



# Switched E-Line (EVPL) Metro/National EVC Standalone Quote Job Aid



The association of two active UNIs or an active UNI and an active NNI/HUB for delivering Ethernet frames between two customer locations

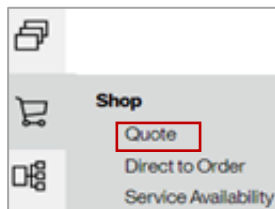
## Things to Know

- 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

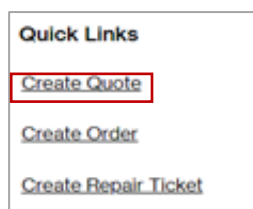
## Getting Started

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

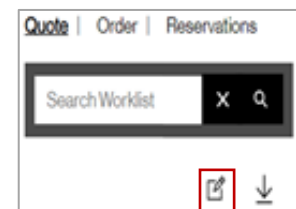
Option 1: From **Shop**



Option 2: From **Quick Links**



Option 3: From **Quote Worklist**





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## Quote Configuration

1. Select Product Name: **Switched E-Line Metro/National (EVPL)**
2. Select Product Offering: **EVC Standalone**
3. Choose **Company** from the drop down
4. Retain or modify **Group Name** if needed (minimum of 4 characters maximum of 12)

Quote Configuration

Product Name *	Product Offering *	Company *
Switched E-Line Metro/National (EVPL) 1	EVC Standalone 2	ABC Company 3
Group Name *		
TESTOCT20 4		

1. Enter **Speed**
2. Include **Remarks** (if needed)
3. Click **Get Pricing**

Upload		Delete Copy Add	
No.	<input type="checkbox"/>	Speed(EVC) *	Remarks
1	<input type="checkbox"/>	10 M 1	2

Save Get Pricing 3

### 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



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## Quote Summary

### Review Pricing:

1. Hover over MRC/NRC to review a breakdown of the price (if needed)
2. Click the checkbox to select the Price Quote
3. Click Accept to acknowledge the budgetary quote
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)

The screenshot shows the Quote Summary interface. At the top, there are buttons: Download, Refresh, Accept, Edit Group, Delete, Submit, and PDF. Below these is a table with columns: Quote ID, Speed, Pricing, MRC, NRC, Status, and Expires. A red box highlights the 'Pricing' column, and a red circle 1 points to the 'MRC' column. A red circle 2 points to the checkbox in the first row. A red circle 3 points to the 'Accept' button in a modal dialog. A red circle 4 points to the 'Submit' button in the top bar. A red circle 5 points to the 'Assign Order' dropdown menu. A red circle 6 points to the 'Submit' button in the bottom modal dialog. A red circle 7 points to the 'Start Order' button in the bottom modal dialog.

## 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

The screenshot shows the Quote Summary interface. At the top, there are buttons: Download, Refresh, Accept, Edit Group, Delete, Submit, and PDF. Below these is a table with columns: Quote ID, Speed, Pricing, MRC, NRC, Status, and Expires. A red circle 1 points to the 'Download' button. A red circle 2 points to the 'Refresh' button. A red circle 3 points to the 'Accept' button. A red circle 4 points to the 'Edit Group' button. A red circle 5 points to the 'Delete' button. A red circle 6 points to the 'Submit' button. A red circle 7 points to the 'PDF' button.

### 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. From the Quote Summary page, the group quote information can be downloaded into a csv file
5. You can manually add up to 250 speeds