Profile Center



Rate Profiles



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Profile Center

This document describes the RATES profile module found in the Profile Center.

					Thursday, March 03, 2011		SANDRA
System Profiles	Rate Profiles	Sales Profiles	Security	Market Profiles	General Profiles	Market:	SAMP1
	Master Rate Grou						
	Intrastate Rate G	roups					
	Local Plans						
	Intrastate-Intrala						
	Intrastate-Interla						
	Interstate Tables						
	Alaska/Hawaii Ta	ables					
	Canada Tables						
	PR/USVI Tables						
	International Tab						
	Special Numbers						
	Wireless Plans						
	Pager Plans						
	Voice Mail Plans						
	Internet Plans						
	Cable/DBS Plans						
	Tax Jurisdictions						
	Time of Day						

The **PROFILE CENTER** is divided into five modules. These six modules are used to create profile codes used throughout your database:

- The SYSTEM PROFILES module is used to create:
 - 1. Discounts and Non-Usage Charges
 - 2. Additional Profile Codes, such as Equipment, Features, Monthly Recurring Changes, and other Profiles that are used throughout the system
 - 3. Carrier Information codes
 - 4. And Track Financial Activity
- The **RATES** module is used to create rate tables used to calculate:
 - 1. Terminating rates Traffic Charges
 - 2. Recurring and Non-Recurring Fees
- The SALES PROFILES module is used to create:
 - 1. Codes representing your Sales Agents
 - 2. Commission Plans used during production to calculate commissions for your agents
 - 3. Reports that will assist in paying your agents commissions
- The **SECURITY PROFILES** module is used to create user ids and passwords for your users to access various areas of the system.
- The MARKET PROFILES module is used to setup default information used throughout your database. These items include:
- The GENERAL PROFILES module is used to perform various tasks within the system.



Common Profile Buttons

The following buttons are used throughout the Profile center.



The binoculars are used as the **SEARCH** button.



The eraser is used as the **CLEAR SEARCH CRITERIA** button.



The green circular plus is used as the **ADD** button.



_

The red circular white X is used as the **CLEAR ERROR MESSAGE** button that appears only when an error is encountered and trapped.

The small blue arrow right is used as the **SELECT** button in grids throughout System Profiles. Clicking this button only selects a row; clicking the blue underlined link-description to the right of the arrow does both a select and a go that displays detail for the selected summary record.



The small circular red circular white X is the used as the **DELETE** button in grids throughout System Profiles.



The large green check is used as the **OK** button on pages throughout the Profile Center.



The large red X is used as the **CANCEL** button on pages throughout the Profile Center.



The 'sign forbidden' is used as the 'No' button in popup message boxes where the question 'One or more data fields has changed. Do you wish to save these changes now?' is displayed.



The floppy disk is used as the **SAVE** button. This is the enabled image.



The grayed out floppy disk is used as the **SAVE** button to create a disabled appearance.



The two cylinders are used as the **DUPLICATE** selected Row button to create an exact duplicate of the item selected.

The add button is used where it's permissible to ADD A NEW ROW to a grid.

Icons used throughout the Profile Center include a tooltip or a short description specific to the button as you mouse over the item.





Common Profile Center Features

Many areas of the Profile Center include tooltips or short descriptions specific to the Profile Center as you mouse over items.

Profile Cent System	er Profile Management							
				Thurs	day, March 10, 2011	10:09:43 AM	SANDRA	HE
System Profiles	Rate Profiles	Sales Profiles	Security	Market Profiles	General Profiles	Market:	SAMP1	-

1. **MOUSING** over / **CLICKING** the words **PROFILE CENTER** in the Profile Center banner displays information about the Profile Center. Build Version as well as Build Date display.

	About PROFILE CENTER	
Profile Center System Profile Management Click for About Profile Center System Profiles System Profiles	 copyright law and inte Unauthorized reprodu program, or any porti civil and criminal pena to the maximum exte	e Mode Only 08/16/2010 ec Inc. A ter program is protected by

2. MOUSING over / CLICKING your LOGIN NAME is use to logon as a different user or change databases as shown below.

				me Genter Login	
	יור לה ויליו רליו וליו וליו וליו הליו הליו הליו הליו ה				
Tuesday, June 22, 2010	2:35:11 PM SANDRA HELP		Market	PROG1	•
	day-		Login ID	SANDRA	
	Click to Logon as different user/database	•	Password		
				Login	

3. **MOUSING** over / **CLICKING HELP** displays the Profile Center Help menu. Each module in the Profile center includes a help document as seen below.

10:26:59 AM	SANDRA	HELP
Market:	PROG1	for Help
		or neip



4. The down arrow next to the current Market is used to switch to another market within your database.

10:26:59 AM	<u>SANDRA</u>	HELP
Market:	PROG1	
	MARYS	~~
	PROG1	
	SAMP1	



Rate Profiles

It is important to consider certain rules and business decisions before creating rates. These areas should be considered carefully because rating information created in OmniBill directly impacts the outcome of your invoicing.

Rating Call Records

During the bill production process <u>C</u>all <u>D</u>etail <u>R</u>ecords (CDR's) received from carriers are formatted into a common four hundred (400) byte layout. The calls found in the CDR's are matched to lines in the OmniBill database. These calls are given a jurisdictional classification using a production program from CCMI (<u>C</u>enter for <u>C</u>ommunication <u>M</u>anagement <u>I</u>nformation). This program identifies the type of call made, for example INTERSTATE, OVERSEAS, or LOCAL.

Below are a few examples of decisions that should considered before creating rates:

- What method will you use to calculate the cost of call usage? There are 3 available methods: Special Numbers, Cost Factoring, and Rate Plans.
- If using rate plans, what billing increments will be used to calculate the cost of a call? Initial billing increments and Overtime billing increments must be entered in seconds. What are your initial and overtime rates?
- Do you plan on offering any discounts?

The bill production process follows a specific order when determining which method to use to calculate the cost of a call, beginning with **SPECIAL NUMBERS**.

1. **SPECIAL NUMBERS** is used to rate calls terminating at a specific number. The rates are unique and not tied to a rate plan. During production if the system finds a match in Special Numbers, the costing program uses that information to rate the call.

If no match is found in **SPECIAL NUMBERS**, the bill production process moves on to the second costing method, **COST FACTORING**.

2. COST FACTORING uses the carrier network cost of a call and applies a percentage, surcharge, or both to the network cost. COST FACTORING is set-up using RESALE codes, which are found in System Profiles. *Refer to System Profiles for information on Cost Factoring. It is not discussed in detail in this section.*

If **SPECIAL NUMBERS** or **COST FACTORING** are not being used, the production process moves on to the third costing method, **RATE PLANS**.

3. **RATE PLANS** are required for all lines entered in OmniBill, even when other costing methods are being used to rate a call. If there is no match to a line in Special Numbers or Cost Factoring, the rate plan assigned to the line is used to rate the call.



Special Numbers

SPECIAL NUMBERS is used to rate calls terminating at a specific area code, partial number or a specific ten-digit phone number. Any **LINE** terminating to a number entered in the Special Numbers screen is rated using the defined rates entered. These rates are not tied to a specific rate plan and the rates are not account or line specific. Any lines with the selected Resale Code terminating a call to a number entered in Special Numbers are rated using the rates specified. **RATE PLANS** are required when adding lines to the database, even when using **SPECIAL NUMBERS** to rate calls.

NOTE: The Special Numbers rating option is designed to work for Domestic calls with an Area Code\Exchange call pattern. Caribbean area code and exchanges can be entered in the Special numbers area as well.

Creating Special Numbers



1. Select **SPECIAL NUMBERS** from the Rate Profiles drop down list.

The SPECIAL NUMBER SUMMARY screen appears.



2. Click the **GREEN PLUS** button.

The SPECIAL NUMBERS DETAIL screen displays.

Special Numbers Deta	il Add	
Special Number Description	Selected Resale Code: Period 1	
Resale	Charge (\$) Duration Initial 0.00000 0 Overtime 0.000000 0	
	Period 2 Charge (\$) Duration Initial [0:00000 0 Overtime 0.000000 0	
	Period 3 Charge (\$) Duration Initial (0.00000 0 Overtime 0.00000 0	
Select Resale Code and click Add Resale to add to above list Add Resale Add Resale		
**If you have no resale codes on a special number, the number will not be ad	ided. You must have at least 1 resale code.	

3. Enter the terminating number in the **SPECIAL NUMBER** field. A description can also be entered, but is not required.

All 10 digits are required. You can use zeros to indicate any digit is applicable (wildcard)

An area code (plus 7 zeros), an area code *and* exchange (plus 4 zeros), or all ten digits of a phone number can be entered in the **SPECIAL NUMBER** field.

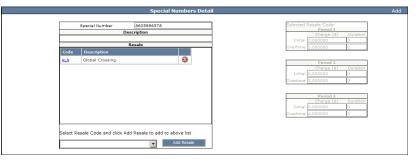


|--|

4. Select a **RESALE** code from the list of available **RESALE** codes. Resale codes appearing in the list are created in System Profiles. You cannot add or delete Resale codes in this screen.

The **PERIOD 1**, **2**, and **3** fields display once a Resale code is highlighted. Each period represent a corresponding Time of Day period. Special Numbers can be line specific by using unique Resale Codes for each account.

5. Click **ADD RESALE** to commit the code to the grid.



ADDING RATES TO THE RESALE CODE.

6. Click the **RESALE CODE**.

The Rate Grids become available.

	Special Numbers Detai	il Adı	d
Code	660599578 scription Resale	Selected Resale Code: ALN Period 1 Initial 0.000000 (60 Overtime 0.000000 (60 Period 2 Charge (\$) Duration Initial 0.000000 (60 Overtime 0.000000 (60 Overtime 0.000000 (60	Th 60 be ent
		Period 3 Charge (\$) Duration Initial 0.000000 66 Overtime 0.000000 66	

The **DURATION** defaults with 60 seconds. The duration can be changed, but it must be entered in second increments.

- **INITIAL CHARGE** (\$) The **INITIAL CHARGE** amount is the minimum-billed amount a call can be invoiced for. The charge is based on the initial duration entered.
- **INITIAL DURATION** The **INITIAL DURATION** is the minimum length of time a call can be charged. The duration has to be entered as **SECONDS**, not minutes.
- **OVERTIME CHARGE** (\$) The **OVERTIME CHARGE** is the amount invoiced for any length of time over the initial duration of a call.
- **OVERTIME DURATION** The **OVERTIME DURATION** is the billing duration a customer can be charged for after the initial duration has passed. The duration has to be entered as **SECONDS**, not minutes.



	Action	Description
6.	Complete the CHARGE and DURATION fields in Periods 1, 2, or 3. If the charge fields are left at zero, the calls terminating	If you are performing 24 hour rating, only PERIOD 1 has to be completed.
	fields are left at zero, the calls terminating to the defined special number will be free.	Complete for all Resale codes affected.

7. Click GREEN CHECKMARK or DISC to save the Special Number entered.

The previous steps can be followed to add additional numbers to the Special Number grid.

NOTE: If the number entered already exists, a message display and will not let you save the new entry.

			Special Numbers	s Detail					Add
Special Number	r already e	exists. Please go to summ	nary page to edit this special r	number.				*	8
		Special Number	203688 Description		-	Selected	Resale Code: BAI		
			Resale		-		Charge (\$) 0.000000 0.000000	Duration 60 60	
	Code	Description		8		overanie		100	
	BAN	Verizon Local		8		T = 141 = 1	Period 2 Charge (\$) 0.000000	Duration	
							0.000000	60 60	

The **RESALE CODE** entered on the Special Numbers Detail screen is what ties Special Number to a line. Each line entered into OmniBill must have a Master Group associated with it. Once the Master Group is entered on the line, a Resale Code is also required.

In the above example if **BAN** is selected as the resale code on a line, during production the costing program uses that information to rate the call.

If no match is found in **SPECIAL NUMBERS**, the production process moves on to the second costing method, **COST FACTORING**.



Time of Day

A TIME OF DAY table is required for each rate table created except Pager, Voicemail, and Cable. TIME OF DAY tables are used to segment a twenty-four hour day into distinct periods allowing unique rates to be created for each time period. The OmniBill database is shipped with a variety of Time of Day tables as shown below.

				Time of Day Summary	
		_	Code	Description	
			049	International 11	8
			050	International 12	8
Time of Day Summary			051	International 13	8
Code Description			052	International 14	8
ATTSTD AT&T Standard & 006 International 1 &			053	International 15	8
022 International 2		-	054	International 16	8
024 International 3		-		International 17	8
026 International 4	3	-	072		
029 International 5		-	076	International 18	8
030 International 6		-	100	International 19	8
039 International 7			103	International 20	8
046 International 8			105	International 21	8
047 International 9		-			
048 International 10		-	<u>110</u>	International 22	8
049 International 11			WLPEAKOPEAK1	Wireless Peak Offpeak	8
050 International 12			093	International 23	8
051 International 13		-			
052 International 14	3	-	101	TOD 101	8
053 International 15	3	-	24HOUR	24 Hour Plan	🛛 🕺 🗸
054 International 16	s 💌	-			

24HOUR TIME OF DAY TABLE

The most common Time of Day table is the **24HOUR TIME OF DAY TABLE**. Selecting this table indicates that your rates are **NOT** time sensitive.

	Code 24HOUR lame 24Hour Time Of					_	n Start 1/12 In End	2/2009	
Sta	andard 🔻 2		•	з (⊸ 4			•
_									
	Day of the Week	Up Hour	Period	Up Hour	Period	Up Hour	Period	Up Hour	Period
	Day of the Week Monday	Up Hour 12:00 AM	Period Standard	Up Hour	Period	Up Hour	Period	Up Hour	Period
	-			Up Hour	Period	Up Hour	Period	Up Hour	Period
	Monday	12:00 AM	Standard	Up Hour	Period	Up Hour	Period	Up Hour	Period
	<u>Monday</u> <u>Tuesday</u>	12:00 AM 12:00 AM	Standard Standard	Up Hour	Period	Up Hour	Period	Up Hour	Period
	<u>Monday</u> <u>Tuesday</u> <u>Wednesday</u>	12:00 AM 12:00 AM 12:00 AM	Standard Standard Standard	Up Hour	Period	Up Hour	Period	Up Hour	Period
	<u>Monday</u> <u>Tuesday</u> <u>Wednesday</u> <u>Thursday</u>	12:00 AM 12:00 AM 12:00 AM 12:00 AM	Standard Standard Standard Standard	Up Hour	Period	Up Hour	Period	Up Hour	Period



The WLPEAKOPEAK1 Time of Day table includes two time periods as shown below.

OD Code WLPEAKOPEAK1 OD Name Wireless Peak O	ffpeak				-	in Start 4/16/ ign End	/1998	
Peak 👻	2 Offpe	ak 🔻	3		• 4			•
Day of the Week	Up Hour	Period	Up Hour	Period	Up Hour	Period	Up Hour	Period
Day of the Week	Up Hour 07:00 AM	Period Offpeak	Up Hour 06:00 PM	Period Peak	Up Hour 12:00 AM	Period Offpeak	Up Hour	Period
							Up Hour	Period
Monday	07:00 AM	Offpeak	06:00 PM	Peak	12:00 AM	Offpeak	Up Hour	Period
<u>Monday</u> <u>Tuesday</u>	07:00 AM 07:00 AM	Offpeak Offpeak	06:00 PM 06:00 PM	Peak Peak	12:00 AM 12:00 AM	Offpeak Offpeak	Up Hour	Period
<u>Monday</u> <u>Tuesday</u> <u>Wednesday</u>	07:00 AM 07:00 AM 07:00 AM	Offpeak Offpeak Offpeak	06:00 PM 06:00 PM 06:00 PM	Peak Peak Peak	12:00 AM 12:00 AM 12:00 AM	Offpeak Offpeak Offpeak	Up Hour	Period
<u>Monday</u> <u>Tuesday</u> <u>Wednesday</u> <u>Thursday</u>	07:00 AM 07:00 AM 07:00 AM 07:00 AM	Offpeak Offpeak Offpeak Offpeak	06:00 PM 06:00 PM 06:00 PM 06:00 PM	Peak Peak Peak Peak	12:00 AM 12:00 AM 12:00 AM 12:00 AM	Offpeak Offpeak Offpeak Offpeak	Up Hour	Period

The ATTSTD Time of Day Table has three distinct time periods where you charge different rates based on the time of day.

Reading the ATTSTD Time of Day Table

	Action	Description
1.	Select TIME OF DAY from the Rate Profiles drop down list.	The TIME OF DAY SUMMARY grid displays showing the default TIME OF DAY tables that ship with the OmniBill database.

The ATTSTD – AT&T STANDARD table is an example of a default TIME OF DAY table that is shipped with the database. Other TOD tables are also included.

2. Click the **ATTSTD TIME OF DAY** table The **TIME OF DAY DETAIL** screen displays. from the summary grid.

The ATTSTD Time of Day table includes three time periods. If the ATTSTD time of day table is used, calls are rated based on the time the call was placed.



Action

Description

Starting with MONDAY at 8:00 A.M., read the TIME OF DAY grid from left to right.

TOD Code ATTSTD TOD Name AT&T Standard							sign Start 08/ ssign End	14/1997	1‡2 1‡2
Day	2	vening	•	3	Night	•	4	•	
Day of the Week	Up Hour	Period	Up Hour	Period	Up Hour	Period	Up Hour	Period	
Monday	08:00 AM	Night	05:00 PM	Day	11:00 PM	Evening	12:00 AM	Night	
Tuesday	08:00 AM	Night	05:00 PM	Day	11:00 PM	Evening	12:00 AM	Night	
Wednesday	08:00 AM	Night	05:00 PM	Day	11:00 PM	Evening	12:00 AM	Night	
Thursday	08:00 AM	Night	05:00 PM	Day	11:00 PM	Evening	12:00 AM	Night	
Friday	08:00 AM	Night	05:00 PM	Day	11:00 PM	Evening	12:00 AM	Night	
Saturday	12:00 AM	Night							
Sunday	05:00 PM	Night	11:00 PM	Evening	12:00 AM	Night			

Day of Week

05:00 PM

Monday

Up Hour

Day

08:00 AM

- The DAY PERIOD is defined as 8:00 A.M. until 5:00 P.M.
- The EVENING PERIOD is defined as 5:00 P.M. until 11:00 P.M.

Up Hour	Period	Up Hour	Period

Night

Period

Up Hour

05:00 PM

11:00 PM

Period

Day

Evening

• The NIGHT PERIOD is defined as 11:00 P.M. until 12:00 A.M.

Up Hour	Period	Up Hour	Period
11:00 PM	Evening	12:00 AM	Night

MONDAY 12:00 A.M. until TUESDAY 8:00 A.M. is defined as the NIGHT PERIOD and the grid starts all over again.

Day of Weel	< Up Hour	Period	Up Hour	Period	Up Hour	Period	Up Hour	Period
Monday	08:00 AM	Night	05:00 PM	Day	11:00 PM	Evening	12:00 AM	Night
Tuesday	08:00 AM	Night	05:00 PM	Day	11:00 PM	Evening	12:00 AM	Night

NOTE:

If you find that a Time of Day table does not exist in this module that fits your exact time periods, please contact the Help Desk and a new Time of Day table will be created based on your parameters.



Long Distance Rates

Rate tables created in OmniBill are used to calculate terminating rates. At least one rate table is required for each of the seven traffic types listed below if you are billing long distance usage.

The rate tables are required when adding a line to the database even if another rating method, Special Numbers or Cost Factoring, is being used.

The following seven-traffic types make-up long distance rate plans:

INTRASTATE – INTRALATA

Intrastate – Intralata rate tables are used to rate calls originating and terminating within the same state and within the same LATA (Local Access Transport Area).

INTRASTATE – INTERLATA

Intrastate – Interlata rate tables are used to rate calls originating in one Lata (Local Access Transport Area), but terminating in another LATA within the same state.

INTERSTATE

Interstate rate tables are used to rate calls terminating between two states.

ALASKA/HAWAII

Alaska/Hawaii rate tables are used to rate calls terminating in Alaska or Hawaii.

CANADA

Canada rate tables are used to rate calls terminating in Canada.

PUERTO RICO/US VIRGIN ISLANDS

Puerto Rico/ US Virgin Islands rate tables are used to rate calls terminating in Puerto Rico or the US Virgin Islands.

INTERNATIONAL

International rate tables are used to rate calls terminating Overseas, to Mexico, and the Caribbean.



Rate Tables

Each **RATE TABLE** is identified by a code and description. Once a rate table is saved, the rate table code cannot be changed. The rate table description can be changed at anytime.

A rate table **CODE** can be used only once to identify a rate table for the same traffic type. For example, code **LATA** cannot be used to identify two different **INTRALATA** rate tables, but the same code can be used to identify an **INTERLATA** rate table and an **INTERSTATE** rate table.

The following pages explain how to create rate tables in OmniBill. The process is exactly the same for all rate tables except the International table and Alaska | Hawaii, which are both explained later in this document.

 System Profiles
 Rate Profiles
 Sales Profiles

 Master Rate Groups
 Intrastate Rate Groups
 Local Plans

 Intrastate-Intralata Tables
 Intrastate-Interlata Tables

 Interstate Tables
 Alaska/Hawaii Tables

 Canada Tables
 PR/USVI Tables

 International Tables
 International Tables

The seven Rate Tables are accessed from the Rates drop down list.

Creating a Rate Table–Using the Intrastate–IntraLATA Rate Type

Creating a Rate Table is illustrated using the <u>Intrastate-Intralata Table</u> selection. All rate tables except Alaska / Hawaii and International follow the same steps illustrated below. Alaska and Hawaii and the International table are described later in this document.

	A	ction			Description
	t INTRAST E from the F	ATE – INT Rates list.	RALATA	The SUM	INTRASTATE – INTRALATA MARY screen displays.
Search	Intrasta	ate - Intralata Sumn	mary	0	
Code Intai Intai <th>Description Intralata Table 1 Intralata Table 2 Intralata Table 3 Intralata Table 4 Intralata Table 5 Lata7 Intralata Table 9</th> <th>Private Name Intralata Table 1 Intralata Table 2 Intralata Table 3 Intralata Table 4 Intralata Table 5</th> <th>In-Service Date 04/11/1998 05/01/1998 02/03/1999 02/03/1999 08/01/1998 06/17/2010 12/01/1999</th> <th></th> <th>The grid is blank if no tables have been created. The <u>View Historical</u> link can be used to review rates associated with older Effective Dates.</th>	Description Intralata Table 1 Intralata Table 2 Intralata Table 3 Intralata Table 4 Intralata Table 5 Lata7 Intralata Table 9	Private Name Intralata Table 1 Intralata Table 2 Intralata Table 3 Intralata Table 4 Intralata Table 5	In-Service Date 04/11/1998 05/01/1998 02/03/1999 02/03/1999 08/01/1998 06/17/2010 12/01/1999		The grid is blank if no tables have been created. The <u>View Historical</u> link can be used to review rates associated with older Effective Dates.
			View	Historical	Refer to the section "Effective Dates" for additional information.



Action

Description

2. Click the **GREEN PLUS** button.

The INTRASTATE – INTRALATA RATE PLAN – ADD/DUP screen displays.

Intrastate - Intralata Rate	Plan - Add/Dup
Select Type of Add and complete information	DUPLICATE EXISTING RATE and SET
Add NEW Rate	EFFECTIVE DATE options are discussed
C Duplicate EXISTING Rate	later in the document.
C Set New EFFECTIVE Date TO	D EXISTING Rate
Code Table To Be Created	Description

NOTE: Once the first rate table is created for a traffic type, the user is given the option to duplicate an existing table and create a new table from the selected table.

3. Enter a **CODE** and a **DESCRIPTION** for the rate table in the fields on this screen.

The **CODE** is an alphanumeric field that can be a maximum of five characters. Once saved the code cannot be changed.

The **DESCRIPTION** is an explanation of the code that can be a maximum of 30 characters.

4. Click the **GREEN CHECKMARK** to continue.

The **INTRASTATE – INTRALATA DISPLAY** screen appears.

	Intrastate - Intrala	ta Detail		Add	
Plan Code LATA8 Public Name New Rate Plan Private Name	TOD Table	Assign Start 3/	11/2011		_
	/11/2011 Comment	In Service Date			T
es Charges Discounts TOD					E
Table Miles Factor Rates Sign @ + Type @ \$ - % Factor Rates				Add Step	(1) I T E d
	4			Add Step	
					d
					u

day table codes created in the database. Selecting the **TOD TABLE** is a required step. The lower portion of the rate table screen does not display until a TOD table is selected.

ASSIGN DATES



The ASSIGN START date is the first date the rate table is available for assignment. It defaults with the current date and cannot be changed. The ASSIGN END date is the date the rate table is no longer available for assignment. The ASSIGN END date does not affect any line currently assigned the rate table.

EFFECTIVE DATE

The **EFFECTIVE DATE** field defaults with the current date and cannot be changed. Refer to the section *"Effective Dates"* for details on changing existing rates based on a new effective date.

COMMENTS

The **COMMENTS** field defaults with **IN SERVICE DATE**. The comments field is an explanation of the effective date. It can be a maximum of 30 characters and can be changed if needed.



INTRASTATE-INTRALATA DISPLAY SCREEN

Description

1. Select a TOD (<u>Time of Day</u>) TABLE.

This is a required step. Once a **TOD TABLE** is selected, the bottom portion of the Rate Detail screen is enabled.

Intrastate - Intralata Detail Ad
Plan Code EANDY TOD Table ATTSTD Assign Start 9/27/2010 Public Name Sandy's Rate Plan Assign End
Private Name Assign Line Effective Date 09/27/2010 Comment In Service Date
Rates Charges Discounts TOD
Table Miles TOD Descriptions based on the TOD table selected
Miles Initial Dur Overtime Dur Init CPM Over CPM
Factor Rates Sign © Type ©
+ \$ 0.000000
- %
Factor Rates
0 \$ 0 Add Step
✓ 🖬 🗙

Rates

The **RATES** tab is used to define the **TABLE TIER**, **RATES**, and **BILLING DURATIONS** used to calculate the cost of terminating calls.

The **TOD TABLE** selected determines the number of tabs that display above the rating grid as well as each tab's description. In the above example, the **ATTSTD** time of day table is selected; three time of day periods are available: **DAY**, **EVENING**, and **NIGHT**. This allows you to enter different rates based on the time of day.

In the below example a 24 Hours Time of Day table is selected; one time of day period (Standard, which is based on the TOD description) is available. Rates in this example are not time of day sensitive.

Intrastate - Intralata Detail	Add
Plan Code SANDY TOD Table 24HOUR Public Name Sandy's Rate Plan Private Name Priva	
Effective Date 09/27/2010 Comment In Service Date	
Rates Charges Discounts TOD	
Table Miles *Standard TOD Descriptions based on the TOD table selected.	
Miles Initial Dur Overtime Dur Init CPM Over CPM	
Factor Rates Sign © Type © + \$ 0.000000 C <t< td=""><td></td></t<>	
o \$ o \$ Add Step	
🖌 🚽 🖌	



TABLE

The TABLE drop down list is used to indicate the rating method to use when calculating the cost of a call. Long Distance Rate Tables, with the exception of ALASKA/HAWAII and INTERNATIONAL rate tables, have seven TABLE TIER options. The seven choices in the TABLE drop down list: MILES, LATAS, STATES, TIER, OCN, LATA/OCN and LATA/OCN/STATE.



• Selecting **MILES** indicates call usage is rated based on terminating milege. The rate table can have multiple mileage points and rates. If you are rating calls by terminating mileage, enter each mileage band you are rating. If your company does not rate call usage using any of the 4 table tier options, it is recommended that **MILES** is selected as the **TABLE TIER** choice and **9999** is entered as the **MILES** value as in the example below. 9999 represents an unlimited mileage amount in OmniBill.

able Miles 💌	*Day *Eve	ening *Night					
	Miles	Initial	Dur	Overtime	Dur	Init CPM	Over CPM
Factor Retes Sign ⊕ + Type ⊕ \$ 0.000000 0 - 0% Factor Rates	9999	\$0.010000	6	\$0.010000	6	\$.1000	\$.100000 🔇

• Selecting LATAS indicates call usage is rated based on terminating LATA. NOTE: It is important to make sure all LATAS you expect traffic to terminate in are represented in the rate table. You must enter the LATAS manually in the space provided.

Latas 💌	*Day *Eve	ning *Night					
	Latas	Initial	Dur	Overtime	Dur	Init CPM	Over CPM
Factor Rates	120	\$0.010000	6	\$0.010000	6	\$.1000	\$.100000 🚳
Sign 🕢 + Type 💿 \$	132	\$0.030000	6	\$0.030000	6	\$.3000	\$.300000 🚳
Factor Rates							

• Selecting **STATES** indicates call usage is rated based on the terminating State(s). All stats are selected using the drop down list.

Rates Charges Discounts TOD							
Table States 💌	*Day *Ev	ening Night					
	States	Initial	Dur	Overtime	Dur	Init CPM	Over CPM
Factor Rates	AL	\$0.010000	6	\$0.010000	6	\$.1000	\$.100000 🚳
Sign Typet	AR	\$0.020000	6	\$0.020000	6	\$.2000	\$.200000 🚳
- 0% Factor Rates							
	~	\$0.000000		0 \$ 0.000	0000	0	Add Step



Please be aware of the following when using the States Table Tier option:

- ✓ The STATES TABLE TIER selection does not function for the PUERTO RICO/US VIRGIN ISLANDS rate table.
- ✓ If using the **STATES TABLE TIER** for **CANADA** rate tables, the call record must have an indicator for each province selected in order to rate calls terminating to Canada successfully.
- ✓ If you are creating an INTERSTATE rate table, it is important to make sure all STATES are represented. INTRASTATE rate tables do not require all states to be represented because they can be set-up to rate traffic in a specific state(s) service is provided in.
- Selecting **TIERS** as the **TABLE TIER** indicates call usage is rated based on terminating tier. Each **TIER** you are rating must be represented in the table.

	Tiers	Initial	Dur	Overtime	Dur	Init CPM	Over CPM
Factor Rates	1 1	\$0.011000	6	\$0.011000	6	\$.1100	\$.110000 🔞
Sign () + Type () s	2	\$0.010000	6	\$0.020000	6	\$.1900	\$.200000 🚳
0- 0%	3	\$0.020000	6	\$0.020000	6	\$.2000	\$.200000 🚳
Factor Rates	4	\$0.030000	6	\$0.030000	6	\$.3000	\$.300000 🚳

NOTE: If you select **TIERS** in the **TABLE TIER** drop down you are required to provide Profitec with a reference document showing the Tier, OCN, and Carrier data. **You must coordinate this with your assigned Billing Analyst prior to your first bill run.*

For **INTERSTATE RATES**, if you are rating traffic by **TIER** and **LATA**, both the tier and LATA must be represented in the table. The Tier is entered first, followed by the LATA code.

Rates Charges Discounts TOD							
Table Tiers 💌	*Day *Ev	ening *Night					
	Tiers	Initial	Dur	Overtime	Dur	Init CPM	Over CPM
Factor Rates	1120	\$0.020000	6	\$0.011000	6	\$.1190	\$.110000 🚳
Sign 🕢 + Type 💿 \$	2120	\$0.030000	6	\$0.030000	6	\$.3000	\$.300000 🚳
0-0%	3120	\$0.022000	6	\$0.022000	6	\$.2200	\$.220000 🚳
Factor Rates	0	\$ 0.000000] [0 \$ 0.000	000	0	Add Step

- Selecting OCN requires you to manually enter each OCN being rated.
- Selecting LATA/OCN or LATA/OCN/STATE requires you to manually enter the proper combination separated by a by a slash (/) as shown below.

*Normal						
LATA/OCN	Initial	Dur	Overtime	Dur	Init CPM	Over CPM
920/9147	\$0.000000	6	\$0.000000	6	\$.000000	\$.000000 🚳

NOTE: OmniBill does not check the validity of the LATA/OCN or LATA/OCN/STATE against the LERG nor does it check the presence of the slash. **Please make sure all Tiers are entered properly.**



DEFINING RATES

	Action	Description
1.	Select a TABLE choice from the drop down list.	The TABLE drop down list defaults to MILES .
2.	Based on the selection made in the TABLE drop down list, enter terminating MILES, LATAS, STATES, TIERS OCNS LATA/OCN or LATA/OCN/STATE .	NOTE : If your company does not rate usage by any of the choices in the Table Tier drop down list, it is recommended that you fill the MILES column with a series of four nines (9999), which represents an unlimited amount of miles.

MILES is the only SUPPORTED choice for calls terminating to Puerto Rico / US Virgin Islands.

3. Enter the INITIAL COST, INITIAL DURATION, and the OVERTIME COST, OVERTIME DURATION in the spaces provided in the rate grid.

In the below example, the DAY period is the active time of day period.

tes Charges Discounts TOD	*Day *Eve	ning *Nigh	t					
able Miles V	Miles	Initial	Dur	Overtime	Dur	Init CPM	Over CPM	8
Factor Rates Sign			<u> </u>					•
	0 \$	0.0000	00	0 \$ 0.000	0000	0	Add St	ер

- **INITIAL** The **INITIAL** rate is the minimum-billed amount a call will be charged. The dollar amount entered here is charged based on the initial duration entered in the third column.
- **DURATION** The INITIAL DURATION is the *minimum* length of time a call will be charged.
- (Initial) **NOTE**: The duration must be entered as **SECONDS**, not minutes. For example 60 seconds = one minute.
- **OVERTIME** The **OVERTIME** rate is the amount charged *after* the minimum-billed amount has been calculated. A call will be invoiced for the overtime rate based on the overtime duration entered in the fifth column.
- **DURATION** The overtime **DURATION** is the length of time a call will be charged after the minimum duration has passed.

NOTE: The duration must be entered as SECONDS, not minutes.





	Action	Description
CPM INIT	used to check the amounts entered	e Initial) field is a system-generated value. It is ed in the initial rate and initial duration columns. initial cost per minute displays in this field.
CPM OVER	It is used to check the amount	ute Overtime) field is a system-generated value. Its entered in the overtime rate and overtime e calculated and the overtime cost per minute
4. Click ADI grid.	O STEP to commit the rates to the	CPM INIT and CPM OVER are calculated fields based on the information provided.

Rates	Charges Discounts TOD								
Table	Miles 💙	*Day *	Evening *Night						
		Miles	Initial	Dur	Overtime	Dur	Init CPM	Over CPM	
	Factor Rates	9999	\$0.050000	60	\$0.005000	6	\$.050000	\$.050000	8

The INITIAL and OVERTIME durations can be different. In the above example the Initial duration is **60** seconds and the Overtime duration is **6** seconds.

NOTE: OmniBill does not confirm the validity of the rates entered in the rate table. The **CPM INIT** and **CPM OVER** fields are provided as courtesy fields. These fields display the cost per minute based on the rate and duration entered.

A value greater than zero must be entered for the Duration fields. If you click Add Step without entering a valid duration, the following message displays.



The below example shows a rate table set up to charge an **INITIAL** rate of \$0.0300/per minute (60 seconds). The **OVERTIME** rate is set-up to charge **\$0.0050/per 6 seconds of usage**, which equals **\$0.05/per minute**.

*Day *Ev	vening *Night						
Miles	Initial	Dur	Overtime	Dur	Init CPM	Over CPM	
<u>9999</u>	\$0.030000	60	\$0.005000	6	\$.030000	\$.050000	8

NOTE: The rates and durations entered for the first time of day period default to the remaining time of day periods in the grid. It is up to you to edit the rates if needed in the remaining time of day sections.



Editing Existing Rates

Once a table has been saved, a user can edit rates in two ways: MANUALLY or use the FACTOR **RATES** option.

MANUALLY EDITING RATES

|--|

1. you desire to edit.

Click on the rate entry (9999) in the grid The desired information displays below the grid and is ready for you to update.

Rates Charges Discounts TOD							
Table Miles 💙	*Day *Eve	ening *Night					
	Miles	Initial	Dur	Overtime	Dur	Init CPM	Over CPM
Factor Rates	<u> 9999</u>	\$0.002500	6	\$0.002500	6	\$.025000	\$.025000 🚳
Sign							
		\$ 0.002500		6 \$ 0.002	2500	6	Update Step

Enter your changes and click UPDATE 2. STEP.

The new rates are added to the grid.

Rates	Charges	Discounts	TOD								
Table	Miles 🗸				*Day *E	vening *Night					
					Miles	Initial	Dur	Overtime	Dur	Init CPM	Over CPM
					9999	\$0.004000	6	\$0.004000	6	\$.040000	\$.040000 🚳
	0-	Factor Rates	0.000	000							
					C	\$ 0.00000	0	0 \$ 0.000	0000	0	Update Step

NOTE: If the table has been saved, the following message displays indicating that you will lose any current rate history by manually change rates in this manner:



If you are not concerned about saving rate history, click the GREEN CHECKMARK and your new rates are applied to the grid.

Clicking the RED X and your new rates are not applied to the grid.

Refer to the section "Making a Change to an Exiting Rate Table" for additional information on changing rates.



FACTOR RATES

The **FACTOR RATES** button can be used to globally edit rates entered in a rate table. Using the **FACTOR RATES** button affects **ALL** rates defined in the table.

Rates Charges Discounts TOD							
Table Miles Y	*Day *Ev	ening *Night					
	Miles	Initial	Dur	Overtime	Dur	Init CPM	Over CPM
	<u>9999</u>	\$0.002500	6	\$0.002500	6	\$.025000	\$.025000 🚳
Factor Rates Sign ③ + Type ③ \$ 0.000000 - ○ % Factor Rates							
	0	\$0.000000		0 \$ 0.000	000	0	Add Step

SIGN

The SIGN field is used to indicate if the factor should increase or decrease the initial and overtime rates. Selecting the (+) SIGN increases the rates by the factor applied. Selecting the (-) SIGN decreases the rates by the factor applied.

ТҮРЕ

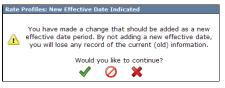
The **TYPE** field is used to indicate which method should be used to increase or decrease the initial and overtime rates. There are two choices, **DOLLAR** (\$) or **PERCENTAGE** (%).

Action Description

- 1. Select the SIGN (+ or -) and the TYPE (\$ or %).
- 2. In the space provided, enter the dollar amount or percentage you are factoring the existing rates by.
- 3. Click the **FACTORS RATES** button.

The selection made in the **TYPE** field determines if there is a percent sign or a dollar sign in this field.

The following message displays.



4. Click the **GREEN CHECK MARK** to accept the changes overriding the existence of previous rates. Please refer to the **EFFECTIVE DATE** section of this document to use the Effective Date option and retain current rate history.

The factored rates appear in the grid.

Rates	Fees Other Fees Charges Discounts	TOD Mess	age Other								
Table	RLRN 🗙 Group Local Detail No 💌	*Day *	Evening *Night								_ ^
		RLRN	Ref Name	Initial	Dur	Overtime	Dur	Sum/Det'l	Allow		
		1	Local Area	\$0.040000	60	\$0.040000	60	S	Y	8	
	Factor Rates Sign ⊚ + Type ⊕ \$ [0.030000 ○ - ○ % Factor Rates										

In the above example, the rates were increased by .03 cents across all rates.



Charges

The **CHARGES** tab is used to define per call surcharges or rates for usage sensitive items, such as collect call acceptance, directory assistance, and operator assisted calling. **NOTE: DIRECTORY ASSISTANCE SURCHARGES** are the **ONLY** surcharge amounts OmniBill can calculate commissions for. All other surcharge amounts **ARE NOT** commissioned.

Surcharges and rates entered in this **CHARGE** tab are specific to the rate plan being created. If the **CHARGE** column is left blank, the system defaults to the Master Rate Group assigned to the line for the charge amount. If there is a charge entered in the rate table and in the Master Rate Group, the bill production system uses the individual rate table for the charge first. The **CODE**, **CHARGE NAME** and **TYPE** column are hard coded and cannot be changed.

Code	Charge Name	Туре	Unit	Allowed	Max	Charge
<u>CC</u>	Customer Completed	OT	С	0	0	
DA	Directory Assistance	RT	С	0	999999999	
<u> </u>	OPA Completed	SR	С	0	999999999	
<u>od</u>	OPA Dialed	SR	С	0	999999999	
03	OPA Third Number Billed	SR	С	0	999999999	
<u>OL</u>	OPA Collect Billed	SR	С	0	999999999	
<u>OP</u>	OPA Person To Person	SR	С	0	999999999	
P3	OPA PersPer. 3rd # Billed	SR	С	0	999999999	
PC	OPA PersPers. Collect Billed	SR	С	0	999999999	
<u>ov</u>	OPA Verify Busy Request	RT	С	0	999999999	

ТҮРЕ

The following **TYPE** codes are used by the bill production system:

- **OT** These charge types are not used for rating, but are used for free call allowances and/or billing call caps. Only used for the CC Charge Type code.
- **RT** These charge types can only be rated from the charges tab because there is no geographic table to handle their costing. These charge types are rated as a per record charge.
- **SR** These charge types are used to place a surcharge on top of the rate calculated from the appropriate geographic rate table.
- **SS** These charge types indicate that the opcodes will be rated from the amount found on the source carrier data (network cost field in the Call Records.
- **FR** Applies a factor Percent as a multiplier to associated tables.
- **FF** Applies a factor Percent as a multiplier to Source Rate tables.

Each charge has a default **TYPE** code. Additional codes may display in the **TYPE** drop down list. Prior to changing a default Type code, please contact your assigned Billing Analyst



UNIT

The UNIT code indicates if a charge should be calculated on a per CALL (C), per MINUTE (M), or per TENTH (T) basis. The column defaults with CALL (C) selected.

ALLOWED

The ALLOWED column indicates how many "free" calls, minutes, or tenths should be given during the bill production process. The column defaults to zero.

MAX

The MAX column is used to place a cap on the number of calls, minutes or tenths that should be charged. The column defaults with **999999999**, which indicates an unlimited amount.

CHARGE

The CHARGE column is used to define the cost for the selected charge type.

COMPLETING THE CHARGES TAB

	Action	Description
1.	Click the desired CHARGE CODE.	The CHARGE CODE displays in the edit box below the grid. The CODE, CHARGE NAME,

below the grid. The CODE, CHARGE NAME, and TYPE fields are grayed out and cannot be changed.

