

## OrderPath® Software

**Course Title:** Operating OrderPath Software

**Overview:** As mandated by the FCC, Service Providers must have a means to easily and quickly move telephone services between eligible telephone service providers allowing for Local Number Portability (LNP). OrderPath is a Local Service Order Administration (LSOA) tool that helps Service Providers comply with the mandate. Through OrderPath, Service Providers can communicate with and process LNP service orders through the Number Portability Administration Centers (NPAC) to the Local Service Management Systems (LSMS).

In this course, participants will learn how to operate OrderPath to create, find, update and disconnect LNP subscriptions. Participants will learn how to generate reports, initiate local or NPAC audits and resolve LNP order processing problems.

**Audience:** This course is valuable for individuals who:

- ◆ process LNP service orders
- ◆ manage the LNP service order process
- ◆ administer the OrderPath application

**Pre-requisites:** Participants should have:

- ◆ a basic knowledge of:
  - Local Number Portability
  - service order processing in a telephony environment
- ◆ general computer operation skills

**Course Duration:** 2 days

**Training Location:** Denver, CO

**Course Hours:** 9:00 AM - 5:00 PM

**Maximum Class Size:** 9 Participants

**Contact:** Your respective Customer Manager



## Course Outline:

- ◆ **Overview of Local Number Portability**
  - Understanding local number portability
  - Meeting the requirements for LNP
  - Processing a subscription
  - Introducing the OrderPath application
- ◆ **Getting Started**
  - Logging on the OrderPath application
  - Navigating OrderPath windows
- ◆ **Processing Subscriptions as the New Service Provider**
  - Creating a subscription
  - Finding a subscription
  - Working with a subscription
  - Modifying multiple subscription versions by TN
- ◆ **Processing Subscriptions as the Old Service Provider**
  - Releasing a subscription
  - Working with a subscription
  - Following subscription states
- ◆ **Introducing Number Pooling**
  - Understanding number pooling
  - Working with pooled TNs
  - Viewing pooled TNs in the OrderPath application
- ◆ **Following Up on Notifications and Subscriptions**
  - Managing notifications
  - Finding notifications
  - Troubleshooting failed subscription activities
- ◆ **Managing Network Information**
  - Working with NPA-NXX data
  - Working with LRN data
  - Working with GTT data
  - Splitting an NPA
- ◆ **Auditing OrderPath Information**
  - Understanding the database hierarchy
  - Initiating an audit
  - Finding an audit
  - Viewing audit results
- ◆ **Generating Reports**
  - Managing reports
  - Generating reports
  - Following up on report activities
- ◆ **Licensed Features**
- ◆ **Putting It All Together**
  - Applying what you have learned