



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

Port and Access connecting the Customer designed premises
to the Verizon Switched Ethernet network

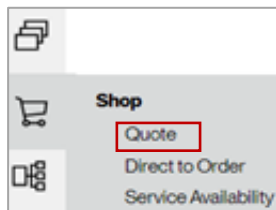
Things to Know

- 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.

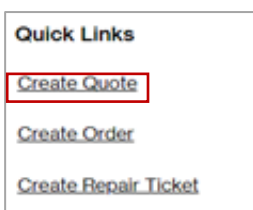
Getting Started

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

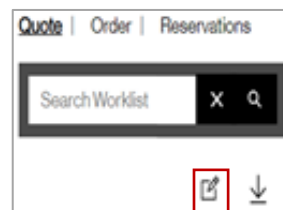
Option 1: From **Shop**



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: **UNI Standalone**
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)

Quote Configuration

Product Name *	Product Offering *	Company *
Switched E-Line Metro/National (EVPL) 1	UNI Standalone 2	Test Company 3
Group Name *	Term (in Years):*	
test2008412 4	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 5	

1. Enter **Location** (green check mark indicates the address validation was successful)
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. Enter **Speed**
4. Click + to include **Additional Features** (if needed)
5. Include **Remarks** (if needed)
6. Click **Get Pricing**

No.	Location *	Access Type	Speed (UNI/Access) *	From Additional Features	Remarks
1	60 HUDSON ST, NEW YORK, NY 10013, USA 1	Verizon 2	50M/100M 3	+ 4	5

Save Get Pricing 6

Additional Features:

☐ Collocation Override

☐ Telecom Service Priority

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 is a toolbar with icons for Download, Refresh, Accept, Edit Group, Delete, Submit, and PDF. Below this is a table with columns: Quote ID, Location, Access Type, Speed, Pricing, Term, MRC, NRC, Status, and Expires. A red box highlights the 'Pricing' column, and a red circle with the number 1 points to the MRC and NRC columns. A red circle with the number 2 points to the checkbox in the first row. A red circle with the number 3 points to the 'Accept' button in a modal dialog. A red circle with the number 4 points to the 'Submit' button in the top toolbar. A red circle with the number 5 points to the 'Assignee Name' field in a modal dialog. A red circle with the number 6 points to the 'Submit' button in the modal dialog. A red circle with the number 7 points to the 'Start Order' button in the 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 a one quote at a time

The screenshot shows the Quote Summary toolbar. It includes icons for Download, Refresh, Accept, Edit Group, Delete, Submit, and PDF. Red circles with numbers 1 through 7 point to these icons respectively.

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