CC Customer Completed OT C O O DA Directory Assistance RT C O 999999999 OC OPA Completed SR C O 999999999 OD OPA Dialed SR C O 999999999 O2 OPA Dialed SR C O 999999999 O3 OPA Third Number Billed SR C O 9999999999 O1 OPA Collect Billed SR C O 9999999999	Max Charg	Allowed	Unit	Туре	Charge Name	Code
OC OPA Completed SR C 0 999999999 OD OPA Dialed SR C 0 999999999 O3 OPA Third Number Billed SR C 0 9999999999 OL OPA Collect Billed SR C 0 9999999999	0	0	С	OT	Customer Completed	<u>cc</u>
OD OPA Dialed SR C 0 999999999 O3 OPA Third Number Billed SR C 0 999999999 OL OPA Collect Billed SR C 0 9999999999	999999999	0	С	RT	Directory Assistance	DA
OD OPA Dialed SR C 0 999999999 O3 OPA Third Number Billed SR C 0 999999999 OL OPA Collect Billed SR C 0 9999999999	999999999	0	С	SR	OPA Completed	<u> 0C</u>
O3 OPA Third Number Billed SR C 0 999999999 OL OPA Collect Billed SR C 0 9999999999	999999999	0	С	SR	OPA Dialed	
<u>OL</u> OPA Collect Billed SR C 0 999999999	999999999	0	С	SR	OPA Third Number Billed	03
	999999999	0	С	SR	OPA Collect Billed	OL
OP OPA Person To Person SR C 0 999999999	999999999	0	С	SR	OPA Person To Person	OP
P3 OPA PersPer. 3rd # Billed SR C 0 999999999	999999999	0	С	SR	OPA PersPer. 3rd # Billed	<u>P3</u>
PC OPA PersPers. Collect Billed SR C 0 999999999	999999999	0	С	SR	OPA PersPers. Collect Billed	PC
OV OPA Verify Busy Request RT C 0 999999999	999999999	0	С	RT	OPA Verify Busy Request	<u>ov</u>

2. The **TYPE** of charge defaults to a value commonly used during production.

Each charge has a default **TYPE** code. Additional codes may display in the **TYPE** drop down list. Prior to changing a default Type code, please contact your assigned Billing Analyst

- t. The default choice is C CALLS.
- 3. Select the UNIT from the drop down list. The choices are CALLS, MINUTES or TENTHS.
- 4. If any free units are being given enter the number of free units in the ALLOWED column.

The column defaults with zero.





	Action	Description
5.	If there is a cap on the number of units that can be charged, enter the cap in the MAX column.	The column defaults to 999999999 (indicating an unlimited amount) except for the CUSTOMER COMPLETED charge.

- 6. Define the cost of the charge in the **CHARGE** column.
- 7. Click **UPDATE LIST** to commit the changes to the grid.

Complete the same steps for each charge code you are invoicing.

F	lates Cha	arges Discounts TOD							
	Code	Charge Name	Туре	Unit	Allowed	Max	Charge	-	
	<u>CC</u>	Customer Completed	OT	С	500	999999999	0.5000]	
	DA	Directory Assistance	RT	С	0	999999999			



Discounts

The **DISCOUNTS** tab is used to create a discount specifically for the rate table being created. Any lines assigned the rate table will be eligible for the discount.

CREATING A DISCOUNT

	Action	Description
1.	Select the STRUCTURE the discount is	DOLLARS is the default selection.
	based on: DOLLARS spent or MINUTES used.	

2. Select a CONTRIB ORIENTATION: ACROSS ALL TOD or TOD SPECIFIC. ACROSS ALL TOD is the default selection,

ACROSS ALL TOD is the default selection, indicating all traffic will earn the same discount.

Intrastate - Intralata Detail	Add
Plan Code UATAB TOD Table ATTSTD Public Name Iver Kate Plan Private Name Private N	
Rates Charges Discounts TOD Amount Percent Structure Image: Controls Structure Minutes Controls Orientation Recess All TOD =	
✓ □ ×	

TOD SPECIFIC is used to define a unique discount for each time of day period in the rate table. If **TOD SPECIFIC** is selected,

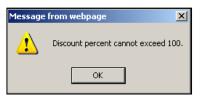
- The defined time of day periods from the rate table appear. **TOD SPECIFIC** is used to define a unique discount for each time of day period in the rate table.
- You should enter your Amount/Duration and Percentage for each selected Time of Day. The screen print below is focused on the **DAY** TOD period.

Rates Charges Discounts TOD		
◎ Day ● Evening ● Night	Amount Percent	Obllars Structure Minutes Contrib. Orientation TOD Specific



Action	Description				
 3. Complete the discount grid: If DOLLARS is selected as the Structure, enter a DOLLAR amount, the discount PERCENTAGE and click ADD/UPDATE DISCOUNT. 	Discounts TOD Amount Percent Discounts TOD Day Day Evening Night p999999.00 100.00 Add/Update Discount				
 The grid description changes based on the Structure type selected. If MINUTES is selected as the STRUCTURE, enter DURATION and a discount PERCENTAGE. 	Discounts TOD Descent Duration Percent Duration Structure Data Minutes Day Evening Night Contrib. Orientation TOD Specific Structure Structure Add/Update Discount				

Note: The **PERCENTAGE** entered must be no larger than 100 or the following message displays.



4. Click ADD/UPDATE DISCOUNT to commit the discount to the grid.

If you selected **TOD SPECIFIC** as your **CONTRIB ORIENTATION**, complete the Discount Grid for each TODs that display on your screen. Day, Evening and Night Time of Day orientations must be completed.

Discounts TOD		
💿 Day	Duration Percent	© Dollars Structure @ Minutes Contrib. Orientation TOD Specific 💌
 Evening Night 		
	< 0.00 0.00% Add/Update Discount	

5. Click the CHECKMARK to save and close the screen or the DISC to save and remain on the screen.

TOD



The TOD (<u>Time Of Day</u>) tab is used to display the detail of the TIME OF DAY table selected in the TOD TABLE drop down list. No changes can be made to the Time of Day table in this tab. It is read only. In the below example, ATTSTD, was selected.

			Intrastate	e - Intralata I)etail				Add
Plan Code SAN	DY		TOD Table	ATTSTD	Assign	Start 9/27/2010		B	
Public Name San	dy's Rate Plan							E	
Private Name					Assign	End		E	
	Effective Date	09/27/2010		Comment In Se	ervice Date				
es Charges Disc	ounts TOD								
Day of the Week		Up Hour	Period	Up Hour	Period	Up Hour	Period	Up Hour	Period
Monday		08:00 AM	Night	05:00 PM	Day	11:00 PM	Evening	12:00 AM	Night
Tuesday		08:00 AM	Night	05:00 PM	Day	11:00 PM	Evening	12:00 AM	Night
Wednesday		08:00 AM	Night	05:00 PM	Day	11:00 PM	Evening	12:00 AM	Night
Thursday		08:00 AM	Night	05:00 PM	Day	11:00 PM	Evening	12:00 AM	Night
Friday		08:00 AM	Night	05:00 PM	Day	11:00 PM	Evening	12:00 AM	Night
Saturday		12:00 AM	Night						
Sunday		05:00 PM	Night	11:00 PM	Evening	12:00 AM	Night		
				🖌 F					

FOUR ADDITIONAL TABLES

The above section describes how to create an IntraState – IntraLATA table. The four tables listed below are created in the same fashion.

- IntraState InterLATA
- InterState
- Canada
- Puerto Rico/ US Virgin Islands

Both ALASKA/HAWAII and the INTERNATIONAL TABLES use a different format and are discussed in the upcoming sections of this document.



Alaska/Hawaii Rate Tables

Alaska/Hawaii rate table has a slightly different look that the other six rate tables.

CREATING AN ALASKA/HAWAII RATE TABLE

Action					Description			
		ALASKA/HAV		The AL screen d		IAWAII SUMMARY		
		Alask	a/Hawaii Summary		•	The grid is blank if no tabl have been created.		
	Code	Description	Private Name	In-Service Date				
->	AKHI1	Alaska Hawaii Table 1	Alaska Hawaii Table 1	04/11/1998	Ø	The View Historical link car		
->	AKHI2	Alaska Hawaii Table 2	Alaska Hawaii Table 2	05/01/1998	8	used to review rates associate		
->	AKHI3	Alaska Hawaii Table 3	Alaska Hawaii Table 3	08/01/1998	8	older Effective Dates.		
->	AKHI9	Alaska Hawaii Table 9	Alaska Hawaii Table 9	05/18/1999	8	Refer to the section "Effectiv		
		1				Dates" for additional informa		
			× ×	V	iew Historical	<u> </u>		

2. Click the **GREEN PLUS** button.

The ALASKA/HAWAII RATE PLAN – ADD/DUP screen displays.

A	laska/Hawaii	Rate Plan - Add/Dup					
Select Type of Add and complete information							
Add NEW Rate							
C Duplicate EXISTING Rate							
$\ensuremath{\mathbb{C}}$ Set New EFFECTIVE Date TO EXISTING Rate							
Table To Be Created	Code	Description					

3. Enter a CODE and a DESCRIPTION in the TABLE TO BE CREATED fields.

The **CODE** is an alphanumeric field that can be a maximum of five characters. Once saved the code cannot be changed.

The **DESCRIPTION** is an explanation of the code that can be a maximum of 30 characters.

4. Click the **GREEN CHECKMARK** to continue.



Action		Descr	iption
Plan Code AL3 Public Name New Rate Plan Private Name Effective Date 03/1 Rates Charges Discounts TOD	Alaska/Hawaii De TOD Table	Assign Start 3/11/2011	
Table Miles Factor Fates Sign @ + Type @ \$ - @ % Factor Rates	TOD1 TOD2 TOD3		Update Step
	×	• *	

5. Select a **TOD TABLE**.

Alaska and Hawaii states appear in the grid.

Plan Code AL3 TOD Table 24HOUR Public Name (New Rate Plan Private Name Effective Date 03/11/2011 Comment In Service Date *Standard Assign Start 3/11/2011 *Standard Alaska/Hawaii Initial Dur Overtime Dur
Factor Rates Alaska \$0.00000 0 \$0.00000 0 Sign @+ Type @ \$ 0 \$0.00000 0 \$0.00000 0 \$0.00000 0 - % 50.00000 0 \$0.00000 0 \$0.00000 0 \$0.00000 0 Factor Rates - %

NOTE: There are no table tier selections available in the Alaska/Hawaii rate table.

The ALASKA/HAWAII RATE TABLES are a little different than other rate tables previously discussed because

- The rates and billing durations entered for the **DAY** (or first) Time of Day period *do not* default to the other Time of Day periods in the rate table automatically.
- The Alaska/Hawaii Rate Tables do not have the **CPM INIT** (Cost Per Minute Initial) and **CPM OVER** (Cost Per Minute Overtime) fields.



6. Click on ALASKA to enter rates for Alaska.

ſ	*Standard					
	Alaska/Hawaii	Initial	Dur	Overtime	Dur	
Factor Rates	Alaska	\$0.000000	0	\$0.000000	0	
Sign @ + Type @ \$	<u>Hawaii</u>	\$0.000000	0	\$0.000000	0	
0.000000						
○ - ○ %						
Factor Rates						
Factor Rates						
	L					
	Alaska	\$0.000000	0 \$0.000	0000 0		Update Step

- 7. Enter the Initial cost, initial Duration, and the Overtime cost, overtime Duration in the spaces provided.
- 8. Click UPDATE STEP.
- 9. Click **HAWAII** to enter rates for Hawaii, enter the Initial cost, initial Duration, and the Overtime cost, overtime Duration in the spaces provided and click **UPDATE STEP**.

Rates Charges Discounts TOD							
	*Standard						
	Alaska/Hawaii	Initial	Dur	Overtime	Dur		1
Factor Rates	Alaska	\$0.250000	60	\$0.250000	50		
Sign @ + Type @ \$	Hawaii	\$0.350000	60	\$0.350000	60		
- % Factor Rates							
	0	\$0.000000	0 \$0.000	000 0		Update Step	

Charges, Discounts and TOD tabs function in the same manner as the IntraState - IntraLATA rate table described earlier in this document.



International Rates

INTERNATIONAL RATES are used to rate calls originating in the continental United States and terminating overseas, in Mexico or in a Caribbean country. Your first International Rate Tables can only be created by duplicating the default International Rate Table, **ATTDF** – System Default Intl Table, which is included as part of the OmniBill database shell. Once the default International table is duplicated, the default rates can be edited. The default rates are provided to ensure every country has a terminating rate.

DUPLICATING AN INTERNATIONAL RATE TABLE

	Action	Description
1		

1. Select **INTERNATIONAL TABLES** from the Rate Profiles drop down list

The INTERNATIONAL/MEX/NON-US CARIBB SUMMARY screen displays with the default ATTDF International Rate table.

Displ	ay the cou	untries in which order:	🖲 Name	O Code	•	Select the Sort order for the Countries. Default is by Name.
	Code	Description	Private Name	In-Service Date		The View Historical link can be use
->	ATTDE	System Default Intl Table		01/01/1997	(to review rates associated with older
->	INTL1	International Table 1	International Table 1	02/08/2000	8	Effective Dates. Refer to the section "Effective Dates
						for additional information.

2. Click the **GREEN PLUS** button.

The INTERNATIONAL/MEX/NON-US CARIBB RATE PLAN – ADD/DUP screen displays.

International/MEX/Non-US Caribb Rate Plan - Add/Dup									
Select Type of Add and complete information									
	Add NEW Rate	2							
O Duplicate EXISTING Rate									
	C Set New EFFEC	TIVE Date	TO EXIS	TING Rate					
	Code			Description					
Table To Be Duplicat		•							
Table To Be Creat									
		-							
		Factors		0.000000					
	Overseas Sign	⊙ +	_ ⊙ _{\$}						
	oresees orgi	0. ""	`°%						
		• +	⊙ <u>\$</u>	0.000000					
Mexic	o (Non-US) Sign	о. ^{тур}							
Caribbea	in (Non-US) Sign	⊙ +	_ ⊙ _{\$}	0.000000					
Calibbea	in (non 65) sign	O. ""	¯ °%						
					1				
		🗸 👂	<u>د</u>						



Action	Description
--------	-------------

NOTE: You should not use the **FACTORS** option using the ATTDF International Table because the default rates are sample rates provided by Profitec.

3. Enter a CODE and a DESCRIPTION in the TABLE TO BE CREATED field.

The **CODE** is an alphanumeric field that can be a maximum of five characters. Once saved the code cannot be changed.

The **DESCRIPTION** is an explanation of the code that can be a maximum of 30 characters.

4. Click the CHECKMARK to continue.

Overseas is the default selection.

			Interna	ational Deta	il			Add
Rate Plan	Code int	:12			Assign Star	t 8/30/2010	8	
Rate Plan M	lame In	ternational Table 2			Assign End	1		
xico 🛛 Carib	/Dial 1	Intl OverSeas Charg	es Discounts					
		Name	Exp Code	Exp Name	Effective Date	TOD Code	Contrib	
	930	AFGANISTAN	Exp Code	Exp Name	02/08/2000	052	NO	-
	355	ALBANIA			02/08/2000	046	NO	
	213	ALGERIA			02/08/2000	046	NO	
	684	AMER SAMOA			02/08/2000	049	NO	
	376	ANDORRA			02/08/2000	047	NO	
	244	ANGOLA			02/08/2000	046	NO	
	540	ARGENTINA			02/08/2000	051	NO	
	374	ARMENIA			02/08/2000	039	NO	
	297	ARUBA			02/08/2000	026	NO	
	247	ASCENSN IS			02/08/2000	046	NO	
	871	ATL MARIST			02/08/2000	024	NO	
	672	AUST EXT TER			02/08/2000	049	NO	-

NOTE: As a system rule, Country Codes in the International Table must be **3 DIGITS** in length. If a country code is less than 3 digits, the system adds *trailing* zeros to make the country code 3 digits. Terminating city codes and terminating cellular exchanges can be added to an International table as **EXPANDED COUNTRY CODE(S)**. As a system rule, expanded country codes can be either <u>6 or 9</u> digits in length.

The **OVERSEAS**, **CARIB/DIAL 1 INT'L**, and **MEXICO** tabs contain seven columns: Country Code, Country Name, Exp Code, Expanded Name, Effective Date, TOD Code, and Allowed Contrib.



COLUMN DEFINITIONS.

International Detail							
Rate Plan Code	intl2			Assign Sta	rt 8/23/2010	==	
Rate Plan Name	International 2 plan			Assign Er	в	==	
Mexico Carib/Dial	1 Intl OverSeas Cha	arges Discounts					
	Name	Exp Code	Exp Name	Effective Date	TOD Code	Contrib	
930		Exp Code	Exp Name	Effective Date 02/08/2000	TOD Code 052	Contrib NO	_
<u>930</u> 355		Exp Code	Exp Name				

COUNTRY CODE

The first column displays the default country codes assigned to the countries in the International Table. The **OVERSEAS** tab lists a 3-digit numeric country code. The country codes for Mexico and Caribbean countries are alpha and alphanumeric characters. No additional country codes can be added to this table.

NAME

The NAME column lists the default Country Name. This description cannot be changed.

EXP CODE

The **EXP** (Expanded) **CODE** column displays the expanded country codes entered for a country when an expanded code is added to the International Rate Table. These codes must be obtained from your carrier. Profitec does not provided Expanded Country Codes.

EXP NAME

The **EXP** (Expanded) **NAME** column displays the description entered when an expanded code is added to the International Rate table.

EFFECTIVE DATE

The **EFFECTIVE DATE** column displays the date rates associated with a country are in effect.

TOD CODE

The **TOD** (Time **Of Day**) **CODE** column displays the default time of day code associated with the country. This code can be changed when editing rates in the International Rate table.

CONTRIB

The **CONTRIB** column is set to **NO** by default. This column is used to indicate if the selected country is eligible for any **CUSTOMER COMPLETED FREE** minutes. Free minutes are set in the **CHARGES** tab.



Editing International Rates

International Rates can be edited using either method described below:

1. Updating each country individually within the International Rates module.

		Interna	tional Detai				
Rate	Plan Code intl2				Assign Sta	rt 3/11/2011	III
Rate	Plan Name Interna	ational Table 2			Assign Er	nd	III
o 🛛 Carib/Dial 1 Int	tl OverSeas Ch	arges Discounts					
	Name	Exp Code	Exp Name	Effective Date	TOD Code	Contrib	
930 AF	GANISTAN	Exp Code	Exp Name	02/08/2000	052	NO	-
	BANIA			02/08/2000	046	NO	
	LGERIA			02/08/2000	046	NO	
	MER SAMOA			02/08/2000	049	NO	
	NDORRA			02/08/2000	045	NO	
	NGOLA			02/08/2000	046	NO	
	RGENTINA			02/08/2000	051	NO	
	RMENIA			02/08/2000	039	NO	
	RUBA			02/08/2000	026	NO	
	SCENSN IS			02/08/2000	046	NO	
	TL MARIST			02/08/2000	024	NO	
	JST EXT TER			02/08/2000	049	NO	-
		a	355 - AL				
			Rate View	TOD View			
Peri		Init Duration	Rate View Overtime \$	TOD View Over Duration	First Min \$	Add'l Min \$	
Stand	ard 4.840000	Init Duration 60	Rate View Overtime \$ 0.513300	TOD View Over Duration 1	\$4.840000	\$30.798000	
	ard 4.840000 unt 4.840000	Init Duration	Rate View Overtime \$	TOD View Over Duration			

OR

2. Using the **OFFLOAD INTERNATIONAL RATES UTILITY**, found in System Utilities. Refer to the **EDITING INTERNATIONAL TABLES** documentation for information on how to use the Offload International Rates Utility.

NOTE: Additional country codes **CANNOT** be added and should not be deleted from the International table. The list of country codes is based on Telcordia's International Country Code list. The list is reviewed with every major OmniBill release. If you notice discrepancies please contact your assigned Billing Analyst.



EDITING INTERNATIONAL RATES USING THE UPDATE SELECTED ITEM BUTTON

Action

Description

1. Click the **COUNTRY CODE** in the grid.

The bottom portion of the grid displays the rates and billing durations for the selected country.

Mexico	Carib/Dial :	1 Intl Ov	erSeas C	Charges Discount	ts				
			Name	Exp Code	Exp Name	Effective Date	TOD Code	Contrib	-
	930	AFGANI				02/08/2000	052	NO	
	355	ALBANIA				02/08/2000	046	NO	
	213	ALGERI				02/08/2000	046	NO	
	684	AMER S.				02/08/2000	049	NO	
	376	ANDORE				02/08/2000	047	NO	
	244	ANGOLA				02/08/2000	046	NO	
	540	ARGENT				02/08/2000	051	NO	
	374	ARMENI	Α			02/08/2000	039	NO	
	297	ARUBA				02/08/2000	026	NO	
	247	ASCENS				02/08/2000	046	NO	
	<u>871</u>	ATL MA				02/08/2000	024	NO	
	<u>672</u>	AUST EX	T TER			02/08/2000	049	NO	-
					355 - AL Rate View	TOD View			
		Period	Initial \$	Init Duration		Over Duration	First Min \$	Add'l Min \$	
		tandard	4.840000		0.513300	1	\$4.840000	\$30.798000	-
		iscount	4.840000		0.513300	1	\$4.840000	\$30.798000	-
	Ec	onomy	3.762000	60	0.399000	1	\$3.762000	\$23.940000	
					Item Add Expan	ded Code Delete Se	lected Item		

RATE VIEW is selected as the default view in the International Display screen. Rate information for the selected country appears below the grid.

TOD VIEW, if selected displays the Time of Table increments used for the selected country.

2. Click **UPDATE SELECTED ITEM** to edit the default information for the selected country.

The MODIFICATION screen displays with the selected country. The EXP (expanded) CODE and EXP (expanded) NAME fields are grayed out.

	Exp Code	2	Exp Name		ff Date	TOD Code Allowed
ALBANIA 355	355		ALBANIA	2/	/8/2000 📖	046 🔻 📃 Con
					*Duration	is in second increments
Period	Init \$	Init Dur	Over \$	Over Dur	First Min \$	Add'l Min \$
Standard	4.840000	60	0.513300	1	\$4.840000	\$30.798000
Discount	4.840000	60	0.513300	1	\$4.840000	\$30.798000
Economy	3.762000	60	0.399000	1	\$3.762000	\$23.940000
Update		Cancel	Refresh C	ost Buckets		

The **EFFECTIVE DATE** fills in with the default date found in the table. The date can be changed.

• The TOD CODE defaults, but can be changed if needed.

The ALLOWED CONTRIB checkbox is used to indicate if the selected country is eligible for free minutes defined in the CUSTOMER COMPLETED ALLOWED column found in the CHARGES tab. If the ALLOWED CONTRIB checkbox is selected, the ALLOWED CONTRIB column displays as YES when the information is updated.

3. Edit the rates and durations for the selected country.

The **FIRST MIN COST** and **ADD'L MIN COST** fields can be used to verify rates and billing durations are entered correctly.

These rates will not calculate until you click the **REFRESH COST BUCKETS** button.



Action

Description

• Click **REFRESH COST BUCKETS** to have OmniBill calculate the Minute billing rates.

	Exp Code	e	Exp Name		Eff Date	TOD Code	Allowed
ALBANIA 355	355		ALBANIA	2	2/8/2000	046 👻	📃 🔲 Contri
						is in second incr	ements
Period	Init \$	Init Dur	Over \$	Over Dur	First Min \$	Add'l Min \$	
Standard	2.840000	60	.0284	60	\$2.840000	\$.028400	
Discount	2.840000	60	.0284	60	\$2.840000	\$.028400	
Economy	2.762000	60	0.0399000	60	\$2.762000	\$.039900	
Update		Cancel	Refresh (Cost Buckets			

Effective date of the new record is based on how you insert the record, which is explained below:

- 1. Create a New Record
- 2. Replace Existing Record.

4. Click **UPDATE** to commit the edited rates to the table.

A message displays asking if a new record should be created or you want to replace the existing record.

Rate Profiles	: International Rate Detail
Please	select from the following actions:
+	Create a new record using a new effective date (will default to today if effective date has not been changed)
<u>N</u>	Replace existing record which will destroy any reference to prior settings
×	Cancel here and return to Modification

CREATE NEW RECORD

- Click the GREEN PLUS sign to create a NEW record. If a NEW RECORD is created, TWO records appear in the International table. The original record and the new record with a NEW EFFECTIVE DATE.
 - ✓ If the record's date is unchanged, the new record includes the current date as the New Effective date for the record.

	Name	Exp Code	Exp Name	Effective Date	TOD Code	Contrib
930	AFGANISTAN			02/08/2000	052	NO
355	ALBANIA			03/11/2011	046	NO
355	ALBANIA			02/08/2000	046	NO

✓ If you enter a new date for the Effective Date that date becomes the new effective date for that record.



Action

Description

REPLACE EXISTING RECORD

- Click the **NOTEPAD** to replace the existing record and destroy any reference to prior settings.
 - ✓ If the record's date is left as the EFF DATE, the original date remains as the effective date. Only the rates are updated.
 - ✓ If you enter a new date in the EFF DATE field that date becomes the new effective date for that record.
- Click the **RED X** to cancel the action.



Adding Expanded Codes to an Existing International Rate Table

The default International Rate Table does not include expanded city codes or cellular terminating exchange codes. These codes must be added to International Rate Tables in order to rate these types of terminating calls. This is only required if the rates for calls terminating to specific city codes or cellular terminating exchanges are different than the country rate.

Action	Description
--------	-------------

1. Click the Country Code you are adding an expanded code to.

Rates and billing durations for the selected country appear in the grid below.

					Internation	nal Detail			
	Rat	te Plan Code	INTL1				Assign Sta	rt 2/8/2000	
	Rat	e Plan Name	Internation	al Table 1			Assign Er	d	
			_						
exico	Carib/Dial 1 I	ntl OverSea	s Charge	es Discounts					
		AMER SAMOA				02/08/2000	049	NO	A
		ANDORRA				02/08/2000	047	NO	
		ANGOLA				02/08/2000	046	NO	
		ARGENTINA				02/08/2000	051	NO	
		ARMENIA				02/08/2000	039	NO	
		ARUBA				02/08/2000	026	NO	
		ASCENSN IS				02/08/2000	046	NO	
		ATL MARIST				02/08/2000	024	NO	
		AUST EXT TER				02/08/2000	049	NO	
		AUSTRALIA				02/08/2000	053	NO	
		AUSTRIA				02/08/2000	047	NO	
		AZERBAIJAN				02/08/2000	039	NO	
	<u>973</u> I	BAHRAIN				02/08/2000	048	NO	•
	Per	iod Init	tial \$	Init Duration	610 - AUS Rate View Overtime \$	TRALIA TOD View Over Duration	First Min \$	Add'l Min \$	
	Stan		3000	60	0.225100	1	\$2.123000	\$13.506000	
	Disc		3000	60	0.225100	1	\$2,123000	\$13,506000	
	Econ		3000	60	0.155100	1	\$1,463000	\$9,306000	
			Up	date Selected Iter	n 🗌 Add Expan	ded Code Delete Se	lected Item		

2. Click ADD EXPANDED CODE.

The **ADDITION TO** screen displays for the selected country.

The EFFECTIVE DATE defaults with the current date. **RATES** default to \$0.00 and the billing **DURATIONS** default to 60 SECONDS.



	Actio	า			Desc	ription	
			Addition to AUS	TRALIA 610			
AUSTRALIA 610	Exp Cod	e	Exp Name		Eff Date 3/11/2011	TOD Code 053 👻	Allowed
Period	Init \$	Init Dur	Over \$	Over Dur	*Duration First Min \$	is in second incre Add'l Min \$	nents
Standard	0.000000	60	0.000000	60	0.000000	0.000000	
Discount	0.000000	60	0.000000	60	0.000000	0.000000	
Economy	0.000000	60	0.000000	60	0.000000	0.000000	
Add		Cancel	Refresh	Cost Buckets			
			V 🖬	×			

As a system rule, Country Codes must be **3 DIGITS** in length in the International table. If a country code is less than 3 digits in length, like the above example **Egypt** (20), when displaying the country code in the International Table the system adds *trailing* zeros to make it 3 digits. When the **ADD EXPANDED CODE** button is clicked, the trailing zero is <u>dropped</u> and the dial code for the selected country displays in the **EXP CODE** field.

NOTE: As a system rule, when adding **EXPANDED** codes, the expanded code must be 6 OR 9 DIGITS in length.

Using the following <u>sample</u> city codes for Australia, the next steps illustrate adding **EXPANDED CITY CODES** to an International Rate Table.

Australia country code: 61	
Australia city codes: Brisbane	73
Central & West Australia	8
Central East Australia	2
Melbourne	38
	39



ADDING AN EXPANDED CODE

Action

Description

1. The **EXP CODE** defaults with the selected country's country code. Enter the city code or the cellular terminating code *following* the default country code.

		Addition to AUSTRALIA 6	10		
	Exp Code	Exp Name	Eff Date	TOD Code	Allowed
AUSTRALIA 610	61		3/11/2011	053 👻	Contrib
			*Duration	n is in second incr	ements

2. Trailing zeros must be added at the end of the code if the country code. The expanded country code <u>can be either 6 or 9 digits</u>.

For Example: Australia is country code -61, Brisbane Australia is city code 73. The Expanded Code is entered as 6173 and to satisfy the system requirement of 9 digits, trailing zeros are added: 6173**00000**.

3. Enter a description in the **EXP NAME** field.

The **EXP NAME** field can be a maximum of thirty alpha characters. This is a required field.

4. Enter the **RATES** and billing **DURATIONS** for the expanded country code.

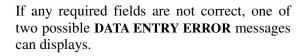
	Exp Co	ode	Exp Name		Eff Date	TOD Code	Allowed
AUSTRALIA 610	61730	0000	Brisbane		3/11/2011	053 🔻	Contril
					*Duration	is in second incre	ements
Period	Init \$	Init Dur	Over \$	Over Dur	First Min \$	Add'l Min \$	
Standard	0.78	60	.78	60	0.000000	0.000000	
Discount	0.78	60	.78	60	0.000000	0.000000	
Economy	.78	60	.78	60	0.000000	0.000000	
Add		Cancel	Refresh	Cost Buckets			
			< □	~			

Click **REFRESH COST BUCKETS** to check the **FIRST MIN** and **ADD'L MIN COST** fields and verify the data entered is accurate.



Action			Description					
			Addition to AUS	STRALIA 610				
AUSTRALIA 610	Exp Co 61730		Exp Name Brisbane		Eff Date 3/11/2011	TOD Code Allowed 053 Contrib		
Period	Init \$	Init Dur	Over \$	Over Dur	First Min \$	Add'l Min \$		
Standard	0.78	60	.78	60	\$.780000	\$.780000		
Discount	0.78	60	.78	60	\$.780000	\$.780000		
Economy	.78	60	.78	60	\$.780000	\$.780000		
Add		Cancel	Refresh	Cost Buckets				

- 5. Click **ADD** to commit the Expanded Country Code to the International Table.
 - If the EXP CODE not exactly 6 or 9 digits the following ERROR message displays.
 - If the **EXPANDED NAME** was not entered a Data Entry Error displays.



Data Entry Error Six(6) or Nine(9) digits are required in the expanded country code.	Message	from webpage	K
	♪	Six(6) or Nine(9) digits are required in the expanded country code	÷.
Message from webpage	Mes	Data Entry Error Please enter expanded country description.	

• Click **OK** to enter the required information.

Once the required fields are completed, the **EXPANDED COUNTRY CODE** is added to the International Table as a **NEW RECORD**.

Mexico Cari	b/Dial 1	L Intl OverSeas Ch	arges Discount	ts				
	610	AUSTRALIA			02/08/2000	053	NO	
	610	AUSTRALIA	617300000	Expanded code	08/30/2010	053	NO	
	430	AUSTRIA			02/08/2000	047	NO	
	<u>994</u>	AZERBAIJAN			02/08/2000	039	NO	

6. Continue adding additional expanded codes as needed or Click the **GREEN CHECKMARK** or the **DISC** to save the rate table.



Adding Expanded Codes in the Mexico Tab

				Intern	ational Detail		
Rate	Plan Code I	NTL1			Assign S	art 2/8/2000	
Rate	Plan Name I	nternational Table	1		Assign (ind	=
Mexico	Carib/Dial 1	Intl OverSeas	Charges Disco	unts			
		Name	Exp Code	Exp Name	Effective Date	TOD Code	Contrib
	<u>B1</u>	BAND 1			02/08/2000	054	NO
	<u>B2</u>	BAND 2			02/08/2000	054	NO
	<u>B3</u>	BAND 3			02/08/2000	054	NO
	<u>B4</u>	BAND 4			02/08/2000	054	NO
	<u>B5</u>	BAND 5			02/08/2000	054	NO
	<u>B6</u>	BAND 6			02/08/2000	054	NO
	<u>B7</u>	BAND 7			02/08/2000	054	NO
	<u>B8</u>	BAND 8			02/08/2000	054	NO
	<u>B9</u>	BAND 9			02/08/2000	054	NO
	520	MEXICO			02/08/2000	039	NO

The **ADD EXPANDED CODE** button is only available when the row labeled **520-MEXICO** is selected. Expanded Country Codes cannot be entered for Bands 1-9.

Period Initial\$ Init Duration Overtime\$ Over Duration First Min\$ Add'l Min\$ Standard 1.298000 60 1.298000 60 \$1.298000 \$1.298000	Period Initial\$ Init Duration Overtime\$ Over Duration First Min Standard 1.298000 60 1.298000 60 \$1.29800			520 - MEXI Rate View	CO TOD View		
Standard 1.298000 60 1.298000 60 \$1.298000 Discount 1.298000 60 1.298000 60 \$1.298000	Standard 1.298000 60 1.298000 60 \$1.29800	Period Initial \$				First Min \$	Add'l Min \$
Discount 1.298000 60 1.298000 60 \$1.298000	·						· · ·
		Discount 1.298000	60	1.298000	60		\$1.298000
	Line of the lite of the lite of the Delete Selected Here.	Discount 1.298000					\$1.298000

In order to rate by expanded country codes or city code you need to select the 520 Mexico code in the grid.

ADDING EXPANDED CODES TO MEXICO COUNTRY CODE - 52

Action	Description
--------	-------------

1. Click **520-MEXICO**.



				Test a second difference				
				Internation	al Detall			
		an Code INTL1				Assign Sta		
	Rate Pla	an Name Interna	itional Table 1			Assign Er	d	
lexico Carib/	/Dial 1 Intl	OverSeas Ch	arges Discounts					
Carlos								
			xp Code Ex	p Name	Effective Date	TOD Code	Contrib	
	<u>B1</u> BAN <u>B2</u> BAN)8/2000)8/2000	054	NO	-
	B3 BAN				18/2000	054	NO	
	B4 BAN				08/2000	054	NO	-
	B5 BAN				08/2000	054	NO	-
	B6 BAN				08/2000	054	NO	-
	B7 BAN				8/2000	054	NO	
	B8 BAN	D 8		02/0	8/2000	054	NO	-
	B9 BAN	D 9		02/0	08/2000	054	NO	
	520 MEX	ICO		02/0	08/2000	039	NO	
				520 - ME @ Rate View	TOD View			
	Period	Initial \$	Init Duration	Rate View Overtime \$	TOD View Over Duration	First Min \$	Add'l Min \$	
	Period Standard Discount	1.298000		Rate View	TOD View	First Min \$ \$1.298000 \$1.288000	Add'l Min \$ \$1.298000 \$1.298000	

2. Click the **ADD EXPANDED CODE** button.

The ADDITION TO MEXICO 520 screen displays.

NOTE: If you are using expanded codes for Mexico, please edit the 520 Mexico country code record to include the required six or nine digits to obtain proper rating.

Γ	<u>520</u>	MEXICO	52000000	Mexico Proper	04/08/2010	039	NO	
	520	MEXICO	521000000	Mobile	04/08/2010	24HOUR	NO	~

In order to bypass rating calls to Mexico using Bands, add an expanded code of 520000000. Using this method will rate calls not matching to Mexico at the default of 520000000.

3. Enter the long distance code for the city you are rating.

For example, the long distance dialing code for Cabo San Lucas is 624. This code would be entered as 526240000. Trailing zeros are required in order to satisfy the system requirement of 9 digits for Expanded Codes.

			Addition to ME	XICO 520			
	Exp Cod	e	Exp Name		Eff Date	TOD Code	Allowed
MEXICO 520	5262400	00	Cabo San Luc	as	3/11/2011	039 🔻	Contrib
					*Duration	is in second incre	ments
Period	Init \$	Init Dur	Over \$	Over Dur	First Min \$	Add'l Min \$	
Standard	0.000000	60	0.000000	60	0.000000	0.00000	
Discount	0.000000	60	0.000000	60	0.000000	0.000000	
Add		Cancel	Refresh (Cost Buckets			
				~			
			💙 🗖	- 🐥 -			

4. Click ADD.

The rates are added to the grid.



		Ac	tion	Description				
lexico Carib	/Dial 1	Intl OverS	eas Charges [Discounts				
		Name	Exp Code	Exp Name	Effective Date	TOD Code	Contrib	
	<u>B1</u>	BAND 1			02/08/2000	054	NO	
	<u>B2</u>	BAND 2			02/08/2000	054	NO	
	<u>B3</u>	BAND 3			02/08/2000	054	NO	
	<u>B4</u>	BAND 4			02/08/2000	054	NO	
	<u>B5</u>	BAND 5			02/08/2000	054	NO	
	<u>B6</u>	BAND 6			02/08/2000	054	NO	
	<u>B7</u>	BAND 7			02/08/2000	054	NO	
	<u>B8</u>	BAND 8			02/08/2000	054	NO	
	<u>B9</u>	BAND 9			02/08/2000	054	NO	
	520	MEXICO			02/08/2000	039	NO	
	520	MEXICO	520000000	Mexico Proper	03/11/2011	039	NO	
	520	MEXICO	526240000	Cabo San Lucas	03/11/2011	039	NO	

Rating for Mexican Wireless Rates

Mexico - Wireless rates - all begin with 521 - If its wireless the call record begins with 521. No land lines. The next number after the 1 technically represents a Mexican band. The are nine Mexican bands (1-9)

In order to rate each Wireless Mexican band at a different rate, you need to enter rates for each of the following codes:

521100, 521200, 521300, 521400, 521500, 521600, 521700, 621800, 521900



Carib/Dial 1 International Rates

n Code [INTL1			Assign Start 2/8,	/2000		
Name	International Table 1			Assign End			
rib/Dial	1 Intl OverSeas Charges Discou	nts					
	Name	Exp Code	Exp Name	Effective Date	TOD Code	Contrib	
AG	ANGUILLA			02/08/2000	026	NO	
AN	ANTIGUA/BARBUDA			02/08/2000	026	NO	
BA	BAHAMAS			02/08/2000	026	NO	
BD	BARBADOS			02/08/2000	026	NO	
BE	BERMUDA			02/08/2000	026	NO	
<u>BV</u>	BRITISH VI			02/08/2000	026	NO	
CI	CAYMAN ISLANDS			02/08/2000	026	NO	
DO	DOMINICA			02/08/2000	026	NO	
DR	DOMINICAN REPUBLIC			02/08/2000	026	NO	
GN	GRENADA/CARRIACOU			02/08/2000	026	NO	
GU	GUAM			02/08/2000	026	NO	
JA	JAMAICA			02/08/2000	026	NO	-

Expanded country codes can be added to the Carib/Dial 1 International Rates. You will need to enter the three Digit Area Code and exchange in the Exp Code field. The area code is not automatically populated.

AG ANGUILLA 02/08/2000 026 NO AN ANTIGU/BARBUDA 02/08/2000 026 NO BA BAHAMAS 02/08/2000 026 NO BD BARBADOS 02/08/2000 026 NO BE BERMUDA 02/08/2000 026 NO BY BRITISH VI 02/08/2000 026 NO CI CAYMAN ISLANDS 02/08/2000 026 NO DO DOMINICAN REPUBLIC 02/08/2000 026 NO SN GENADA/CARRIACOU 02/08/2000 026 NO GU GUAM 02/08/2000 026 NO	
BA BAHAMAS 02/08/2000 026 NO BD BARBADOS 02/08/2000 026 NO BE BERMUDA 02/08/2000 026 NO BY BRITISH VI 02/08/2000 026 NO CI CAYMAN ISLANDS 02/08/2000 026 NO DO DOMINICA 02/08/2000 026 NO DR DOMINICA REPUBLIC 02/08/2000 026 NO GU GUAM 02/08/2000 026 NO	
BD BARBADOS 02/08/2000 026 NO BE BERMUDA 02/08/2000 026 NO BY BRITISH VI 02/08/2000 026 NO GI CAYMAN ISLANDS 02/08/2000 026 NO DQ DOMINICA 02/08/2000 026 NO DR DOMINICAN REPUBLIC 02/08/2000 026 NO GN GRENADA/CARRIACOU 02/08/2000 026 NO GU GUAM 02/08/2000 026 NO	
BE BERMUDA 02/08/2000 026 NO BV BRITISH VI 02/08/2000 026 NO CI CAYMAN ISLANDS 02/08/2000 026 NO DO DOMINICA 02/08/2000 026 NO DR DOMINICAN REPUBLIC 02/08/2000 026 NO SN GRENADA/CARRIACOU 02/08/2000 026 NO GU GUAM 02/08/2000 026 NO	
BY BRITISH VI 02/08/2000 026 NO CI CAYMAN ISLANDS 02/08/2000 026 NO DO DOMINICA 02/08/2000 026 NO DR DOMINICAN REPUBLIC 02/08/2000 026 NO GN GRENADA/CARRIACOU 02/08/2000 026 NO GU GUAM 02/08/2000 026 NO	
CI CAYMAN ISLANDS 02/08/2000 026 NO DQ DOMINICA 02/08/2000 026 NO DR DOMINICAN REPUBLIC 02/08/2000 026 NO GN GRENADA/CARRIACOU 02/08/2000 026 NO GU GUAM 02/08/2000 026 NO	
DQ DOMINICA 02/08/2000 026 NO DR DOMINICAN REPUBLIC 02/08/2000 026 NO SN GRENADA/CARRIACOU 02/08/2000 026 NO GU GUAM 02/08/2000 026 NO	
DR DOMINICAN REPUBLIC 02/08/2000 026 NO GN GRENADA/CARRIACOU 02/08/2000 026 NO GU GUAM 02/08/2000 026 NO	
GN GRENADA/CARRIACOU 02/08/2000 026 NO GU GUAM 02/08/2000 026 NO	
GU GUAM 02/08/2000 026 NO	
<u>JA</u> JAMAICA 02/08/2000 026 NO	
BA - BAHAMAS	
Rate View	
Period Initial Init Duration Overtime Over Duration First Min Add'l Min	Min \$
Standard 1.265000 60 1.265000 60 \$1.265000 \$1.265000	5000
Discount 1.265000 60 1.265000 60 \$1.265000 \$1.265000	
Economy 1.012000 60 1.012000 60 \$1.012000 \$1.012000	



DISTINGUISHING A COUNTRY CODE FROM AN EXPANDED CODE

During production a nine digit-matching pattern is used to determine which rates should be used when rating an International call. This process is used because multiple rates can be entered for a single country and cities within a country.

