: LC | FC | SC
4. From and To: AC | DC
5. Add Remarks (optional)

Click **Next**

Wavelength Service Configuration

Speed: 10 Gbps Term: 3 Years

Protocol\*:

1 OTU-2 Transparent LAN-PHY WAN-PHY OTU-2e

From Location: 18850 ORANGE ST BLOOMINGTON CA 92316 To Location: 807 BRAZOS ST AUSTIN TX 78701

From Interface\*: 10GBASE LR To Interface\*: 10GBASE LR

1310 NM SMF 1310 NM SMF

2

From Connector Type\*: LC FC SC To Connector Type\*: LC FC SC

3

From Power\*: AC DC To Power\*: AC DC

4

5 Remarks:

Next

## 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\*:

Email\*:  Phone\*:

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:	USWAVETESTORD1	Contact:	NYOKA
Activity:	Install	Technical Contact:	Bruce
Company:	VERIZON DATA SERVICES INC	From Local Contact:	Diana
From Location:	18850 ORANGE ST E	To Local Contact:	SHEHUL
From Location Details:	Building: Main, Floor: 1, Suite: 101	From Alternate Contact:	clark Kent
From End Customer:	ABC COMPANY	To Alternate Contact:	clark Kent
To Location:	807 BRAZOS ST	To Location Details:	Building: Main, Floor: 1, Unit: Telco
To End Customer:	XYZ	Requested Due Date:	06/30/2025
Project ID:		Early Acceptance:	No
Product:	Wavelength Solutions U.S. Wavelength (Non-Optimized)	Terms:	3 Years
Speed:	10 Gbps	Contract:	STANDARD
BAN:	00124	Protocol:	LAN-PHY
F&E BAN ID:	00124	To OE/Termination Type:	NA
From OE/Termination Type:	NA	To Connector Type:	LC
From Connector Type:	LC	To Power:	AC
From Power:	AC	To Location Interface:	1310 NMSMF
COSRD(Engagement Script Number):	ES12345678	To Interface:	10GBASE LR
From Location Interface:	1310 NMSMF	To Building Manned:	N
From Interface:	10GBASE LR	Customer Comments:	Quote - Democs1021-002
From Building Manned:	Y		
From Access Hours:	09:00AM To 09:00PM		

Upload LOA

4 Back

1 Save

Submit