INTRODUCTION

This document provides an example of how to do the following:

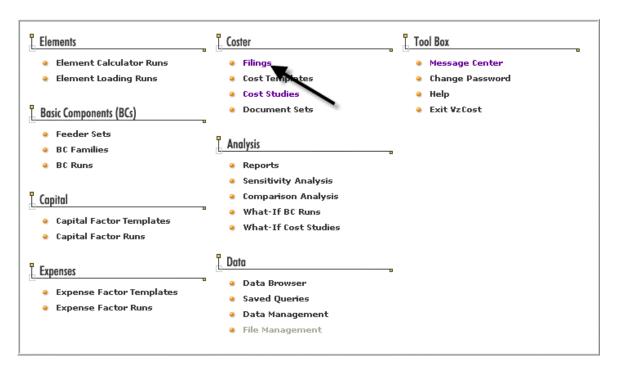
- 1. Creating a New Filing
- 2. Changing Data Versions
- 3. Changing Assumptions
- 4. Posting New BC Run and Re-Running a single Cost Study for that BC Run
- 5. Re-running studies using the Re-Run button

These examples are intended to represent major steps involved with creating a new Filing and editing that filing to produce revised cost studies. An additional document entitled "Running a Stand-Alone Study" provides the steps of running a single study independently of a filing.

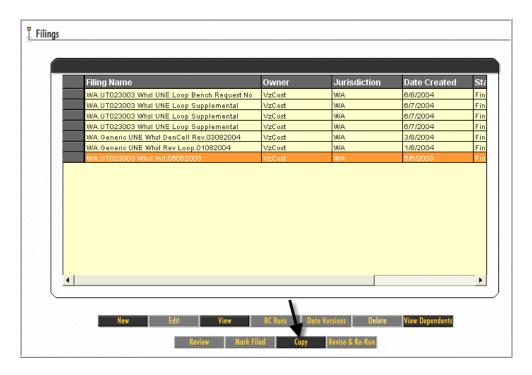
The steps and example are based on the assumption that as a starting point, the user will make an "Analyst" copy (explained in the *Creating a New* Filing section of this document) of the original filing and edit that filing. Though some of the data versions and table selections are different in the later versions of the Verizon filing, it contains a complete list of all the products that were studied. Verizon felt that this would make for a good starting point to make revisions. However another option would be to create a "Filing Control Sheet(s) Copy" version of the original filing. This version of the copied filing would not contain a copy of the study or the assumptions, data versions or tables that were originally selected. This method could also be considered a starting point for creating revised studies. However, requires re-inputting all of the selections and re-running all the studies individually, again, as opposed to rerunning them all at one time by selecting the "Rerun" button. If the majority of the BC runs, data versions and assumptions are going to be changed from the original filing, then this may be a better choice. Also, if only a subset of the products need to be analyzed, then starting with a copy that does not contain any cost studies or templates, may be easier to manage. The instructions supplied would still apply.

CREATING A NEW FILING

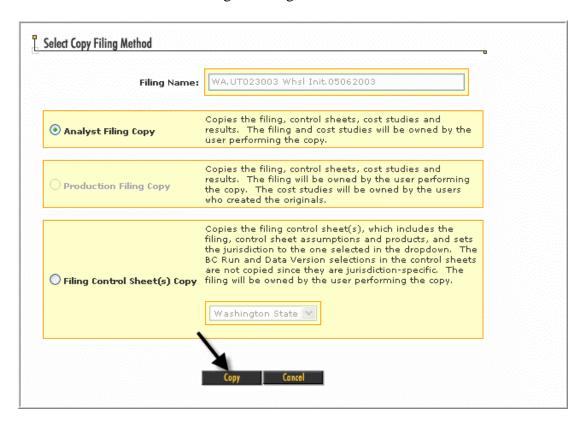
Click on the Filings section of the Home Page