The production process uses the closest match to ALL 6 OR 9 DIGITS to distinguish between the *country code* and any *expanded codes* that have been added to the International Table. In the below example there are 3 rates entered for FRANCE:

330	FRANCE			02/08/2000	047	NO	
330	FRANCE	331000000	Expanded city	04/12/2010	047	NO	
330	FRANCE	334940000	Expanded City	04/12/2010	047	NO	

This example shows a call originating from Wallingford, Connecticut and terminating to a number in Paris, France. The expanded country code dialed was **331**, plus the remaining phone number. During production the closest match to the dialed digits and the country codes in the International table are used to rate the call.

2032698242	3314326274801	20030501	162400	FRANCE		2	CC
------------	---------------	----------	--------	--------	--	---	----

Expanded Country code 331 is the closest match to the number dialed, therefore the Paris France rate is used to rate the call.

Up to 9 levels will be used to determine rates. This example demonstrates 4 levels beginning with the complete 9 character dial pattern.

33143264801	No match found.
331432*	No match found.
3314**	No match found.
331***	Match to 331 found – The rate associated with this code is the rate used to rate the call.



Effective Dates

Making a change to an existing rate table causes a **NEW EFFECTIVE DATE INDICATED** message to appear on the screen. This message warns the user of the consequences of making a change to the rate table without setting a new effective date. You must answer the question: "Would you like to Continue?"

👷 🏟 🌈 OmniSute: Profile Center	🙆 • 🔊	🖶 🔹 🔂 Page 🔹	🔇 Tools 🔹 '
Profile Center System Profiles I+ Sales Profiles I+ Security I+ Market Profiles I • System Profiles I+ Rate Profiles I+ Sales Profiles I+ Security I+ Market Profiles I		bruary 06, 2009 - 2 Market SAMP1	2:01:19 PM
Intrastate - Intralata Detail			
Plate itame intelalas Table 1 Public itame intelalas Table 1 Protes itame intelalas I Protes itame intel intel intelalas I Protes itame intel intel inte			
✓ □ ×			

- 1. Clicking the **GREEN CHECKMARK** changes the rates set in the rate table and there is *no* record of the previous rate saved.
- 2. Clicking the **RED X** does not change the rates set in the rate table. The user remains on the rate detail screen. This gives the user the chance to exit the screen and set a **NEW EFFECTIVE DATE** for the table before making a change.

The next section "Setting a New Effective Date" describes how to create new effective date for an existing rate table.



Setting a New Effective Date for an Existing Rate Plan

EFFECTIVE DATES are used to update existing rate tables without loosing the history of past **RATES**, **CHARGES**, and/or **DISCOUNTS**. Using Effective Dates eliminates the need for multiple rate tables to be created in your database each time there is a change to an existing table. When a rate table has more than one Effective Date for rates, the date a call was made determines which Effective Date is used.

In the below example, there are two Effective Dates in the rate table: 8/19/1999 and 07/26/2005.

- Calls made prior to 07/26/2005 will be rated with rates entered 8/19/1999.
- Calls made on or after 07/26/2005 will be rated using rates entered 07/26/2005.

NOTE: When setting an Effective Date in an International Rate Table the Effective Date only applies to **RATES**, not charges or discounts. This rule is unique to the international rate table.

SETTING A NEW EFFECTIVE DATE

EFFECTIVE DATES can only be set for existing Rate Plans. When creating *new* rate plans, the current date automatically defaults in the **NEW EFFECTIVE DATE** field. The date is grayed out and cannot be changed. In order to maintain a history of the rate plan the **SET EFFECTIVE DATE** option must be used before any changes are made. If you simply edit the rates *without* setting a new effective date, the original rates are lost.

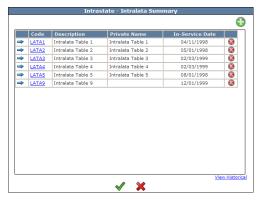


Setting an EFFECTIVE DATE in an Intrastate-Intralata rate plan:

Action

Description

1. Select Intrastate – Intralata Rate plan from the Rate Profile list.



2. Click the GREEN PLUS button.

The **ADD/DUP** screen displays with the current date in the **NEW EFFECTIVE DATE** field by default

I	ntrastate - Intralata I	Rate Plan - Add/Dup
Select Type of Add and com	plete information	
	O Add NEW Rate	
	O Duplicate EXISTING R	ate
	⊙ Set New EFFECTIVE D	ate TO EXISTING Rate
	Code	Description
Table To Be Duplicate	∃	
New Effective Date	a 8/30/2010	
	Facto	ors
•	⊙ <u></u> \$	0.00000
Sign O.	Type C %	

Select the **RATE TABLE** you are *setting* a *new effective date* for from the **TABLE TO BE DUPLICATED** drop down list.

3. Select SET EFFECTIVE DATE TO The NEW EFFECTIVE DATE can be changed or remain the default date.

An **EFFECTIVE DATE** can be set 45 days in the past from the current date and any date in the future. Selecting the Calendar icon, allows you to set the Effective date 45 days into the past.

If you wish to change the Effective date, click the **CALENDAR** Icon and select the desired date. Notice that the calendar automatically displays back to the earliest selectable day (45 days from the current date). Highlighted dates are selectable. Select your desired date.



Action Description	Action	Description
--------------------	--------	-------------

5. Enter a **DESCRIPTION** for the rate plan. The Description is a required field.

You can use the **FACTOR** options if you wish to factor the existing rates by a **DOLLAR** amount or a **PERCENTAGE** or you can edit each rate as needed. Enter the desired amounts if you wish to factor.

6. Click the **GREEN CHECK** mark to continue.

	Intrastate - Intralata Detail	Add
Plan Code [ATA1 Public Name Intralata Table 1 Private Name Intralata Table 1 Effective Date 03/11/ Rates Charges biscounts TOD	TOD Table ATTSTD Assign Start 4/11/1998 Assign End Assign End IIII Comment Intralata Table 1 updates	
Table Miles Factor Rates Sign @ + Type @ S 0.000000 - @ % Factor Rates	*Day *Evening *Night Miles Initial Dur Overtime Dur Init CPM Over CPM 9999 \$0.100000 60 \$0.100000 60 \$.100000	
	0 \$ 0 \$ 0 Add Step	
	✓ □ ×	

The INTRASTATE - INTRALATA DISPLAY screen appears in ADD mode.

The **EFFECTIVE DATE** is disabled. The Rate Plan cannot be saved until an edit or a change is made.

Edits can be made to the Rates, Charges, and Discounts tabs.



Viewing Historical Rates

1. Select the rate type from the **RATE PROFILES** list. The Rate Summary list displays.

	Code	Description	Private Name	In-Service Date	
->	LATA1	Intralata Table 1	Intralata Table 1	07/20/2009	8
-	LATA2	Intralata Table 2	Intralata Table 2	07/20/2009	8
-	LATA3	Intralata Table 3	Intralata Table 3	02/03/1999	8
-	LATA4	Intralata Table 4	Intralata Table 4	02/03/1999	8
-	LATA5	Intralata Table 5	Intralata Table 5	08/01/1998	8
-	LATA9	Intralata Table 9		12/01/1999	8

2. Click **VIEW HISTORICAL**. The Report Parameter Selection – Rating Tables displays.

	Report Parame	eter Selection - Ra	iting Tables	
	Report Specific-Parms	Output Parameters	Report Scheduler	
		Rating Tables	Options	
	L'annea.			_
	ocal/MSGU Intrastate - Intralata	_		
IntraER	Intrastate - Interlata			
	Interstate			
	Canada Alaska/Hawaii			
	Puerto Rico/US Virgin I	slands		
	International/MEX/Non-U			
	Data Transport	•		

NOTE:

Using the **VIEW HISTORICAL** option opens up the Data Intelligence Center, where the report is created.

If you are not currently logged into the Data Intelligence Center, you are presented with a Login Screen for this module.

- Log into the DATA INTELLIGENCE CENTER.
- Re-access the Profile Center.
- Click VIEW HISTORICAL.

NOTE: In step 1 above, **VIEW HISTORICAL** from the **INTERSTATE SUMMARY** screen was selected. However, you must select the Jurisdiction again from the Rating Tables Options page that displays. *You can view any Jurisdiction* | *Table when you click* **VIEW HISTORICAL**.

The only exception to the above statement is for viewing Master Rate Group historical information. To view Master Rate Group historical rates, select MASTER RATE GROUPS from the RATE PROFILE list and click VIEW HISTORICAL from the MASTER RATE CODE SUMMARY page.



3. Select the Jurisdiction you wish to view historical rates for.

In this example below, IntraSt was selected. All IntraST | Intrastate – Intralata plans display along with their respective Effective Dates. For example the rate table LATA1 includes rates with effective dates as of 7/20/2009 and as of4/11/1999.

Local Local/MSGU	LATA1 Intralata Table 1 04/11/1998
IntraST Intrastate - Intralata	LATA1 Intralata Table 1 07/20/2009
IntraER Intrastate - Interlata	LATA2 Intralata Table 2 05/01/1998
InterST Interstate	LATA2 Intralata Table 2 07/20/2009
Canada Canada	LATA3 Intralata Table 3 02/03/1999
AK/HI Alaska/Hawaii	LATA4 Intralata Table 4 02/03/1999
PR/USVI Puerto Rico/US Virgin Islands	LATA5 Intralata Table 5 08/01/1998
Inernat International/MEX/Non-US Caribb	LATA9 Intralata Table 9 05/18/1999
	LATA9 Intralata Table 9 12/01/1999

4. Highlight the plan you wish to view. The rates for the specific plan displays as seen below:

Local Local/MSGU	LATA1 Intralata Table 1 04/11/1998
IntraST Intrastate - Intralata	LATA1 Intralata Table 1 07/20/2009
IntraER Intrastate - Interlata	LATA2 Intralata Table 2 05/01/1998
InterST Interstate	LATA2 Intralata Table 2 07/20/2009
Canada Canada	LATA3 Intralata Table 3 02/03/1999
AK/HI Alaska/Hawaii	LATA4 Intralata Table 4 02/03/1999
PR/USVI Puerto Rico/US Virgin Islands	LATA5 Intralata Table 5 08/01/1998
Inernat International/MEX/Non-US Caribb	LATA9 Intralata Table 9 05/18/1999
	LATA9 Intralata Table 9 12/01/1999

5. Click **OK** and the report displays.

File Ed		<mark>nce Center: Loc</mark> v Favorites To	ols Help				,								
		14 4 1	of 1		100%	*			Find	Next		elect a for	-mat	▼ Ex	-
			011	V VU	100 %				_ mu [Next	0	elect a fui	mar		pu
Run Tim	ie: 4/6/2	2010 11:59:05 A	М		Rat	e Ta	ble	Rep	ort			Page	1 of 1		
Assign Starl	t:	1998041	Table Code 1 Assign End:		1	Table Nam TOD Table:		Intralat AT&T S	a Table 1 tandard	Effective	e Dat	te:		1998041:	1
					Rate	s									
	Mile	5					Period	Ir	it 0.100000	Dur		0.100000	Dur		
							Day Evening		0.100000		60 60	0.100000		60 60	
							Night		0.100000		60	0.100000		60	
					Charges										
Code		Charge Name	Туре	Unit	-	Allow		Max		Charge					
oc		OPA Completed OPA Dialed	SR SR	c .				0	99999999			2.0000			
OD OP		OPA Dialed OPA Person To Perso		c c				0	0000000			2.0000			
cc		Customer Completed		č				0	222222	0		0.0000			
				-				-				0.0000			

NOTE: The report displays in a new window.

6. Click the **RED X** to close the report and return to the Report Parameter Selection Screen.



Duplicating a Rate Table

The following steps apply to all rate tables and Master Groups when duplicating a rate table. The below example illustrates duplicating an Intrastate-Intralata rate table.

	Action	Description
1.	Click the INTRASTATE-INTRALATA	The INTRASTATE-INTRALATA

TABLES button in the Rate Profiles toolbar.

The INTRASTATE-INTRALATA SUMMARY screen displays.

	Code	Description	Private Name	In-Service Date	
-	LATA1	Intralata Table 1	Intralata Table 1	07/20/2009	8
-	LATA2	Intralata Table 2	Intralata Table 2	07/20/2009	8
-	LATA3	Intralata Table 3	Intralata Table 3	02/03/1999	8
-	LATA4	Intralata Table 4	Intralata Table 4	02/03/1999	8
-	LATA5	Intralata Table 5	Intralata Table 5	08/01/1998	8
->	LATA9	Intralata Table 9		12/01/1999	8

2. Click the **GREEN PLUS** button.

The INTRASTATE-INTRALATA RATE PLAN – ADD/DUP screen displays.

3. Select DUPLICATE EXISTING RATE.

Intrastate - Intralata Rate Plan - Add/Dup								
 Select Type of Add and complete information 								
O Add NEW Rate								
Ouplicate EXISTING Rate								
Set New EFFECTIVE Date TO EXISTING Rate								
Code Description								
Table To Be Duplicated								
Table To Be Created								
Factors								

4. Select the **RATE TABLE** you want to duplicate from the **TABLE TO BE DUPLICATED** drop down list.

When duplicating a rate plan, existing rates can be edited manually or edited using the **FACTORS** option. Refer to the section "*Factors Rates*" for information on the **FACTORS** option.





	Action	Description
4.	In the TABLE TO BE CREATED field, enter a CODE and a DESCRIPTION for the new rate table.	The CODE is an alphanumeric field that can be a maximum of five characters. Once saved the code cannot be changed.
		The DESCRIPTION is an explanation of the code that can be a maximum of 30 characters.

5. Click the **GREEN CHECK** mark to continue.

The INTRASTATE – INTRALATA DISPLAY screen appears with the new RATE TABLE code and TABLE NAME. The duplicated rates appear in the grid.

Intrastate - Intralata Detail	Add
Plan Code PLAN1 TOD Table ATTSTD Assign Start 3/11/2011 III Public Name Intralata Table 1 Assign End III III Private Name Effective Date 03/11/2011 Comment In Service Date Rates Charges Discounts TOD	
Table Miles *Day *Evening *Night Sign @ + Type @ S 0.000000 60 \$1.000000 60 \$1.000000<	
✓ 🖬 🗙	

The EFFECTIVE DATE is disabled. The Rate Plan cannot be saved until an edit or change is made.

Edits can be made to the original TOD Table, Rates, Charges, and Discounts tabs.



Intrastate Groups

INTRASTATE GROUPS are used to link selected **STATES** to specific Intralata and Interlata rate(s). Using **INTRASTATE GROUPS** is one way to minimize the number of Intrastate-Intralata and Intrastate-Interlata rate tables that need to be created in your database.

For example, your company may provide Intralata and Interlata service in 50 states, but only offer ten possible rates. Twenty states may share the same rate. The rate tables can be built in the database and then using Intrastate Groups, each state can be associated to a specific rate.

CREATING AN INTRASTATE GROUP

Action	Description

1. Select **INTRASTATE GROUP** from the Rate Profiles drop down list.

The INTRASTATE GROUP CODE SUMMARY screen displays.

	Code	Description	Private Name	In-Service Date	
-	IGRP1	Intrastate InterLATA Table Grp	Intrastate InterLATA Table Grp	04/11/1998	8
-	IGRP2	Intrastate IntraLATA Group		10/27/1998	8
-			11	10/2//1990	

2. Click the **GREEN PLUS** button.

The INTRASTATE GROUP CODE RATE PLAN – ADD/DUP screen displays.

Intra: 		ode Rate Plan - Add/Dup	
	Add NEW Rate		
0	Duplicate EXISTI	NG Rate	
0	Set New EFFECTI	VE Date TO EXISTING Rate	
Table To Be Created	Code	Description	
		·	

3. Enter a **CODE** and **DESCRIPTION** identifying the Intrastate Group.

The **CODE** is an alphanumeric field that can be a maximum of five characters. Once saved the code cannot be changed.

The **DESCRIPTION** is an explanation of the code that can be a maximum of 30 characters.

4. Click the CHECKMARK to continue. The INTRASTATE GROUP CODE DETAIL DISPLAY screen appears. .



		ription
ntrastate Group Code		Add
		tart 3/11/2011
Type:	×	
Add State	Table Cancel	
	Type:	Assign t

5. From the rate **TYPE** drop down list select **INTRALATA** or **INTERLATA**.

This choice determines the rate tables that appear in the table drop down list.

- 6. Select a **STATE** from the **STATE** drop down list.
- 7. Select the **RATE TABLE** to associate the selected state with.
- 8. Click ADD STATE to commit the STATE and selected rate table to the grid.

	Intrasta	te Group Code D	etail		Add	
Plan Code SANDY Public Name Sandy's Group			Assign Star			
		Type: Intra			e STATE and sele	otor
	State	Table Code	Table Name			
	<u>Connecticut</u>	LATA1	Intralata Table 1		TE TABLE appea	ar in
				<u> </u>	t.	4

9. Continue adding states and rate tables as needed.



	Action		Des	scription	
	Intrastate G	roup Code Det	ail		Add
Plan Code NEGRP			Assig	in Start 3/11/2011	
Public Name New Grou	P		Assi	gn End	
		Type: Intralat	a 💌		
	State	Table Code	Table Name		
	Connecticut	LATA1	Intralata Table 1		
	New Hampshire	LATA2	Intralata Table 2		
	State Add State		Table Cancel		
		🖌 🔒	×		

10. Click **CHECKMARK** or **DISC** to save the Intrastate group.

NOTE: The same steps are followed to create an Intrastate - **INTERLATA** Group.

Once Intrastate Groups have been created, you assigned the group to a Master Rate Group.

When the Master Rate Group is applied to a line, the system performs a LERG lookup on the area code/exchange to verify the state the line originates in. Once verified the system extracts the correct rate table at the line level, based on the rate table the state is associated with in the **INTRASTATE** group.



Master Groups

MASTER GROUPS are used to group and manage rate plans, enter line fees, regulatory PICC fees, create long distance discounts across multiple traffic types, and control where the Master Group can be assigned in the database.

In order to add a MASTER GROUP to a line, at least one rate table from each of the seven individual long distance rate categories must be created.

A MASTER GROUP is required when adding long distance service to a line in the following Service Categories (SCATS):

- Outbound Equal Access •
 - Inbound Dedicated Access
- Fax Broadcast

- Outbound Dedicated Access
 - Personal Assistant Service ٠ Teleconferencing
- **IP** Telephony Travel Card

•

- Inbound Equal Access
- VOIP

CREATING A MASTER GROUP

Action	Description
--------	-------------

1. Select MASTER GROUPS from the RATE Profile list.

The MASTER GROUP CODE SUMMARY screen appears. If there are no Master Groups created in the database, this screen is blank.

						θ
	Code	Description	Private Name	In-Service Date		^
>	CMPTK	Campus Talk Plan	Campus Talk Plans	06/02/1998	8	
-	DIME1	Dime Anytime Plan	Dime Anytime Plan	07/09/1999	8	
> 1	EATM	master features		02/25/2009	8	
-> I:	HOME1	Super Saver For Your Home	Super Saver For Your Home	12/12/1998	8	

•

The View Historical link can be used to review rates associated with older Effective Dates. Refer to the section "Effective Dates" for additional information.

2. Click the GREEN PLUS button. The MASTER GROUP CODE RATE PLAN -**ADD/DUP** screen displays.



Action	Description						
Master Group Code	Rate Plan - Add/Dup						
Select Type of Add and complete information							
Add NEW Rate							
O Duplicate EXISTING Rate							
C Set New EFFECTIVE Date TO EXISTING Rate							
Code Description Table To Be Created							

NOTE: Refer to the section "*Duplicating a Rate Table*" for information on duplicating a Master Group.

3. Enter a MASTER GROUP code and description in the TABLE TO BE CREATED fields.

The **CODE** is an alphanumeric field that can be a maximum of five characters. Once saved the code cannot be changed.

The **DESCRIPTION** is an explanation of the code that can be a maximum of 30 characters.

4. Click the **CHECKMARK** to continue.

The MASTER GROUP CODE DETAIL screen displays in "ADD" mode.

Master Group Code Detail	Add
Master Group Code SANDY Lock-Out	 Assign Start 3/11/2011
Public Name Sandy's Rate Plan	Assign End
Private Name	
Effective Date 03/11/2011 Comment In Service Date	
Tables Fees Other Fees Charges Controls Discounts Messages Other Web Control	
Intralata	Free Minutes Contributing Types Intrastate - Intralata Intrastate - Interlata Intrastate Canada Alaska Hawaii Puerto Rico/US Virgin Islands Overseas Mexico Non-US Caribbean User Initiated Feature Select All Clear All Apply V

- The **PUBLIC NAME** can be edited at anytime and prints on the customer invoice.
- The **PRIVATE NAME** can also be edited and is used to further describe the plan but does not print on the customer's invoice



LOCK-OUT

The cursor defaults in the LOCK-OUT choice drop down list. The LOCK-OUT choice determines the level of control users have to change rate table selections at the line level, once the Master Group has been assigned to a line.

Three LOCK-OUT choices are available: EXCLUSIVE, NON-EXCLUSIVE, and NONE.

EXCLUSIVE – A Lock-Out choice of EXCLUSIVE indicates the rate tables are locked when the master group is saved. When the Master Group is assigned to a line, the rate tables associated with the Master Rate Group are locked cannot be changed.

If EXCLUSIVE is selected as the Lock-Out choice, a message displays saying all rate plans must be set in the Master Group.

EXAMPLE of a LINE with an EXCLUSIVE MASTER **RATE GROUP SELECTED** (Customer Care module):

The associated rate tables are grayed out when an exclusive

Rate Profiles: Master Group Code Detail							
With Exclusive lock-out, all rate plans must be set							
Ø							
Master Rate Group	WEBP1 Web Plan 1		~				
Asso	ciated Table Rates						
🗭 Intralata	LATA1 Intralata Table 1	~					
😝 Interlata	STAT1 Intrastate Table 1	\sim					
Interstate	INTR1 Interstate Table 1	~					
🔏 AK/HI	AKHI1 Alaska Hawaii Table	1 ~					
Canada	CAND1 Canada Table 1	~					
PR/USVI	PRUS1 PRUSVI Table 1	~					
International	ATTDF System Default Intl	Tabl 🗸					

master rate group is selected. The rate tables cannot be changed.

NON-EXCLUSIVE – A Lock-Out choice of NON-EXCLUSIVE is used when you want to leave rate tables blank when creating the Master Group, allowing the blank rate table entries to be selected when a line is added. Once the Master Group is assigned to a line, a user must select the rate table(s) left blank in the Master Rate Group. If any rate tables default from the Master Rate Group, they are locked and cannot be changed. The user must select any blank rate tables before the line can be saved. Once the rate tables are selected and the line is saved, the rate tables are locked and cannot be changed.

EXAMPLE of a LINE with a NON-**EXCLUSIVE MASTER RATE GROUP** selected (Customer Care module):

The blank rate tables must be filled in before the line can be saved. Once the line is saved, the rate tables are graved out and cannot be changed.

🧰 Service	Information	📄 Net	twork C	ode Inforr	nation
Class of Service				History	Charges
Master Rate Group	Value Value Long Dis	tance Plan	~	History	Charges
Ass	ciated Table Rates				
😝 Intralata	LATA1 Intralata Table	1 ×			
😝 Interlata	STAT1 Intrastate Tab	le 1 📉 🔨			
Interstate	ILATA Interstate Lata	Based 💙			
🔏 AK/HI		\sim			
🔶 Canada		\sim			
PR/USVI		\sim			
International	1	~			

NONE – A Lock-Out choice of NONE is used to leave rate tables in the Master Group blank or used to fill-in default rate tables that are not locked when the master group is created.



Action Description		
EXAMPLE of a LINE with a MASTER RATE	Master Rate Group SUPSS Súper Plan De Ahorro V History Charges	
GROUP with None selected as the Lock-Out	Associated Table Rates	
	🗭 Intralata	
choice (Customer Care module):	Herlata	
	V Interstate	
The blank rate tables must be filled in before	AK/HI	
the line can be saved. Once the line is saved,	🗳 Canada 🔽	
	PR/USVI	
the rate tables can be changed.	International	

5. Select a LOCK-OUT choice from the drop down list.

Master Group Code SANDY	Lock-Out	Exclusive
Public Name Sandy's Rates		Exclusive
Private Name		None-Exclusive
Effective Date 08/23/2010	Comment In Service Date	None

Master Group Code Detail		Add
Master Group Code SANDY Lock-Out None	 Assign Start 3/11/2011 	
Public Name Sandy's Rate Plan	Assign End	
Private Name		
Effective Date 03/11/2011 Comment In Service Date		
Tables Fees Other Fees Charges Controls Discounts Messages Other Web Control		
Interlata Interlata Interstate Alaska/Hawaii Canada PR/USVI International V	Free Minutes Contributing Types Intrastate - Intralata Intrastate - Interlata Interstate Canada Alaska Havaii Puerto Rico/US Virgin Islands Overseas Mexico Non-US Caribbean User Initiated Feature Select All Clear All Apply	

ASSIGN DATES

The **ASSIGN START** date is the first date the Master Group is available for assignment. It defaults with the current date and cannot be changed.

The ASSIGN END date is the date the Master Group is no longer available for assignment. The ASSIGN END date does not affect any line currently assigned the Master Group.

EFFECTIVE DATE

The EFFECTIVE DATE field defaults with the current date and cannot be changed. Refer to the section "*Effective Dates in Master Rate Groups*" for rules surrounding effective dates in Master Rate Groups.

COMMENTS

The **COMMENTS** field defaults with **IN-SERVICE DATE**. The comments field is an explanation of the effective date. It can be a maximum of 30 characters and can be changed.

Nine tabs make up the **MASTER GROUP CODE DETAIL** screen: Tables, Fees, Other Fees, Charges, Controls, Discounts, Message, Other, and Web Control.



Tables

The **TABLES** tab is used to select seven long distance rate tables and if applicable set-up free long distance minutes.

NOTE: If the **LOCK-OUT** choice is **EXCLUSIVE**, all seven rate tables must be selected before the Master Group can be saved. If the **LOCK-OUT** choice is **NON-EXCLUSIVE** or **NONE**, selecting the seven rate tables is not a required step. Users selecting the Master Group on a line will be forced to fill in any blank rate tables before the line can be saved.

SELECTING RATE TABLES

	Action	Description
1.	Select a RATE TABLE for each of the seven long distance rates by clicking on the drop down list for each traffic type.	Tables Fees Other Fees Charges Controls Discounts Messages Other Web Control Intralata Intralata Intralata Intralata Intralata Interiata Intralata Intralata Intralata Interiata Intralata Intralata Interiata Intralata Intralata Interiata Intralata Intralata Intralata Intralata Intralata International Intralata Intralata International Intentalata Intralata

NOTE: INTRASTATE GROUPS are used to link selected **STATES** to specific Intralata and Interlata rate table(s). **INTRASTATE GROUPS** appear in the Intralata and Interlata rate tables list as IntraGrp.

Tables	Fees	Other Fees	Charges	Controls	Discounts	Messages	Other	Web Control
Ir	ntralata						•	
In	nterlata							
Int	erstate	LATA1 Intralata Table 1 IntraST erstate LATA2 Intralata Table 2 IntraST						
Alaska	/Hawaii	LATA3 Intrala	ATA3 Intralata Table 3 IntraST					
0	Canada	LATA4 Intrala	ATA4 Intralata Table 4 IntraST ATA5 Intralata Table 5 IntraST					
	R/USVI	LATA9 Intrala	ATA9 Intralata Table 9 IntraST					
Intern	national	RATEN Rate Plan IntraST SANDy Sandy's Intralata Rate Table IntraST IGRP1 Intrastate InterLATA Table Grp IntraGrp						
		INTER InterL	INTER InterLATA Group 3 IntraGrp					
		INTR3 Group MVT30 Test/		e IntraGrp				

When a Master Group that includes Intrastate Groups is assigned to a line, the system verifies the area code and exchange against the **LERG** (Location Exchange Routing Guide) database to know which **STATE** the area code and exchange originates in. Based on the LERG lookup, the system extracts the appropriate rate for the **STATE** from the **INTRASTATE GROUP**.

Refer to the "*IntraState Group*" section explained earlier in this document for more information on IntraState groups.



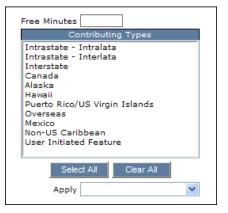
Action

FREE MINUTES

FREE MINUTES can be included in a Master Group by entering a value other than zero in the Free Minutes field. Zero is the default value. There are two options available to decide how free minutes can be calculated, **AS ZERO-RATED MINUTES** or **AS A DISCOUNT**.

- **ZERO-RATED MINUTES** indicate the actual call will be costed as free. The user will see \$0.00 in the call cost column in the call usage detail section of the invoice.
- AS A DISCOUNT calculates free minutes as a discount and the free calls appear as a discount on the customer invoice after the original cost of the call was calculated.

Description



- 2. If **FREE MINUTES** are part of the Master Group, insert the number of free minutes in the **FREE MINUTES** input box. This is not a required field.
- 3. Highlight the traffic areas in the **CONTRIBUTING TYPES** grid where the Free Minutes will be applied.

NOTES:

- Hold down the CTRL key on your keyboard to highlight more than one traffic type.
- Click **SELECT ALL** to select all traffic types.
- Click CLEAR ALL to clear selections.
- 4. Select an **APPLY** option from the **APPLY** drop down list. There are two options available:
 - As zero-rated minutes
 - As a discount

NOTE: If the **APPLY** drop down field is left blank and free minutes are entered, the system will calculate the free minutes as a **DISCOUNT** by default. **ZERO** is the default value for **FREE MINUTES** in the Master Rate Group



Action	Description
--------	-------------

• **FREE MINUTES** entered in the Master Group are applied based on the selection in the Allowed Units field on the **OTHER** tab. The Free Minutes are calculated per billing cycle and there is no roll over of unused minutes from cycle to cycle.

Tables Fees Other Fees Charges Control	S Discounts Messages Other Web Control	
Terms (Per As	signed Line)	
O Term Plan	Term	
Month to Month	Early Term Fee	Default Commission
Minimum Charge	e (Across Plan)	Default Promotion
○ Minutes □ Usage Only ⓒ \$\$ Grace Days (from earliest starting line)	Apply As C Delta Amount C Flat Amount	Allowed Per WTN 🔹
	🖌 🖬 🗙	

• If the Free Minutes are calculated as a discount, the sum of all usage by Service Category and by Contributing Traffic Type selected is used to calculate an Average Cost Per Minute. The Average Cost Per Minute is multiplied by the number of free minutes entered in the Master Group to derive a **DISCOUNT** amount earned for that cycle. The **FREE MINUTES** discount appears on the invoice on the Service Charge Detail page for each applicable service category.



Fees

The **FEES TAB** is used to enter all applicable long distance line fees and **PICC** (Primary Interexchange Carrier Charge) fees. There are no required fields in the **FEES** tab. The system allows the Master Group to be saved without entering any fees.

Fee Name	Sign	Initial Fee	Billed	Bill Cycle	Sign	Ongoing Fee	Billed	Bill Cycle	Misc Desc	Waive	-
Per Line Installation Fee	+	0.00	One Time	1	+	0.00)	99			
Per Line Fee	+	0.00	Monthly	99	+	0.00)	99			
Per Line Misc Fee	+	0.00	Monthly	99	+	0.00		99			
Plan Group Fee	+	0.00	Monthly	99	+	0.00		99			
Plan Misc Fee	+	0.00	Monthly	99	+	0.00		99			
Business Single Line PICC	+	0.00	Monthly	99	+	0.00		99			
Business Multi Line PICC	+	0.00	Monthly	99	+	0.00		99			
Residence Single Line											_
Fee Descri	ption			Sign	Fee	2	Billed	Cycle			
			Initial	@ +		M	Ionthly 💽	99			
			Ongoing	@ + .		Μ	Ionthly 💌	Wa	ive 💽	Update Fee	e
Assoc State Line Svc F	ee Tal	le	•	Waive fl	anned f	ees over		Usage	basis		-

FEE NAME

The FEE NAME DESCRIPTIONS are system generated. Ten FEES NAME DESCRIPTIONS are available. Two of the Fee Name Descriptions can be changed:

- 1. PER LINE MISC FEE
- 2. PLAN MISC FEE

If changes are made to the description of these fees, the new description prints on the customer's invoice and displays in grid in the **MISC DESC** column. You cannot change the description for the other types of fees.

Changing Fee Names

Action	Description

1. Click on the Fee Name description to The Fee name displays beneath the grid. change.



2. Enter the desired Fee Description and click **UPDATE FEE**.

The new description displays in the **MISC DESC** column.

ables Fees Other Fees Char	ges C	ontrols Dis	counts Mes	sages Othe	r We	b Control					
Fee Name	Sign	Initial Fee	Billed	Bill Cycle	Sign	Ongoing Fee	Billed	Bill Cycle	Misc Desc	Waive	^
Per Line Installation Fee	+	0.00	One Time	1	+	0.00		99			
Per Line Fee	+	0.00	Monthly	99	+	0.00		99			
Per Line Misc Fee	+	23.00	Monthly	99	+	0.00	Monthly	99	Per Line Connection Fee	N	



Т	ables	Fees	Other Fees	Charge	es C	ontrols Dis	counts Ne	ssages Othe	r We	b Control	\checkmark			
	Fee N	ame			Sign	Initial Fee	Billed	Bill Cycle	Sign	Ongoing Fee	Billed	Bill Cycle	Misc Desc	Waive 🔷
	Per Li	ne Insta	llation Fee		+	0.00	One Time	1	+	0.00		99		
	Per Li	ne Fee			+	0.00	Monthly	99	+	0.00		99		

SIGN, INITIAL FEE, BILLED and BILL CYCLE

These four fields work together. The sign is used to indicate if the Initial Fee charge is a **POSITIVE** (+) or **NEGATIVE** (-) amount. The default is positive (+).

The Initial Fee is the dollar amount charged for the fee. The **BILLED** section determines when the Initial Fee will bill. The **BILLED CYCLE** entry determines the number of bill cycles the Initial Fee is invoiced for. The **INITIAL FEE** defaults with a **BILL CYCLE** value of **99**, indicating the Fee will bill for unlimited cycles. The **BILL CYCLE** value can be changed.

The one exception to this is the **PER LINE INSTALLATION FEE**, which is set to bill for only **ONE** cycle.

SIGN, ONGOING FEE, BILLED and BILL CYCLE

These four fields work together in the same manner as the Initial Fees. **ONGOING** Fees can be used to stagger billing, delay the start of billing a defined fee, or stop billing a fee after a designated number of billing cycles have past. The Ongoing Fees are billed after the INITIAL FEE BILL CYCLE value has past. The ONGOING Fees are locked until the INITIAL BILL CYCLE is changed to a value less than 99.

Fees Types Included

The Master Rate Group includes 10 FEE TYPES, which are explained below.

The **PER LINE FEE** and the **PER LINE MISC FEE** are subject to system rules for prorating. These rules only apply to actions taken within a current billing cycle. Line fees with a deactivation date in the past are not prorated. A manual credit has to be issued for the account.

	Proration Rules		
Billed Interval	Line Activation	Line Suspend/Reinstate	Line Deactivation
One Time	NA	NA	NA
Monthly	Yes - System Rule	Yes - System Rule	Yes - System Rule
Quarterly	No	No	No
Semi-Annual	No	No	No
Annual	No	No	No



PER LINE INSTALLATION FEE

The **PER LINE INSTALLATION FEE** is used to bill a one-time fee for each line the Master Group is assigned to. The Per Line Installation Fee bills once in the first cycle the line is activated and always bills in arrears. The Per Line Installation Fee is not prorated. The **BILLED** interval is locked on **ONE TIME** and the **BILL CYCLE** field is locked on **ONE**. These fields cannot be changed.

ables Fees Other Fees	Char	ges Controls	s Discounts	Messages	Other	Web Contr	ol				
Fee Name	Sign	Initial Fee	Billed	Bill Cycle	Sign	Ongoing Fee	Billed	Bill Cycle	Misc Desc	Waive	
Per Line Installation Fee	+	0.00	One Time	1	+	0.00		99			
Per Line Fee	+	0.00	Monthly	99	+	0.00		99			
Per Line Misc Fee	+	0.00	Monthly	99	+	0.00		99			
Plan Group Fee	+	0.00	Monthly	99	+	0.00		99			
Plan Misc Fee	+	0.00	Monthly	99	+	0.00		99			
Business Single Line PICC	+	0.00	Monthly	99	+	0.00		99			
Business Multi Line PICC	+	0.00	Monthly	99	+	0.00		99			
Residence Single Line											-
Fee Descri	ption			Sign	Fee	2	Billed	Cycle			
			Initial	@ + 💿 - 🗌		Mo	onthly 👤	99			
			Ongoing	@+		Mo	nthly 💌	Wa	aive 🔽	Update Fe	e
Assoc State Line Svc F	ee Tab	le	•	Waive fla	agged f	ees over		Usag	e basis		•

PER LINE FEE

The **PER LINE FEE** is used to bill a recurring charge for each line the Master Group is assigned to. The Per Line Fee bills in advance or in arrears based on a system setting selected by your company. Your company makes the decision to bill in advance or arrears during database construction. If you have any questions please consult your Billing Analyst. The Per Line Fee is prorated as a system rule.

The default-**BILLED** interval is **MONTHLY**; however the **BILLED** interval can be changed to Quarterly, Semi-Annually, Annual, and One-Time. The **BILL CYCLE** value defaults to **99**, but can be changed.

NOTE: If Quarterly, Simi-Annual or Annual is selected, no prorating of fees is calculated, and the activation date is the anchor for continuing calculations.

When the **BILL CYCLE** value is changed to a value less than **99**, the **ONGOING** portion of the **FEE** grid becomes enabled. The **BILLED** field defaults to the **INITIAL BILLED** selection and cannot be changed.

Tables Fees Other Fees Charg	es C	ontrols Dis	counts Mes	sages Othe	r We	b Control				1	
Fee Name	Sign	Initial Fee	Billed	Bill Cycle	Sign	Ongoing Fee	Billed	Bill Cycle	Misc Desc	Waive	^
Per Line Installation Fee	+	95.00	One Time	1	+	0.00	One Time	99		N	
Per Line Fee	+	0.00	Monthly	99	+	0.00	Monthly	99		N	=
Per Line Misc Fee	+	0.00	Monthly	99	+	0.00		99			
Plan Group Fee	+	0.00	Monthly	99	+	0.00		99			_
Plan Misc Fee	+	0.00	Monthly	99	+	0.00		99			
Business Single Line PICC	+	0.00	Monthly	99	+	0.00		99			~
Fee Description			Sign	Fe	e	Bi	lled C	ycle			
Per Line Fee		Ini	tial 💿 + 🤇	\$15		Monthly	/ 🗡 1	2			
		Ongo	ing 💽 🕂 🤇	\$0.00		Monthly	9	9 Waive	No 💙 U	pdate Fe	e
Assoc State Line Svc Fee Table			Waive	e flagged fee	s over		Us	age basis		*	





The **PER LINE FEE** charge appears on the customer invoice in the Service Detail section as the name of the Master Group and the description Service Charge.

			Maste	er Group Co	ode D	etail				
Ma	ster Group	Code DIM	/E1			Lock-Out	None-Exclusiv	e 💙		
	Public	Name Dim	ne Anytime P	lan						
	Private	Name Dim	ne Anytime P	lan						
			Assign S	tart 07/09/19	99	12				
			Assign I	End		12				
Effective Dates 07/09/1999	•	Comm	ent In-Servic	e Date						
Tables Fees Other Fees Charg	es Cont	rols Disc	ounts Mes	sages Othe	r We	h Control				
				sages othe		o control				
Fee Name	Sign I	nitial Fee	Billed	Bill Cycle	Sign	Ongoing Fee	Billed	Bill Cycle	Misc Desc	Waive 🚔
Per Line Installation Fee	+	10.00	One Time	1	+	0.00		0		N
Per Line Fee	+	5.00	Monthly	99	+	0.00		0		N
In this ex	-						•			
Master C	-	. .								
Group n	ame, l	Dime	Anytime	e Plan	and	the de	escription	Service	e	
Charge.			-				-			

Dime Anytime Plan	- Service Charge	05/01/03-05/31/03	\$5.00

PER LINE MISC FEE

The **PER LINE MISC FEE** is used to bill an additional recurring fee for each line the Master Group is assigned to. The Per Line Fee bills in advance or in arrears based on a system setting selected by your company. Your company makes the decision to bill in advance or arrears during database construction. If you have any questions please consult your Billing Analyst. The Per Line Fee is always prorated as a system rule.

The default **BILLED** interval is **MONTHLY**; however the **BILLED** interval can be changed to Quarterly, Semi-Annually, Annual, and One-Time. The **BILL CYCLE** value defaults to **99**, but can be changed. When the **BILL CYCLE** value is changed to a value less than **99**, the **ONGOING** portion of the **FEE** grid becomes enabled.

