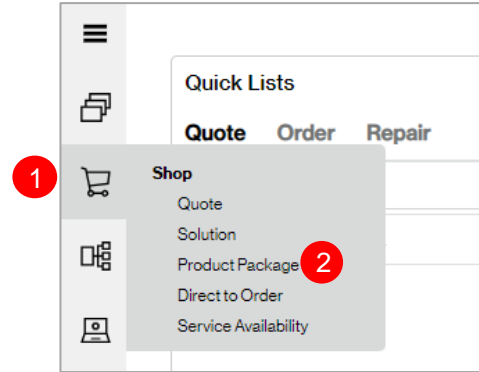# Internet Dedicated Services & Fixed Wireless Access (FWA) Quote Job Aid
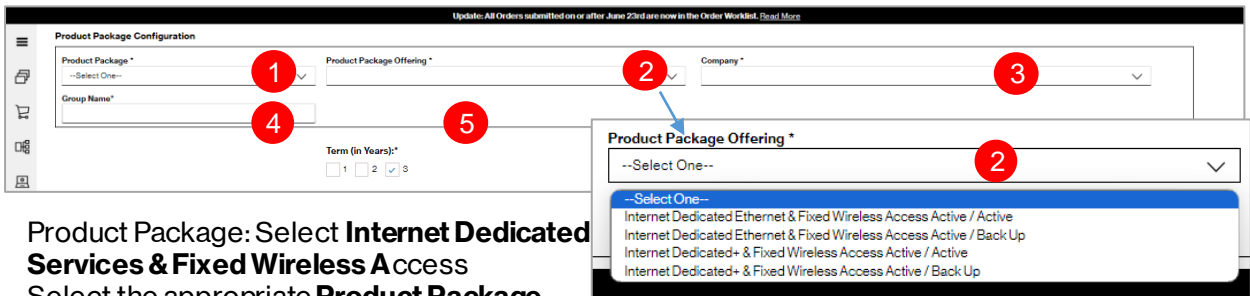
Getting Started
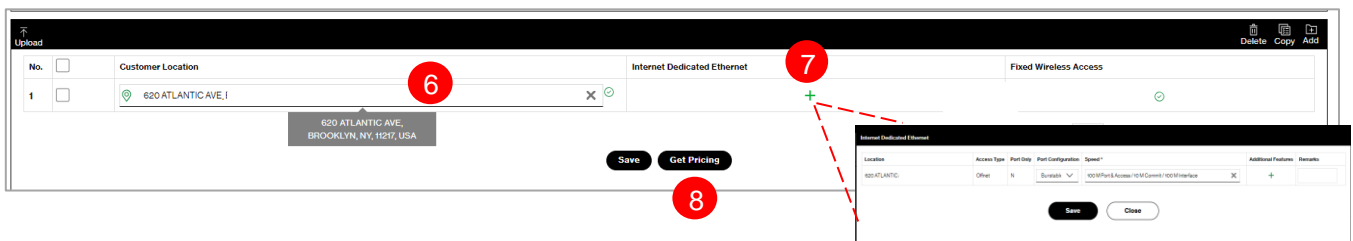
From the Hamburger Menu

1. Click on **Shop**
2. Click on **Product Package**

Product Package Configuration

1. Product Package: Select **Internet Dedicated Services & Fixed Wireless A**ccess
2. Select the appropriate **Product Package Offering**
3. Choose the appropriate **Company**
4. Modify the **Group Name** (if desired)
5. Select **Term**
6. Enter **Customer Location** and select address from the dropdown
7. Click the plus (**+**) to enter **Internet options and Additional features** & click Save
8. Click **Get Pricing**

Internet Dedicated Services & Fixed Wireless Access (FWA) Quote Job Aid

verizon business

Product Package Configuration continued

Note: FWA pricing is not included in quote. Refer to your FWA contract for applicable plans and rates

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)
8. Select Internet Dedicated Ethernet or Fixed Wireless Access to proceed with 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

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