Internet Dedicated + (Essentials) Quote Job Aid

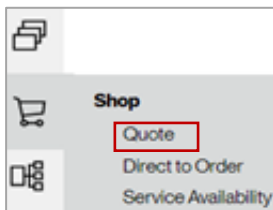Native Ethernet Handoff, QoS, Internet Essentials

Things to Know

- The existing contract ID field is being renamed to Pricing ID. This field indicates whether the pricing is standard contractual or promotional. It is not specific to promotions. When a promotion drives the pricing, it will contain the value of the Promo, but it does not just indicate pricing related to promotions.

- An additional value of "New" will be available in the Pricing ID field. Selecting the value of "New" enables a quote to be created without an existing contract. Existing contract IDs will continue to appear as selections in the Pricing ID drop down as applicable.
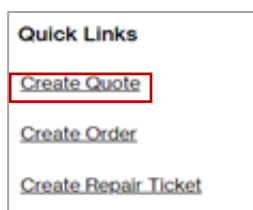
Getting Started
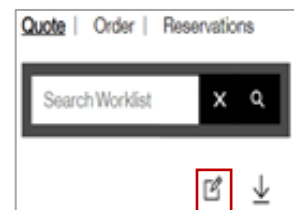
There are **three** ways to create a Quote

Option 1: From **Shop**   Option 2: From **Quick Links**   Option 3: From **Quote Worklist**

Quote Configuration

1. Select Product Name: **Internet Dedicated Services**
2. Select Product Offering: **Internet Dedicated + (Essentials)**
3. Choose **Company** from the drop down
4. Retain or modify **Group Name** if needed (minimum of 4 characters maximum of 12)
5. Select **Term** (default is product specific and varies based on product)
6. Choose appropriate **Contract ID** (if needed)
7. Select **Verizon Legal Entity** from the drop down (if applicable)

1. Enter **Location** (green check mark indicates the address validation was successful) **(See page 3 for additional address entry options ✎)**
2. The **Access Type** determines if the services will be provisioned On Net (Verizon) or Off Net (Third Party provider) based on the address entered
3. Select **Port Only**: Y/N
4. Choose **Port Configuration:** Tiered, Burstable, **Essentials**
5. Enter **Speed**
6. Click **+** to include **Additional Features** (if needed) (DDOS Shield is not applicable for 1 year terms)
7. Include **Remarks** (if needed)
8. Click **Get Pricing**

Quote Configuration Functions
Upload - Upload or access Address and Generic templates
Delete - Remove one or more rows
Copy - Copy one or more rows
Add - Add one row at a time

Additional address capabilities (International & US)

1. Click the ✎ icon to enter and search using parsed address
2. Enter **Country** (Country will be defaulted to Country shown on Quote Configuration screen and can be changed as applicable)
3. Enter **Street Address** (Street Address 2 is optional)
4. Enter **City**
5. Select or enter the **Province/State**
6. Enter **Postal Code**
7. Select **Validate**

8. Address Validation response is returned
9. Click **Close** and continue with **steps 2–8** from the bottom of **page 2**

Note: If unable to validate, user will have the ability to return to the Quote Configuration screen to utilize the existing Create New Address functionality.

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verizon business

Native Ethernet Handoff, QoS, Internet Essentials

Quote Summary

Review **Pricing**:
1. Click the checkbox to select the Price Quote
2. Hover over MRC/NRC to review a breakdown of the price (if needed)
3. Click Accept to acknowledge the budgetary quote (optional)
4. Submit Quote
5. Choose the Order Assignee (if desired)
6. Click Submit (this action moves the submitted quote to the Order Worklist to be worked on at a later time) or
7. Click **Start Order** (this action allows you to immediately begin working on the order)

	Quote ID ↑↓	Location ↑↓	Access Type ↑↓	Port Only ↑↓	Port Configuration ↑↓	Speed ↑↓	Term ↑↓	MRC ↑↓	NRC ↑↓	Status ↑↓	Expires ↑↓
☑	IDEPLUS66037-001	21715 FILIGREE CT,	Verizon	N	Essential	100 M Port & Access / 1G Interface	3 Years	$325.00	$0.00	Open	04-01-2024

Download | **Refresh** | **Accept** | **Edit Group** | **Delete** | **Submit** | **PDF**

You are acknowledging that this quote is budgetary and may not include pricing associated with transport, special construction or other features that may apply to the quoted service.

Accept **Close**

Are you sure you want to submit this quote?
- By submitting this quote, you are moving it to your order work queue for further processing.
- This quote expires in 66 days and will no longer be available for ordering after the expiration date.
- You are acknowledging that this quote is budgetary and may not include pricing associated with transport, special construction or other features that may apply to the quoted service.

Assign to Order:
Assignee Name

Cancel **Submit** **Start Order**

Quote Summary Functions

1. Use Download to access quote/pricing CSV file
2. Click **Refresh** to reload the page
3. Choose **Accept** to agree to the Price Quote
4. Click **Edit Group** to:
   - Edit or Modify quotes in an Open or Error status
5. Click **Delete** to remove one, several or all quotes
6. Click **Submit** to process and submit the Quote
7. Click **PDF** to generate a PDF document for one quote at a time

Download | **Refresh** | **Accept** | **Edit Group** | **Delete** | **Submit** | **PDF**

Quoting Tips
1. A quote must be submitted to order for it to be converted to an order
2. Quotes in Submitted, Pricing Requested or Pricing Review status cannot be edited
3. In order to generate an additional quote, add a new row to the group and populate the requested information
4. Co-location addresses will default to Off Net pricing (Co-location override must be selected via Additional Features during the quote journey)
5. From the Quote Summary page, the group quote information can be downloaded into a csv file
6. You can manually add up to 250 locations