The FEE NAME for the PER LINE MISC FEE can be changed in the Master Group. It appears on the customer invoice with the information typed in the Master Group and the description **SERVICE CHARGE**. If the Fee Name is *not* changed, it appears on the customer invoice as Per Line Misc Fee.

ables Fees Other Fees Cha	arges C	ontrols Dis	counts Mes	sages Othe	r We	b Control					
Fee Name	Sign	Initial Fee	Billed	Bill Cycle	Sign	Ongoing Fee	Billed	Bill Cycle	Misc Desc	Waive	^
Per Line Installation Fee	+	10.00	One Time	1	+	0.00		0		N	
Per Line Fee	+	5.00	Monthly	99	+	0.00		0		N	
Per Line Misc Fee	+	4.00	Monthly	99	+	0.00		o	Super Saver Misc Line Fee	N	
Plan Group Fee	+	3.00	Monthly	99	+	0.00		0		N	
<u>Plan Misc Fee</u>	+	2.00	Monthly	99	+	0.00		0	Super Saver Plan Misc Fee	N	~

In this example, the **PER LINE MISC FEE** appears on the customer invoice in the Service Detail report with the edited **FEE NAME** and the description Service Charge.

Super Saver Misc Line Fee	- Service Charge	05/01/03-05/31/03	\$4.00
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PLAN GROUP FEE

The **PLAN GROUP FEE** is used to bill a charge for *all* lines using the Master Group. This fee is *not* applied per line. The default **BILLED** interval is **MONTHLY**. The Plan Group Fee always bills in arrears based on a system rule. The Plan Group Fee is not prorated.

The **BILL CYCLE** value defaults to **99**, but can be changed. When the **BILL CYCLE** value is changed to a value less than **99**, the **ONGOING** portion of the **FEE** grid becomes enabled.

The **PLAN GROUP FEE** appears on the customer invoice under the **PLAN CHARGES** section. The Plan Group Fee appears as the Master Group Name with the associated fee.

PLAN MISC FEE

The **PLAN MISC FEE** is used to bill a charge for *all* lines using the Master Group. This fee is *not* applied per line. The default **BILLED** interval is **MONTHLY**. The Plan Misc Fee always bills in arrears based on a system rule. The Plan Group Fee is not prorated.

The **BILL CYCLE** value defaults to **99**, but can be changed. When the **BILL CYCLE** value is changed to a value less than **99**, the **ONGOING** portion of the **FEE** grid becomes enabled.

The FEE NAME for the PLAN MISC FEE can be changed in the Master Group. It appears on the customer invoice with the information typed in the Master Group. If the FEE NAME is not changed, it appears on the customer invoice as Plan Misc Fee.

ables Fees Other Fees Charg	es C	ontrols Dis	counts Mes	sages Othe	r We	b Control					
Fee Name	Sign	Initial Fee	Billed	Bill Cycle	Sign	Ongoing Fee	Billed	Bill Cycle	Misc Desc	Waive	1
Per Line Installation Fee	+	10.00	One Time	1	+	0.00		0		N	
Per Line Fee	+	5.00	Monthly	99	+	0.00		0		N	
Per Line Misc Fee	+	4.00	Monthly	99	+	0.00		0	Super Saver Misc Line Fee	N	-
Plan Group Fee	+	3.00	Monthly	99	+	0.00		0		N	
<u>Plan Misc Fee</u>	+	2.00	Monthly	99	+	0.00		0	Super Saver Plan Misc Fee	N	

In this example, the PLAN MISC FEE appears on the customer invoice with the edited FEE NAME.

Super Saver Plan Misc Fee	04/01/03-04/30/03	\$2.00



PICC FEES

PICC (Primary Interexchange Carrier Charge) Fees are broken into four categories in the Master Group Fees grid: Business **SINGLE** Line, Business **MULTI** Line, Residence **SINGLE** Line, and Residence **MULTI** Line.

During the production process, **PICC** fees are charged based on the line orientation (business or residence) and the number of <u>W</u>orking <u>T</u>elephone <u>N</u>umbers (WTN's) associated with a <u>B</u>illing <u>T</u>elephone <u>N</u>umber (**BTN**'s). The Line Orientation defaults from the Account Orientation field on the Account Information tab.

NOTE: When determining PICC fees for a Corporate Account, OmniBill does not count the number of Working Telephone Numbers across all IPLs to determine if Multi Line fees are applicable.

The following table is used to determine which **PICC** fees get applied during the production process:

A BUSINESS ACCOUNT with one BTN and one WTN

Single BTN One W	N Business SINGLE Line PICC Fee
-------------------------	--

A BUSINESS ACCOUNT with one BTN and three WTN's

	First WTN	Business MULTI Line PICC Fee	
Single BTN	Second WTN	Business MULTI Line PICC Fee	
	Third WTN	Business MULTI Line PICC Fee	

A BUSINESS ACCOUNT with two BTN's and two WTN's

Single BTN	One WTN	Business SINGLE Line PICC Fee
Single BTN	One WTN	Business SINGLE Line PICC Fee

A RESIDENCE ACCOUNT with one BTN and one WTN

Single BTN	One WTN	Residence SINGLE Line PICC Fee
-------------------	---------	--------------------------------



	First WTN	Residence SINGLE Line PICC Fee	
Single BTN	Second WTN	Residence MULTI Line PICC Fee	
	Third WTN	Residence MULTI Line PICC Fee	

A RESIDENCE ACCOUNT with one BTN and three WTN's

A RESIDENCE ACCOUNT with two BTN's and two WTN's

Single BTN	One WTN	Residence SINGLE Line PICC Fee
Single BTN	One WTN	Residence SINGLE Line PICC Fee

NOTE: The line orientation for an Outbound Equal Access (OE) line can be changed in the **OE SERVICE TYPE DETAIL SCREEN** in the **LOOP INFORMATION** screen. Making a change to the Line Orientation in the Loop Information screen overrides the account orientation default. All other Service Categories inherit the account orientation and the line orientation cannot be changed.

OE Service Type Detail					
WTN (203) 265-3064	Desc: R	Rollover		-	
BTN: (203) 269-3883 123	Line Use: 1	Line Use: V POTS Voice			
LRNi(203) 265-3064					
Service Break Code					
		Service Break 1:	100 - Domestic O	perations 💦 🕚	×
Service Break 2: 100 - Executive					
Y Local Y Long Distance					
	🔘 CLLI 🛛 🕄 Line	e/Loop En	try Data 🛛 🖉	Line Notes	
le l	Features	iipment 🛛 🔭 Oth	er Data 🏼 🔗	Address	

In the below example the default line orientation is B – Business. If the orientation of a Business line was changed to R – **RESIDENCE**, the system uses the orientation of the line, not the account, to determine which PICC fee is applied.

Line/Loop Information						
WTN (203) 265-3064 Description Rollover						
Custom Line/Loop Information						
Work Order #	Hunt Type 🗸	Orientation B Business V				
Service Order #	Hunt Target #	Rate Zone				
Service Type	Hunt Group/Seq #	Language Indicator				

For example a Business account with two business WTN's and one residence WTN (where the orientation of the line was changed in the Line Loop Information screen) would calculate the **PICC** Fee for the changed line based on the Line Orientation and not the default Account Orientation.

	Business WTN	Business MULTI Line PICC Fee		
Single Business BTN	Residence WTN	<u>RESIDENCE</u> MULTI Line PICC Fee		
	Business WTN	Business MULTI Line PICC Fee		



NOTE: The default database setting does not pro-rate PICC Fees, however the system can pro-rate PICC fees if the default setting is changed. If you are prorating PICC fees, the database setting needs to be set prior to performing your first bill run<u></u> Please contact your Billing Analyst for information regarding your database default settings.

LINE RESERVATION FEE

The LINE RESERVATION FEE can be used to charge customers for lines that are not currently active.

ENTERING FEES

Action Description

1. Click the **FEE NAME** in the grid.

The **FEE NAME** appears in the edit box below the grid.

NOTE: If a PER LINE MISC FEE or a PLAN MISC FEE is selected from the grid, the FEE NAME can be changed.

Fee Name	Sign	Initial Fee	Billed	Bill Cycle	Sign	Ongoing Fee	Billed	Bill Cycle	Misc Desc	Waive	
Per Line Installation Fee	+	0.00	One Time	1	+	0.00		99			
Per Line Fee	+	0.00	Monthly	99	+	0.00		99			
Per Line Misc Fee	+	0.00	Monthly	99	+	0.00		99			
Plan Group Fee	+	0.00	Monthly	99	+	0.00		99			
Plan Misc Fee	+	0.00	Monthly	99	+	0.00		99			
Business Single Line PICC	+	0.00	Monthly	99	+	0.00		99			
Fee Description Sign Fee Billed Cycle											
		Init	ial 💽 + 🔘)-		Monthly	/ 🖌 S	9			
Ongoing 💿 + 🔘 - Monthly 🔍 Waive Vpdate Fee											
Assoc State Line Svc Fee Table 📃 💌 Waive flagged fees over Usage basis 💌											

The SIGN (+/-), BILLED interval (MONTHLY) and BILL CYCLE (99 - unlimited cycles) default with a value. For some of the fees these values can be changed. The ONGOING Fee grid is locked until the INITIAL BILL CYCLE value is changed to a value less than 99.

2. Enter a **FEE** amounts and if applicable, change the **BILLED** interval.

Fee Description	Sign	Fee	Billed	Cycle
Per Line Fee Init	tial 💿 + 🔘 -	\$0.00	Monthly 💟	99
Ongoi	ing 💿 + 🔿 ·	\$0.00	Monthly Quarterly Semi-Annually	99 Waive Vpdate Fee
Assoc State Line Svc Fee Table	Waive	flagged fees over	Annual One Time	Usage basis 💙

3. Click UPDATE FEE.

The fee appears in the grid.





Action	Description
--------	-------------

• In the following example, the Per Line Fee is \$5.00 per month for the first 12 billing cycles. After the 12th billing cycle the Per Line Fee will be \$2.50 per month for unlimited billing cycles.

Ta	ables Fees Other Fees Charges Controls Discounts Messages Other Web Control											
	Fee Name	Sign	Initial Fee	Billed	Bill Cycle	Sign	Ongoing Fee	Billed	Bill Cycle	Misc Desc	Waive	^
	Per Line Installation Fee	+	0.00	One Time	1	+	0.00		99			
	Per Line Fee	+	5.00	Monthly	12	+	2.50	Monthly	99		N	Ξ

• The **BILL CYCLE** column for **ONGOING** fees can also be used to stop billing a fee after a defined number of cycles. In the below example, the Per Line Fee is \$5.00 per month for 6 billing cycles and then \$2.50 per month for 12 billing cycles. After the 12th cycle, the fee no longer bills.

Та	ables Fees	Other Fees C	Charges	Controls Dis	scounts Mes	sages Othe	r We	b Control					
	Fee Name		Sigi	Initial Fee	Billed	Bill Cycle	Sign	Ongoing Fee	Billed	Bill Cycle	Misc Desc	Waive	^
	Per Line Insta	llation Fee	+	0.00	One Time	1	+	0.00		99			
	Per Line Fee		+	5.00	Monthly	6	+	2.50	Monthly	12		N	

WAIVING SELECTED FEES

The **WAIVE** column is used to waive selected fees on lines where the Master Group is applied. The line(s) must exceed a set threshold in **USAGE** before a fee is waived during the production process.

WAIVING A FEE

	Action	Description
1.	Click the FEE you are waiving.	The FEE NAME appears in the edit box below the fee grid.
2.	Change the WAIVE setting from NO to YES.	NOTE : These steps can be done while entering fees.
	Fee Description Sign	Fee Billed Cycle

Monthly 12 Waive Yes V Update Fee

3. Click **UPDATE FEE** to commit the **WAIVE** value to the grid.

Ongoing () + () - \$10.00





Action

Description

Fee Name	Sign	Initial Fee	Billed	Bill Cycle	Sign	Ongoing	Billed	Bill Cycle	Misc Desc	Waive	^
Per Line Installation Fee	+	0.00	One Time	1	+	Fee 0.00		99			
Per Line Fee	+	5.00	Monthly	6	+	2.50	Monthly			- v	
Per Line Misc Fee	+	0.00	Monthly	99	+	0.00		99			
Plan Group Fee	+	0.00	Monthly	99	+	0.00		99			_
Plan Misc Fee	+	0.00	Monthly	99	+	0.00		99			
Business Single Line PICC	+	0.00	Monthly	99	+	0.00		99			~
Fee Description			Sign	Fe	e	Bill	led C	ycle			
		Ini	tial 💽 + 🔘	\$0		Monthly	¥ 9	9			
			0.0					14/			
		Ongo	ing 💿 + 🔇)- \$0		Monthly	× 9	9 Waive	No 💌 🗌	Jpdate Fe	e e
Assoc State Line Svc Fee Table Waive flagged fees over Usage basis											

- 4. Enter the dollar amount the line(s) must exceed in WAIVE FLAGGED FEES OVER field. The line(s) must exceed this amount in order to have the fee waived.
- 5. Select the **USAGE BASIS** from the drop down list.

The USAGE BASIS is used during production to determine which lines contribute toward the amount in the WAIVE FLAGGED FEES OVER field. The system considers any traditional geographic termination area as contributing toward the usage basis on any given account. There are four options in the USAGE BASIS drop down list:

- **BLANK** If **BLANK** is selected as the **USAGE BASIS FEES ARE NOT WAIVED** during production. This field should be used to stop fees from being **WAIVED** if the waive option was being used and is no longer in use.
- ACROSS ENTIRE PLAN If ACROSS ENTIRE PLAN is selected as the USAGE BASIS, usage from *all* lines where the Master Group is assigned contribute toward waiving the fee.
- ACROSS PLAN/SCAT If ACROSS PLAN/SCAT is selected as the USAGE BASIS, usage from *all* lines in *each* service category where the Master Group is assigned contribute toward waiving the fee.
- **PER LINE** If **PER LINE** is selected as the **USAGE BASIS**, fees are not waived unless *each* line assigned the Master Group exceeds the amount entered in the **WAIVE FLAGGED FEES OVER** field.



ASSOCIATED STATE LINE SERVICE FEES

The **STATE LINE SERVICE FEES TABLE** is used to create **PICC** fees and **LINE** fees that are specific for selected States, Service Categories, Account Orientation, and Line Type(s). Once a State Line Service Fee table is created, it is attached to a Master Group by selecting the appropriate code from the **ASSOCIATED STATE LINE SERVICE FEES** drop down list. The fees are charged in *addition* to the single and multi line **PICC** in the Master Group Code Detail screen. Each Master Group created can have only one State Line Service Fees table code assigned.

Assoc State Line Svc Fee Table		•	Waive flagged fee	es over	Usage basis	v
	Code	Description				
				¥		
	STTB1	State Fee Table 1		•••		

Attaching the State Line Service Fees table to the Master Group allows additional line fees, if applicable, to be charged on lines where the Master Group is assigned. The MANAGE STATE LINE SERVICE FEES utility, found in System Utilities on the Special tab, is used to create the State Line Service Fees tables. Refer to "*Creating a State Line Service Fee Table*" in System Utilities.



Other Fees

The **FEES TAB** is used to enter applicable line fees to your rate plan. However, you may find that you are looking to add additional fees, fees not defined on the Fees Tab to your Rate Plan. The **OTHER FEES TAB** is used to assign additional fees to the Rate Plan you are creating.

Other Fee Fields

Tables	Fees Other Fee	s Charges	Controls	Discounts	Messages	Other	Web Conti	rol				
Other Fee	Description		Tax	Level Pro	Rate Basi	-	Initial	Billed	Cycle Sign	Ongoing	Billed	Cycle Waive
					No	Records F	ound					
									Sign	Fee	Billed	
Fee				xable Yes		oss Entire		Initial	@ + 🔘 -	\$0.00	Monthly	• 99
Desc			Pr	oRate No	Charge In	Arrears	Y	Ongoing	@+ 💿 -	\$0.00	Monthly	99
								Waive	No 💌		Add	l Fee

- The FEE CODE can be a maximum of 10 characters.
- The **FEE DESCRIPTION** is alphanumeric and a maximum of 30 characters. The description prints on the customer invoice.
- The TAXABLE FIELD is used to indicate if the OTHER FEE should be taxed. The default selection is YES (TAXABLE), but can be changed to NO. Selecting NO indicates the fee is not taxable.
- The LEVEL field is used to indicate the *charge* level for the Other Fee. There are three choices: ACROSS ENTIRE PLAN, ACROSS PLAN/SCAT or PER LINE.
 - ✓ ACROSS ENTIRE PLAN is the default choice. Across Plan indicates the Other Fee is charged only once when the Rate Plan is assigned to any line. The Billed cycle will default to Monthly and cannot be changed.
 - ✓ ACROSS PLAN/SCAT (APPLIES TO MASTER GROUPS ONLY) indicates the Other Fee is charged once for *each* service category using the Master Group.
 - ✓ PER LINE indicates the Other Fee is charged once for *each line* the Rate Plan is assigned to, regardless of service category.
- The **PRORATE** drop down list defaults to **NO**. Selecting **NO** indicates the Other Fee should not be prorated and will be charged in full regardless of when the customer signs up for service. The **PRORATE** setting can only be changed when the **LEVEL** selected is **PER LINE**. Selecting **YES** indicates the Other Fee should be prorated and the customer is charged only for the portion of service they used.
- The CHARGE drop down list defaults to IN ARREARS, meaning the Other Fee is billed for the current billing cycle only.

The CHARGE BASIS can be changed to IN ADVANCE only when the LEVEL IS PER LINE. When the CHARGE BASIS is IN ADVANCE, the Other Fee is billed a month in advance.



SIGN, INITIAL FEE, BILLED and CYCLE

These four fields work together. The sign is used to indicate if the INITIAL Fee charge is a **POSITIVE** (+) or **NEGATIVE** (-) amount. The default is positive (+).

The Initial Fee is a dollar amount charged for the fee. The **BILLED** selection determines when the Initial Fee will bill. The **CYCLE** entry determines the number of bill cycles the Initial Fee is invoiced for.

The **INITIAL FEE** defaults with a **CYCLE** value of **99**, indicating the Fee will bill for unlimited cycles. The **CYCLE** value can be changed. Changing the Initial billed interval changes the Ongoing Billed interval to match. The Ongoing billed interval is grayed out and cannot be changed. The default-**BILLED** interval is **MONTHLY** but can be changed to Quarterly, Semi-Annually, Annual, and One-Time.

SIGN, ONGOING FEE, BILLED and CYCLE

These four fields work together in the same manner as the Initial Fees. **ONGOING** Fees can be used to stagger billing, delay the start of billing a defined fee, or stop billing a fee after a designated number of billing cycles have past. The Ongoing Fees are billed after the **INITIAL CYCLE** value has past. The **ONGOING** Fees are locked until the **INITIAL BILL CYCLE** is changed to a value less than 99.

CREATING AN OTHER FEE

Action

Description

1. Click the **OTHER FEES** tab.

The following screen displays.

Other Fee	Description	Tax	Level	ProRate	Basis	Sign	Initial	Billed	Cycle	Sign	Ongoing	Billed	Cycle	Waive
					No R	ecords Fo	und							
									Sigi	n	Fee	Billed		Cycle
Fee [-	Taxable 🛛	es 💌 La	evel Acros	s Entire	Plan 💌	Initial	• +	o - [\$0.00	Monthly	•	99
Desc			ProRate N	o 🔹 Ch	arge In Ar	rears	-	Ongoing	• +	<u> </u>	\$0.00	Monthly	Ψ.	99
								Waive	No	•		Add	l Fee	
										_				

2. Enter the FEE CODE and FEE DESCRIPTION.

The **FEE CODE** can be a maximum of 10 characters.

The **FEE DESCRIPTION** is alphanumeric and a maximum of 30 characters. The description prints on the customer invoice.

- 3. Review the Taxable, Level, Prorate and Charge default selections. Make changes as needed.
- 4. Enter your Initial Fees as needed.

Once the Initial Billed interval is selected, the Ongoing interval defaults to the same selection and cannot be changed.



Action	Description
--------	-------------

The Ongoing Fee fields become available only if you change the Bill value to a number less than 99.

		Sign	Fee	Billed C	ycle
Fee ADDITIONAL	Taxable Yes 💙 Level Across Plan 🛛 💙	Initial 💿 + 🔘 -	\$10	Monthly Y	
Desc Additioanl Fees	ProRate No V Charge In Arrears On	ngoing 💿 + 🔿 -	\$0.00	Monthly 9	•
		Waive No 💙		Add Fee	

- 5. Enter Ongoing Fee information as needed.
- 6. Click **ADD FEE** to add the fee to your grid.

Tables Fees	Other Fees Charges Controls	Disco	unts Message	es Oth	er Web Con	trol							_
Other Fee	Description	Tax	Level	ProRate	Basis	Sign	Initial	Billed	Cycle S	ign Ongoing	Billed	Cycle Waive	
ADDITIONAL	Additioanl Fees	Yes	Across Plan	No	In Arrears	+	10	Monthly	6	+ 5	Monthly	99 N 🙆	<u> </u>
							Sigi	n Fee		Billed Cyc	le		
Fee	Tax	ble Y	es 💙 Level 🖟	Across Pl	an 💙	Initia	- •	O- \$0.00	Mon				
Desc	Prof	ate N	o 🝸 Charge	In Arrear	s V	Ongoin	• •	O- \$0.00	Mon	thly 99			
						Waiv	No	*		Add Fee			

EDITING OTHER FEES

Action

Description

1. Click on the **OTHER FEE** you wish to change. The Fee displays below the grid and can be changed.

ables Fees	Other Fees	Charges	Controls	Disco	unts Messag	es Oth	er Web	Control									
Other Fee	Description			Tax	Level	ProRate	Basi	is Sig	n Initial	Billed	Cycle	Sign	Ongoing	Billed	Cycle	Waive	
NEW FEE	You New Custom	Fee		Yes	Per Line	Yes	In Arrear	s +	5	Monthly	5	+	10	Monthly	99	N	8
									Sign	Fee	1	Billed	Cycle				
Fee NEW FE	E		Taxable	Yes 🗸	Level Acros	s Entire I	Plan 💙	Initial	⊙+ ○-	\$5	Month	ly	✓ 5				
Desc You New	v Custom Fee		ProRate	Yes 🗸	Charge In Ar	rears	~		0 0	610							
								Ongoing	⊙+ ○-	210	Month	γ	99				
								Waive	No 💙			Add F	-				
											1	Huui	cc				

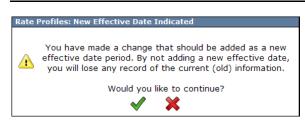
- 2. Make the desired changes.
- 3. Click UPDATE FEE.

NOTE: If the table has been saved, the following message displays indicating that you will lose any current rate history by manually change rates in this manner:

If you are not concerned about saving rate history, click the **GREEN CHECKMARK** and your new rates are applied to the grid.

Clicking the **RED X** and your new rates are not applied to the grid.





Refer to the section "*Making a Change to an Exiting Rate Table*" for additional information on changing rates.



Charges

The CHARGES tab is made up of codes referred to as 'OPCODES'. These codes are used to define per call surcharges or rates for USAGE sensitive features, such as collect call acceptance, payphone originated completion, directory assistance, and operator assisted calling.

NOTE: DIRECTORY ASSISTANCE SURCHARGES is the **ONLY SURCHARGE AMOUNTS** OmniBill can calculate commissions for. All other surcharges **CAN NOT BE** commissioned.

Carrier call records must contain a value for these charges in order for them to bill properly during the production process. If your carrier does not provide this data, charges entered in this grid will not bill. Special coding may be required in some instances. Your assigned Billing Analyst can assist you in determining if special programming will be necessary.

The following columns in the grid are hard coded and cannot be changed, added to, or deleted: **CODE**, **CHARGE NAME**, and **TYPE**.

		Maste	er Group Co	ode Detail		Add
	Master Group Code S/	ANDY		Lock-Out None 💌	Assign Start 3/11/2011	
	Public Name Sa	andy's Rate Plan			Assign End	
	Private Name					
	Effective Date 03/	11/2011 Co	mment In Se	rvice Date		
bles Fe	es Other Fees Charges Co	ontrols Discounts	Messages	Other Web Control		
Code	Charge Name	Туре	Unit	Allowed	Max Char	ge 🔺
<u>CC</u>	Customer Completed	ОТ	С	0	0	
DA	Directory Assistance	RT	С	0	999999999	
<u>0C</u>	OPA Completed	SR	С	0	999999999	
<u>OD</u>	OPA Dialed	SR	С	0	999999999	
<u>03</u>	OPA Third Number Billed	SR	С	0	999999999	
<u>OL</u>	OPA Collect Billed	SR	С	0	999999999	
OP	OPA Person To Person	SR	С	0	999999999	
<u>P3</u>	OPA PersPer. 3rd # Billed	SR	С	0	999999999	
PC	OPA PersPers. Collect Billed	SR	С	0	999999999	
OV	OPA Verify Busy Request	RT	С	0	999999999	-

TYPE codes are used during production to indicate how the OPCODE should be handled during production.

от	Indicates an opcode is flagged for ALLOWED and MAXIMUM rules only. Can be used only for the CC – Customer Completed and DA – Directory Assistance opcode. These charge types are not used for rating, but are used for free call allowances and/or billing call caps.
RT	Indicates the opcode will be rated straight from the charges table as a per record charge.
SR	Indicates the opcode will be rated from associated geographic table, plus the surcharge rate indicated in the charges tab.
SS	Indicates the opcode will be rated from the amount found on the source carrier data plus the surcharge indicated in the charges tab. Applies to Local Rates only.
FR	Applies a factor % as a multiplier to associated tables. See Note below.
FF	Applies a factor % as a multiplier to Source Rates tables. See Note below.



NOTE: For Wireless Charges – If a dollar amount is added in the Air Network Cost field in Call Records received, the dollar amount will be included in the charge as well. Before using the FR or FF type charges, please contact your assigned Billing Analysts.

UNIT

The UNIT column is used to identify how records should be rated, C for Call, M for Minutes, or T for Tenths. The default value is C - Call, but can be changed.

ALLOWED

The **ALLOWED** column is used to designate the number of free units that will be given per billing cycle. Free units do not roll over to the next cycle if they are not used.

MAX

The MAX column is used to set a limit on how many units can be billed during a cycle. The default value is **999999999**, indicating an unlimited amount.

CHARGE

The **CHARGE** column is used to define the cost associated with the opcode.

NOTE: If the **CHARGE** tab is left blank on any of the seven Long Distance rate plans, the system defaults to the Master Group Charges tab for the charge amount. If there is a charge entered in the individual rate plan and in the Master Group Charges tab, the bill production system uses the individual rate plan charge first.

ENTERING OPCODE CHARGES

	Action	Description
1.	Click the OPCODE you are defining a charge for.	The OPCODE appears in the edit box below the grid. The CODE , CHARGE NAME , and TYPE are grayed out. The UNIT value defaults as C- CALL .

Code	Charge Name	Туре	Unit	Allowed	Max	Charge
<u>.c</u>	Customer Completed	OT	С	0	0	
DA	Directory Assistance	RT	С	0	999999999	1.5000
<u>0C</u>	OPA Completed	SR	С	0	999999999	
<u>0D</u>	OPA Dialed	SR	С	0	999999999	
<u>03</u>	OPA Third Number Billed	SR	С	0	999999999	
<u>DL</u>	OPA Collect Billed	SR	С	0	999999999	
<u>OP</u>	OPA Person To Person	SR	С	0	999999999	
P <u>3</u>	OPA PersPer. 3rd # Billed	SR	С	0	999999999	
PC	OPA PersPers. Collect Billed	SR	С	0	999999999	
01/	ORA Vorify Rusy Request	пт	C	0	00000000	
DA	Directory Assistance		RT	C 🔻 0	99999999	
				Update List		



Action	Description
Action	Description

The DA – **DIRECTORY ASSISTANCE OPCODE** defaults with C – **CALLS** selected as the unit, zero defaults in the allowed, max and charge fields. All values can be changed.

2.	Select the UNIT in the drop down list.	The UNIT value can be C for Calls, M for Minutes, or T for Tenths.
3.	Enter the ALLOWED Units, if applicable.	Only calls terminating in the following geographic areas are eligible for ALLOWED units: Intralata, Intrastate, Alaska/Hawaii,
4.	Enter the MAX value.	Puerto Rico/US Virgin Islands, and Interstate. These are not required steps.

5. Enter the **CHARGE** amount for the opcode.

DA	Directory Assistance	RT 💌	C • 0	99999999	0
			Update List		

6. Click **UPDATE LIST** to commit the The charge appears in the grid. charge to the grid.

In the below example, the DA – Directory Assistance will be rated \$1.50 per call. There will be 0 free directory assistance calls per billing cycle and no limit on the number of calls that will be charged.

Code	Charge Name	Туре	Unit	Allowed	Max	Charge
<u>cc</u>	Customer Completed	ОТ	С	0	0	
DA	Directory Assistance	RT	С	0	999999999	0.7500
<u>oc</u>	OPA Completed	SR	С	0	999999999	
<u>od</u>	OPA Dialed	SR	С	0	999999999	
03	OPA Third Number Billed	SR	С	0	999999999	
OL	OPA Collect Billed	SR	С	0	999999999	
OP	OPA Person To Person	SR	С	0	999999999	
P3	OPA PersPer. 3rd # Billed	SR	С	0	999999999	
PC	OPA PersPers. Collect Billed	SR	С	0	999999999	
01/	ORA Varify Rusy Request	пт	C	0	00000000	

Repeat the above steps to define a charge for other Opcodes in the grid.



Controls

The **CONTROLS** tab is used to manage when the Master Group is available for assignment and for which applications the Master Rate Group can be used in. Three OmniSuite applications are affected by the settings in the Master Group **CONTROLS** tab, **OMNIBILL**, **OMNISIGNUP**, and **OMNIAGENT**.

The **CONTROL ITEM COLUMN** lists seven categories. Highlighting a **CONTROL ITEM** displays the corresponding work area in the **CONTROL ITEM SETTINGS** grid. It is recommended to check the settings in the Controls tab when trouble shooting why Master Groups are not appearing as a selection for a line. Refer to the OmniSignup and OmniAgent Administrators Guides for more information regarding web products.

Each category has a corresponding number used to identify which applications the control item is used in:

Codes (3) ategories (3)

entation OF) (1)

niBill Only niSignup/Agent y Products

Tables Fees Other Fees Charges Controls Discounts Messages Other Web Control

Select All Clear All

SAMP2 Muestra de Comunicació

Sample University

SAMP

UNIV1

- 1. OMNIBILL ONLY
- 2. OMNISIGNUP/AGENT ONLY
- 3. ALL PRODUCTS

MARKETS (2)

The **CONTROL ITEM** list displays the **ALLOWED MARKET(S)** by default. Only Market(s) created in the database display.

Highlighting a Market(s) in the **ALLOWED MARKETS** grid indicates the Master Group is available for selection in that Market on the OmniSignup and/or OmniAgent web sites. OmniBill does not use the Market Control Item.

CHANNELS (2)

Selecting CHANNELS (2) in the Control Item list displays the ALLOWED CHANNEL(S) grid. The grid displays Sales Channel(s) created in your database, including the default choice HOUSE CHANNEL.

Highlighting a Channel(s) in the ALLOWED CHANNEL(S) grid indicates the Master Group is available for selection on the OmniSignup and OmniAgent web sites. OmniBill does not use the Channels Control Item.

Control Item		ol Item Sett		
Markets (2)	Allowe	ed Channel(s	;]	
Channels (2)		Code	Description	
States (3)/OCNs (3) Network Codes (3)	-	ABC	ABC Sales Agency	
Service Categories (3) Account Orientations (3)	-	BILLBBUX	Bill Bigbux	
Line Uses (OE) (1)	-	СОММЈИСТ	Commission Junction	
		GUEST710	Guest 710	1
	-	HOUSE	House Channel	
 OmniBill Only OmniSignup/Agent 		JIMGREEN	James Green	1
Only 3. All Products		SAMJONES	Sam Jones	1



STATES (3)/OCNS (3)

Tables Fees Other Fees	Charges Controls Discounts Messages Other Web Control
Control Item	Control Item Settings
Markets (2) Channels (2)	1.0n a new Master Rate Group state selections are available after the plan is saved. 2.Click SELECT ALL to add all states. 3.No OCNS selected for a state implies All OCNS. 4.Click ADD NEW to include specific states and OCNs.
States (3)/OCNs (3) Network Codes (3) Service Categories (3) Account Orientations (3) Line Uses (OE) (1)	Add New Delete Select All STATES
1. OmniBill Only 2. OmniSignup/Agent Only 3. All Products	

Selecting STATES (3)/OCNS (3) in the CONTROL ITEM list displays a blank CONTROL ITEM SETTINGS screen. STATES must be selected in the grid in order for the Master Group to be available for selection in all products. Only lines originating in the selected State(s) see the Master Group as an available choice.

Selecting OCNs within a state *further* limits the availability of the Master Group. If OCNs are selected, the Master Group can only be assigned to lines in the selected OCNs.

There are two available options when selecting States in the Master Rate Group:

- Click ADD NEW to add individual states one at a time
- or
- Click **SELECT ALL** to select all states.

On a new Master Rate Group state selections are available after the plan is saved.



SELECTING ALL STATES

Action

Description

1. Click the **SELECT ALL** button.

All States and Canadian provinces populate the States Grid.

Control Item Settings	
	e available after the plan is saved. 2.Click SELECT ALL to add all states. 4.Click ADD NEW to include specific states and OCNs.
Add New Delete Select All	
▲ STATES	
Military AA	
Alberta	NOTE:
Military AE	There is no UNSELECT ALL button. To remove individual states:
Alaska	1. Click the State Name to remove.
Alabama	2. Click the DELETE button.
Military AP	If you have not saved the plan, click the X button to close the plan without
Arbaneae	saving changes.

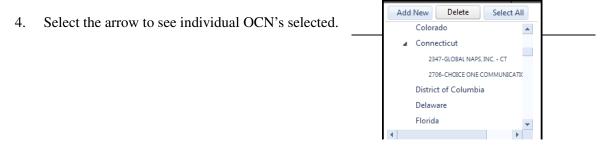
OCNs can be selected for a specific State(s) by clicking the desired state. A list of OCNs display.

	ite Gro			tions are available after the plan is saved. 2.Click SELECT A OCNS. 4.Click ADD NEW to include specific states and OCN		l sta
		(OCN	OCN Name	Category	
Arkansas		1	134F	YOUGHIOGHENY COMMUNICATIONS-NORTHEAST, LLC	WIRELESS	
Arizona		1	199F	BANDWIDTH.COM CLEC, LLC - CT	CLEC	1
British Columbia		2	2347	GLOBAL NAPS, INC CT	CLEC	
California		2	2706	CHOICE ONE COMMUNICATIONS, INC CT	CLEC	
Colorado			3083	PAETEC COMMUNICATIONS, INC CT	CLEC	
Connecticut		_	3493	GLOBAL CROSSING LOCAL SERVICES, INCCT	CLEC	
District of Columbia		_	350E	YMAX COMMUNICATIONS CORP CT	CLEC	-
•					Þ	

2. By default, all unchecked OCNs imply all OCNs selected. You need to do nothing more if all OCNs are desired. To include selective OCNs, click the ones desired.

Add New Delete Select All		Connecticut Check All Save Changes	
Arkansas	OCN	OCN Name	Category
	134F	YOUGHIOGHENY COMMUNICATIONS-NORTHEAST, LLC	WIRELESS
Arizona	199F	BANDWIDTH.COM CLEC, LLC - CT	CLEC
British Columbia	2347	GLOBAL NAPS, INC CT	CLEC
California	2706	CHOICE ONE COMMUNICATIONS, INC CT	CLEC
Colorado	3083	PAETEC COMMUNICATIONS, INC CT	CLEC
Connecticut	3493	GLOBAL CROSSING LOCAL SERVICES, INCCT	CLEC
District of Columbia	350E	YMAX COMMUNICATIONS CORP CT	CLEC

3. Click SAVE CHANGES to commit the specific OCNs to your database.





SELECTING INDIVIDUAL STATES

Tables	Fees	Other Fees	Charges	Controls	Discounts	Messages	Other	Web Control	
Cha	kets (2) innels (2	2)	1.On a i		Rate Group				the plan is saved. 2.Click SELECT ALL to add all states. V to include specific states and OCNs.
Net	work Co	DCNs (3) des (3) egories (3)	Add	New	elete	elect All			
	ount Ori e Uses (entations (3) OE) (1)	ST	ATES					
2. O)mniBill ()mniSigr)nly Il Produc	up/Agent							

On a new Master Rate Group state selections are available after the plan is saved. Save the plan if the **ADD NEW** and **SELECT ALL** buttons are unavailable.

Action

Description

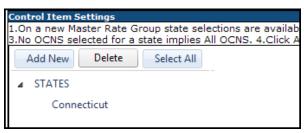
1. Click the ADD NEW button.

The STATE selection drop down box displays.

Tables Fees Other Fees	Charges Controls Discounts Messages Other Web Control	
Control Item Markets (2) Channels (2) States (3)/OCNs (3) Network Codes (3) Service Categories (3) Account Orientations (3) Line Uses (OE) (1)	Control Item Settings 1.On a new Master Rate Group state selections are available after the plan is saved. 2.Click SELECT ALL to add all states. 3.No OCNS selected for a state implies All OCNS. 4.Click ADD NEW to include specific states and OCNs. Add New Delete Select All STATES	*
1. OmniBill Only 2. OmniSignup/Agent Only 3. All Products	Alberta Add Selected State Cancel Add State	

2. Select a **STATE** from the drop down list The selected State displays. and click **ADD SELECTED STATE**.

OCN's only need to be selected if you want to limit the availability of the Master Rate Group to lines in selected **OCN's**.





Action

Description

3. Click the desired state to display state specific OCNs.

Charges Controls	Discounts	Messages	Other	Web Control					
Control Item Settings									
					the plan is saved. 2.C V to include specific st		d all states.		
		elect All		Connectic		Save Changes		-	
▲ STATES			OC	N OCN Nam	e		Category		
Connecti	cut		134	F YOUGHIO	GHENY COMMUNICATIO	ONS-NORTHEAST, LLC	WIRELESS		
connecti			 199 	F BANDWID	TH.COM CLEC, LLC - C	Г	CLEC		
			234	7 GLOBAL N	APS, INC CT		CLEC		
			270		INE COMMUNICATIONS	INC. CT.	CLEC		

- 4. Select the OCNs needed and
- 5. Click SAVE CHANGES.

C	harges Controls Discounts Messages Other Web Control
	Control Item Settings
	1.On a new Master Rate Group state selections are available after the plan is saved. 2.Click SELECT ALL to add all states. 3.No OCNS selected for a state implies All OCNS. 4.Click ADD NEW to include specific states and OCNs.
	Add New Delete Select All
	▲ STATES
	Connecticut

• Click the arrow next to the state to display your selection.

Control Item Settings
1.On a new Master Rate Group state selections are available after the plan is saved. 2.Click SELECT ALL to add all states.
3.No OCNS selected for a state implies All OCNS. 4.Click ADD NEW to include specific states and OCNs.
Add New Delete Select All
▲ STATES
▲ Connecticut
199F-BANDWIDTH.COM CLEC, LLC - CT
2347-GLOBAL NAPS, INC CT



NETWORK CODES (3)

NETWORK CODES are created in System Profiles and are used to identify the services you are reselling, where the services are available, and if applicable, determine the format used to send service orders to the long distance carrier.

Network Codes are a required field when assigning a Master Group to a line. If network codes are not selected in the Allowed Network Code(s) grid, the network codes do not appear at the line level, and a line cannot be saved without a Network Code being assigned.

Selecting **NETWORK CODES (3)** in the Control Item list displays the **ALLOWED NETWORK CODE(S)** grid. The grid displays Network Code(s) created in the OmniBill database.

ſ											
			Master Group Code Detail								
Master Group	Master Group Code SANDY Lock-Out None Ass										
Public Name Sandy's Plan Assign End											
Private I	Private Name										
Effective Dat	te 🖸	03/11/201	1 Comment In Service Date								
Tables Fees Other Fees O	Charg	es Cont	rols Discounts Messages Other Web Control								
		d <mark>Item Se</mark> d Network									
Channels (2)		Code	Description								
States (3)/OCNs (3) Network Codes (3)	-	ALLNT	Global Crossing Network								
Network Codes (3)		ANI	ANI								
Account Orientations (3)		AUTHC	Authorization Code Platform								
cine oses (oc) (1)		BAMBL	Verizon Mobile Network								
		BANEL									
1. OmniBill Only	1. OmniBill Only		Verizon NY Metro Local								
2. OmniSignup/Agent		BSGAL	BellSouth Georgia 438 Local								
Only 3. All Products	-	BSTLN	Bellsouth Atlanta Metro Local		-						
4	Sel	ect All	Clear All								

SERVICE CATEGORIES (3)

Selecting SERVICE CATEGORIES (3) in the Control Item list displays the ALLOWED SERVICE CATEGORIES grid. The grid displays the available Service Categories in the OmniBill database.

Highlighting Service Categories in the ALLOWED SERVICE CATEGORIES grid makes the Master Group available for assignment for lines in the selected service categories. In the below example, this Master Rate Group would only be available for OE, OD, and IE Service Categories.

ables Fees Other Fe	es Charg	ges Contr	Discounts Messages Other Web Control		
Control Item		ol Item Set			
Aarkets (2)	Allowe	ed Service C	ategory(ies)		
hannels (2)		Line Type	Description	-	
tates (3)/OCNs (3) etwork Codes (3)		AC	Authorization Code		
ervice Categories (3) count Orientations (3	-	AL	Account Level		
ne Uses (OE) (1)	-	BR	Broadband		
	-	CA	Cable		
	-	CB Callback			
OmniBill Only OmniSignup/Agent	-	CF	Teleconferencing		
Only All Products	-	CP	Campus PAC Service	-	
An Pioducts	Se	lect All	Clear All		



ACCOUNT ORIENTATIONS (3)

Selecting ACCOUNT ORIENTATIONS (3) in the CONTROL ITEM list displays the ALLOWED ORIENTATION(S) grid. The grid displays the default Account Orientation(s) available in OmniBill. BUSINESS and/or RESIDENCE are the only valid choices.

Tables Fees Other Fees	Charges Controls Discounts Messages Other Web Control										
Control Item	Control Item Settings										
Markets (2)	Allowed Orientation(s)										
Channels (2)	Description										
States (3)/OCNs (3) Network Codes (3)	➡ Business										
Service Categories (3) Account Orientations (3)	Residence										
Line Uses (OE) (1)	A Institution										
	Ailitary										
1. 0	Government										
 OmniBill Only OmniSignup/Agent 	In Other										
Only 3. All Products	➡ Wholesale										
S. All Floates	Select All Clear All										

Highlighting Business and/or Residence in the Account Orientation(s) grid makes the Master Group available for selection on lines with the selected orientation.