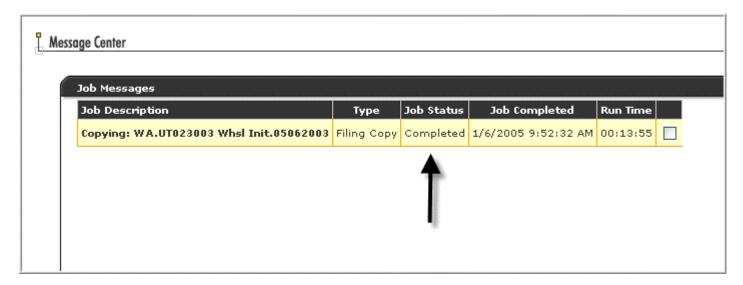
Select and highlight a filing to rerun. A good selection would be "WA.UT023003.Whsl Init.05062003." This is the original filing, and though it does not contain all of the updated BCs, data table versions or revised templates for the Non-Loop related products, and did not use Version 7 of the loop model, it does contain the list of all the products that were filed and would make a good starting point for making changes.



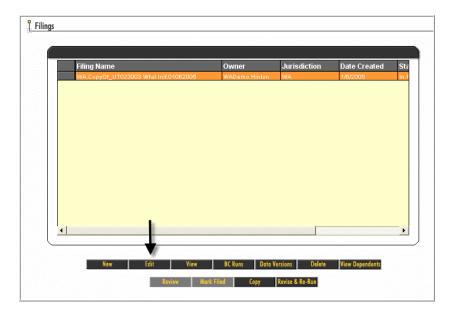
Click *Analyst Copy*. Choosing this option will copy the structure of the original filing, the control sheets, the assumptions, BCs, data versions and products associated with the cost studies in this filing. By choosing this option, any selections that were made in the original filing won't have to be re-selected.



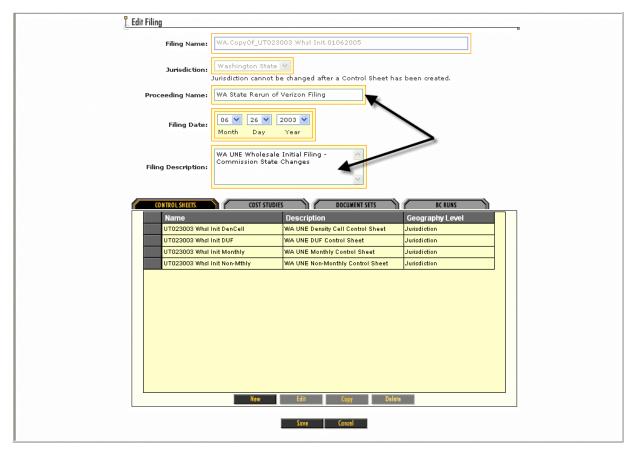
Once the copying of the Filing is completed as shown in the Message Center, return to the Filings section.



Highlight the copied filing and click Edit.



You can either revise the **Proceeding Name or leave "Copy of" within the original name.** The user has the option to click *Save*, to save these changes now and making other edits at another time or to continue editing the filing.

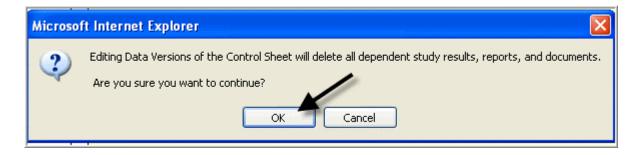


CHANGING DATA VERSIONS

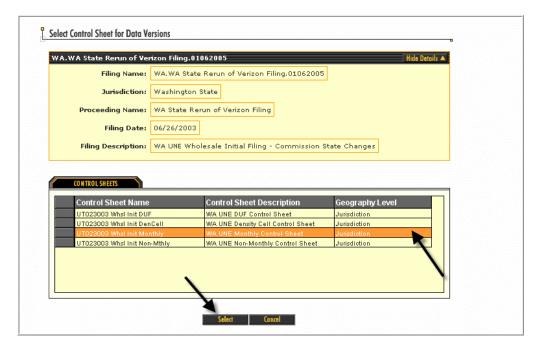
Highlight a Filing and click Data Versions



Because changing Data Version can change the results of the cost studies, a warning message appears to inform the user that making changes will delete the results of the previous cost runs. Click OK.



