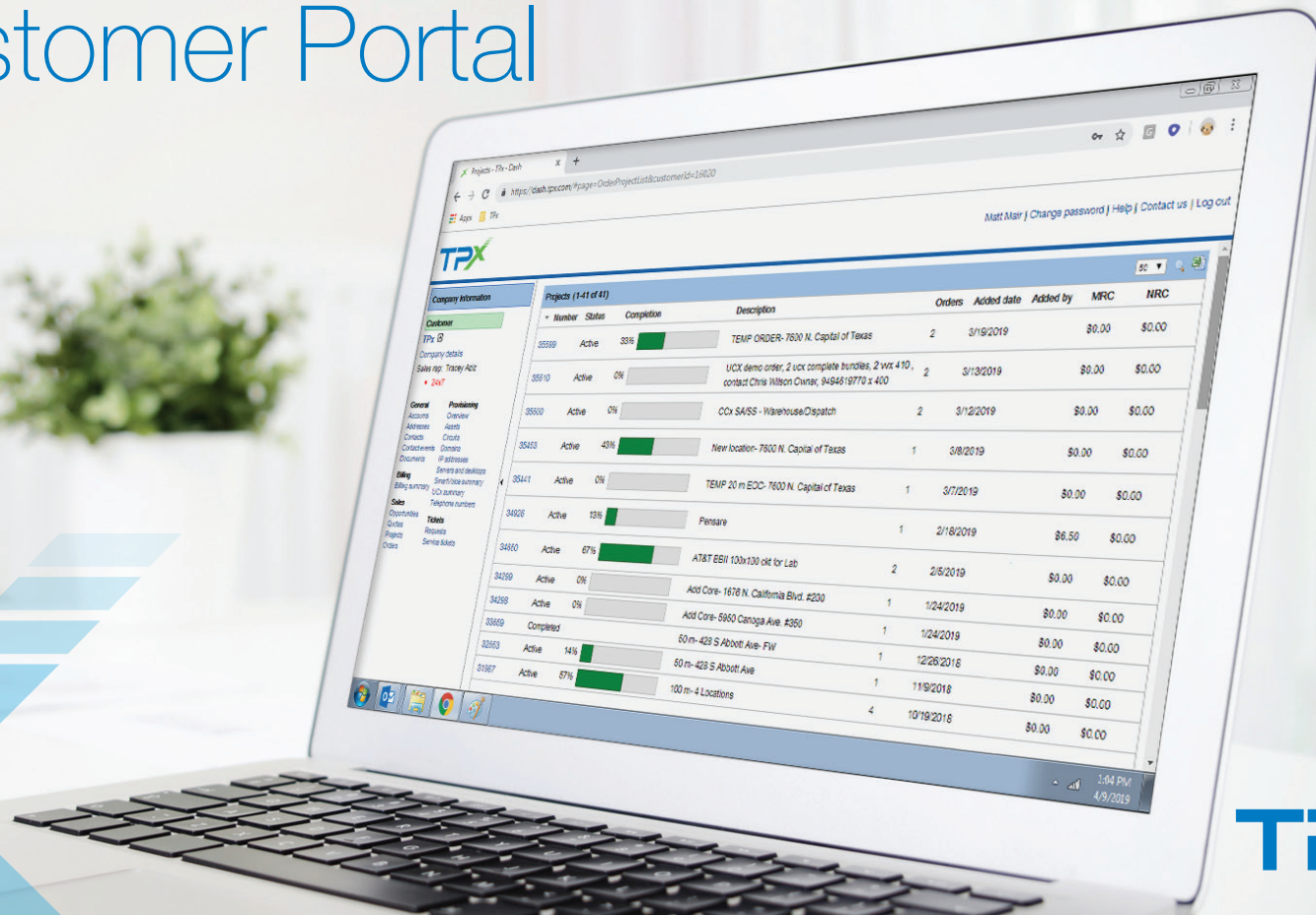


Dash Customer Portal



Dash is a convenient, easy-to-use online management system that puts control of your TPx account and services at your fingertips.



Control. Visibility. Knowledge.

Dash provides you the visibility and control to help make running your business easier. Update many aspects of your account. View billing data, contacts, projects, assets, services, graphs, service tickets, and more.

Key benefits

- Eliminate cumbersome paper invoices with online access to billing statements
- Pull call detail records for tracking and reporting purposes
- Quick access to quoted, in-process, and installed services
- Submit/track service tickets online at any time

Main dashboard and menus

Your personalized dashboard provides a quick view of activity including new service requests, change requests, new service orders, projects and service tickets. Additionally, the menu on the home landing page provides you access to many aspects of your account:

- Account
- Billing
- Sales
- Provisioning
- Tickets

Accessing Dash

Go to **dash.tpx.com** to log in to your existing account.
You can also access Dash from **TPx.com/login**.

General Account

Accounts	Lists all billing accounts
Addresses	Services/activities at an address
Contacts	List/Add/Remove account contacts
Documents	Contractual documentation

Billing*

Invoices	High-level summary and a link to a PDF version of your invoice
Invoice Summary	Deeper dive into monthly recurring, usage, and non-recurring charges
Recent Activity	Summary of your payment history
Services & Features	Breakdown of all monthly recurring charges by service or feature
Aging	Invoice aging summary
Reports	Frequently called numbers and locations, most expensive calls, longest duration calls, and time of day

** If you are still on our OneCentral Portal, you can access your billing information by going to OneCentralPortal.tpx.com*

Sales

Quotes	Shows all the contracts you have received from TPx
Project	View projects and track progress. A project is a group of orders that were created from a single quote.
Orders	View all orders for your account. You can drill down into each order and view notes to better understand the progress of an individual order.

Provisioning

Overview	Summary of overall account details, circuit IDs, telephone numbers, assets, IP addresses, and hosted domains
Assets	Equipment deployed by address
Circuits	Active and pending circuits by address
Domains	Hosted domains with TPx
IP Addresses	IPs assigned to your account by address
Servers & Desktops	Managed Endpoints deployed
SmartVoice Summary	Simple summary of SmartVoice services
UCx Summary	List Group, Name, Phone Number, Extension, Device, Service Pack, Unused Numbers
Telephone Numbers	Listing of all telephone numbers on the account

Tickets

Requests	Gives you the ability to initiate a change request, and submit a service/repair ticket
Service Tickets	View any active or historical service ticket