LINE USES (OE) (1)

Selecting LINE USES (OE) (1) in the Control Item list displays the ALLOWED LINE USE(S) grid. The grid displays the line use descriptions in OmniBill. The Allowed Line Use(s) grid only affects OE – Outbound Equal Access lines in OmniBill.

Tables Fees Other Fees	Charge	s Con	trols Discounts Messages Other Web Control										
Control Item													
Markets (2)	Allowed	Allowed Line Use(s)											
Channels (2)		Code	Description	A									
States (3)/OCNs (3) Network Codes (3)	-	v	POTS Voice										
Service Categories (3) Account Orientations (3)	-	м	POTS Modem										
Line Uses (OE) (1)	->	F	POTS Fax										
	->	в	ISDN Basic Rate Interface										
1. OmniBill Only	->	D	ISDN Primary Rate Interface										
2. OmniSignup/Agent	->	c	Centrex										
Only 3. All Products	-	P	Payphone	-									
	Sele	ct All	Clear All										

Highlighting a LINE USE CODE in the ALLOWED LINE USE(S) grid makes the Master Group available to OE lines assigned the selected LINE USE code. When adding an OE line to an account, the Line Use Code defaults to V - POTS VOICE. If a Line Use Code is not selected in the Controls tab, the Master Group does not appear as a choice for OE lines.

NOTE: Setting up the **CONTROLS** tab properly is very important. When trouble shooting why Master Groups are not appearing as a choice at the line level, check the selections made in the States, Network Codes, Service Categories, Account Orientations, and the Line Uses (OE lines only) grids. If the proper selections were not made, the Master Group will not display at the line level.



Discounts

The **DISCOUNTS** tab is used to create a discount in the Master Group. The discount created in the Master Group is applied to lines in addition to any other discounts created in the seven long distance rate tables.

Tables Fe	es Other Fees	Charges	Controls	Discounts	Messages	Other	Web Control		
	Amount Pe	rcent		Intrastate	ributing Traffi e - Intralata e - Interlata	c Types		Structure	 Dollars Minutes
•	Add/Update D	scount	F	Canada Alaska Hawaii Puerto Ri Overseas Mexico Non-US C	co/US Virgin 1	slands		Include	m Plan Fees

STRUCTURE

The **STRUCTURE** selected determines how the discounts will be calculated during production. There are two choices, **DOLLARS** or **MINUTES**. Dollars is selected as the default.

- If **DOLLARS** is selected as the **STRUCTURE**, the discount is calculated based on the dollar amount generated in usage for selected traffic types. The usage from all lines, by Service Category, is used during production to decide the eligible discount. The grid is used to determine the threshold the lines must reach in order to earn a defined discount percentage(s). When **DOLLARS** is selected as the **STRUCTURE**, the discount grid displays as **AMOUNT** and **PERCENTAGE**. This is shown in the above screen print.
- If MINUTES is selected as the STRUCTURE, the discount is calculated based on the minutes generated by selected traffic types. The usage from all lines, by Service Category, is used to decide the eligible discount. The GRID is used to determine the threshold lines must reach in order to earn a defined discount percentage(s). When MINUTES is selected as the structure, the grid displays as DURATION and PERCENTAGE.

Tables	Fees	Other Fees	Charges	Controls	Discounts	Messages	Other	Web Control		
	Dura		rcent		Contr Intrastate Interstate Canada Alaska Hawaii Puerto Ri Overseas Mexico Non-US C	-ibuting Traffi - Intralata - Interlata - Interlata	c Types		Structure Include	 Dollars Minutes Plan Fees



The **CONTRIBUTING TRAFFIC TYPES** grid is used to select traffic types that will be used in determining an eligible discount.

The usage or minutes generated by the selected traffic types is used to determine what discount percentage(s) the lines are eligible for.

The earned discount percentage is applied to the selected traffic types only.

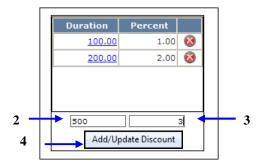
Note: The **CTRL** key on your keyboard is used to select additional Traffic Types as well as unselect Traffic Types.

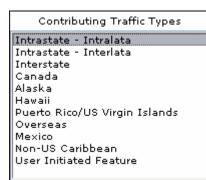
CREATING A MASTER GROUP DISCOUNT

Action

Determine the discount **STRUCTURE**. The default selection is **DOLLARS**.

- If Dollars is selected as the STRUCTURE, enter the AMOUNT lines must generate in order to be eligible for a discount. If Minutes is selected as the STRUCTURE, enter the DURATION lines must use in order to be eligible for a discount.
- 3. Enter the corresponding discount **PERCENTAGE(S)** for the amounts entered.
- 4. Click ADD/UPDATE DISCOUNT to commit the values to the grid. Repeat steps 2 and 3 to add additional values to the grid.





O Dollars

🔘 Minutes



1.

Description

Structure





NOTE: if there is no limit on the amount lines Amount Percent Amount Percent	Action
indict generate, enter 9999999 to represent an unlimited value. 200.00 2.00 500.00 3.00	must generate, enter 99999999 to represent an

9999999.00

0.00

10.00 R

0.00%

Add/Update Discount

Highlight CONTRIBUTING TRAFFIC TYPES in the grid. To add additional Traffic Types, 5. Press the Control (CTRL) key and click the Traffic Type.

Amount	Percent		Contributing Traffic Types		📀 Dollar
100.00	1	×	Intrastate - Intralata Intrastate - Interlata	Structure	O Minute
250.00	2	×	Interstate		U Millace
500.00	3	X	Canada Alaska	Include	📃 Plan F
0.00 Add/	0.00%	unt	Hawaii Puerto Rico/US Virgin Islands Overseas Mexico Non-US Caribbean User Initiated Feature		

6. The INCLUDE PLAN FEES check box is used to include the Master Group fees as part of the amount contributing toward the earned discount.

Master Group DISCOUNTS are calculated using an incremental method, meaning the discount is spread out over the total amount eligible.

For example: If the Master Group is assigned to five OE - Outbound Equal Access lines that generated \$300 in Intrastate usage in one cycle, based on the below grid the discount would be calculated as follows:

The first \$100 of the \$300 eligible is discounted at 1%	= \$1.00
The remaining \$200 is discounted at $2\% =$	<u>\$4.00</u>
Total discount earned =	\$5.00

Tables	Fees Other Fee	S Charges	Controls	Discounts	Messages	Other	Web Control		
	Amount 100.00 250.00 9999999.00 0.00 Add/Upd	Percent 1.00 2.00 3.00 10.00		Intrasta Intrasta Intersta Canada Alaska Hawaii Puerto Overse Mexico Non-US	Rico/US Virgi	a a in Islands		Structure Include	 Oollars Minutes □ Plan Fees



Message

The **MESSAGE** tab is used to create a message, which prints on the invoice of any account with a line(s) assigned the Master Group. The message prints once on the invoice, even when multiple lines are assigned the Master Group.

The **MESSAGE** is limited to four lines. Each line can have a maximum of 70 alphanumeric characters, including spaces. There is no word wrap capability or spell check in the **MESSAGE** tab.

Tables	Fees	Other Fees	Charges	Controls	Discounts	Messages	Other	Web Control

Other

The OTHER tab contains three areas, TERMS (Per Assigned Line), DEFAULTS, and MINIMUM CHARGE (Across Plan).

ſ	Tables Fees Other Fees Charges Controls	Discounts Messages Other	Web Control	
	Terms (Per Assign	ed Line)		
	O Term Plan	Term		
	Month to Month	Early Term Fee	Default Commission	•
	Minimum Charge (Ad	ross Plan)	Default Promotion	•
	○ Minutes Usage Only ● \$\$	Apply As O Delta Amount O Flat Amount	Allowed	Per WTN 💌
	Grace Days (from earliest starting line)			

TERMS (PER ASSIGNED LINE)

The **TERMS** (**PER ASSIGNED LINE**) area is used to define the number of billing cycles a line assigned the Master Group must bill for. There are two term choices, **MONTH TO MONTH** (which is the default choice) or **TERM PLAN**.

TERM and **EARLY TERM FEE** is unavailable when Month to Month is selected. Selecting **TERM PLAN** enables these two fields.

	Terms (Per Assigned Line)
Term Plan	Term 999
O Month to Month	Early Term Fee \$0.00

The **TERM** field is used to define the number of billing cycles a line must bill. It defaults with **999**, indicating an unlimited value.

The **EARLY FEE** is used to penalize each line that deactivates before the defined number of term cycles have billed. The **EARLY FEE** field defaults with \$0.00.



During production a check is done to determine if a deactivated line should be billed an Early Term Fee. If the defined number of term bill cycles have not billed, then the **TRMPL TRANSACTION CODE** is used to apply the Early Term fee. The fee is applied for each line terminating before the defined number of term billing cycles.

A control table in OmniBill called **TERM_EVERGREEN** is used to decide if the **TERM PLAN** set in any rate plan should automatically renew or expire after the defined number of terms. The allowed values in this table are (**Y**)es or (**N**)o.

The default table value is set to (N)o during the creation of a new OmniBill database. Only Profitec can change the value in the **TERM_EVERGREEN** table.

NOTE: At the time of this writing the "**N**" value was **NOT** implemented in **PRODUCTION**. Please verify this capability with your assigned Billing Analyst before implementing Term Plans in Master Groups or Local Rate Plans.

- "N" indicates that for any rate plan utilizing the **TERM PLAN** option the term expires after the set term time frame and does not renew.
- "Y" indicates that for any rate plan utilizing the **TERM PLAN** option the term automatically **RENEWS**. This is the current methodology in place during production.

DEFAULT COMMISSION

Commission Plans are required on all lines. The **COMMISSION** drop down list is used to associate a default Commission Plan with the Master group. The default **COMMISSION** plan selected is automatically assigned to a line when the Master Group is selected. Selecting a default in the Master Group alleviates some data entry at the line level.

Default Commission		<
Default Promotion		¥
Allowed Unit	Per WTN	Y

Commission Plan codes are created in the Sales Profile module. If Commission Plans are not being used, the **DEFAULTCOMM COMMISSION PLAN CODE** can be used to satisfy the system requirement.

DEFAULT PROMOTION

PROMOTION CODES are an optional field at the line level. The **PROMOTION** drop down list is used to associate a default Promotion code with the Master group. The default **PROMOTION** code is automatically assigned to a line when the Master Group is selected. Selecting a default in the Master Group alleviates some data entry at the line level.

Promotion codes must be created in **SYSTEM PROFILES** or the Promotion Code drop down list is blank. Refer to "*Section 9 System Profiles*" for more information on Promotion codes.



ALLOWED UNITS

The ALLOWED UNITS drop down list is used during production to indicate how the ALLOWED UNITS entered in the CHARGES tab and FREE MINUTES should be distributed. There are four available choices, PER WTN, ACROSS BTN, ACROSS ALL LINES, and ACROSS PLAN REGARDLESS OF SCAT.

is	counts	Message		Other	Web Cor	ntrol		
		commission t Promotion				~		
	ļ ,	Allowed Unit	Pe	er WTN		V		
			W	Per WT	N			
			B Across BTN					
			A Across All Lines					
			G	Across I	Plan Regard	lless	s of Scat	

- 1. **PER WTN** is used to indicate each <u>Working Telephone Number receives the number of allowed units defined in the **CHARGES** tab free.</u>
- 2. ACROSS BTN is used to indicate the allowed units defined in the CHARGES tab are shared across all lines affiliated with a BTN (Billing Telephone Number) assigned the Master Rate Group.
- 3. ACROSS ALL LINES is used to indicate the Allowed Units defined in the CHARGES tab are shared across all lines regardless of BTN affiliation.
- 4. ACROSS PLAN REGARDLESS OF SCAT is used to indicate the allowed units defined in the CHARGES tab are shared regardless of BTN or SERVICE CATEGORY.

MINIMUM CHARGE (ACROSS PLAN)

The MINIMUM CHARGE (ACROSS PLAN) is used when you want to apply a minimum charge across the plan based on lines associated with the Master Rate Group.

Minimum Charge (Ac	ross Plan)
	Apply As
Minutes	🔘 Delta Amount
	Flat Amount \$0.00
Grace Days (from earliest starting line) 0	



ENTERING A MINIMUM CHARGE

Action

Description

1. If **DOLLARS** is selected, enter the dollar amount lines assigned the Master Group must generate to avoid a Minimum Charge.

Minimum Charge (Ac	ross Plan)
	Apply As
Minutes	O Delta Amount
	Flat Amount \$0.00
Grace Days (from earliest starting line) 0	

• If **MINUTES** is selected, enter the number of minutes lines assigned the Master Group must use to avoid the Minimum Charge.

	Minimum Charge (Ad	cross Plan)
		Apply As
Minutes	0 Usage Only	O Delta Amount
○\$\$		● Flat Amount \$0.00
Grace Days (fr	om earliest starting line) 0]

NOTE: The **USAGE ONLY** option disappears when \$\$ (dollars) is selected.

2. If the **MINIMUM CHARGE** is based on usage only, check the **USAGE ONLY** box. This option is only available for Dollars.

NOTE: If the **MINIMUM CHARGE** is based on usage and fees generated by the lines assigned the Master Group, leave the **USAGE ONLY** box unchecked.

APPLY AS

There are two choices: **DELTA AMOUNT** or **FLAT AMOUNT**. The default choice is **FLAT AMOUNT**.

- Selecting **DELTA AMOUNT** indicates the customer is charged the difference between what is entered as the minimum amount and what the lines actually billed.
- Selecting **FLAT AMOUNT** indicates the customer is charged the value entered in the Flat Amount input box if the minimum amount is not satisfied.
- 3. Enter a **GRACE DAYS** value. The **GRACE DAYS** setting is used to set the minimum number of days that must pass before the minimum charge rules apply to account lines assigned to the Master Group.

NOTE: The **GRACE DAYS** calculation is based on the earliest **ADD DATE** for **LINES** assigned to the Master Group because the Minimum Charge is based on the plan, not per line.



EXAMPLE: A Master Group has 30 grace days set. Accounts are billing for cycle end 6/30/2003.

- ACCOUNT A: Line 1 is added 6/10/2003, Line 2 is added 6/15/2003 The earliest line added date is 6/10/2003 (20 days before Cycle end). The Minimum Charge is not applied.
- ACCOUNT B: Line 1 is added 1/1/2003, Line 2 is added 6/15/2003 The earliest line added date is 1/1/2003 (180 days before Cycle end). The Minimum charge is applied.

The Minimum Charge appears on the invoice on the **DETAIL OF CREDIT AND DEBIT ACCOUNT ADJUSTMENTS** page, under the Debit Adjustments heading. It appears as a Min Charge along with the Master Group Name.

Debit A	djustment <i>s</i>
---------	--------------------

08/31/2002 08/31/2002 Min Charge-Plan Dime Anytime P

\$99.20



Web Control

The **WEB CONTROL** tab is used in conjunction with OmniSignup and OmniAgent. Please refer to the **OMNISIGNUP** and **OMNIAGENT ADMINISTRATORS** guides for information on this tab.

Tables Fees	Other Fees Charges Controls Discou	unts Messages Other Web	Control		
		Web Contro	ł		
	This is an Online Plan Associated Offer Code [
	Online Start Date [Online End Date [1 <u>12</u> 1 <u>12</u>			ò
	Plan Information Link			0	nnis
	Force Structure Chnl Comm Plan Force Network Code		_	OmniAgent	ımniSignup
	Force Resale Code Online Plan Description			lent	Ŭ
	Note: All settings are	IN ADDITION to other General	I system controls established on	this plan	

Once you have completed the appropriate information, click the **CHECKMARK** or **DISC** to save the **MASTER GROUP**. Clicking **DISC** keeps you on the Master Group Code Detail screen, if you click the **CHECKMARK** the screen is blank.

NOTE: Four items from the above list are used for both OmniSignup and OmniAgent and are listed below:

- 1. Force Single Chnl Comm Plan
- 2. Force Structure Chnl Comm Plan
- 3. Force Network Code
- 4. Force Resale Code

All others are used for OmniSignup only.



Effective Dates in Master Groups

The rules for **EFFECTIVE DATES** in **MASTER GROUPS** vary from the rules for Effective Dates found in the individual rate tables. Individual rate tables can have multiple rates used during one billing cycle, based on set Effective dates. The date a call is made determines which of the multiple rates is used.

The rules for effective dates in Master Groups are different. The LATEST (meaning the last set) values, based on the last set Effective Date within the BILL CYCLE being run, are used during production. In the below example, the WEBP1 Master Group was altered on 7/20/2009

Master Group Code Detail	
Master Group Code WEBP1 Lock-Out Exclusive 💌	Assign Start 07/20/2009 12
Public Name Web Plan 1	Assign End
Private Name Web Plan 1]
Effective Date 07/20/2009 Comment Web Plan 1 effective date chan	
Tables Fees Other Fees Charges Controls Discounts Messages Other Web Control	
	es 50

The changes made in the Master Group take effect in the July cycle. The new Effective date information is applied for the entire July cycle and all cycles going forward. The charges are not prorated based on the effective date.

MAKING CHANGES TO A MASTER GROUP

Selecting a different rate table in the **TABLES** tab for an existing **MASTER GROUP** causes a **MASTER RATE CHANGE** message to appear. The message asks the user if the *change* made should apply to all lines where the Master Group is currently assigned. Please note that **INTRASTATE** Groups are not changed.

/20/2009	Comment Web Plan 1 effective date chan	
ontrols Dis	counts Messages Other Web Control	
	WARNING - Rate Table Change	
itraST IntraER	You have altered component rate tables. Do you want to cascade the changes to all associated lines tha match?	ese
1	 ✓ × 	
Table	V V	no nico/US Virgin Is rseas rico

- Clicking **YES** indicates the change should apply to **ALL** lines assigned the Master Group and there is *no* record of the previous rate table.
- Clicking **NO** indicates the change should *only* apply to **NEW** lines going forward and should not apply to any existing lines already assigned the Master Group.



Making a change to the FEES, OTHER FEES, CHARGES, and/or DISCOUNTS tabs in an existing Master Group causes the system to prompt the user with a NEW EFFECTIVE DATE INDICATED message. The message warns the user of the consequences of making a change without setting a NEW EFFECTIVE date.



- Clicking **YES** changes the value set in the Master Group and there is *no* record of the previous value maintained.
- Clicking **NO** does not change the value set in the Master Group. The user remains on the screen Master Group detail screen. This allows the user the chance to exit the screen and set a new effective date before making the change. Refer to the section "*Setting a New Effective Date*" for details on setting an Effective Date.

Rate Profiles

Creating Additional Rate Plans

As explained in the previous section, a MASTER GROUP is required when adding long distance service to a line in the following Service Categories (SCATS):

- **Outbound Equal Access**
- Inbound Dedicated Access
- Outbound Dedicated Access
- Personal Assistant Service
- Inbound Equal Access VOIP
 - Teleconferencing • G1, G2, and G3

Master Rate Groups are not used to rate the following services categories. The service categories listed below require their own specific rate plans to be created.

- Voice Mail Internet Local
 - Cable Pager

The following sections illustrate:

- 1. How to setup a Internet Rate Plan.
- 2. How Cable, Voice Mail, and Pager Rate Plans differ from Internet.
- 3. How to setup Wireless Rate plans.
- 4. How to setup Local Rate Plans.

NOTE: Internet, Cable, Voice Mail and Pager rate plans all use similar screen pages when setting up these plans. This document outlines creating Internet Rate Plans and points out differences among the service categories in the section following "Creating Internet Rate Plans."

Creating Internet Rate Plans

Internet Plans are use when assigning rate plans to the following three service categories: Internet, Broadband, and DSL.

Action	Description

Service Date 04/06/2000

03/12/2009

03/12/2009

03/12/2009

03/12/2009

1. Select INTERNET from the Profiles drop down list.

Private Name

Internet Plan 1

 \checkmark ×

Dedicated 56K Line

Economy Dial Up Internet

The INTERNET SUMMARY screen displays. If the summary screen is blank, Internet plans have not been created.

The View Historical link can be

used to review rates associated

Refer to the section "Effective

Dates" for additional information.

with older Effective Dates.

θ

8

8

8

8

8

View Historical

Description

Internet Plan 1

New Internet Plan

Sandy's Internet Plan

Dedicated 56K Line

Economy Dial Up Internet

DL125

EDU01

INET1

NEWIN

SANDY

The INTERNET RATE PLAN – ADD/DUP screen displays.

Rate



•

•

- Fax Broadcast
 - **IP** Telephony
 - Travel Card

Wireless



Action

Description

	Internet Rate Plan -	Add/Dup	
Select Type of Add and complete	e information		
(• Add NEW Rate	Duplicating Existing Rate and Set New	Effective
	O Duplicate EXISTING Rate	Date options are discussed earlier in the	document
	Set New EFFECTIVE Date T	O EXISTING Rate	
Table To Be Created	Code	Description	

3. Enter a CODE and a DESCRIPTION for the Internet Rate Plan in the TABLE TO BE CREATED fields. The **CODE** is an alphanumeric field that can be a maximum of five characters. Once the code is saved it cannot be changed.

The **DESCRIPTION** is an explanation of the code that can be a maximum of 30 characters.

4. Click the CHECKMARK to continue.

The INTERNET DETAIL screen displays in ADD mode.

			In	iternet Detai					
	Plan Co	de INTE2			тор	Table	- A	Assign Start 3/11/20	11 📰
P	ublic Narr	ne Rate Plan2						Assign End	
Priv	vate Narr	ne							
Effectiv	/e Date	03/11/2011	Comr	ment In Service	Date				
Lincetin	C Dutc	00/11/2011		in bernee	Dute				
S Other Fees Over L	Jnit Ratir	ng TOD Me	ssage Disc	counts Other					
Fee Name	Sign	Initial Fee	Billed	Bill Cycle	Sign	Ongoing Fee	Billed	Bill Cycle	Misc Desc
Per Line Installation Fee	+	0.00	One Time	1	+	0.00		99	
Per Line Fee Per Line Misc Fee	+	0.00	Monthly	99	+	0.00		99	
	+	0.00	Monthly	99	+	0.00		99	
Plan Group Fee	+	0.00	Monthly	99	+	0.00			
Plan Misc Fee	+	0.00	Monthly	99	+	0.00		99	
Fee Descri	iption			Sign	Fee	Month	Billed	Cycle	
			Initial	@ + 🛛 - 🖵		Month	<u>у</u>	99	
			Ongoing	@ + 0 -		Month	у 👻	Update F	Fee

5. Select a TOD TABLE from the drop down list.

PUBLIC NAME

The **PUBLIC NAME** prints on the customer invoice and can be edited at anytime.

PRIVATE NAME

The **PRIVATE NAME** is used to record an internal name or note regarding the rate plan, which is viewable only within Rate Profiles. The **PRIVATE NAME** does **NOT** print on the customer invoice. **PRIVATE NAME** is not a required field.



ASSIGN DATES

The **ASSIGN START** date is the first date the rate plan is available for assignment. It defaults with the current date and cannot be changed.

The **ASSIGN END** date is the date the rate plan is no longer available for assignment. The **ASSIGN END** date does not affect any lines currently assigned the rate plan.

EFFECTIVE DATES

The **EFFECTIVE DATE** field defaults with the current date and cannot be changed. **EFFECTIVE DATES** are used to update existing rate plans without loosing the history of past information. Using Effective Dates eliminates the need for multiple rate plans to be created each time a change is made.

COMMENTS

The **COMMENTS** field defaults with **IN SERVICE DATE**. The comments field is an explanation of the effective date. It can be a maximum of 30 characters and can be changed once the rate plan is saved.

Fees

The FEES TAB is used to enter all applicable Internet line fees. No required fields exist in the FEES tab.

ee Name	Sign	Initial Fee	Billed	Bill Cycle	Sign	Ongoing Fee	Billed	Bill Cycle	Misc Desc
er Line Installation Fee	+	0.00	One Time	1	+	0.00		99	
er Line Fee	+	0.00	Monthly	99	+	0.00		99	
er Line Misc Fee	+	0.00	Monthly	99	+	0.00		99	
an Group Fee	+	0.00	Monthly	99	+	0.00		99	
an Misc Fee	+	0.00	Monthly	99	+	0.00		99	
Fee Desc	ription			Sign	Fee		Billed	Cycle	

FEE NAME

The **FEE NAME DESCRIPTIONS** are system generated. Five **FEES NAME DESCRIPTIONS** are available. Two of the Fee Name Descriptions can be changed:

- 1. PER LINE MISC FEE
- 2. PLAN MISC FEE

If changes are made to the description of these fees, the new description prints on the customer's invoice and displays in grid in the **MISC DESC** column. You cannot change the description for the other three types of fees.



CHANGING FEE NAMES

A	cti	on	

Description

1. Click on the **FEE NAME** description to The **FEE NAME** displays beneath the grid. change.

	Sign	Initial Fee	Billed	Bill Cycle	Sign	Ongoing Fee	Billed	Bill Cycle	Misc Desc
Per Line Installation Fee	+	0.00	One Time	1	+	0.00		99	
Per Line Fee	+	0.00	Monthly	99	+	0.00		99	
Per Line Misc Fee	+	0.00	Monthly	99	+	0.00		99	
Plan Group Fee	+	0.00	Monthly	99	+	0.00		99	
Plan Misc Fee	+	0.00	Monthly	99	+	0.00		99	
Fee Desc	ription			Sign	Fee		Billed	Cycle	

2. Enter the desired Fee Description and click UPDATE FEE. The new description displays in the MISC DESC column.

Fee Name	Sign	Initial Fee	Billed	Bill Cycle	Sign	Ongoing Fee	Billed	Bill Cycle	Misc Desc
Per Line Installation Fee	+	0.00	One Time	1	+	0.00		99	
Per Line Fee	+	0.00	Monthly	99	+	0.00		99	
Per Line Misc Fee	+	0.00	Monthly	99	+	0.00	Monthly	99	Per Line Connection Fee
Plan Group Fee	+	0.00	Monthly	99	+	0.00		99	
Plan Misc Fee	+	0.00	Monthly	99	+	0.00		99	

SIGN, INITIAL FEE, BILLED and BILL CYCLE

These four fields work together. The sign is used to indicate if the Initial Fee charge is a **POSITIVE** (+) or **NEGATIVE** (-) amount. The default is positive (+).

Fe	es Other Fees Over Unit Ratir	ng TOD	Message Disc	ounts Other							
	Fee Name	Sign	Initial Fee	Billed	Bill Cycle	Sign	Ongoing Fee	Billed	Bill Cycle	Misc Desc	
	Per Line Installation Fee	+	0.00	One Time	1	+	0.00		99	-	
	Per Line Fee	+	0.00	Monthly	99	+	0.00		99		

The Initial Fee is the dollar amount charged for the fee. The **BILLED** section determines when the Initial Fee will bill. The **BILLED CYCLE** entry determines the number of bill cycles the Initial Fee is invoiced for. The **INITIAL FEE** defaults with a **BILL CYCLE** value of **99**, indicating the Fee will bill for unlimited cycles. The **BILL CYCLE** value can be changed.

The one exception to this is the **PER LINE INSTALLATION FEE**, which is set to bill for only **ONE** cycle.

SIGN, ONGOING FEE, BILLED and BILL CYCLE

These four fields work together in the same manner as the Initial Fees. **ONGOING** Fees can be used to stagger billing, delay the start of billing a defined fee, or stop billing a fee after a designated number of billing cycles have past. The Ongoing Fees are billed after the INITIAL FEE BILL CYCLE value has past. The ONGOING Fees are locked until the INITIAL BILL CYCLE is changed to a value less than 99.



Fees Types Included

Internet Plans include five FEE TYPES, which are explained below.

The **PER LINE FEE** and the **PER LINE MISC FEE** are subject to system rules for prorating. These rules only apply to actions taken within a current billing cycle. Line fees with a deactivation date in the past are not prorated. A manual credit has to be issued for the account.

	Proration Rules		
Billed Interval	Line Activation	Line Suspend/Reinstate	Line Deactivation
One Time	NA	NA	NA
Monthly	Yes - System Rule	Yes - System Rule	Yes - System Rule
Quarterly	No	No	No
Semi-Annual	No	No	No
Annual	No	No	No

PER LINE INSTALLATION FEE

The **PER LINE INSTALLATION FEE** is used to bill a one-time fee for each line the plan is assigned to. The Per Line Installation Fee bills once in the first cycle the line is activated and always bills in arrears. The Per Line Installation Fee is not prorated. The **BILLED** interval is locked on **ONE TIME** and the **BILL CYC** field is locked on **ONE**. These fields cannot be changed.

ee Name	Sign	Initial Fee	Billed	Bill Cycle	Sign	Ongoing Fee	Billed	Bill Cycle	Misc Desc
er Line Installation Fee	+	0.00	One Time	1	+	0.00		99	
Per Line Fee	+	0.00	Monthly	99	+	0.00		99	
Per Line Misc Fee	+	0.00	Monthly	99	+	0.00	Monthly	99	Per Line Connection Fee
lan Group Fee	+	0.00	Monthly	99	+	0.00		99	
Plan Misc Fee	+	0.00	Monthly	99	+	0.00		99	
Fee Description			Sign Fe	e B	illed	Cycle			
er Line Installation Fee		Initial (● + ○ - \$0.00	One Ti	me 🗸	1			

PER LINE FEE

The **PER LINE FEE** is used to bill a recurring charge for each line the Plan is assigned to. The Per Line Fee bills in advance or in arrears based on a system setting selected by your company. Your company makes the decision to bill in advance or arrears during database construction. If you have any questions please consult your Billing Analyst. The Per Line Fee is prorated as a system rule.

The default-BILLED interval is MONTHLY; however the BILLED interval can be changed to Quarterly, Semi-Annually, Annual, and One-Time. The BILL CYCLE value defaults to 99, but can be changed.

NOTE: If Quarterly, Simi-Annual or Annual is selected, no prorating of fees is calculated, and the activation date is the anchor for continuing calculations.



When the **INITIAL BILL CYCLE** value is changed to a value less than **99**, the **ONGOING** portion of the **FEE** grid becomes enabled. The **BILLED** field defaults to the **INITIAL BILLED** selection and cannot be changed.

ee Name	Sign	Initial Fee	Billed	Bill Cycle	Sign	Ongoing Fee	Billed	Bill Cycle	Misc Desc
Per Line Installation Fee	+	0.00	One Time	1	+	0.00	One Time	99	
Per Line Fee	+	0.00	Monthly	99	+	0.00		99	
Per Line Misc Fee	+	0.00	Monthly	99	+	0.00	Monthly	99	Per Line Connection Fee
Plan Group Fee	+	0.00	Monthly	99	+	0.00		99	
Plan Misc Fee	+	0.00	Monthly	99	+	0.00		99	
Fee Description	_		Rige Fe		أمحالك	Outle	_		
er Line Fee	_	Initial () + ○ - \$15	Month	ly 🗠	6			
		Ongoing (€ ○- \$0.00	Month	ly 🚩	99 Upo	date Fee		

The **PER LINE FEE** charge appears on the customer invoice in the Service Detail section as the name of the plan and the description "Service Charge."

PER LINE MISC FEE

The **PER LINE MISC FEE** is used to bill an additional recurring fee for each line the plan is assigned to. The Per Line Fee bills in advance or in arrears based on a system setting selected by your company. Your company makes the decision to bill in advance or arrears during database construction. If you have any questions please consult your Billing Analyst. The Per Line Fee is always prorated as a system rule.

The default **BILLED** interval is **MONTHLY**, however the **BILLED** interval can be changed to Quarterly, Semi-Annually, Annual, and One-Time. The **BILL CYCLE** value defaults to **99**, but can be changed. When the **BILL CYCLE** value is changed to a value less than **99**, the **ONGOING** portion of the **FEE** grid becomes enabled.

The **FEE NAME** for the **PER LINE MISC FEE** can be changed in the plan. It appears on the customer invoice with the information typed in the plan and the description **SERVICE CHARGE**. If the Fee Name is *not* changed, it appears on the customer invoice as Per Line Misc Fee.

PLAN GROUP FEE

The **PLAN GROUP FEE** is used to bill a charge for *all* lines assigned the plan. This fee is *not* applied per line. The default **BILLED** interval is **MONTHLY**. The Plan Group Fee always bills in arrears based on a system rule. The Plan Group Fee is not prorated.

The **BILL CYCLE** value defaults to **99**, but can be changed. When the **BILL CYCLE** value is changed to a value less than **99**, the **ONGOING** portion of the **FEE** grid becomes enabled.

The **PLAN GROUP FEE** appears on the customer invoice under the **PLAN CHARGES** section. The Plan Group Fee appears as the plan with the associated fee.

PLAN MISC FEE

The PLAN MISC FEE is used to bill a charge for *all* lines assigned the plan. This fee is *not* applied per line. The default **BILLED** interval is **MONTHLY**. The Plan Misc Fee always bills in arrears based on a system rule. The Plan Group Fee is not prorated.

The **BILL CYCLE** value defaults to **99**, but can be changed. When the **BILL CYCLE** value is changed to a value less than **99**, the **ONGOING** portion of the **FEE** grid becomes enabled.



The FEE NAME for the PLAN MISC FEE can be changed in the Internet plan. It appears on the customer invoice with the information typed in the plan. If the FEE NAME is not changed, it appears on the customer invoice as Plan Misc Fee.

ENTERING A FEE

	Action	Description
1.	Click the FEE NAME.	The FEE NAME appears in the edit box

below the fee grid.

NOTE: If the PER LINE MISC FEE or PLAN MISC FEE is selected, the FEE NAME can be changed.

The SIGN (+/-), BILLED interval (MONTHLY) and BILL CYCLE (99-unlimited cycles) default with a value. These values can be changed, except for the Per Line Installation Fee. The ON-GOING fee grid is locked until the INITIAL BILL CYCLE value is changed to a value less than 99.

ees	Other Fees Over Unit Ratin	ng TOD	Message Disc	counts Other						
Fe	e Name	Sign	Initial Fee	Billed	Bill Cycle	Sign	Ongoing Fee	Billed	Bill Cycle	Misc Desc
Pe	r Line Installation Fee	+	0.00	One Time	1	+	0.00	One Time	99	
Pe	r Line Fee	+	0.00	Monthly	99	+	0.00		99	
Pe	r Line Misc Fee	+	0.00	Monthly	99	+	0.00	Monthly	99	Per Line Connection Fee
Pla	an Group Fee	+	0.00	Monthly	99	+	0.00		99	
Pla	in Misc Fee	+	0.00	Monthly	99	+	0.00		99	
	Fee Description			Sign Fe	e B	illed	Cycle			
Per	· Line Fee		Initial (€ + ○- \$0.00	Month	y Y	99			
			Ongoing (●	Month	y V	99 Upd	late Fee		

- 2. Enter a **FEE** amount and if applicable, change the **BILLED** interval.
 - In the following example, the **PER LINE FEE** is \$7.50 per month for the first 5 billing cycles. After the 5th billing cycle the Per Line Fee is \$5.00 per month for an unlimited number of billing cycles.

Fee Description		Sign	Fee	Billed		Cycle
Per Line Fee	Initial	⊙+ ○-	\$7.50	Monthly	*	5
	Ongoing	⊙+ ○-	\$5.00	Monthly	\mathbf{v}	99 Update Fee

• The **BILL CYCLE** column for **ON-GOING** fees can be used to stop billing a fee after a defined number of cycles. In the below example, the Per Line Fee is \$7.50 per month for 5 billing cycles and then \$5.00 per month for 12 billing cycles. After the 12th cycle, the fee no longer bills.

Fee Description		Sign	Fee	Billed		Cycle
Per Line Fee In	nitial	⊙+ ○-	\$7.50	Monthly	*	5
Onge	oing	⊙+ ○-	\$5.00	Monthly	$\mathbf{\vee}$	12 Update Fee

3. Click **UPDATE FEE** to commit the fee to the grid.



Description

Fe	ees Other Fees Over Unit Ratin	TOD	Message Disc	ounts Other							
	Fee Name	Sign	Initial Fee	Billed	Bill Cycle	Sign	Ongoing Fee	Billed	Bill Cycle	Misc Desc	
	Per Line Installation Fee	+	0.00	One Time	1	+	0.00	One Time	99		
	Per Line Fee	+	7.50	Monthly	5	+	5.00	Monthly	12		

4. Click the **GREEN CHECKMARK** or the **DISC** to save the rate plan.

Other Fees

The **FEES TAB** is used to enter applicable line fees to your rate plan. However, you may find that you are looking to add additional fees, fees not defined on the Fees Tab to your Rate Plan.

Other Fee Fields

Fees	Other Fees	Over Unit Rating	TOD	Message	Discounts	Other									
Othe	er Fee Descript	ion		Tax	Level	ProRate	Basis	Sign	Initial	Bille	d Cycle	Sign	Ongoing	Billed	Cycle
							No Records I	Found							
<u> </u>										Sign	Fee		Billed	Cycle	
Fee	2			Taxable 1	Yes 💙 🛛 Lev	el Acros	s Plan	~	Initial	⊙+ O-	\$0.00	Mo	onthly	99	
-				1 6						0.0					
Desc	·			ProKate	No 🍸 Cha	rge [In Ari	rears	∽ Or	going	⊙+ O-	\$0.00	Mo	onthly	✓ 99	
											Add F				
											Add H	ce			

- The FEE CODE can be a maximum of 10 characters.
- The **FEE DESCRIPTION** is alphanumeric and a maximum of 30 characters. The description prints on the customer invoice.
- The TAXABLE FIELD is used to indicate if the OTHER FEE should be taxed. The default selection is YES (TAXABLE), but can be changed to NO. Selecting NO indicates the fee is not taxable.
- The LEVEL field is used to indicate the *charge* level for the Other Fee. There are two choices: ACROSS ENTIRE PLAN or PER LINE.
 - ✓ ACROSS PLAN is the default choice. Across Plan indicates the Other Fee is charged only once when the Rate Plan is assigned to any line. When selecting this option, the billed cycle defaults to Monthly and cannot be changed.
 - ✓ PER LINE indicates the Other Fee is charged once for *each line* the Rate Plan is assigned to, regardless of service category.
- The **PRORATE** drop down list defaults to **NO**. Selecting **NO** indicates the Other Fee should not be prorated and will be charged in full regardless of when the customer signs up for service. The **PRORATE** setting can only be changed when the **LEVEL** selected is **PER LINE**. Selecting **YES** indicates the Other Fee should be prorated and the customer is charged only for the portion of service they used.
- The CHARGE drop down list defaults to IN ARREARS, meaning the Other Fee is billed for the current billing cycle only. The CHARGE BASIS can be changed to IN ADVANCE only when the LEVEL is PER LINE. When the CHARGE BASIS is IN ADVANCE, the Other Fee is billed a month in advance.



SIGN, INITIAL FEE, BILLED and CYCLE

These four fields work together. The sign is used to indicate if the INITIAL Fee charge is a **POSITIVE** (+) or **NEGATIVE** (-) amount. The default is positive (+).

The Initial Fee is a dollar amount charged for the fee. The **BILLED** selection determines when the Initial Fee will bill. The **CYCLE** entry determines the number of bill cycles the Initial Fee is invoiced for.

The **INITIAL FEE** defaults with a **CYCLE** value of **99**, indicating the Fee will bill for unlimited cycles. The **CYCLE** value can be changed. Changing the Initial billed interval changes the Ongoing Billed interval to match. The Ongoing billed interval is grayed out and cannot be changed. The default-**BILLED** interval is **MONTHLY** but can be changed to Quarterly, Semi-Annually, Annual, and One-Time.

SIGN, ONGOING FEE, BILLED and CYCLE

These four fields work together in the same manner as the Initial Fees. **ONGOING** Fees can be used to stagger billing, delay the start of billing a defined fee, or stop billing a fee after a designated number of billing cycles have past. The Ongoing Fees are billed after the **INITIAL CYCLE** value has past. The **ONGOING** Fees are locked until the **INITIAL BILL CYCLE** is changed to a value less than **99**.

CREATING AN OTHER FEE



1. Click the **OTHER FEES** tab.

The following screen displays.

Fees	Other Fees	Over Unit Rating	TOD	Message	Discounts	Other									
Othe	r Fee Descripti	on		Tax	Level	ProRate	Basis	Sign	Initial	Bille	ed Cycle	Sign	Ongoing	Billed	Cycle
							No Record	ds Found							
										Sign	Fee		Billed	Cycle	
Fee				Taxable	res 🚩 Le	vel Acros	s Plan	*	Initial	⊙ + O-	\$0.00	Mor	nthly	99	
Desc				ProRate	lo 💙 Cha	inge In Arr	ears	~	ingoing	⊙+ O-	\$0.00	Mor	thly	¥ 99	
										~ ~	Add F				

2. Enter the FEE CODE and FEE DESCRIPTION.

The **FEE CODE** can be a maximum of 10 characters.

The **FEE DESCRIPTION** is alphanumeric and a maximum of 30 characters. The description prints on the customer invoice.

- 3. Review the Taxable, Level, Prorate and Charge default selections. Make changes as needed.
- 4. Enter your Initial Fees as needed.
- 5. Enter Ongoing Fee information as needed.
- 6. Click **ADD FEE** to add the fee to your grid.

Once the Initial Billed interval is selected, the Ongoing interval defaults to the same selection and cannot be changed.

The Ongoing Fee fields become available only if you change the Bill value to a number less than 99.



EDITING OTHER FEES

Action	Description
--------	-------------

1. Click on the **OTHER FEE** you wish to change. The Fee displays below the grid and can be changed.

ees Other Fe	ees Over Unit Rating TOD M	lessage	Discounts	Other										
Other Fee	Description	Tax	Level	ProRate	e Basis	Sign	Initial	Billed	Cycle	Sign	Ongoing	Billed	Cycle	
ADDITIONAL	Additional Fees	Yes	Across Plan	No	In Arrears	+	100.00	Monthly	5	+	50.00	Monthly	99	8
							Sig					ycle		
Fee ADDITI	ONAL	ſa×able [Yes 💙 Level	Across P	'lan 💌	Initi	-	n Fee		Mont				
Fee ADDITI			Yes 💙 Level No 💙 Charge				al 💿 +			Mont	hly 💙 5			

- 2. Make the desired changes.
- 3. Click UPDATE FEE.