Select a *Control Sheet* to edit. Please note that the assumptions in each *Control Sheet* are independent to the other *Control Sheets*. If a user wants to change assumptions, each *Control Sheet* has to be edited separately in order to make revised runs of the studies that use them.

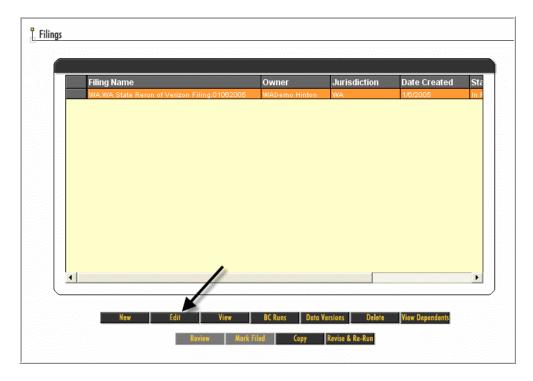


If the filing that is being edited was created from a copy of a previous filing, the Control will be pre-populated with the original assumptions. Using the drop-down menu you can make alternate selections. These alternate selections can be either Data Tables created by other users or by the user editing the current Filing. The Data Tables may have also been created and used in other Filings but are available for use in the Filing that is being edited. Click *Save* when all selections are made.

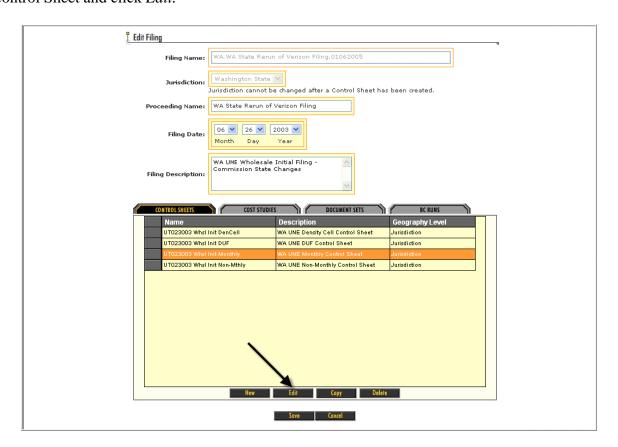
Control Sheet Name:		UT023003 Whsl Init Monthly		
Filing Name:		WA.WA State Rerun of Verizon Filing,01062005		
		Data	Tables	
ABC_COST:	WA 2001 ABC C	sts 🕶		
Account_Inflation:	WA Account Inflation 4-10-03 🕶			
Capital_Factors:	WA 15_98 UNE GAAP 6-9-03 💌			
Cost_of_Money:	WA 15_98 Risk COM 6-3-03			
Demand:	wa_demand_value052203 🔻			
Expense_Factors:	WA 2001 FL W PLP03-05 15.98COM .76 FLC 6-9-03			
Expense_Results:	WA 2001 FL W PLP03-05 15.98COM .76 FLC 6-9-03			
Inflation_Indices:	WA Inflation Indices 4-10-03 💌			
LIDB_Expense:	WA ASC Labor Expense			
Loading_Factors:	WA 2002 GRL UNE 💌			
Property_Taxes:	WA 2002 Property Tax 5-29-03 🕶			
RTU_Factor:	WA 2001 RTU W	061003	~	
Tax_Rates:	WA Tax Rate 4-	LO-03 🕶		