NOTE: If the table has been saved, the following message displays indicating that you will lose any current rate history by manually change rates in this manner:

Rate	Rate Profiles: New Effective Date Indicated						
	You have made a change that should be added as a new effective date period. By not adding a new effective date, you will lose any record of the current (old) information.						
	Would you like to continue?						

If you are not concerned about saving rate history, click the **GREEN CHECKMARK** and your new rates are applied to the grid.

Clicking the **RED X** and your new rates are not applied to the grid.

Refer to the section "*Making a Change to an Exiting Rate Table*" for additional information on changing rates.

Over Unit Rating

The **OVER UNIT RATING** tab is used to rate additional charges for services when the service exceeds a defined number of **ALLOWED** units. Your Billing Analyst should be contacted before using this tab. The **TYPE OF USAGE** items within this tab is based on your Time of Day Table selected for the rate plan. Two examples are shown below:

Over Unit Options based on the 24HOUR Time of Day table.

	Internet Detail		Add					
Plan Code INTE2	TOD Table AT	TSTD 🔻 Assign Start 3/11/2011						
Public Name Rate Plan2		Assign End						
Private Name								
Effective Date 03/11/2011	Comment In Service Date							
Fees Other Fees Over Unit Rating TOD Message Discounts Other								
Type of Usage	Unit Allowed	Over Unit Fee						
Day		0.000000						
Evening		0.000000						
Night		0.000000						

Over Unit Options based on my ASTDF Time of Day table selected:

	Interne	t Detail			Add
Plan Code	e INTE2	TOD Table 24	HOUR 🔻 Assign Start		
Public Name	e Rate Plan2		Assign End		
Private Name	e				
Effective Date	03/11/2011 Comment I	n Service Date			
Fees Other Fees Over Unit Rating	TOD Message Discounts	Other			
Type of Usage	Unit	Allowed	Over Uni	t Fee	
Standard				0.000000	

ADDING OVER UNIT FEES

1. Click the **TYPE OF USAGE** link to add your Allowed Units to.

	Internet Detail		Add
Plan Code INTE2	TOD Tab	le 24HOUR 👻 Assign Start 3/11	1/2011
Public Name Rate I	Plan2	Assign End	
Private Name			
Effective Date 03/11/2	011 Comment In Service Date		
Fees Other Fees Over Unit Rating TOD	Message Discounts Other		
Type of Usage	Unit Allowed	Over Unit Fe	ee
Standard			0.00000

2. Select the UNIT value from the drop down list.

Four types of units can be defined, **HOURS**, **MINUTES**, **CALLS**, and **CHARACTERS**.



Action	Description
3. Enter the number of ALLOWED units.	The ALLOWED column is used to define the number of "free" units. If the service exceeds the number of allowed units, the OVER UNIT FEE is charged.
A Enter on OVED UNIT FEE	

4. Enter an **OVER UNIT FEE**.

5. Click **UPDATE** to commit the information to the grid.

Apply Allowances (only on Internet Rate Plans)

The **APPLY ALLOWANCES** options are used to determine how you want to apply free units: Per Line, Across Plan or Across Plan and Pooled.

Selecting **PER LINE** indicates to give each line assigned the Internet plan the indicated number of Allowed Units.

ACROSS PLAN SELECTED

Selecting ACROSS PLAN shares the number of free units entered for the plan with all lines that have this rate plan.

Example:

5 Free Units 10 lines have this rate plan All 10 lines share the 5 free units. If an eleventh line is added to the account, 11 lines share the 5 free units.

Across Plan and Pooled Selected

With **Across Plan** and **Pooled** selected, the number of free units is determined by multiplying the number lines with the plan by the number of free units entered in the plan.

Example:

5 Free Units10 linesTotal Free Units: 50 free units to be shared by the 10 lines.

TOD

The TOD (Time of Day) tab displays the Internet Plans Time of Day periods.

Day Of Week	Up Hour	Period	Up Hour	Period	Up Hour	Period	Up Hour	Period
Monday	12:00 AM	Normal						
Tuesday	12:00 AM	Normal						
Wednesday	12:00 AM	Normal						
Thursday	12:00 AM	Normal						
Friday	12:00 AM	Normal						
Saturday	12:00 AM	Normal						
Sunday	12:00 AM	Normal						



Messages

The Message tab is used to create a message, which prints on Business Account invoices with line(s) assigned the Rate Plan. The message prints once on the invoice, even when multiple lines are assigned the same rate plan. The rate plan message is limited to four lines and a maximum of 60 characters per line.

Fees	Other Fees	Over Unit Rating	TOD Messa	ge Discounts	s Other

Discounts

The **DISCOUNTS** tab is used to create a discount for the selected Service. Any line assigned the rate plan is eligible for the discount.

STRUCTURE

The **STRUCTURE** selected determines how the discounts will be calculated during production. There are two choices, **DOLLARS** or **UNITS**. Dollars is selected as the default.

• If **DOLLARS** is selected as the **STRUCTURE**, the discount is calculated based on the dollar amount generated during a bill cycle. The **AMOUNT/PERCENTAGE** grid is used to determine the threshold lines must reach in order to earn a defined discount percentage(s).



• If UNITS is selected as the STRUCTURE, the discount is calculated based on the number of units invoiced during a bill cycle. The DURATION/PERCENTAGE grid is used to determine the threshold the lines must reach in order to earn a defined discount percentage(s).





The INCLUDE options can be used to determine if revenue from PLAN FEES, OVER UNIT and EVENT charges contributes toward the threshold that lines must reach in order to earn a defined discount percentage(s). The INCLUDE options that display are based on the selected Rate Plan

CREATING A DISCOUNT

	Action	Description
1.	Determine the discount STRUCTURE .	The default selection is DOLLARS .

- 1. Determine the discount **STRUCTURE**.
- 2. If Dollars is selected as the **STRUCTURE**. enter the AMOUNT lines must generate in order to be eligible for a discount. If UNITS is selected as the STRUCTURE, enter the number of UNITS that must bill in order to be eligible for a discount.
- 3. Enter the corresponding discount **PERCENTAGE(S)** for the amounts entered.
- 4. Click ADD A DISCOUNT to commit the values to the grid. Repeat steps 2 and 3 to add additional values to the grid.

NOTE: if there is no limit on the amount pagers must generate enter 99999999 to represent an unlimited value.

sage Discounts	Other			
Amount 100.00 250.00	Percent 12.00 15.00	8	Structure	 Dollars Units
			Include	Plan Fees Over Units Events
			Contrib. Orienta	ation Across All TOD 💙
eeeeee	5 Update Discount]		

- 5. If applicable, check the INCLUDE options.
- Click CHECKMARK or DISC to save the 6. rate plan.

DISCOUNTS are calculated using an incremental method, meaning the discount is spread out over the total amount eligible.



Other

Fees Other Fees	Over Unit Rating TOD Message Discounts Other	
	Terms (Per Assigned Line)	
 Term Plan Month to Mont 	Term	Default Commission
	Minimum Charge (Across Plan)	State Line Service Fee Grp
○ Minutes \$0.0 (*) \$\$	0 Usage Only	Assoc. Part#

TERMS (PER ASSIGNED LINE)

The **TERMS** (**PER ASSIGNED LINE**) area is used to define the number of billing cycles a line assigned the rate plan must bill for. There are two term choices, **MONTH TO MONTH** (which is the default choice) or **TERM PLAN**.

When **TERM PLAN** is selected two additional fields are available Term (999 default) and **EARLY TERM FEE** (\$0.00 default). The Term field is used to define the number of billing cycles a line must bill for before being penalized. The **EARLY TERM FEE** is used to penalize each line that is deactivated before the defined number of term cycles have billed.

Terms (Per /	Assigned Line)
⊙ Term Plan	Term 999
◯ Month to Month	Early Term Fee \$0.00

During production, a check is done to determine if a deactivated line should be billed an EARLY **TERM FEE**. If the line has not billed for the defined number of bill cycles, then the **TRMPL TRANSACTION CODE** is used to apply the Early Term Fee to the account. The fee is applied for each line terminating before the defined number of term billing cycles.

A control table in OmniBill called **TERM_EVERGREEN** is used to decide if the **TERM PLAN** set in any rate plan should automatically renew or expire after the defined number of terms.

The allowed values in the term evergreen table are (Y)es or (N)o. The default table value is set to (N)o during the creation of a new OmniBill database. Only Profitec can change the value in the **TERM_EVERGREEN** table.

- "N" indicates that for any rate plan utilizing the **TERM PLAN** option the term expires after the set term time frame and does not renew.
- "Y" indicates that for any rate plan utilizing the **TERM PLAN** option the term automatically **RENEWS**. This is the current methodology in place during production.

NOTE: PLEASE VERIFY THIS CAPABILITY WITH YOUR ASSIGNED BILLING ANALYST BEFORE IMPLEMENTING TERM PLANS.





MINIMUM CHARGE (ACROSS PLAN)

The **MINIMUM CHARGE** (**ACROSS PLAN**) fields are used to set a minimum amount all lines assigned the rate plan must bill each cycle.

	Minimum Charge (Across Plan)
⊖ Minutes ® \$\$	\$0.00 Usage Only

The **MINIMUM CHARGE** field is locked on **\$\$ - DOLLARS**. Enter the amount lines assigned the rate plan must generate to avoid a Minimum Charge.

DEFAULTS

Commission Plans are required on all lines. The **DEFAULT COMMISSION** drop down list is used to associate a default Commission Plan with the rate plan. The default **COMMISSION** plan selected is automatically assigned to a line when the rate plan is selected.

Default Commission	•
Default Promotion	•
State Line Service Fee Grp	
Assoc. Part#	

The **DEFAULT PROMOTION** drop down list is used to associate a default **PROMOTION** plan with the rate plan. The default promotion plan selected is automatically assigned to a line when the rate plan is selected. Selecting defaults in the rate plan alleviates some data entry at the line level.

STATE LINE SERVICE FEE GRP

The **STATE LINE SERVICE FEE GRP** drop down list is used to associate a State Line Service Fee table with the rate plan. The State Line Service Fee table is created using the **MANAGE STATE LINE SERVICE FEE UTILITY** found in System Utilities under the Special tab. Refer to **SECTION 21 – SYSTEM UTILITIES** for information on how to create a State Line Service Fee Grp Table.



ASSOC. PART # is informational only.



Cable interface

The **CABLE PLANS** are used to create rate plans for Cable and Satellite DBS Service. Premium Cable fees should be built in OmniBill as Features for Cable service. Examples of Premium Cable are HBO, Showtime, and any extra channels that are not included in a Basic Cable package. Cable plans are created in a similar manner to Internet plans. The difference is on the Associated Features and Discounts tabs as show below.

CREATING CABLE RATE PLANS

		Action		D	escrij	otion
•		CABLE/DBS I rofiles drop dov	PLANS from the vn list.	The CABLE/DE displays.	BS SUMI	MARY screen
			Cable / DBS Summary			
					•	
	Code	Description	Private Name	In-Service Date		The View Historical link can
6		Cable Rate Plan 1	Cable Rate Plan 1	04/27/1999	<u> </u>	used to review rates associate
6	DBS01	Gold Satellite Service	Direct TV Exclusive Contract	04/14/2004	Ø	
			✓ ×		View Historical	with older Effective Dates. Refer to the section "Effective Dates" for additional informa

2. Click the **GREEN PLUS** button.

The CABLE / DBS RATE PLAN – ADD/DUP screen displays.

Cable / DBS Rate Plan - Add/Dup Select Type of Add and complete information	
 € Add NEW Rate	Duplicate Existing Rate and Set New Effective Date options are discussed earlier in the document.
Code Description Table To Be Created	

3.Enter a CODE and a DESCRIPTION for
the Cable/DBS Rate Plan in the TABLE
TO BE CREATED fields.The C
be a
saved

The **CODE** is an alphanumeric field that can be a maximum of five characters. Once saved the code cannot be changed.

The **DESCRIPTION** is an explanation of the code that can be a maximum of 30 characters.

4. Click the CHECKMARK to continue. The CABLE/DBS PLAN DETAIL screen displays in ADD mode. The PLAN CODE is grayed out and cannot be changed.



	Acti	on					De	scription	
			Cal	ole / DBS Det	ail				A
Plan Code cab3 Public Name Cable Private Name ctive Date 03/11/201		omment In 1			_	Assign S	tart 3/11/201 End		
	c. Features	Message	Discounts	Other Bill Cycle	Sign	Ongoing Fee	Billed	Bill Cycle Misc Desc	
Per Line Installation Fee	+	0.00	One Time	1	+	0.00	Diffed	99	
Per Line Fee	+	0.00	Monthly	99	+	0.00		99	1 11
Per Line Misc Fee	+	0.00	Monthly	99	+	0.00		99	1 11
Plan Group Fee	+	0.00	Monthly	99	+	0.00		99	
Plan Misc Fee	+	0.00	Monthly	99	+	0.00		99	
Fee Des	ription			Sign	Fee		Billed	Cycle	
			Initial	@ +		Month	ly 💌	99	
						Month		Update Fee	

Fees, Other Fees, and Messages

Please refer to the **INTERNET SECTION** of this document for information on creating Fees, Other Fees, and Messages.

Assoc Features

The **ASSOCIATED FEATURES** tab is used to add specific features to a Cable Rate plan. If features are attached to a Cable rate plan, when the rate plan is selected for a Cable line the features associated with the plan are attached to the line automatically.

Fees	Other Fees	Assoc. Features	Message	Discounts	Other	
			Γ			
			L			I
				ode	Description	1
					•	
					Add to List	

Premium Cable fees should be built in OmniBill as line features. Some examples of Premium Cable service are HBO, Showtime, and any extra channels that are not included in your basic cable package.

✓ Select the FEATURE from the Code drop down list and click ADD TO LIST. Features are created in System Profiles.



Discounts

The **DISCOUNTS** tab is used to define a discount for the Cable Rate Plan. The **STRUCTURE** selected determines how the discounts will be calculated during production. There are two choices, **DOLLARS** or **MINUTES**. Dollars is selected as the default.

Fees	Other Fees	Assoc. Features	Message Discounts	Other	
		Amount	Percent	Structure	DollarsMinutes
				Include	 Plan Fees Events
		Add/U	Jpdate Discount		

Setting up a discount for cable plans is identical to INTERNET PLANS.

Other

Setting up this information is identical to Internet Plans. Below is the screen print for the Other tab for Cable. There are Slight differences as to the options included with Cable.

Fees Other Fees	Assoc. Features Message D	iscounts Other		
	Terms (Per Assigned	Line)		
O Term Plan		Term		
Month to Month		Early Term Fee	Default Commission	<u> </u>
	Minimum Charge (Acros	ss Plan)	Default Promotion	<u> </u>
○ Minutes ● \$\$	Usage Only		State Line Service Fee Grp	<u> </u>





Voice Mail Plans

Voice Mail plans are used to bill fees associated with Voice Mail service.

Action	Description

1. Select VOICE MAIL PLANS from the Rate Profiles drop down list.

The **VOICE MAIL SUMMARY** screen displays. If the summary screen is blank, Voice Mail Plans have not been created.

	Voice Mail Rate Pla	an - Add/Dup	
Select Type of Add and complete	e information		
(• Add NEW Rate		Duplicate Existing Rate and Set
(O Duplicate EXISTING Rat	e	New Effective Date options are
(C Set New EFFECTIVE Date	e TO EXISTING Rate	discussed earlier in the documen
Table To Be Created	Code	Description	

2. Click the **GREEN PLUS** button.

The VOICE MAIL RATE PLAN – ADD/DUP screen displays.

3. Enter a CODE and a DESCRIPTION for the Voice Mail Rate Plan in the TABLE TO BE CREATED fields. The **CODE** is an alphanumeric field that can be a maximum of five characters. Once saved the code cannot be changed.

The **DESCRIPTION** is an explanation of the code that can be a maximum of 30 characters.

4. Click the CHECKMARK to continue.

The VOICE MAIL DETAIL screen displays in ADD mode.

				Voice I	Mail D	etail				
Plan Code V/MPL2 Public Name Voice Mail Private Name Voice Mail Effective Date 02/01/1999 Fees Other Fees Over Uni	il Plan 2		Service Date		its Of	Assign	Start 2/1/199	9		
Fee Name	Sign I	nitial Fee	Billed	Bill Cycle	Sign	Ongoing Fee	Billed	Bill Cycle	Misc Desc	
Per Line Installation Fee	+	10.00	One Time	1	+	0.00			0	
Per Line Fee	+	4.95	Monthly	99	+	0.00			0	
Per Line Misc Fee	+	0.00	Monthly	99	+	0.00			0 Per Line Misc Fee	
Plan Group Fee	+	0.00	Monthly	99	+	0.00			0	
Plan Misc Fee	+	0.00	Monthly	99	+	0.00			0 Plan Misc Fee	
Fee Descripti	ion		Initial	Sign	Fee	Mont		Cycle 99	date Fee	

Fees, Other Fees, and Messages

Please refer to the **INTERNET SECTION** of this document for information on creating Fees, Other Fees, and Messages.



Over Unit Rating

The only difference with the **VOICE MAIL** plan is the appearance of two Types of Usage as shown below. The Types of Usage options are not Time of Day related.

Fees Other Fees Over Unit Rating Assoc. Feat	ures Message	Discounts Other		
Type of Usage	Unit	Allowed	Over Unit Fee	
Numeric	Calls	500		0.05
Toll Free	Calls	200		0.07
Type of Usage	Unit	▼ Allowed	Over Unit Fee	Jpdate

If needed, please refer to the **INTERNET** section of this document to complete the Over Unit Rating information screen.

Associated Features

The **ASSOCIATED FEATURES** tab is used to add specific features to a Voice Mail plan. If features are attached to a Voice Mail plan, when the rate plan is added to a Voice Mail line the features are attached to the line automatically.

Fees	Other Fees	Over Unit Rating	Assoc. Features	Message	Discounts	Other		
			Code	Des	cription			
				•				
					Add to	List		

✓ Select the feature from the Code drop down list and click ADD TO LIST. Features are created in System Profiles.

Discounts

The **DISCOUNTS** tab is used to define a discount for the Voice Mail Plan. The **STRUCTURE** selected determines how the discounts will be calculated during production. There are two choices, **DOLLARS** or **MINUTES**. Dollars is selected as the default.

Fees	Other Fees	Over Unit Rating	Assoc. Featu	ires Mess	sage Discounts	Other	
		Amount 50. 999999.		00 🔇 00 🔇		Structure Include	 Dollars Minutes Plan Fees Over Units
		Add/U	Ipdate Discoun	► t			

Setting up a discount for Voice Mail is identical to INTERNET PLANS.



Other

Setting up this information is identical to **INTERNET PLANS**. There are slight differences as to the options included with Voice Mail.

Fees	Other Fees	Over Unit Rating	Assoc. Features	Message	Discounts	Other		
		Terms (Pe	r Assigned Line)				
) Term Plan			-	Term			
	Month to Mont	:h	Earl	y Term Fee	•		Default Commission	•
		Minimum Ch	arge (Across Pla	an)			Default Promotion	<u>_</u>
) Minutes) \$\$	Us	age Only				State Line Service Fee Grp	<u>×</u>



Pager Plans

Pager plans are used to bill fees associated with Pager service.

Action	Description

1. Select **PAGER PLANS** from the Rate Profiles drop down list.

The **PAGER SUMMARY** screen displays. If the summary screen is blank, Pager Plans have not been created.



The <u>View Historical</u> link can be used to review rates associated with older Effective Dates. Refer to the section "Effective Dates" for additional information.

2. Click the **GREEN PLUS** button.

The **PAGER RATE PLAN – ADD/DUP** screen displays.

	-	lan - Add/Dup		
Select Type of Add and complet	e information			
	• Add NEW Rate		Duplicate Exis	ting Rate and Set New Effective
	O Duplicate EXISTING			re discussed earlier in the
	O Set New EFFECTIVE I	Date TO EXISTING Rate	document.	
Table To Be Created	Code	Description	·	

- 3. Enter a CODE and a DESCRIPTION for the Voice Mail Rate Plan in the TABLE TO BE CREATED fields.
 3. Enter a CODE and a DESCRIPTION for the Voice Mail Rate Plan in the TABLE TO BE CREATED fields.
 4. The CODE is an alphanumeric field that can be a maximum of five characters. Once saved the code cannot be changed.
 4. The DESCRIPTION is an explanation of the code that can be a maximum of 30 characters.
- 4. Click the CHECKMARK to continue. The PAGER DETAIL screen displays in ADD mode.



	on					Desc	riptior	1	
				Page	er Det	ail			
Plan Code PGPL1 Public Name Pager Plan 1 Private Name Pager Plan 1 Effective Date 04/11/1998 Comment In Service Date						Assign Assig	Start 4/11/199	98 📖	
1N		g Assoc. Fe		ssage Discoun		her			
Fee Name Per Line Installation Fee	Sign	Initial Fee	Billed One Time	Bill Cycle	Sign	Ongoing Fee	Billed	Bill Cycle	Misc Desc
Per Line Installation Fee	+	10.00	Monthly	1 99	+ +	0.00		0	
Per Line Misc Fee	+	2.00	Monthly	99	+	0.00		0	Pager Plan 1 Line Misc Fee
Plan Group Fee	+	1.00	Monthly	99	+	0.00		0)
Plan Misc Fee	+	3.00	Monthly	99	+	0.00		C	Pager Plan 1 Plan Misc Fee
Fee Description Sign							Billed	Cycle	
			Initial	@ +		Mon	thly •	99	

Fees, Other Fees and Messages

PLEASE REFER TO THE Internet section of this document for information on creating Fees, Other Fees, and Messages.

Over Unit Rating

The only difference with the **PAGER** plan is the appearance of five Types of Usage options as shown below. The Types of Usage options are not Time of Day related.

If needed please refer to the **INTERNET SECTION** of this document to complete the Over Unit Rating information.



Associated Features

The **ASSOCIATED FEATURES** tab is used to add specific features to a Pager plan. If features are attached to a Pager plan, when the rate plan is added to a Pager line the features are attached to the line automatically.

Fees	Other Fees	Over Unit Rating	Assoc. Features	Message	Discounts Other		
							_
			Code	Des	cription		
			SAMPFT	Sam	ple Service Feature	8	
			Code	De	scription		
					Add to List		
					Add to List		

✓ Select the feature from the Code drop down list and click ADD TO LIST. Features are created in System Profiles.

Discounts

The **DISCOUNTS** tab is used to define a discount for the Pager Plan. The **STRUCTURE** selected determines how the discounts will be calculated during production. There are two choices, **DOLLARS** or **UNITS**. Dollars is selected as the default.

Fees	Other Fees	Over Unit Rating	Assoc. Features	Message	Discounts	Other	
		Amount 20 9999999	<u>.00</u> 0.00	8		Structure	 Dollars Minutes
						Include	Plan Fees Over Units
		Add/U	pdate Discount]			

Setting up a discount for Pager Plans is identical to INTERNET PLANS.

Other

Setting up this information is identical to Internet Plans. There are slight differences as to the options included with Pager Plans.

es Other Fees Over Unit Ratin			
Terms (Per Assigned Line)		
O Term Plan	Term]	
Month to Month	Early Term Fee	Default Commission	
Minimum (Charge (Across Plan)	Default Promotion	
O Minutes		State Line Service Fee Grp	
 ● \$\$ 	Usage Only		



Local Rates

Every domestic exchange in the United States is assigned to a specific <u>Operating Company</u> <u>Number (OCN)</u>. The OCN (<u>Operating Company Number</u>) is a 4-character code, which identifies the exchange carrier serving an entire exchange, a range of numbers within an exchange, or a specific 10-digit telephone number in an exchange. The <u>Center for Communications</u> <u>Management Information (CCMI)</u> is used by OmniBill as a reference to provide a high level of detail about the local calling areas surrounding any exchange in the United States. Two files from CCMI must be imported before LOCAL RATE PLANS can be created.

- 1. LDPREC.DAT The LDPREC.Dat file imports State and OCN information.
- 2. LDACEXC.DAT –The LDACEXC.Dat file imports Area Code, Exchange, Horizontal and Vertical Coordinates, Lata, City, State, Call Plan Availability, OCN, and CLLI information.

The file import has to be performed on a machine with SQL Client Utilities installed. Profitec provides the two CCMI files. You must arrange with your assigned Billing Analyst to have the CCMI files placed on your secure FTP site monthly. The import process is performed using the **LOCAL NPA-NNX LOAD UTILITY** and the **LOCAL RATE OCN/PLAN LOAD UTILITY**. Refer to Section 21 – **SYSTEM UTILITIES** for information on importing the CCMI files.

CREATING A LOCAL RATE PLAN

	Acti	on		Description			
	t LOCAL PL les drop down li	ANS from the st.	Rate	The LOCAL SUMMARY screen displays. The summary screen is blank if there are no Local Plans created.			
	l	Local Summary					
				•			
Code	Description	Private Name	In-Service Da				
→ <u>C9999</u>	CT 9999		09/06/2005	review rates associated with older			
CALC1	California Local Plan 1	California Local Plan 1	03/25/2003	— — — — — — — — — — — — — — — — — — —			
CTLC1	Connecticut Local Plan 1	Connecticut Local Plan 1	02/20/2009	Defen to the section "Effective Detes" for			
→ <u>CTLC2</u>	Connecticut Local Plan 2	Connecticut Local Plan 2	02/20/2009	•			
CTRP1	Connecticut Residential Plan 1	Connecticut Residential Plan 1	12/12/1998				
		× ×	<u>vi</u>	View Historical			
2. Click	the GREEN PL	US button.		The LOCAL RATE PLAN – ADD/DUP screen displays.			
		Local Rate Plan -	Add/Dup	p			
Select Type o	of Add and complete in	formation					
	• _A	dd NEW Rate		DUPLICATE EXIST			
	O n	uplicate EXISTING Rate		RATE and SET NEW			
	-						
il i	~ ~ s	et New EFFECTIVE Date	TO EXISTING	IG Kate DITIONITION			

Description

Code

EFFECTIVE DATE options are discussed separately in this document.



	Action	Description
3.	Enter a CODE and a DESCRIPTION for the local rate table in the TABLE TO BE CREATED fields.	The CODE is an alphanumeric field that can be a maximum of five characters. Once saved the code cannot be changed.
		The DESCRIPTION is an explanation of the

The **DESCRIPTION** is an explanation of the code that can be a maximum of 30 characters.

4. Click the CHECKMARK to continue.

The LOCAL DETAIL screen displays.

	Local Detail	Add
Rate Plan LOC1 Public Name Local Rate Plan Private Name Comment In Service Date State Rates Fees Other Fees Charges Direct	TOD Table	red RLRN
Table RLRN Grp Local Detail Factor flates Sign @ + Type @ S - % Factor Rates	The bottom portion of the screen is activa after the TOD Table, State, OCN ID, and Plan Ref fields are completed.	Call
	0 \$ 0 Summary Ves Ad	dd RLRN

PUBLIC NAME

The **PUBLIC NAME** can be changed at anytime. The Public Name prints on the customer invoice.

PRIVATE NAME

The **PRIVATE NAME** is used to record an internal name or note regarding the rate plan, which is viewable only by OmniBill users within the Rate Profiles toolbar. The Private name does not print on the customer invoice.

TOD TABLE

The **TOD** (Time of Day) **TABLE** drop down list is used to select a previously created Time Of Day code. **TIME OF DAY** tables are used to segment a twenty-four hour day into distinct periods, allowing unique rates to be created for each time period. Up to three periods can be created in one time of day table. A TOD Table must be selected before the rate plan can be created.

DATES

The **ASSIGN START DATE** is the first date the rate plan is available for assignment. This field defaults with the current date. This date can be changed to any date in the future.

The ASSIGN END DATE is the date the rate plan is no longer available for assignment. The ASSIGN END DATE does not affect any line currently assigned the rate plan.



EFFECTIVE DATE

The **EFFECTIVE DATE** field defaults with the current date and cannot be changed. Refer to the section "*Effective Dates*" for details on setting new effective dates.

COMMENTS

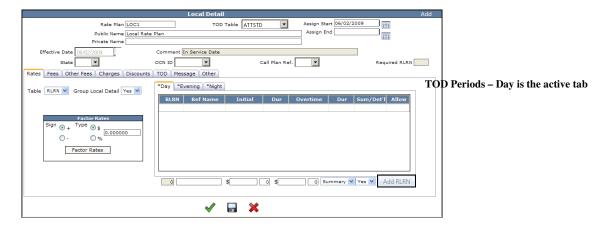
The **COMMENTS** field defaults with **IN SERVICE DATE**. The comments field is an explanation of the effective date. It can be a maximum of 30 characters.

LOCAL RATE DETAIL SCREEN

Action	Description
--------	-------------

1. Select a TOD ($\underline{\mathbf{T}}$ ime $\underline{\mathbf{o}}$ f $\underline{\mathbf{D}}$ ay) TABLE.

The rating grid displays the actual time of day periods based on the TOD Table selected.



2. Select the **STATE** the **LOCAL RATE PLAN** is being created for.

The States drop down list is hard coded. States cannot be added or deleted from the list. OCN 9999 is the default entry for the OCN field.

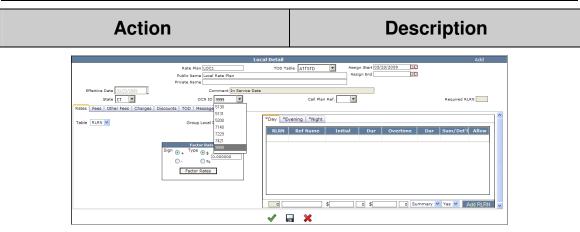
NOTE: If **XX** – **ALL STATES** option in the **STATE** drop down list is selected, 9999 is the only OCN ID available. In order for this scenario to work during production, all local rate plan Code names, which include the state selection of XX must begin with **XX** (Example: **XXLOC**). Please contact the Help Desk or your assigned Billing Analyst for further information on this selection.

Once a State is selected from the drop down list, the system references the imported **CCMI** tables to determine the CCMI supported **OCN**'s in the selected state. If CCMI does not support an OCN, the OCN does not appear in the drop down list. CCMI support of an OCN is necessary because without it, it is difficult to determine the local calling area for any exchange.

For example, the local calling area is different for Wallingford, Connecticut exchanges vs. Meriden, Connecticut exchanges within the **SBC/SNET OCN**.

3. Select an OCN from the OCN ID drop down list. The default OCN is 9999.





Once an OCN is selected from the drop down list, another system check is done to determine the Local CALL PLAN REFERENCE NUMBERS supported under that OCN.

NOTE: OCN 9999 can be selected if you *do not have call records* for the local plan being created or you would like all OCNs to include the same rate. OCN 9999 is used to charge a **FLAT FEE** for Local Service only. Please use with caution. If you plan to use this feature, please contact your assigned Billing Analyst.

Two classes of OCNs exist:

- State Level OCN An exchange carrier is assigned one (or more) State Level OCN to identify the NPA/NXXs (or any portions thereof) for each state in which that carrier operates.
- Overall OCN Exchange carriers that operate in more than one state may also be assigned an Overall OCN, in addition to multiple State Level OCNs.

OCNs are rated and maintained by two different organizations:

- The National Exchange Carrier Association (NECA) NECA is a consortium of independent exchange carriers that rates and maintains State-Level OCNs. They do not use Overall OCNs.
- North American Numbering Plan Administrator (NANPA) NANPA is a federally appointed administrator of OCN ratings. NANPA may refer to the State-Level OCN or the Overall OCN.

CCMI's primary source for OCNs is NECA (State-Level OCNs).

NOTE: Edward Sullivan, QTEL Product Manager at CCMI, provided this OCN information. 5/14/2002.

 Select a CALL PLAN REF # from the drop down list.
 Once the CALL PLAN REF # is selected, the REQUIRED <u>R</u>ate <u>Line</u> <u>R</u>eference <u>N</u>umbers field fills in with a value.

The RLRN entry indicates the number of required rate entries to fulfill the rate plan requirement.



Action

Description

RLRN Rate Entries

The **RLRN** is used to identify and rate the specific band(s) in a local calling area. The **RLRN** can be a value from 1 - 25. The below screen indicates that you must complete 23 RLRN entries before the plan can be saved.

	s	State NY	·		OCN ID	7570	*	Call Plan Ref. 04	Required RLRN 23
Rates	Fees	Other Fees	Charges	Discounts	TOD	Message	Other		

Rates

The **RATES** tab is disabled until the **STATE**, **OCN ID**, and **CALL PLAN REF.#** have been selected. The **RATES** tab is used to enter and store rates and billing durations used to calculate the cost for local call usage. The **TABLE** Tier drop down list defaults with **RLRN** (<u>**R**</u>ate <u>**L**</u>ine <u>**R**</u>eference <u>**N**</u>umber). This is the only available option. The **RLRN** is used to identify the rate band(s) in a local calling area.

The **TIME OF DAY** periods available is determined by the **TOD** code selected. In the below example, there are three time of day periods and Day is the active period.

Rates	Fees)ther Fees	Charges	Discounts	TOD Mes	sage Other						
Table	RLRN 🔽	Group	Local Detai	Yes 💙	*Day *E	vening *Night	← TC	DD Perio	ods – Day is t	he activ	ve tab	
					RLRN	Ref Name	Initial	Dur	Overtime	Dur	Sum/Det'l	Allow
	Sign ()+ ^{Type}	0%	0000]	1			
					0		\$	0\$	0 Su	mmary 📐	Yes 🗸 🔺	dd RLRN

NOTE: The rates and durations entered for the first time of day period default to the remaining time of day periods in the grid.

In the below screen prints, RLRN1 entered into the **DAY** time of day grid was been automatically duplicated to both the **EVENING** and **NIGHT** tabs. You can then edit the rates as needed.

*Day *E	vening *Night	t						
RLRN	Ref Name	Initial	Dur	Overtime	Dur	Sum/Det'l	Allow	
1	Zone 1	\$0.006000	6	\$0.060000	60	S	Y	8

*Day *Evening *Night								
RLRN	Ref Name	Initial	Dur	Overtime	Dur	Sum/Det'l	Allow	
1	Zone 1	\$0.006000	6	\$0.060000	60	S	Y	8



ENTERING LOCAL RATES AND BILLING DURATIONS

	OCN ID 7570	Call Plan Ref. 04 💌	Required RLRN 23
Table RLRN V Group Local Detail Yes V	*Day *Evening *Night		
Factor Rates Sign ⊕ + Type ⊕ \$ ○- ○ % Factor Rates	RLRN Ref Name Initial	Dur Overtime Dur	Sum/Det'l Allow
	1 Zone 1 \$.006	6 \$.06 60 Summa	ary Ves V Add RLRN

Action

Description

- 1. The first required **RLRN** defaults in the rates grid and cannot be changed.
- 2. Enter a Ref (Reference) Name for the The **REF NAME** is not a required field. **RLRN**.

RLRN	Ref Name	Initial	Dur	Overtime	Dur	Sum/Det'l	Allow
							8
		Initial \$	Durat	ion Ov	ertime \$	Duration	1

3. Enter the INITIAL RATE and the INITIAL billing DURATION.

A rate is *not* required, but a duration value greater than zero must be entered in order to save the local rate plan. THE DURATION MUST BE ENTERED IN SECOND INCREMENTS.

Note: If an invalid entry is added, a notation displays indicating an input error has occurred.

INITIAL The **INITIAL** rate is the minimum-billed amount a call will be charged. The dollar amount entered here is charged based on the initial duration entered in the fourth column.

DURATION The **INITIAL DURATION** is the *minimum* length of time a call will be charged.

(Initial) **NOTE**: The duration must be entered as **SECONDS**, not minutes and it must be a value greater than zero. For example 60 seconds = one minute.



Action	Description
4. Enter the OVERTIME rate and OVERTIME billing DURATION .	A rate is <i>not</i> required, but a duration value greater than zero must be entered in order to save the local rate plan. THE DURATION MUST BE ENTERED IN SECOND INCREMENTS.
OVERTIME The OVERTIME rate is the	amount charged after the minimum-billed amount

OVERTIME The **OVERTIME** rate is the amount charged *after* the minimum-billed amount has been calculated. A call will be invoiced for the overtime rate based on the overtime duration entered in the sixth column.

DURATION The overtime **DURATION** is the length of time a call will be charged after the minimum duration has passed.

NOTE: The duration must be entered as **SECONDS**, not minutes and it must be a value greater than zero. For example 60 seconds = one minute.

SUM/DET'L (Default Summary)

The **SUM/DET'L** drop down list is used to indicate how the local calls should display on the customer invoice. The default value is **SUMMARY**.

• Selecting **SUMMARY** displays the total on the invoice for all calls made by line(s) assigned the Local Rate Plan.

NOTE: If **SUMMARY** is selected in the Local Rate Plan, changing the setting to **DETAIL** on a **LINE** *will* <u>not</u> display details of the calls on the customer invoice.

• Selecting **DETAIL** itemizes each call on the invoice for lines assigned the Local Rate Plan.

NOTE: If **DETAIL** is selected on the Local Rate Plan, changing the **PREFERENCE** to **SUMMARY** on a line *will display* all calls in a summary format on the invoice.

ALLOW (Default Yes)

The ALLOW drop down list is used in conjunction with the CC – CUSTOMER COMPLETED and the DA – DIRECTORY ASSISTANCE charge code found in the CHARGES tab. This option is used to determine which RLRN's are allowed FREE CC –Customer Completed or DA – Directory Assistance charges. Selecting YES indicates free units in the selected RLRN are allowed. Selecting NO indicates free charges are not applied available in the selected RLRN. The default value is Y - YES if nothing is selected.

5. Click **ADD RLRN** to commit the rate information to the grid.

The rate information appears in the grid. The system automatically displays the next **RLRN** in the sequence. All tabs in the Local Rate Plan become active once the **REQUIRED RLRN**'s are completed.



Action				Des	scri	ption			
State NY Rates Fees Other Fees Charges Discounts	OCN ID 7570		Call Plan	Ref. 04 💌			Required	IRLRN 2	
Factor Rates Sign ③ + Type ④ \$ 0.000000 Factor Rates	*Day Evening Night RLRN Ref Name 1 Zone 1	Initial \$0.006000	Dur 6	Overtime \$0.060000	Dur 60	Sum/Det'l	Allow Y	8	
	2 s	0.000000		000000 0	Summa	ry 💙 Yes 💙	Add	RLRN	>

Only the required number **RLRN**s need to be entered. Additional RLRNs entered are not used during production.

In the below example 23 RLRNS are required before the Local rate plan can be saved. If you try to save your information before all 23 RLRNs are entered, the message displays indicating incomplete information and all required RLRN entries must be made before the rate plan can be saved.

	Local Deta							Add
INCOMPLETE INFORMATION: Rate Information/RLRN Mus	t be Completed. Number of Req	uired RLRN's not	entered.				*	\mathbf{S}
Rate Plan		Table ATTST	D	A	ssign Star	t 01/14/200	1112 19 1112	
Public Name Local Rate	Plan			Assi	Assign End	3	12	
Private Name					-			
Effective Date 06/02/2009	Comment In Service Date							
State NY	OCN ID 7570		Call Plan F	Ref. 04 💌		F	Required RLRI	1 23
Rates Fees Other Fees Charges Discounts	TOD Message Other							
Table RLRN 🗸 Group Local Detail Yes 💙	*Day *Evening *Night							
	RLRN Ref Name	Initial	Dur	Overtime	Dur 9	Sum/Det'l	Allow	
	<u>1</u> Zone 1	\$0.006000	6	\$0.060000	60	S	Y 🔕	
Factor Rates Sign () + Type () \$ () - () % () - () % Factor Rates							Add RLF	≣ N_
	2	\$0.000000	0 \$0.0	000000	Summary	Yes Y	AUG NEP	un 🗸

NOTE: The rates and durations entered for the first time of day period default to the remaining time of day periods in the grid.

In the below screen prints, RLRN1 entered into the **DAY** time of day grid was been automatically duplicated to both the **EVENING** and **NIGHT** tabs. You can then edit the rates as needed.

[*Day *E	Evening *Nigh	t						
	RLRN	Ref Name	Initial	Dur	Overtime	Dur	Sum/Det'l	Allow	
	1	Zone 1	\$0.006000	6	\$0.060000	60	S	Y	8



EDITING RATES

Action	Description
--------	-------------

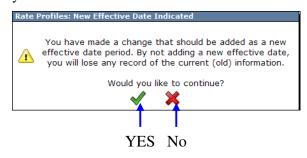
1. Click on the RLRN you desire to edit.

The desired RLRN displays below the grid and is ready for you to update.

Rates	Fees Other Fees Charges Discounts	TOD Messa	ge Other									
Table	RLRN 🖤 Group Local Detail Yes 💙	*Day *Eve	ning *Night	t							1	^
		RLRN I	Ref Name	Initial	Dur	Overtime	Dur	Sum/Det'l	Allow			
		<u>1</u> Zo	ne 1	\$0.006000	6	\$0.060000	60	S	Y	8		
	Factor Rates Sign ③ + Type ③ \$ ○ - ○ % Factor Rates											
		1 Zone	1	\$0.006000	6 \$0	.060000 60	Summa	ry 💙 Yes 💙	Update	RLRN		~
<											>	

- 2. Enter your changes and click UPDATE RLRN.
- 3. Select your option. Click **YES** only if you do not care about loosing the rate history associated with the plan.

The following message displays the first time you edit a rate table.



The new rates display in the grid.

Table RLRN V Group Local Detail Yes V *Day *Evening *Night RLRN Ref Name Initial Dur Overtime Dur Sum/Det'l 1 Zone 1 \$0.005000 6 \$0.050000 60 S Sign • + Type • \$ 0.0000000		
Factor Rates Sign ⊙ + Type ⊙ \$		^
Factor Rates Sign ⊙ + Type ⊙ \$	Allow	
Sign ⊚ + Type ⊗ ±	Y 🚳	
Factor Rates		
2 \$0.000000 0 \$0.000000 0 Summary Yes Y	Add RLRN	

NOTE: Please refer to the "*Effective Date*" section of the document for information on creating a New Effective Date and retaining rate history.



FACTOR RATES

The **FACTOR RATES** button can be used to globally edit rates entered in a rate table. Using the **FACTOR RATES** button affects **ALL** rates defined in the table.

Rates Fees Other Fees Charges Discoun								
Table RLRN 💙 Group Local Detail Yes 💙	*Day *Evening *Nigh	nt						
	RLRN Ref Name	Initial	Dur	Overtime	Dur	Sum/Det'l	Allow	
Factor Rates	1 Zone 1	\$0.010000	60	\$0.010000	60	S	Y	8
Sign ⊚ + Type ⊗ \$ ○ - ○ % Factor Rates								
	2	\$0.000000	0 \$0.0	000000	Summa	ry 💙 Yes 🗸	Add	RLRN

SIGN

The SIGN field is used to indicate if the factor should increase or decrease the initial and overtime rates. Selecting the (+) SIGN increases the rates by the factor applied. Selecting the (-) SIGN decreases the rates by the factor applied.

ТҮРЕ

The **TYPE** field is used to indicate which method should be used to increase or decrease the initial and overtime rates. There are two choices, **DOLLAR** (\$) or **PERCENTAGE** (%).

Action Description

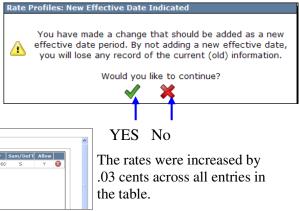
- 1. Select the SIGN and the TYPE.
- 2. In the space provided, enter the dollar amount or percentage you are factoring the existing rates by.
- 3. Click the FACTOR RATES button.
- 4. Select your option. Click **YES** only if you do not care about loosing the rate history associated with the plan.

The factored rates appear in the grid.

Rates Fees Other Fees Charges Discounts Tr Table RLRN V Group Local Detail No V	*Day *Evening *Night						
	RLRN Ref Name	Initial Dur	Overtime	Dur	Sum/Det'l	Allow	
	1 Local Area	\$0.040000 6	\$0.040000	60	S	Y	8
Factor Rates Sign ⊕ + Type ⊕ \$ 0.030000 - % Factor Rates							

The selection made in the **TYPE** field determines if there is a percent sign or a dollar sign in this field.

The following message displays the first time you edit a rate table.



NOTE: Please refer to the "*Effective Da*te" section of the document for information on creating a New Effective Date and retaining rate history.



Fees

The FEES TAB is used to enter applicable LOCAL LINE FEES and FSLC (<u>F</u>ederal <u>S</u>ubscriber <u>L</u>ine <u>C</u>harge) charges. There are no required fields in this tab.

ates Fees Other Fees	Charges	Discounts	TOD Messag	ge onler					
Fee Name	Sign	Initial Fee	Billed	Bill Cycle	Sign	Ongoing Fee	Billed	Bill Cycle	Misc Desc
Per Line Installation Fee	+	0.00	One Time	1	+	0.00		99	
Per Line Fee	+	0.00	Monthly	99	+	0.00		99	
Per Line Misc Fee	+	0.00	Monthly	99	+	0.00		99	
FSLC Per Line Fee - Single	+	0.00	Monthly	99	+	0.00		99	
Plan Group Fee	+	0.00	Monthly	99	+	0.00		99	
Plan Misc Fee	+	0.00	Monthly	99	+	0.00		99	
FSLC Per Line Fee - Multi	+	0.00	Monthly	99	+	0.00		99	
Fee Descri	ption		Sig	n Fe	e	Billed	Cycle		
			Initial 💿 +	<u> </u>		Monthly	• 99		
		-	ngoing @+	<u> </u>		Monthly	Ŧ	Update Fee	

FEE NAME

The **FEE NAME DESCRIPTIONS** are system generated. Seven **FEES NAME DESCRIPTIONS** are available. Four of the Fee Name Descriptions can be changed:

- 1. PER LINE MISC FEE
- 2. FSLC PER LINE FEE SINGLE
- 3. PLAN MISC FEE
- 4. FSLC PER LINE FEE MULTI

If changes are made to the description of these fees, the new description prints on the customer's invoice and displays in grid in the **MISC DESC** column. The description for the other three types of fees cannot be changed.

Changing Fee Names

Action

Description

1. Click on the Fee Name description to change.

The Fee name displays beneath the grid.

Fee Name	Sign	Initial Fee	Billed	Bill Cycle	Sign	Ongoing Fee	Billed	Bill Cycle	Misc Desc
Per Line Installation Fee	+	0.00	One Time	1	+	0.00		99	
Per Line Fee	+	0.00	Monthly	99	+	0.00		99	
Per Line Misc Fee	+	0.00	Monthly	99	+	0.00		99	
FSLC Per Line Fee - Single	+	0.00	Monthly	99	+	0.00		99	
Plan Group Fee	+	0.00	Monthly	99	+	0.00		99	
Plan Misc Fee	+	0.00	Monthly	99	+	0.00		99	
FSLC Per Line Fee - Multi	+	0.00	Monthly	99	+	0.00		99	
Fee Descrip	otion		Sig	n Fe	e	Billed	Cycle		
Per Line Misc Fee			Initial 💿 +	\$0.00		Monthly	• 99		

2. Enter the desired Fee Description and click **UPDATE FEE**.

The new description displays in the **MISC DESC** column.



SIGN, INITIAL FEE, BILLED and BILL CYCLE

These four fields work together. The sign is used to indicate if the Initial Fee charge is a **POSITIVE** (+) or **NEGATIVE** (-) amount. The default is positive (+).

The Initial Fee is the dollar amount charged for the fee. The **BILLED** section determines when the Initial Fee will bill. The **BILLED CYCLE** entry determines the number of bill cycles the Initial Fee is invoiced for. The **INITIAL FEE** defaults with a **BILL CYCLE** value of **99**, indicating the Fee will bill for unlimited cycles. The **BILL CYCLE** value can be changed.

The one exception to this is the **PER LINE INSTALLATION FEE**, which is set to bill for only **ONE** cycle.

SIGN, ONGOING FEE, BILLED and BILL CYCLE

These four fields work together in the same manner as the Initial Fees. **ONGOING** Fees can be used to stagger billing, delay the start of billing a defined fee, or stop billing a fee after a designated number of billing cycles have past. The Ongoing Fees are billed after the INITIAL FEE BILL CYCLE value has past. The ONGOING Fees are locked until the INITIAL BILL CYCLE is changed to a value less than 99.

MISC DESC

The **MISC DESC** column displays any changes made to the default fee descriptions. Four of the FEE names can be changed.

Fees Types Included with the Local Rate Plan

The Local Plan includes seven FEE TYPES, which are explained below.

The **PER LINE FEE** and the **PER LINE MISC FEE** are subject to system rules for prorating. These rules only apply to actions taken within a current billing cycle. Line fees with a deactivation date in the past are not prorated. A manual credit has to be issued for the account.

	Proration Rules		
Billed Interval	Line Activation	Line Suspend/Reinstate	Line Deactivation
One Time	NA	NA	NA
Monthly	Yes - System Rule	Yes - System Rule	Yes - System Rule
Quarterly	No	No	No
Semi-Annual	No	No	No
Annual	No	No	No

FSLC charges found in the **FEES** tab are set to prorate based on Market Default settings selected by your company and set by Profitec. Contact your assigned Billing Analyst if you have any questions regarding these settings.

PLAN GROUP FEES found in the **FEES** tab do not prorate. Contact your assigned Billing Analyst if you have any questions regarding these settings



PER LINE INSTALLATION FEE

The **PER LINE INSTALLATION FEE** is billed for each line the **LOCAL RATE PLAN** is assigned to. The Per Line Fee Installation Fee bills once in the first cycle the line is activated. The **BILLED** interval and the **BILL CYCLE** fields are locked. These fields cannot be changed.

PER LINE FEE

The **PER LINE FEE** is billed for each line the Local Rate Plan is assigned to. The default **BILLED** interval is **MONTHLY**; however the **BILLED** interval can be changed to Quarterly, Semi-Annually, Annual, or One-Time. The **BILL CYCLE** value defaults to **99**, but can be changed. When the **BILL CYCLE** value is changed to a value less than **99**, the **ONGOING** portion of the **FEE** grid becomes enabled.

The **PER LINE FEE** appears on the customer invoice on the Service Detail report with the **RATE PLAN NAME** and the description **SERVICE CHARGE**. Below is a screen print from an invoice showing a sample Per Line Fee.

203-269-2886 Local Service Connecticut Local Plan 1(1) - Service Charge 12/01/05-12/31/05 \$12.00

PER LINE MISC FEE

The **PER LINE MISC FEE** is billed for each line the Local Rate Plan is assigned to. The default **BILLED** interval is **MONTHLY**; however the **BILLED** interval can be changed to Quarterly, Semi-Annually, Annual, and One-Time.

The **BILL CYCLE** value defaults to **99**, but can be changed. When the **BILL CYCLE** value is changed to a value less than **99**, the **ONGOING** portion of the **FEE** grid becomes enabled.

The **PER LINE MISC FEE** name can be changed in the Local Rate Plan. It appears on the customer invoice in the Service Detail report with the information typed in the Local Rate Plan and the description **SERVICE CHARGE**. If the Fee Name is *not* changed, it appears on the customer invoice as **PER LINE MISC FEE**.

FSLC PER LINE FEE – SINGLE and FSLC PER LINE FEE – MULTI

The <u>F</u>ederal <u>S</u>ubscriber <u>L</u>ine <u>C</u>harge is a monthly access charge to help local telephone companies recover some of the costs of the telephone lines used to originate and terminate long distance calls. During production, FSLC charges are charged based on the line orientation (business or residence) and the number of <u>W</u>orking <u>T</u>elephone <u>N</u>umbers (WTN's) associated with a <u>B</u>illing <u>T</u>elephone <u>N</u>umber (BTN's). The Line Orientation defaults from the Account Orientation field on the Account Information tab, however the default orientation can be changed on a line-by-line basis.

NOTE: When adding FSLC charges, both Single and Multi FSLC fees must have the same billed interval and number of Bill Cycles. When entering your Single FSLC fees, the billed interval and number of Bill Cycles for FSLC Multi automatically fill in based on these settings.





NOTE: When determining FSLC fees for a Corporate Account, OmniBill does not count the number of Working Telephone Numbers across all IPLs to determine if Multi Line fees are applicable.

The following table is used to determine how the **FSLC** charges get applied during the production process:

A DODI		
Single BTN	One WTN	SINGLE Line FSLC

A BUSINESS ACCOUNT with one BTN and one WTN

A BUSINESS ACCOUNT with one BTN and three WTN's

	First WTN	MULTI Line FSLC		
Single BTN	Second WTN	MULTI Line FSLC		
	Third WTN	MULTI Line FSLC		

A BUSINESS ACCOUNT with two BTN's and two WTN's

Single BTN	One WTN	SINGLE Line FSLC
Single BTN	One WTN	SINGLE Line FSLC

A RESIDENCE ACCOUNT with one BTN and one WTN

Single BTN	One WTN	SINGLE Line FSLC
-------------------	---------	------------------

A **RESIDENCE ACCOUNT** with one **BTN** and three **WTN**'s

Single BTN	First WTN	SINGLE Line FSLC
	Second WTN	MULTI Line FSLC
	Third WTN	MULTI Line FSLC

A RESIDENCE ACCOUNT with two BTN's and two WTN's

Single BTN	One WTN	SINGLE Line FSLC
Single BTN	One WTN	SINGLE Line FSLC

The FSLC charge appears on the invoice as a regulatory charge. The below example from the Service Charge Detail reports shows how the FSLC PER LINE FEE – MULTI appears on a sample invoice



PLAN GROUP FEE

The PLAN GROUP FEE is charged once regardless of how many lines are assigned to the LOCAL RATE PLAN.

PLAN GROUP FEES do not prorate Contact your assigned Billing Analyst if you have any questions regarding these settings

PLAN FEES appear on the invoice under the **PLAN CHARGES** section for the selected service category. The below example from the Service Charge Detail reports shows how the **PLAN GROUP FEE** appears on the invoice with the Rate Plan Name.

```
Plan Charges (Outbound Equal Access)
Connecticut Local Plan 1 05/01/03-05/31/03 $5.00
```

PLAN MISC FEE

The PLAN MISC FEE is a miscellaneous fee charged once regardless of how many lines are assigned to the local rate plan.

PLAN FEES appear on the invoice under the **PLAN CHARGES** section on the **SERVICE CHARGE DETAIL** page for the selected service category.



Other Fees

The **FEES TAB** (explained above) is used to enter applicable Local line fees to your local Rate Plan. However, you may find that you need to add additional fees, fees not defined on the **FEES TAB** to your Local Rate Plan. The **OTHER FEES TAB** is used to assign additional fees to Local Rate Plans you are creating.

Creating OTHER FEES is explained in the Master Group Section earlier in this document.

Charges

The CHARGES grid is made up of codes referred to as 'OPCODES'. These codes are used to define per call surcharges or rates for USAGE sensitive features, such as collect call acceptance, payphone originated completion, directory assistance, and operator assisted calling.

Carrier call records must contain a value for these charges in order for them to bill properly during the production process. If your carrier does not provide this data, charges entered in this grid will not bill. Special coding may be required in some instances. Your assigned Billing Analyst can assist you in determining if special programming will be necessary.

Code	Charge Name	Туре	Unit	Allowed	Max	Charge
<u>CC</u>	Customer Completed	OT	С	0	0	
DA	Directory Assistance	RT	С	0	999999999	
<u>0C</u>	OPA Completed	SR	С	0	999999999	
<u>OD</u>	OPA Dialed	SR	C	0	999999999	
03	OPA Third Number Billed	SR	C	0	999999999	
<u>OL</u>	OPA Collect Billed	SR	C	0	999999999	
<u>OP</u>	OPA Person To Person	SR	С	0	999999999	
<u>P3</u>	OPA PersPer. 3rd # Billed	SR	С	0	999999999	
PC	OPA PersPers. Collect Billed	SR	С	0	999999999	
<u>0V</u>	OPA Verify Busy Request	RT	С	0	999999999	
				Update List		

TYPE codes are used during production to indicate how the **OPCODE** should be handled during production. Four OPCODEs are defined below. Please contact your Assigned Billing Analyst if you have questions on other OPCODEs that can be selected when entering OPCODE fees.

ОТ	Indicates an opcode is flagged for ALLOWED and MAXIMUM rules only.
RT	Indicates the opcode is rated straight from the Charges tab as a - per record charge.
SR	Indicates the opcode is rated from associated geographic table, plus the surcharge rate indicated in the Charges tab.
SS	Indicates the opcode is rated using the amount found on the source carrier data plus the surcharge indicated in the Charges tab. These types of opcodes are used for Local Rates only.

UNIT

The UNIT column is used to identify how records should be rated, C (Call), M (Minutes), or T (Tenths). The default value is C - Call, but it can be changed.



ALLOWED

The ALLOWED column is used to designate the number of free units that will be given per billing cycle. Free units do not roll over to the next cycle if they are not used. The ALLOWED column defaults with 0. The default value can only be changed on the CC – CUSTOMER COMPLETED and DA –DIRECTORY ASSISTANCE opcodes.

MAX

The MAX column is used to set a limit or cap on the number of units, which can be billed during a cycle. The default value is **999999999**, indicating an unlimited amount (except CC – Customer Completed, which defaults to zero). The MAX value can be changed only on the CC – Customer Completed and DA –Directory Assistance OPCODES.

CHARGE

The CHARGE column is used to define the cost associated with the OPCODE.

ENTERING OPCODE CHARGES

Action	Description
--------	-------------

1. Click an **OPCODE** in the Charges grid.

The **OPCODE** appears in the edit box below the grid. The **CODE**, **CHARGE NAME**, and **TYPE** are grayed out and cannot be changed.

Code	Charge Name	Туре	Unit	Allowed	Max	Charge
<u>CC</u>	Customer Completed	OT	С	0	0	
DA	Directory Assistance	RT	C	0	999999999	
<u>0C</u>	OPA Completed	SR	C	0	999999999	
<u>OD</u>	OPA Dialed	SR	C	0	999999999	
03	OPA Third Number Billed	SR	C	0	999999999	
<u>OL</u>	OPA Collect Billed	SR	С	0	999999999	
OP	OPA Person To Person	SR	С	0	999999999	
<u>P3</u>	OPA PersPer. 3rd # Billed	SR	С	0	999999999	
PC	OPA PersPers. Collect Billed	SR	С	0	999999999	
<u>ov</u>	OPA Verify Busy Request	RT	С	0	999999999	
DA	Directory Assistance		RT		999999999	

NOTE: The CHARGE column is initially blank for *all* opcodes in the Charges tab.

2. Select a UNIT in the drop down list.

The UNIT value can be C (Calls), M (Minutes), or T (Tenths).

3. Enter the ALLOWED UNITS and/or MAX value if applicable.

The ALLOWED and MAX columns are locked for all opcodes in the grid except the CC – CUSTOMER COMPLETED and DA – DIRECTORY ASSISTANCE opcodes.

NOTE: Only calls terminating in the following geographic areas are eligible for **ALLOWED** ("free") units: Intralata, Intrastate, Alaska/Hawaii, Puerto Rico/US Virgin Islands, and Interstate. The Customer Completed Allowed column can be used to offer "free" minutes per cycle.



Action

Description

- 4. Enter a **CHARGE** amount.
- 5. Click **UPDATE CHARGES** to commit the charge.

The charge appears in the grid. Repeat the same steps to define charges for the remaining **OPCODES** in the grid.

In the below example, the DA – Directory Assistance opcode will be rated \$.75 per call. There is no limit on the number of directory assistance calls that will be charged and the user will not receive any allowed ("free") calls.

Rates Fees Other Fees Charges Discounts TOD Message Other							
Code	Charge Name	Туре	Unit	Allowed	Max	Charge 🧖	
<u>CC</u>	Customer Completed	OT	С	0	0		3
DA	Directory Assistance	RT	C	0	999999999	0.7500	

Discounts

The **DISCOUNTS** tab is used to establish volume based discounts for the Local Rate Plan being created. Each **RLRN** (**<u>R</u>**ate <u>L</u>ine <u>R</u>eference <u>N</u>umber) associated with the Local Rate Plan can have a unique rate and a unique discount structure.

	Local Detail	
Rate Plan LOCAL T Public Name [Local Fees Private Name	OD Table AttSTD Assign Start 02/16/2009 112 Assign End 112	
Effective Date 02/16/2009 Comment In Service Date State CT CON OCN ID 5200 CON	Call Plan Ref. 03	Required RLRN 1
	Structure ODollars Minutes Apply Discounts Across Plan Plan Fees Include Assoc Local Feats Contrib Orient Across All TOD	
\checkmark	· 🔒 💥	

Unique discount structures are established for each **RLRN** using **DISCOUNT GROUPS**. Each **RLRN** that will be discounted needs to be assigned to a Discount Group. At least one **DISCOUNT GROUP** must be created before creating a discount.





CREATING DISCOUNT GROUPS

DISCOUNT GROUPS are used to create discounts for **RLRN**s. At least **ONE** discount group is required when creating discounts for a local rate plan.

Action	Description
 Create a DISCOUNT GROUP by entering a description in the DISCOUNT GROUPS field. The DISCOUNT GROUPS field is alphanumeric and can be a maximum of thirteen characters. 	Discount Groups Discount Groups RLRN 1 Add Group *Use the arrow to select the Group to manage Members. Click on the Group to Edit the Group. To add a Group, select desired new Group, enter above and click
2. Click ADD GROUP to commit the discount group description to the grid.	Discount Groups PRLRN 1 Add Group

NOTE: Repeat steps 1 and 2 to create multiple discount groups.

ADDING INDIVIDUAL RLRNS TO EACH GROUP

3. Highlight the **DISCOUNT GROUP'S** description and select the **RLRN**s that should be included in the group from the **GROUP MEMBERS** drop down list.

Discount Groups	
Add Group *Use the arrow to select the Group to manage Members. Click on the Group to Edit the Group. To add a new Group, enter above and click	RLRN 1

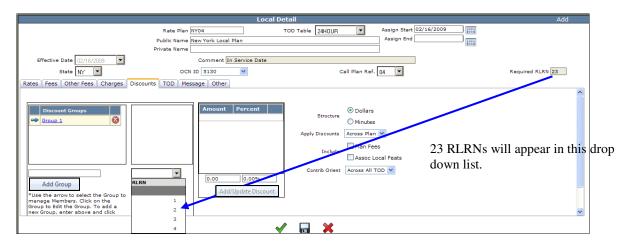
The **RLRN** selected automatically appears in the grid under the Group Members heading.

	Discount Gr	roups		Group Mem	ibers
⇒.	RLRN 1		8	1	8
				1	

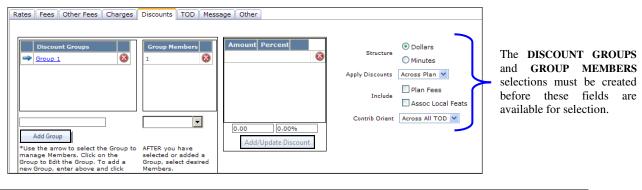


Action Description

NOTE: The number of **REQUIRED RLRN**s determines the number of RLRNs in the Group Members drop down list. Only usage from the selected RLRNs is used when calculating a discount for the defined group.



CREATING THE DISCOUNT STRUCTURE



Description

1. Select a discount STRUCTURE: DOLLARS or MINUTES.

Action

The grid description changes based on the **STRUCTURE** type selected.

Selecting Minutes as the structures replaces Amount with Duration as shown below.







Action

Description

APPLY DISCOUNTS

2. Select from the **APPLY DISCOUNTS** drop down list how the discount should be applied during production. There are three available choices. **ACROSS PLAN** is the default setting. ACROSS PLAN applies the earned discount across all lines assigned the local rate plan.

ACROSS BTN is used to apply the discount to the combined revenue from the lines associated with each BTN assigned the Local Rate Plan.

PER LINE is used to apply the discount to *each* working telephone line (WTN) assigned the Local Rate Plan.

INCLUDE (not required)

The INCLUDE check boxes are only available when **DOLLARS** is selected as the discount **STRUCTURE**. If **MINUTES** is selected as the structure, the **INCLUDE** fields are locked.



The PLAN FEES or ASSOC LOCAL FEATS (Associated Local Features) check boxes are used to discount PLAN FEES and LOCAL FEATURES as well as the USAGE from the local line(s).

CONTRB ORIENTATION

The **CONTRB** (contribution) **ORIENTATION** drop down list defaults to **ACROSS ALL TOD**, indicating traffic from any time of day period is discounted the same. The appearance of the discount grid changes based on the selection made here.

If **TOD SPECIFIC** is selected, the defined time of day periods from the rate table appear. **TOD SPECIFIC** is used to define a unique discount for each time of day period in the rate table. The discount amounts and percentages must be entered for each time of day table.

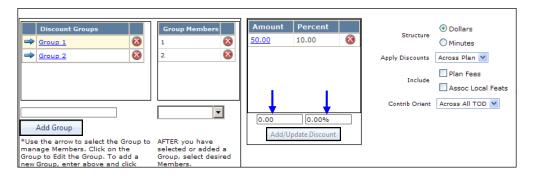
Rates Fees Other Fees Charges Decourts TOO Hessage Other	Bates Fees Other Fees Charges Discourts TOD Message Other
 Concent active and active and active and active activ	Otherweit Compy Original Mandard Image: Strandard of added add

3. Highlight the Discount Group(s) you are creating the discount for.



Action	Description
--------	-------------

- 4. If **DOLLARS** is selected as the Structure, enter a **DOLLAR** amount and a discount **PERCENTAGE**. If **MINUTES** is selected as the Structure, enter the **DURATION** and a discount percentage.
- 5. Click ADD A DISCOUNT to commit the discount to the grid.



When **GROUP 2** is highlighted, the discount grid is blank. There will be no discounts applied to the usage from RLRNs in Group 2 during production unless discounts are added to the grid.

Rates Fees Other Fees Charges	Discounts TOD Mes	sage Other		
Discount Groups Group 1 Group 2 Group 2 Use the arrow to select the Group to manage Members. Click on the Group to Edit the Group, enter above and click	Group Members 3 4 AFTER you have selected or added a Group, select desired Members.	Amount Percent	Structure Apply Discounts Include Contrib Orient	Dollars Minutes Across Plan Plan Fees Assoc Local Feats Across All TOD

TOD

The TOD (<u>T</u>ime <u>Of</u> <u>D</u>ay) tab displays the detail of the time of day table selected in the TOD TABLE drop down list. The TOD tab is read only. In the below example the default, ATTSTD, was selected.

			Lo	ocal Detail					Add
	Rate Pla	IN SANDY		TOD	Table ATTSTD	•	Assign Start 🔃	1/12/2009	12
	Public Nam	e Sandy's Ra	ite Plan				Assign End		112
	Private Nam	e]		
Effective Date	1/12/2009		Comment I	n Service Date					
State C	T T	0	CN ID 5200	*		Call Plan Ref.	02 🔻		Required RLRN 1
Rates Fees Other	Fees Charges	Discounts	TOD Message	Other					
Day Of Week	Up Hour	Period	Up Hour	Period	Up Hour	Period	Up Hour	Period	
	Up Hour 08:00 AM	Period Night	Up Hour 05:00 PM	Period Day	Up Hour 11:00 PM	Period Evening	Up Hour 12:00 AM	Period Night	
Day Of Week Monday Tuesday									_
Monday	08:00 AM	Night	05:00 PM	Day	11:00 PM	Evening	12:00 AM	Night	
Monday Tuesday	08:00 AM 08:00 AM	Night Night	05:00 PM 05:00 PM	Day Day	11:00 PM 11:00 PM	Evening Evening	12:00 AM 12:00 AM	Night Night	
Monday Tuesday Wednesday	08:00 AM 08:00 AM 08:00 AM	Night Night Night	05:00 PM 05:00 PM 05:00 PM	Day Day Day	11:00 PM 11:00 PM 11:00 PM	Evening Evening Evening	12:00 AM 12:00 AM 12:00 AM	Night Night Night	
Monday Tuesday Wednesday Thursday	08:00 AM 08:00 AM 08:00 AM 08:00 AM	Night Night Night Night	05:00 PM 05:00 PM 05:00 PM 05:00 PM	Day Day Day Day	11:00 PM 11:00 PM 11:00 PM 11:00 PM	Evening Evening Evening Evening	12:00 AM 12:00 AM 12:00 AM 12:00 AM	Night Night Night Night	



Message

The **MESSAGE** tab is used to create a message that will print on the invoice of any customer with lines assigned the Local Rate Plan. The message prints only once on the invoice regardless of the number of lines assigned the local plan and prints on the Service Charge Summary report

Local Detail	Add
Rate Plan GANDY TOD Table ATTSTD Assign Start 01/12/2009 Public Name Sandy's Rate Plan Assign End	1+2 1+2
Private Name Effective Date In Service Date In Servic	
State CT V OCN ID 5200 V Call Plan Ref. 02 V Rates Fees Other Fees Charges Discounts TOD Message Other	Required RLRN 1

The **MESSAGE** is limited to four lines. Each line can have a maximum of 70 alphanumeric characters, including spaces. There is no word wrap capability or spell check in the Message tab.

Other

The **OTHER** tab the following: **TERMS** (Per Assigned Line), **MINIMUM CHARGE** (Across Plan), **DEFAULT COMMISSION**, **DEFAULT PROMOTION**, and **ALLOWED**.

Loca	al Detail	Add
Rate Plan SANDY	TOD Table ATTSTD Assign Start 02/23/2009	
Public Name Sandy's Rate Plan	Assign End	
Private Name		
Effective Date 02/23/2009 Comment In Service Date		
State CT 🔽 OCN ID 5200 💙	Call Plan Ref. 03 💌	Required RLRN 1
Rates Fees Other Fees Charges Discounts TOD Message Other		
Terms (Per Assigned Line)		
O Term Plan	Term	
Month to Month Early Ter		
Minimum Charge (Across Plan)	Default Promotion	
O Minutes □ Usage Only ⓒ \$\$	Allowed PerWTN	

TERMS (PER ASSIGNED LINE)

The **TERMS** (**PER ASSIGNED LINE**) area is used to define the number of billing cycles a line assigned the Local Rate Plan must bill for. There are two term choices, **MONTH TO MONTH** (default choice) or **TERM PLAN**.

- Selecting **MONTH TO MONTH** (default) indicates no set time frame for the plan; no penalties for termination. The Term and Early Term Fee fields are unavailable.
- Selecting Term Plan allows you to define the number of billing cycles (TERM) a line assigned the Local Rate Plan must bill before a fee (EARLY TERM FEE) is assessed against the account.

Rates Fees Other Fees Charges Discounts TOD M	lessage Other
Terms (Per Ass	igned Line)
 Term Plan 	Term 999
O Month to Month	Early Term Fee \$0.00



The **TERM** field is used to define the number of bill cycles a line must bill. The **EARLY TERM FEE** is used to penalize each line that deactivates before the defined number of billing cycles have billed. The **EARLY TERM FEE** field defaults with \$0.00.

During the bill run a check is preformed to determine if a deactivated line should be billed an **EARLY TERM FEE**. If the defined number of bill cycles have not billed, then a **TRMPL** transaction code is applied to the account for the early term fee. The fee is applied for each line terminating before the defined number of term billing cycles.

A control table in OmniBill called **TERM_EVERGREEN** is used to decide if the **TERM PLAN** set in any rate plan should automatically renew or expire after the defined number of terms. The allowed values in this table are (**Y**)es or (**N**)o. The default table value is set to (**N**)o during the creation of a new OmniBill database. Only Profitec can change the value in the **TERM_EVERGREEN** table.

NOTE: Please verify this capability with your assigned Billing Analyst before implementing Term Plans in Master Groups or Local Rate Plans.

- "N" indicates the term expires after the set term time frame and does not renew for any rate plan utilizing the **TERM PLAN** option.
- "Y" indicates the term automatically **RENEWS** for any rate plan utilizing the **TERM PLAN** option. This is the current methodology in place during production.

MINIMUM CHARGE (ACROSS PLAN)

The **MINIMUM CHARGE** (ACROSS PLAN) option is used to penalize an account if lines assigned the Local Rate Plan do not meet a defined threshold in dollars spent or in minutes used during a cycle.

M	inimum Charge (Across Plan)
OUnits	\$0.00
⊙ \$\$	Usage Only

The **DOLLAR** sign (\$\$) is selected as a default. The **USAGE ONLY** check box only displays when the dollar sign is selected.

- If **USAGE ONLY** is selected, the minimum dollar amount is based on revenue calculated from local line usage only.
- If the **USAGE ONLY** check box is not selected, lines fees and other charges associated with the Local Rate Plan are used to determine if the Plan Minimum was met.

If **MINUTES** is selected, the Usage Only check box is unavailable. The minimum threshold is based on the combined minutes used by all the local lines assigned the Local Rate Plan.

	Minimum Charge (Across Plan)
⊙ Minutes ○\$\$	0 Usage Only

NOTE: The charge to the customer is the difference between the actual amount and the amount entered as the minimum charge.

DEFAULTS

COMMISSION PLANS are required when adding lines to the OmniBill database. The **COMMISSION** drop down in the **OTHER** tab is used to associate a Default Commission Plan with the Local Rate Plan. The default **COMMISSION** plan is automatically assigned to a line when the Local Rate Plan is selected. Selecting a default commission plan here alleviates data entry personal selecting the commission plan when adding the local line.



Commission Plan codes are created in the Sales Profile module. If your company is not using Commission Plans, the **DEFAULTCOMM** commission plan code can be used to satisfy the OmniBill® requirement.

Selecting a **DEFAULT PROMOTION** code associates a default Promotion code with the Local Rate Plan. The default **PROMOTION** code is automatically assigned to a line when the Local Rate Plan is selected. **PROMOTION** codes are optional. Promotion codes must be created in **SYSTEM PROFILES** or the Promotion Code drop down list is blank. Refer to "Section 9 System **Profile Codes**" for more information on Promotion codes.

ALLOWED UNIT

The ALLOWED UNITS setting is used to define how allowed units, established on the <u>CHARGES</u> tab, are to be distributed during the bill run. Four settings are available, W-PER WTN, B-ACROSS BTN, M-MULTIPLY LINES BY BTN, and A-ACROSS ALL LINES.

Default Commission		•
Default Promotion		•
Allowed Unit	Per WTN	
	w	Per WTN
	в	Across BTN
	м	Multiply Lines By BTN
	A	Across All Lines

• W-PER WTN

Allowed Units, defined in the Charges tab, are given to each working telephone number (WTN) assigned the Local Rate Plan.

• B-ACROSS BTN

Allowed Units, defined in the Charges tab, are shared across all lines affiliated with a **BTN** (**B**illing Telephone Number) assigned the Local Rate Plan.

• A-ACROSS ALL LINES

Allowed Units, defined in the Charges tab, are shared across all lines regardless of BTN affiliation.

• M-MULTIPLY LINES BY BTN

Allowed Units, defined in the Charges tab, are multiplied by the number of lines affiliated with a BTN to determine total shared minutes.

For example, if a Local Rate Plan has 100 CC – Customer Completed Units entered in the Charges tab and **MULTIPLY LINES BY BTN** is selected in the Allowed Units drop down list, production would calculate the free minutes as follows:

BTN 1	203-679-7000
WTN 1	203-679-7000 All 3 WTNs associated with the BTN share 300 (3x100) TOTAL Minutes
WTN 2	203-679-7001
WTN 3	203-679-7002



Wireless Plans

Wireless Rate Plans are used to define rates and fees associated with Wireless service.

CREATING A WIRELESS RATE PLAN

Action	Description
OIL 1- WIDELEGG DI ANG from the	

1. Click WIRELESS PLANS from the RATE PROFILES drop down list.

The **WIRELESS RATE PLAN SUMMARY** screen displays. If the summary screen is blank, Wireless Plans have not been created.

	In-Service Date	Private Name	Description	Code
8	04/06/2009	Wireless Plan 1	Wireless Plan 1	WLPL1
8	06/08/1998	Wireless Plan 2	Wireless Plan 2	WLPL2
8	06/08/1998	Wireless Plan 3	Wireless Plan 3	WLPL3
8	06/08/1998	Wireless Plan 4	Wireless Plan 4	WLPL4

The <u>View Historical</u> link can be used to review rates associated with older Effective Dates. Refer to the section "Effective Dates" for additional information.

2. Click the GREEN PLUS button.

The **WIRELESS RATE PLAN – ADD/DUP** screen displays.

Wireless Rate Plan - A	dd/Dup	
Select Type of Add and complete information Add NEW Rate	Duplicate Existing Rate and S Effective Date options are dis the document. XISTING Rate	et New cussed earlier in
Code Table To Be Created	Description	

Information on duplicating an existing plan and setting a new effective date for an existing plan is included earlier in this document.

- 3. Enter a CODE and a DESCRIPTION for the Wireless Rate Plan in the TABLE TO BE CREATED fields.
 3. Enter a CODE and a DESCRIPTION for the Wireless Rate Plan in the TABLE TO BE CREATED fields.
 4. Click the CHECKMARK to continue
- 4. Click the CHECKMARK to continue.

The **WIRELESS RATES DISPLAY** screen appears in **ADD** mode.



Action

Description

PUBLIC NAME

The **PUBLIC NAME** prints on the customer invoice and can be edited at anytime.

PRIVATE NAME

The **PRIVATE NAME** is used to record an internal name or note regarding the rate plan, which is viewable only within Rate Profiles. The **PRIVATE NAME** does **NOT** print on the customer invoice. **PRIVATE NAME** is not a required field.

The **ASSIGN START DATE** is the first date the rate plan is available for assignment. It defaults with the current date and cannot be changed.

The ASSIGN END DATE is the date the rate plan is no longer available for assignment. The ASSIGN END date does not affect any lines currently assigned the rate plan.

EFFECTIVE DATES

The **EFFECTIVE DATES** field defaults with the current date and cannot be changed. **EFFECTIVE DATES** are used to update existing rate plans without loosing the history of past information. Using Effective Dates eliminates the need for multiple rate plans to be created each time a change is made.

COMMENTS

The **COMMENTS** field defaults with **IN SERVICE DATE**. The comments field is an explanation of the effective date. It can be a maximum of 30 characters and can be changed once the rate plan is saved.

TOD TABLE

The TOD (Time of Day) TABLE drop down list displays all time of day tables created in the database.

 Select a Time of Day table from the TOD TABLE drop down list.
 TABLE drop down list.
 TABLE is selected.

Once the <u>T</u>ime <u>Of</u> <u>D</u>ay code is selected, eleven tabs display in the bottom portion of the **WIRELESS RATES DISPLAY** screen. The first three tabs: **FREE MINUTES**, **HOME** and **ROAM** are used to rate wireless usage.

Free Minutes

Two Choices are available to include free minutes in your Wireless plan.

- 1. Free Minutes (As Discount)
- 2. Included Minutes (Coasted as Free)



Rate Profiles

		Wireless Detail				ļ
Plan Code SANDY		TOD Table	•	Assign Start	8/23/2010	==
Public Name Sandy's Wireles	ss Rate Plan			Assign End		
Private Name				Abaigh chu		
ffective Date 08/23/2010	Comment In Service Date					
Free Minutes Home Roam Fe	es Other Fees Charges	Discounts Assoc. Feats TOD Table	es Messages	Other		
-						4
Free Minutes (As Discount)	All Home					
Included Minutes (Costed As F	Free)					
		Additional Home System	Included Airti	me Minutes		
Anytime Minutes Allowance	0		Unlimited	Minutes/Units		
Originating Ca	lling Area	TOD Period 1				
Home System	Not Included	TOD Period 2 TOD Period 3				
Regional / On-Net Roaming	Not Included	Weekend				
National / Off-Net Roaming	Not Included	General Mobile to Mobile (MTM				
Apply Allon		Market Mobile to Mobile (MMM)				
		1st Incoming / Call				
Across Plan	Per Line	General Messaging				
Pooled		Market Messaging				

FREE MINUTES (AS DISCOUNT)

Free minutes can be given in a lump sum amount or divided across the Time of Day periods selected. Calls eligible for **FREE MINUTES** (**AS A DISCOUNT**) are shown on the invoice at the actual rate and a separate discount appears on the invoice for any free minutes calculated.

ALL HOME indicates the free minutes will be distributed across All Home Air traffic, regardless of the time the call is made. Enter the amount of free minutes given during a bill cycle.



To distribute **FREE MINUTES** across Time of Day periods indicated by the TOD Table selected, uncheck **ALL HOME**. Select the Time of Day Period(s) free minutes are offered by checking the corresponding checkbox. An input box appears next to the Time of Day period selected. Enter the amount of free minutes in the corresponding input box.

Free Minutes	Home	Roam	Fees	Other Fees	Charges	Discounts	Assoc. Feats	TOD Tables
⊙ Free Mini ○ Included	-		-	All Home	☑ Day ☑ Ever		Night O	



WIRELESS INCLUDED MINUTES (COSTED AS FREE)

INCLUDED MINUTES (COSTED AS FREE) is used to rate qualifying free calls at a zero rate.

Free Minutes	Home	Roam	Fees	Other Fees	Charges	Discounts	Assoc. Feats	TOD Tables	Message	s Other
◯ Free Minu ⊙ Included	utes (As D Minutes (All Hom	le					
						_	Additional Ho	•		
Anytime Minu	utes Allowa	ance		0				1	Unlimited	Minutes/Units
	Ori	iginatin	g Callin	g Area) Period 1		0	
Harra Guetar				Not Included	~	то	Period 2		0	
Home System	n		L	Not Included	•	то	Period 3		0	
Regional / O	n-Net Roa	ming		Not Included	*	We	ekend			
National / Of	f-Net Roar	ming	[Not Included	~	Gen	eral Mobile to N	1obile (MTM)	0	
		Apply A	llowan	ces		Mar	ket Mobile to M	obile (MMM)	0	
	Acro	es Plan		O Per Line		1st	Incoming / Call		0	
	U Acro	/33 T 1011		UT OF EINC		Gen	eral Messaging		0	
	Pool	ed				Mar	ket Messaging			

ANYTIME MINUTES ALLOWANCE

The ANYTIME MINUTES ALLOWANCE field is used to set the number of included free minutes. The wireless call types that qualify for free minutes are selected in the ORIGINATING CALLING AREA.

ORIGINATING CALLING AREA

The Originating Calling Area contains 3 wireless origination call areas, HOME SYSTEM, REGIONAL/ON-NET ROAMING, NATIONAL/OFF-NET ROAMING.

NOTE: A differentiator in the **SOURCE CARRIER ROAMING RECORD** must exist in order for production to properly qualify these types of wireless calls. Contact your assigned Billing Analyst for information on processing wireless call records.

The HOME SYSTEM, REGIONAL/ON-NET ROAMING, and NATIONAL/OFF-NET ROAMING drop down lists are used to determine if the calling area qualifies for the free minutes entered in the ANYTIME MINUTES ALLOWANCE field. Three items are available to choose from:

A free minutes setting must be selected for each of the three ORIGINATING CALLING AREAS.

- 1. **NOT INCLUDED** (default choice) is used to indicate the Originating Calling Area **DOES NOT** qualify for the Anytime Minutes Allowance.
- 2. **AIRTIME ONLY** is used to indicate only the **AIRTIME** portion of the call qualifies for the Anytime Minutes Allowance.
- 3. **AIRTIME AND DOMESTIC TOLL** is used to indicate both the **AIRTIME** and **TOLL** (if Domestic) portions of the call qualify for the Anytime Minutes Allowance.

Any combination of these options within the three Originating Calling Areas may be applied against the **ANYTIME MINUTES ALLOWANCE** entered.

Calls eligible for Free Minutes print on the customer invoice with a zero rate. These calls have a call type code of **CC FM** (Free Minutes).



NOTE: Domestic Toll is defined in OmniBill as those calls terminating in any US State, Puerto Rico, or the US Virgin Islands. **ALL OTHER** terminating type calls, including add-ons, surcharges, and Directory Assistance **DO NOT QUALIFY** for base minutes.

ADDITIONAL HOME SYSTEM INCLUDED AIRTIME MINUTES

Free Minutes Home Roam Fee	s Other Fees Charges	Discounts Assoc. Feats TOD Tables	s Messag	ges Other
 ○ Free Minutes (As Discount) ③ Included Minutes (Costed As Figure 1) 	ee)			
		Additional Home System		
Anytime Minutes Allowance	500		Unlimited	Minutes/Units
Originating Call	ing Area	TOD Period 1		0
	-	TOD Period 2		0
Home System	Airtime and Domestic 💙	TOD Period 3		0
Regional / On-Net Roaming	Airtime and Domestic 💙	Weekend		0
National / Off-Net Roaming	Airtime and Domestic 💙	General Mobile to Mobile (MTM)		0
Apply Allow	ances	Market Mobile to Mobile (MMM)		0
Across Plan	O Per Line	1st Incoming / Call		0
	0.01200	General Messaging		0
Pooled		Market Messaging		0

The **ADDITIONAL HOME SYSTEM INCLUDED AIRTIME MINUTES** is used to apply *additional* free minutes to the plan based on specific kinds of wireless calls.

The additional minutes are still applied even if the Anytime Minutes Allowance is not filled in. The additional minutes **ONLY** apply to **HOME SYSTEM USAGE**:

- **TOD PERIOD 1** Calls made during Time Of Day period 1.
- **TOD PERIOD 2** Calls made during Time Of Day period 2 (if applicable).
- **TOD PERIOD 3** Calls made during Time Of Day period 3 (if applicable).
- WEEKEND Calls made on Saturday and/or Sunday.
- **GENERAL MOBILE TO MOBILE** (MTM) Calls made to another mobile number (Home usage record MUST provide a differentiator).
- MARKET MOBILE TO MOBILE (MMM) Calls made to another mobile number within the same OmniBill Market segment.
- **1ST INCOMING**/Call The first "X" minutes of an Incoming call

Each of the above items may be set as UNLIMITED or as a set NUMBER OF MINUTES.

- **NOTE**: Due to the numerous combinations available for set-up, as well as the fact that any one call may qualify for multiple types (i.e. a mobile to mobile call made on a weekend during TOD 2), the OmniBill Costing system will process qualifying records against the plan set minutes in the following logical order to avoid qualification duplication:
 - 1. INCOMING MINUTES
 - 2. MOBILE TO MOBILE MINUTES
 - 3. WEEKEND MINUTES
 - 4. TIME OF DAY (TOD) MINUTES
 - 5. ALL ORIGINATING CALLING AREA MINUTES

Minutes qualifying in any single category are not included in higher categories. For example: A TOD Period 2 Mobile to Mobile call made on a Weekend will have its minutes negated against



the Mobile to Mobile setting first (if it exists). If there is no setting for Mobile to Mobile or (b) the categories minutes have been exhausted, the minutes will be negated against the Weekend setting (if it exists) next. This example could be carried further that if neither special setting exists, the minutes would then be negated against the Anytime Minutes Allowance.

Finally, if those minutes have been exhausted, the TOD Period 2 additional minutes setting will be checked and, if it exists (and has NOT been exhausted), that category will have those minutes negated. If all of the categories used in this example do not exist or have been exhausted, the call will cost-out at the normal wireless plan rates.

APPLY ALLOWANCES



The **APPLY ALLOWANCES** setting is used to determine if the free minute's settings should apply **PER LINE** or **ACROSS PLAN**. Across Plan includes all lines on the plan in a multi-line account.

A third option **Pooled** is available only when **Across Plan** is selected. The **Pooled** option is used when you want OmniBill to calculate the total free minutes based on the number of lines that have the specific Wireless rate plan.

Across Plan Selected

The default **APPLY ALLOWANCE** selection is **ACROSS PLAN**. Selecting **ACROSS PLAN** shares the number of free minutes entered for the plan with all lines that have this rate plan.

Example:

10,000 Free Minutes 10 lines have this rate plan

All 10 lines share the 10,000 free minutes. If an eleventh line is added to the account, 11 lines share the 10,000 free minutes.

Across Plan and Pooled Selected

With **Across Plan** and **Pooled** selected, the number of free minutes is determined by multiplying the number lines with the plan by the number of free minutes entered in the plan.

Example:

10,000 Free Minutes 10 lines Total Free Minutes: 100,000 free minutes to be shared by the 10 lines.

Per Line

Selecting **PER LINE** gives each line the indicated number of free minutes. No sharing of minutes is allowed.



Home

The **HOME** tab is used to rate calls originating and terminating:

- In a caller's home calling area Air Source Rating.
- As a Toll call Toll Source Rating.

When a wireless phone is turned on, it searches for a signal to confirm that service is available. The phone transmits the **ESN** (electronic serial number), in order for the network to verify customer information, like the wireless provider and phone number.

				Wireless	Detail						Add	
	ode WIRES ame Wireless Pla	n 5			TOD Table 24	HOUR	•		ssign Start Assign End	3/11/2011		
Effective Date)3/11/2011	Comment In Se	rvice Date			-]				
Free Minutes	Home Roam	Fees Other Fees	Charges	Discounts	Assoc. Feats	TOD Tables	Messages	Other				
Select Air Ratin Air Source Rati	ng 💿 Source 💿	Custom		Air Cu	stom Rating							
Source Rate	Disc Cont Pass	Sign Initial Un	it	*Sta	ndard							
Source Rating	No Yes		8	Cust	tom Rate Disc	Initial	TCN	Dur O	vertime	ICN	Dur	
Source Rate 🔻	() ()	Yes 🔘 No 💿 + 🌔) -		No	21110101		bui b	- creme		8	
\$	os %	Add Air Source										
Toll Source Rat	ina			Custo	om Rate 💌				0	Ac	ld Air Custom	
Source Rate Source Rating	Disc Cont Pass Thru No Yes	Sign Initial Un	8	Home	Rating has 2 s	ides: Air and	Toll. For Air,	rate eith	er by Sour	ce OR Cus	tom.	
\$	os 0%	Add Toll Source										

AIR SOURCE RATING

Two types of rating available: SOURCE and CUSTOM.

• SOURCE RATE

The default **RATING** selection is **SOURCE** with **PASS THRU - YES** selected. This means during the production process the rate found on the carrier call record will be passed through to the end user.

DISC. CONT.

The **<u>DISC</u>** ount <u>**CONT**</u> ributory check box is used to indicate if the billed amount associated with the selected rating method is contributing to a discount tier.

Select Air Rating) 💿 So	ource	0	Custo	m	
Air Source Rating	9					
Source Rate	Disc Cont	Pass	Thru	Sign	Initial	Unit
Source Rate 👻			@ Ye	es 🔘	No @+	+ 🔘 -
\$ 0.00	@ \$ (%		U	pd Air So	urce



If the **SOURCE PASS THRU** choice is changed to **NO**, additional fields appear. A surcharge can be added to the rate on the carrier call record. The surcharge can be a flat dollar amount or a percentage depending on the selection -- \$ or %.

L	Select Air Ratin Air Source Ratir		irce 💿 C	Custor	n		
	Source Rate	Disc Cont	Pass Thru	Sign	Initial	Unit	
							8
	Source Rate 💌		© Ye	s @	No 🎯 +	· () -	
	\$ 0.00	۵۶ 🔘	%	U	pd Air Sou	urce	
ľ							

ADDING A SURCHARGE TO THE SOURCE RATES

- 1. Select the unit (\$ or %),
- 2. Enter either a percentage or a dollar amount.
- 3. Click the Checkbox if you wish to have this amount contribute towards a discount tier.
- 4. Select either + (increase the source rate) or (decrease the source rate)
- 5. Click UPD AIR SOURCE. The information is added to the Air Source Rating grid.

Air Source Ratir	Ig					
Source Rate	Disc Cont	Pass Thru	Sign	Initial	Unit	
Source Rate	No	No	+	1.00	\$	8
Source Rate 👻		@ Ye	es 🔘	No 🎯 +	0-	
\$ 0.00	۵۶ 🔘	%	Ad	d Source	Rate	

NOTE: Only one Source Rate can be added to the Air Source Rating grid.

• CUSTOM RATE

CUSTOM RATE is used to define specific rates for Home calls. Selecting **CUSTOM** as the **RATING** method displays the **AIR CUSTOM RATING** grid. The custom rate tabs are labeled based on the Time of **D**ay code selected in the **TOD** drop down list.

Free Minutes	Home	Roam	Fees	Other Fees	Charges	Discounts	Assoc. Fea	ats 📋	TOD Tables	Messages	Oth	er				
Select Air Ra Air Source Ra		Source	Custo	om 🔶		Air Cu	istom Ratin	_								
All Source Ke	Disc															
Source Rate	Con		hru Sign	Initial Unit	E II	*Sta	indard									
Source Rate						Cust		Disc Cont	Initial	ICN	Dur	Overtime	ICN	Dur		
Source Kate	Ŧ	(Ves (No 🔍 + 🔘	-			No							8	
\$ 0.00	۵ \$	◎%	A	dd Source Rate	-											
						Custo	om Rate 💌					0				0
														Add Air	Custo	m

DISC. CONT.

The **<u>DISC</u>** ount <u>**CONT**</u> ributory check box is used to indicate if the billed amount associated with the selected rating method is contributing to a discount tier.

INITIAL/ICN/DURATION

The **INITIAL** rate is the minimum-billed amount a call is charged. The dollar amount entered here is charged based on the initial duration entered in the third column. The **INITIAL DURATION** is the *minimum* length of time a call is charged.

NOTE: The DURATION must be entered as SECONDS, not minutes.



The ICN is an INTERCONNECTION NETWORK charge. The Interconnection Network Charge can be used to pass the cost associated with connecting to other networks on to the end user. This charge does not appear as a separate line item on the customer invoice.

OVERTIME

The **OVERTIME** rate is the amount charged *after* the minimum-billed amount has been calculated. A call will be invoiced for the overtime rate based on the overtime duration entered in the sixth column. The overtime **DURATION** is the length of time a call will be charged after the minimum duration has passed.

ADDING CUSTOM RATES

- 1. Enter information in the fields provided.
- 2. Click the Checkbox if you wish to have this amount contributing towards a discount tier.

Select Air Rat	na 🔿	Source	O Cust	om											
Air Source Rat		Source	Cus	om		Air Cus	tom Rat	ing							
Source Rate	Disc Cont	Pass T	hru Sign	Initial Uni	t	*Day	*Ever	ing '	*Night						
		_				Custo	m Rate	Disc Cont	Initial	ICN	Dur	Overtime	ICN	Dur	
Source Rate			<u></u>) No				No							8
\$ 0.00	® \$	0%		Add Source Rat	e										
						Custon	n Rate 🚿		\$.0456	\$1		6 \$0.0456	\$0.00	000	
													Add	d Air Cu	isto

3. Click ADD AIR CUSTOM

Free Minutes	Home	Roam	Fees	Other Fees	Charges	Discounts	Assoc	. Feats	TOD Tables	Message	s Oti	her			
Select Air Rat	ina 🔿	Source													
Air Source Ra		Jource	Cust	John		Air C	ustom R	ating							
Source Rate	Disc Cont	Pass T	hru Sign	Initial Uni	t	*Da	y *Ev	ening	*Night						
							ustom Rate	Disc Cont	Initial	ICN	Dur	Overtime	ICN	Dur	
Source Rate	_ `		(<u>No </u>		Cur	<u>e</u>	Yes	\$0.0456	\$1.0000	6	\$0.045600	\$0.0000	e	8
\$ 0.00	_ ® \$	0%	,	Add Source Nat	e										
						Cust	om Rate	~	\$0.0000	\$0.0000		0 \$0.0000	\$0.000		
													Add	Air C	ustor

NOTE: Only 1 custom rate permitted for Home.



TOLL SOURCE RATING

• The default **RATING** selection in the Home Toll tab is **SOURCE** with **PASS THRU** - **YES** selected. This means during the production process the rate found on the carrier call record will be passed through to the end user.

The **<u>DISC</u>** ount <u>**CONT**</u> ributory check box is used to indicate if the billed amount associated with the Rating method selected is contributing to a discount tier.

Free Minutes Home Roam Fees Other Fees Charges	Discounts Ass	oc. Feats	TOD Tables	Messages	Other			
Select Air Rating U Source I Custom								
Air Source Rating	Air Custon	n Rating						
Source Rate Disc Cont Pass Thru Sign Initial Unit	*Day *	Evening	*Night					
Source Rate V	Custon Rate	n Disc Cont	Initial	ICN	Dur Overtime	ICN	Dur	
\$ 0.00 • \$ 0% Add Source Rate	Custom Rate	Yes	\$0.0456	\$1.0000	6 \$0.0456	\$0.000	6	8
Toll Source Rating Source Rate Disc Cont Pass Thru Sign Initial Unit Source Rate ♥ □ ○ Ves ○ No ○ + \$ □ ○ \$ ○ 95 ▲ Add Toll Source	Custom Ri		∫ \$0.0000	50.0000	, rate either by	Add	Air Cust	

• If the SOURCE PASS THRU choice is changed to NO, additional fields appear. A surcharge can be added to the rate on the carrier call record. The surcharge can be a flat dollar amount or a percentage depending on the selection -- \$ or %.

Source Rate Disc Cont Pass Thru Sign Initial Unit	
	8

ADDING A SURCHARGE TO THE SOURCE RATES

- 1. Select the unit (\$ or %),
- 2. Enter either a percentage or a dollar amount.
- 3. Click the Checkbox if you wish to have this amount contributing towards a discount tier.
- 4. Select either + (increase the source rate) or (decrease the source rate)
- 5. Click ADD TOLL SOURCE. The information is added to the Air Source Rating grid.

Toll Source Rati	ng					
Source Rate	Disc Cont	Pass Thru	Sign	Initial	Unit	
Source Rate	Yes	No	+	3.00	\$	8
Source Rate 💌		⊙ Ye	s ()	No 🖲 +	0-	
\$ 0.00	® \$ ○	%	Ac	ld Source l	Rate	

NOTE: Only one Source Rate can be added to the Air Source Rating grid.

CUSTOM rating is not an available option for Toll records.



Roam

Roaming rates are used when processing a call record for someone who traveled outside their home calling area and made a call that required another wireless carrier to provide service for the call. The provider picking up the call sends a signal back to the callers' home network, so their wireless phone can send and receive calls as they travel. Two rating types can be defined for Roaming Wireless service, **AIR SOURCE RATING** and **TOLL SOURCE RATING**.

Free Minutes	Home	Roam	Fees	Other	Fees	harges	Discounts	Asso	c. Feats	TOD Table	es Messag	jes Ot	her				
Air Source Ra	ting						Air Custo	m Rai	ting								
Preferred Rat	e Disc Cont	Pass Thru	Sign	Initial	Unit		*Standa	ard									_
Default/Offnet		Yes			8		Prefe		Disc Cont	Initial	ICN	Dur	Overtime	ICN	Dur		
Generic On Ne	t No	Yes			8				No							8	
Default/OffNe \$	0	■ \$ () %	o Yes			-	Default/0	OffNet					0		Add Ai	r Custor	o m
Preferred Rat	e Disc Cont	Pass Thru	Sign	Initial			Roam Ra	tina h	nas 2 side	· Air and i	Toll For Air	rate e	ither by Sour	rce or Cus	tom Se	t rates	for
Default/Offnet	No	Yes			8		Air for 2	Prefe	rred rating	s: OffNet	and OnNet.	You ca	n mix the 2 p	preferred i	ratings b	betweer	n
Generic On Ne	t No	Yes			8					Air but you ce Rating.	i may only	have 1	occurence of	r each pret	terred ra	ate with	nin Air
Default/OffNe \$	_	5 0 %	Yes		• • • • • • • • • • • • • • • • • • •	_											

AIR SOURCE RATING

There are two **PREFERRED RATE TYPES**: <u>**Default/Off Net**</u> and <u>**GENERIC ON NET**</u>. Each **TYPE** under Air Source Rating can have a corresponding rate based on <u>**one**</u> of the following:

• The Source with Pass Thru selected YES – No additional steps needed.

SOURCE with **PASS THRU** - **YES** is selected as the default **RATING** selection. The rate found on the carrier call record is passed through during the production process.

• The Source with Pass Thru selected as **NO**

If the **PASS THRU** choice is changed to **NO**, additional fields appear. A surcharge can be added to the rate on the carrier call record. Depending on the **UNIT** selected, the surcharge can be a flat dollar amount or a percentage.

Perform the steps below for Default/Off Net and Generic On Net.

- 1. Select the Preferred Rate type: Default/Off Net or Generic On Net
- 2. Select the unit (\$ or %),
- 3. Enter either a percentage or a dollar amount.
- 4. Click the Checkbox if you wish to have this amount contribute towards a discount tier.
- 5. Select either + (increase the source rate) or (decrease the source rate)
- 6. Click ADD AIR SOURCE. The information is added to the Toll Source Rating grid.

Free Minutes H	ome F	loam	Fees	Other	Fees	Charges
Air Source Ratin	g					
Preferred Rate	Disc Cont	Pass Thru	Sign	Initial	Unit	
Default/Offnet	No	Yes				8
Generic On Net	No	Yes				8
Default/OffNet	• [@ \$	• %	Yes	; ONo Add A		Jrce



- Custom Rates
 - 1. Select the Preferred Rate Type: Default/Off Net or Generic On Net.
 - 2. Enter information in the fields provided.

ree Minutes H Air Source Ratin		Roam	Fees	Other	rees	Charges	Discounts Air Custo	m Rating	s TOD Table	es messai	ges Ot	liei			
Preferred Rate	Disc Cont	Pass Thru	Sign	Initial	Unit		*Stand								
<u>Default/Offnet</u> Generic On Net	No No	Yes Yes				8	Prefe		nt Initial	ICN	Dur	Overtime	ICN	Dur	
Generic On Net	_		@ Yes	i 💿 No				No							8
\$ 0.00	۹ (0%		Upd A	Air Sou	irce	Default/	OffNet 💌				0		Add Ai	r Custom

The **INITIAL** rate is the minimum-billed amount a call is charged. The dollar amount entered here is charged based on the initial duration entered in the third column. The **INITIAL DURATION** is the *minimum* length of time a call is charged.

NOTE: The DURATION must be entered as SECONDS, not minutes.

The ICN is an INTERCONNECTION NETWORK charge. The Interconnection Network Charge can be used to pass the cost associated with connecting to other networks on to the end user. This charge does not appear as a separate line item on the customer invoice.

The **OVERTIME** rate is the amount charged *after* the minimum-billed amount has been calculated. A call will be invoiced for the overtime rate based on the overtime duration entered in the sixth column. The overtime **DURATION** is the length of time a call will be charged after the minimum duration has passed.

- 3. Click the Checkbox if you wish to have this amount contributing towards a discount tier.
- 4. Click ADD AIR CUSTOM



SUMMARY:

For each Preferred Rate type (Default/Off Net and Generic On Net), you must decide on which method you wish to rate calls by:

- The Source with Pass Thru selected Yes
- The Source with Pass Thru selected as No
- A custom rate

Once you have decided on the method, complete the steps as outlined above for each Preferred Rate type: Default/Off Net and Generic On Net.

If you try to add a second rating method for an existing Preferred Rate type, you will receive a message indicating that this is not allowed.

Free Minutes	Home R	oam 🗌	Fees	Other F	ees	Charges	Dis	counts Assoc.	Feats	TOD Table	s Messag	jes 🛛 🔾	Other		
Air Source Rat		eady exi	ists on	this plan	^	8	í	*Day *Eveni		light					
Preferred Rate	Disc Cont	Pass Thru	Sign	Initial	Unit			Preferred Rate	Disc Cont	Initial	ICN	Dur	Overtime	ICN	Dur
						8		Default/OffNet	Yes	\$0.0456	\$1.0000	6	\$0.045600	\$1.0000	6 🐼
Default/OffNet \$ 0.00	✓ [⊙ <u>ves</u>	Add Ai				Default/OffNet	~	\$0.0000	\$0.0000		0 \$0.0000	\$0.00	oo o Air Custom



TOLL SOURCE RATING

There are two **PREFERRED RATE TYPES**: <u>**Default/Off Net**</u> and <u>**GENERIC ON NET**</u>. Each **TYPE** under Toll Source Rating can have a corresponding rate based on <u>one</u> of the following:

1. The default Source Rate is **PASS THRU – YES**.

			_	_	_															
Free Minutes	Home	Roam	Fees	Other	Fees	Charge	s Discount	s Assoc	. Feats	TOD Tabl	es Messa	ges (Other							
Air Source Ra	ting						Air Cu *Da	stom Rat		Night							1			
Preferred Rate	Disc Con	Pass Thru	Sign	Initial	Unit	8		eferred Rate	Disc	Initial	ICN	Dur	Overtime	ICN	Dur					
						•	Defa	ult/OffNet	Yes	\$0.0456	\$1.0000	6	\$0.045600	\$1.0000	6	8				
\$ 0.00 Toll Source Ra	ating	5 () % Dass			ir Sour	ce								Add	Air Cu	stom	(
	ating	Deer	Sign			ce								Add	l Air Cu	istom	1			
						8	OnNe	t. You cai	n mix th		ed ratings I	etwee	either by So n Source an							
Default/OffNet		. ; 0 %	⊙ ve:	a O No Add To																

2. The Source with Pass Thru selected as NO

If the **PASS THRU** choice is changed to **NO**, additional fields appear. A surcharge can be added to the rate on the carrier call record. Depending on the **UNIT** selected, the surcharge can be a flat dollar amount or a percentage.



Adding a Toll Source Rate

- 1. Select the Preferred Rate Type: Default/Off Net or Generic On Net.
- 2. Select the unit (\$ or %),
- 3. Enter either a percentage or a dollar amount.
- 4. Click the Checkbox if you wish to have this amount contribute towards a discount tier.
- 5. Select either + (increase the source rate) or (decrease the source rate)
- 6. Click ADD TOLL SOURCE. The information is added to the Toll Source Rating grid.

SUMMARY:

For each Preferred Rate type (Default/Off Net and Generic On Net), you must decide on which method you wish to rate calls by:

- The Source with Pass Thru selected Yes
- The Source with Pass Thru selected as No

Once you have decided on the method, complete the steps as outlined above for each Preferred Rate type: Default/Off Net and Generic On Net.



If you try to add a second rating method for an existing Preferred Rate type, you will receive a message indicating that this is not allowed.

Selected Prefer for Toll.	red Rate al	ready exi	sts on	this plan	-	\mathbf{S}
Preferred Rate	Disc Cont	Pass Thru	Sign	Initial	Unit	
Default/OffNet	No	Yes				8

Fees, Other Fees, TOD Tables Messages and Other

Please refer to the Internet section of this document for information on these tabs.

		Wireless Detail	Add		
	Plan Code WIRE5				
	Public Name Wireless Plan 5		masign Start 5/11/1011		
				-	
Free Numes Nome Room					
	Free Minutes Home Roam Fees Othe	r Fees Charges Discounts Assoc. Feats TOD Table	s Messages Other		
Initial # + 0	Per Line Installation Fee + Per Line Misc Fee + Plan Group Fee +	0.00 One Time 1 + 0.00 0.00 Monthly 99 + 0.00	99 99 99 99		
Other Fee Description Tax Level ProRate Basis Sign Initial Billed Cycle Fee Taxable Yes Level Across Plan Initial + + + 50.00 Menthly 99 Desc ProRate No Charge Initial + + + 50.00 Menthly 99 Add Fee Initial + + + 50.00 Menthly 99 Add Fee Payof the Week Up Hour Period Up Hour Period Up Hour Period Tuesday 12:00 AM Normal Initial Initial <td>Fee Description</td> <td>Initial @ + @ - Monthly</td> <td>99</td> <td></td> <td></td>	Fee Description	Initial @ + @ - Monthly	99		
Fee Taxable Yee Slign Fee Blied Cycle Desc ProBate To Charge Initial + + + + 50.00 Monthly 99 Add Fee Ongoing + + + + 50.00 Menthly 99 Add Fee Initial + + + + + + + + + + + + + + + + + + +	Free Minutes Hom	Roam Fees Other Fees Charges [Discounts Assoc. Feats TOD Tables N	lessages Other	
Fee Taxable Ves Level Across Plan Initial + - \$50.00 Monthly 99 Desc ProRate No Charge In Arrears Ongoing + - \$50.00 Monthly 99 Add Fee	Other Fee Descri	ntion Tax Level P	roRate Basis Sign Initial Bille		3
Desc ProRate No Charge In Arrears Ongoing @ + _ 90.00 Monthly 99 Add Fee				Sign Fee Billed Cycle	
Ongoing Interfutive Interfutive Image: Second Secon	Fee	Taxable Yes 💌	Level Across Plan 💌 Initial	• + . \$0.00 Monthly • 99	
Add Fee Pree Minutes Home Roam Fees Charges Discounts Assoc. Feats TOD Tables Messages Other Monday 12:00 AM Normal Income Income Period Up Hour Period Up Hour Period Tuesday 12:00 AM Normal Income Income <td< td=""><td>Desc</td><td>ProRate No 💌</td><td>Charge In Arrears</td><td>S SO OO Monthly 2 99</td><td></td></td<>	Desc	ProRate No 💌	Charge In Arrears	S SO OO Monthly 2 99	
Free Minutes Home Roam Fees Other Fees Charges Discounts Assoc. Feats TOD Tables Hessages Other Day of the Week Up Hour Period Up Hour Period Up Hour Period Up Hour Period Monday 12:00 AM Normal Tuesday 12:00 AM Normal Thursday 12:00 AM Normal			Ongoing	• + • - 50.00 [Montaily] 55	
Day of the Week Up Hour Period Up Hour Period Up Hour Period Monday 12:00 AM Normal Image: Constraint of the second sec				Add Fee	
Day of the Week Up Hour Period Up Hour Period Up Hour Period Monday 12:00 AM Normal Image: Constraint of the second sec					
Day of the Week Up Hour Period Up Hour Period Up Hour Period Monday 12:00 AM Normal Image: Constraint of the second sec	Eree Minutes	doma Roam Frees Other Frees Charges Disc	wets Access Feats TOD Tables Messages	Other	
Monday 12:00 AM Normal Image: Normal and the second se	The Pindles	Iome Roam rees Other rees Charges Disc	Suns Assoc. Teats Tob Tables Messages	onier	
Monday 12:00 AM Normal Image: Normal and the second se	Day of the	Week In Hour	Period Un Hour Period	Up Hour Reriod Up Hour	Period
Tuesday 12:00 AM Normal Image: Normal im		12:00 AM Nor		opriosi i sites opriosi	
Thursday 12:00 AM Normal Image: Constraint of the state of th					
Friday 12:00 AM Normal Image: Constraint of the second					
Saturday 12:00 AM Normal					
Sunday 12:00 AM Normal					
Free Minutes Home Roam Fees Other Fees Charges Discounts Assoc. Feats TOD Tables Messages Other	Sunday	12:00 AM Nor	mai		
Free Minutes Home Roam Fees Other Fees Charges Discounts Assoc. Feats TOD Tables Messages Other					
		Free Minutes Home Roam Fee	s Other Fees Charges Discou	nts Assoc. Feats TOD Tables Message	ss Other
Free Minutes Home Roam Fees Other Fees Other Fees Discounts Assoc. Feats TOD Tables Messages Other		Free Minutes Home Roa		Assoc. Feats TOD Tables Messages Other	
Terms (Per Assigned Line)			Terms (Per Assigned Line)		
		C Term Plan		Term	
		Month to Month		Early Term Fee	
North to Month Early Term Fee Default Commission ¥			Minimum Charge (Across Plan)	Default Promotion
O Month to Month Early Term Fee Default Commission ¥		11			
O Month to Month Early Term Fee Default Commission Image: Commission Minimum Charge (Across Plan) Default Promotion Image: Commission Output to the Service Fee Grp State Line Service Fee Grp Image: Commission		O Minutes			State Line Service Fee Grp
O Month to Month Early Term Fee Default Commission ¥ Minimum Charge (Across Plan) Default Promotion ¥			Usage Only		State Line Service Fee Grp



Charges

The **CHARGES** tab is made up of codes referred to as '**OPCODES**'. These codes are used to define per call surcharges or rates for **USAGE** sensitive features, such as collect call acceptance, payphone originated completion, directory assistance, and operator assisted calling. Carrier call records must contain an indicator for these charges in order for them to bill properly during the production process. If your carrier does not provide this data, charges entered in this grid will not bill.

Special coding may be required in some instances. Your assigned Billing Analyst can assist you in determining if special programming will be necessary. The following fields in the grid are hard coded and cannot be changed or deleted: **CODE**, **CHARGE NAME**, and **TYPE**.

Code	Charge Name	Туре	Unit	Allowed	Max	Charge	SurCharge	Per	
CC	Customer Completed	OT	С	0	0				
DA	Directory Assistance	RT	С	0	999999999				
<u>oc</u>	OPA Completed	SR	С	0	999999999				
OD	OPA Dialed	SR	С	0	9999999999				1
03	OPA Third Number Billed	SR	С	0	9999999999				1
OL	OPA Collect Billed	SR	С	0	9999999999				1
OP	OPA Person To Person	SR	С	0	999999999				1
<u>P3</u>	OPA PersPer. 3rd # Billed	SR	С	0	999999999				1
PC	OPA PersPers. Collect Billed	SR	С	0	9999999999				1
ov	OPA Verify Busy Request	RT	С	0	999999999				1
			-	-				Item/Call/I	Unit _

TYPE codes are used during production to indicate how the **OPCODE** should be handled during production.

ОТ	Indicates an opcode is flagged for ALLOWED and MAXIMUM rules only. Used only for the CC – Customer Completed and DA – Directory Assistance opcode.
RT	Indicates the opcode will be rated straight from the charges table as a per record charge.
SR	Indicates the opcode will be rated from associated geographic table, plus the surcharge rate indicated in the charges tab.
SS	Indicates the opcode will be rated from the amount found on the source carrier data plus the surcharge indicated in the charges tab. Applies to Local Rates only.

UNIT

The UNIT column is used to identify how records should be rated, C for Call/Messages and M for Minutes/Kilobytes. The default value is C – Call/Messages, but can be changed.

ALLOWED

The ALLOWED column is used to designate the number of free units that will be given per billing cycle. Free units do not roll over to the next cycle if they are not used. The ALLOWED column defaults with 0 and can only be changed on the CC – Customer Completed and DA – Directory Assistance opcodes.

MAX

The MAX column is used to set a limit on how many units can be billed during a cycle. The default value is **999999999**, indicating an unlimited amount, (except CC – Customer Completed which defaults to zero). The MAX value can only be changed on the CC – Customer Completed and DA –Directory Assistance OPCODES.



CHARGE

The CHARGE column is used to define the cost associated with the opcode.

SURCHARGE AND PER

The purpose of a Surcharge is to add additional charges to an opcode charge. For example, suppose it costs .75 to send pictures on your wireless phone but it also costs .40 a kilobyte. It's another fee on top of the first fee.

ENTERING WIRELESS OPCODE CHARGES

	Action	Description
1.	Click an OPCODE from the list.	The OPCODE appears in the edit box below the grid. The CODE , CHARGE NAME , and TYPE are grayed out. The UNIT value

In the below example, the XI - PICTURE MSG IN OPCODE defaults with C - CALLS/MESSAGES selected as the unit, zero defaults in the allowed, max and charge fields. All values can be changed.

defaults as C- CALL.

Code	Charge Name	Туре	Unit	Allowed	Max	Charge SurCharg	je Per
MB	Text Message Bundle	SR	С	0	999999999		
<u> 1</u>	Premium Text In	SR	С	0	999999999		
30	Premium Text Out	SR	С	0	999999999		
RB	Premium Text Bundle	SR	С	0	999999999		
1	Intl Text In	SR	С	0	999999999		
0	Intl Text Out	SR	С	0	999999999		
8	Intl Text Bundle	SR	С	0	999999999		
a	Picture Msg In	SR	С	0	999999999		
<u>(0</u>	Picture Msg Out	SR	С	0	999999999		
vo.	Distant Marco Duradla	ico.	6		00000000		
XI	Picture Msg In		SR 💌		0	0	Item/Call/Unit V

- 2. Select the UNIT in the drop down list.
- 3. Enter the ALLOWED Units, if applicable.

The UNIT value can be C for Calls/Messages and M for Minutes/Kilobytes.

Only calls terminating in the following geographic areas are eligible for **ALLOWED** units: Intralata, Intrastate, Alaska/Hawaii, Puerto Rico/US Virgin Islands, and Interstate.

- 4. Enter the **MAX** value, if applicable.
- 5. Enter the CHARGE, SURCHARGE amount and the PER for the surcharge if applicable.
- 6. Click **UPDATE CHARGES** to commit the The charge appears in the grid. charge to the grid.

Example:

XI – Picture Msg In opcode has 3 free calls and is rated at \$0.75 per call and .40 /kilobytes.

Code	Charge Name	Туре	Unit	Allowed	Max	Charge	SurCharge	Per
8	Intl Text Bundle	SR	С	0	999999999			
1	Picture Msg In	SR	С	3	999999999	0.7500	0.4000	Kilobytes
0	Picture Msg Out	SR	С	0	999999999			
8	Picture Msg Bundle	SR	С	0	999999999			
L I	Video Msg In	SR	С	0	999999999			
0	Video Msg Out	SR	С	0	999999999			
8	Video Msg Bundle	SR	С	0	999999999			
1	Instant Msg In	SR	С	0	999999999			
0	Instant Msg Out	SR	С	0	999999999			
	La contra de la	00			00000000			

7. Repeat the above steps to define a charge for other opcodes in the grid.



Assoc Features

The **ASSOCIATED FEATURES** tab is used to add specific features to a Wireless Rate plan. If features are attached to a Wireless rate plan, when the rate plan is selected for a Wireless line the features associated with the plan are attached to the line automatically.

Effective Date	03/11/2	2011	Cor	mment In Ser	vice Date					
Free Minutes	Home	Roam	Fees	Other Fees	Charges	Discounts	Assoc. Feats	TOD Tables	Messages	Other
					Code	Descr	ription			
						•				
							Add to List			

✓ Select the FEATURE from the Code drop down list and click ADD TO LIST. Features are created in System Profiles.

Discounts

The **DISCOUNTS** tab is used to define a discount for the Wireless Rate Plan. The **STRUCTURE** selected determines how the discounts will be calculated during production. There are two choices, **DOLLARS** or **UNITS**. Dollars is selected as the default.

Free Minutes	Home	Roam	Fees	Other Fees	Charges	Discounts	Assoc. Feats	TOD Tables	Messages	Other
						_				
				Amoun	t Pe	ercent		Structure	Oollars	
							_	Structure	Units	
							Cont	rib. Orientatior	Across Al	
				•			(F)			
					0.0	0%				
				Ad	Id/Update D	iscount				

Setting up a discount for Wireless plans is identical to Internet Plans.

Below is a message that will display if all the required entries are not entered in your plan when you attempt to save the plan.



Tax Jurisdictions

Profitec uses taxing software from a company called BillSoft to determine the taxes invoiced during a production. BillSoft is a company that provides software solutions to the telecommunications industry worldwide. The **BILSFT** code shown in the Tax Jurisdiction screen ships with the database and includes all telecommunication taxes. Please do not delete this code.

The Tax Jurisdiction module is where new tax profile codes are also created.

		Tax Juri	sdiction	
				Ð
	Code			
-	BILSFT			8
			*	
			~	

• Click the **BILSFT** code to view the details of the default tax profile.

All taxes are flagged in the APPLY column as - Y by default in the BILSFT default tax profile.

Apply Y Y Y Y Y Y Y Y Y Y Y Y Y harge Y Y Y
Y Y Y Y Y rcharge Y harge Y Y Y Y Y Y Y Y Y Y Y Y Y Y
Y Y Y Y Y rcharge Y harge Y Y Y Y Y Y Y Y Y Y Y Y Y Y Y
V Y vcharge Y harge Y V V V V
Y charge Y arge Y Y Y Y Y
charge V harge V V V
harge V V V V
V V V
Y
Y
n to change. This will Update Grid

To change the value Apply Flag (Y to N) OR (N to Y), select the desired row and click the UPDATE GRID button. This will reverse the currently displayed value.



In the below example, two tax types were selected.

APPLY TAXES - NO

	Ta	x Jurisd	iction Detail		
Code BILSFT01 Description BILSFT01					
Statement Group	Statement Group	Code	Tax Item	Apply	~
Federal Taxes/Impuestos	Federal Taxes/Impuestos	003	Federal Carrier Gross Receipts Tax	N	
Federal Taxes/Impuestos	Federal Taxes/Impuestos	006	Federal Excise Tax	N	

APPLY TAXES - YES

Clicking the Update Grid button changed both tax items from Taxable NO to Taxable YES.

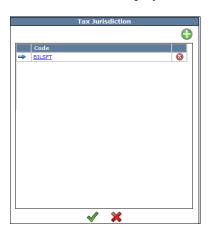
Statement Group	Statement Group	Code	Tax Item	Apply	^
Federal Taxes/Impuestos	Federal Taxes/Impuestos	003	Federal Carrier Gross Receipts Tax	γ	
Federal Taxes/Impuestos	Federal Taxes/Impuestos	006	Federal Excise Tax	γ	

Creating a New Tax Profile

Description

1. Select **TAX JURISDICTION** from the Rate Profiles drop down list.

The **TAX JURISDICTION** summary screen displays. The default tax profile **BILSFT** ships with the OmniBill database and displays in the Tax Jurisdiction list.



2. Click the **GREEN PLUS** button.

The **TAX JURISDICTION DETAIL** screen displays in add mode.



Action	Description
Code Description Please Select Flags to Set f Federal State County City Unincorporated	to Taxes for New Jurisdiction Please Select Flags to Set to Taxes for New Jurisdiction Federal County N City Unincorporated V
	J Y/N values on each of the tax items. You will be able to change this if needed. d Values

You must determine how you want to handle taxes in the five jurisdictions that display on the screen.

- 3. Select the appropriate tax value in each of the five tax jurisdiction fields.
 - Y Yes apply taxes
 - N Do not apply taxes in the five tax jurisdictions

Please Select F	lags to	o Set to	Taxes	for New	Jurisdictio	n
Federal	v					
rederal	T	×				
State	Y	*				
County	N	*				
City	Ν	*				
Unincorporated	Ν	×				

NOTE: A value (Y or N) must be selected for all five categories. If a value is not selected and the **LOAD VALUES** button is clicked a message displays:

Please Select F	lags to Set	to Taxes for New Jurisdiction
Federal	Y 🗸	
State	Y 💙	
County	N 💌	
City	N 💙	
Unincorporated	*	* Please Select

4. Click the **LOAD VALUES** button to apply the selected apply flags for each tax jurisdiction.

The detail for each tax jurisdiction displays.



Action

Description

In the example below Federal Taxes will be applied. Following the instructions below the **UPDATE GRID** button can change individual taxes within a specific tax jurisdiction.

Federal Taxes/Impuestos Federal Taxes/Impuestos	empt Statement Group Federal Taxes/Impuestos	Code		
Statement Group Ederal Taxes/Impuestos	Statement Group	Code		
Federal Taxes/Impuestos Federal Taxes/Impuestos		Code		
Federal Taxes/Impuestos	Federal Taxes/Impuestos		Tax Item	Apply
		003	Federal Carrier Gross Receipts Tax	N
Texternal Textern (Texternal Sector 1	Federal Taxes/Impuestos	006	Federal Excise Tax	N
receivan raxes/impuescos	Federal Taxes/Impuestos	012	Federal Special Tax	N
Federal Taxes/Impuestos	Federal Taxes/Impuestos	031	Federal Telecom Relay Service Surcharge	N
Federal Taxes/Impuestos	Federal Taxes/Impuestos	057	Federal Sales Tax (Interstate)	N
Federal Taxes/Impuestos	Federal Taxes/Impuestos	062	Federal Wireless Telecom Relay Service Surcharge	N
Federal Taxes/Impuestos	Federal Taxes/Impuestos	063	Federal Paging Telecom Relay Service Surcharge	N
Federal Taxes/Impuestos	Federal Taxes/Impuestos	067	Aux Gov and Other Charges	N
Federal Taxes/Impuestos	Federal Taxes/Impuestos	068	Aux Gov and Other Charges	N
Federal Taxes/Impuestos	Federal Taxes/Impuestos	069	Aux Gov and Other Charges	N
everse the currently display		esired rov	v(s) and use the 'Update Grid' button to change. This will	Update Grid Print
everse the currently display Tax Group Description	yed value **	esired rov	v(s) and use the 'Update Grid' button to change. This will	
everse the currently display Tax Group Description (ederal Taxes/Impuestos 1	yed value **	esired rov	v(s) and use the 'Update Grid' button to change. This will	
everse the currently display Tax Group Description 0 ederal Taxes/Impuestos 1	yed value **	esired rov	v(s) and use the 'Update Grid' button to change. This will	
everse the currently display Tax Group Description (rederal Taxes/Impuestos 1 International Value Added 2 istate Taxes/Impuestos 3	yed value **	esired rov	v(s) and use the 'Update Grid' button to change. This will	
everse the currently display Fax Group Description 0 rederal Taxes/Impuestos 1 nternational Value Added 2 state Taxes/Impuestos 3 .ocal Taxes/Impuestos 4	yed value **	esired rov	v(s) and use the 'Update Grid' button to change. This will	
everse the currently display Fax Group Description 0 Gederal Taxes/Impuestos 1 international Value Added 2 State Taxes/Impuestos 3 Local Taxes/Impuestos 4	yed value **	esired rov	v(s) and use the 'Update Grid' button to change. This will	

5. Click the **GREEN CHECKMARK OR** the **DISC** to save the tax profile.

TAX GROUP DESCRIPTION AND ORDER ON BILL

The TAX GROUP DESCRIPTION AND ORDER ON BILL grid is informational only and informs you on order the taxes appear on the invoice. This information cannot be changed using this screen.

Tax Groups and the order taxes appear on the invoice can be changed using the TAX GROUP MAINTENANCE UTILITY. Refer to SECTION 21 – SYSTEM UTILITIES for information on the TAX GROUP MAINTENANCE UTILITY.

If needed each tax in the tax jurisdiction detail screen can have the **APPLY** flagged changed in the tax jurisdiction detail screen.

1. Select the individual tax you want to change.

Tax Jurisdiction Detail									
Code BILSFT Description BILSFT									
Statement Group	Statement Group	Code	Tax Item	Apply					
Federal Taxes/Impuestos	Federal Taxes/Impuestos	003	Federal Carrier Gross Receipts Tax	N					
Federal Taxes/Impuestos	Federal Taxes/Impuestos	006	Federal Excise Tax	N					

2. Click the **UPDATE GRID** button.

Statement Group	Statement Group	Code	Tax Item	Apply	~
Federal Taxes/Impuestos	Federal Taxes/Impuestos	003	Federal Carrier Gross Receipts Tax	γ	
Federal Taxes/Impuestos	Federal Taxes/Impuestos	006	Federal Excise Tax	γ	