CHANGING ASSUMPTIONS

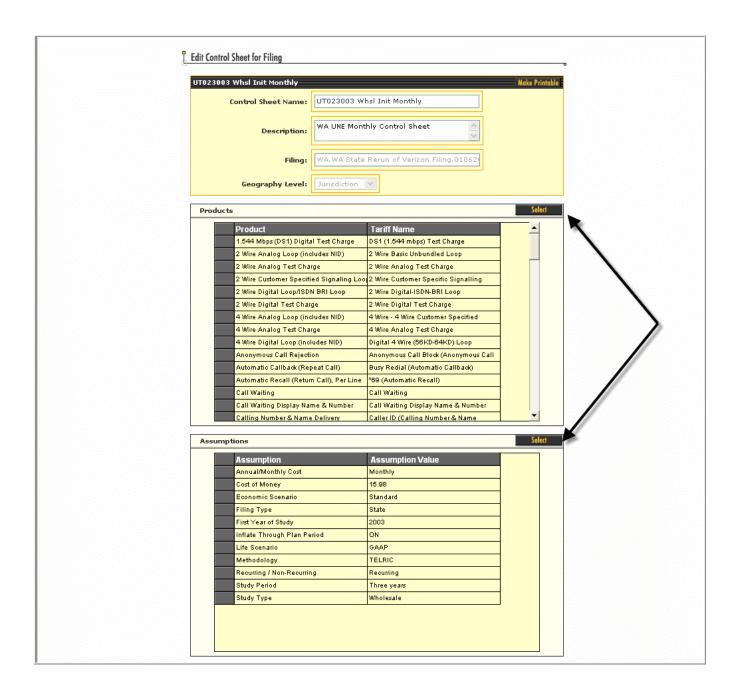
Highlight Filing and click Edit.



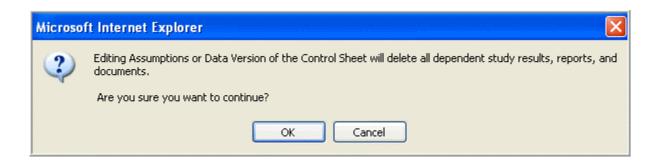
Select a Control Sheet and click Edit.



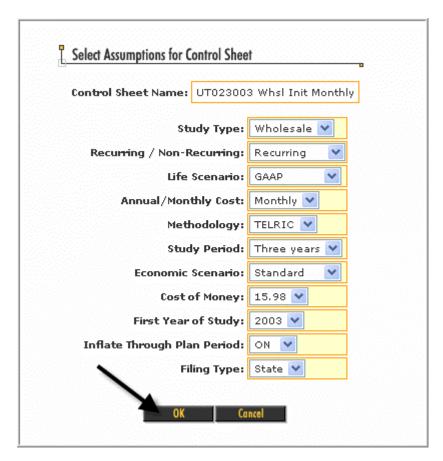
In the Edit Control Sheet section, a user only has the option of editing the Products section or the Assumptions section. The Data Versions and BC Runs can be changed from the main Filing page. Click *Select* in the Assumptions section.



A warning message appears. Since changing assumptions may affect results, edits and changes to this section will delete the current cost study results. Click *OK*.



The drop-down boxes are initially populated with assumptions from the copied filing. Select alternate assumptions if required, by clicking on the drop down arrow. Please note that the selection of Cost of Money in this box is non-results effecting. This is simply a list of the COMs that have been used in previous studies and are not used to make any calculations. It is not important if the particular COM that you have created is in the list. Click *OK*.

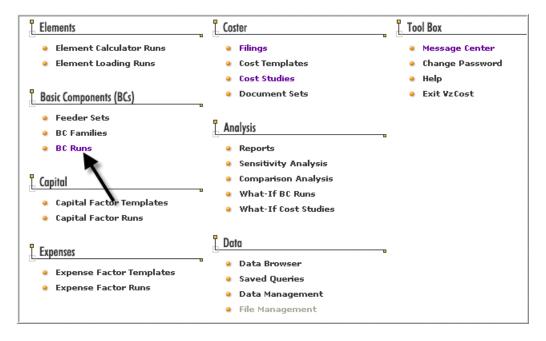


Click *OK* once more to save all the assumption changes and to move to the previous screen. If no other edits are required, click *Save* to return to the main Filing page.

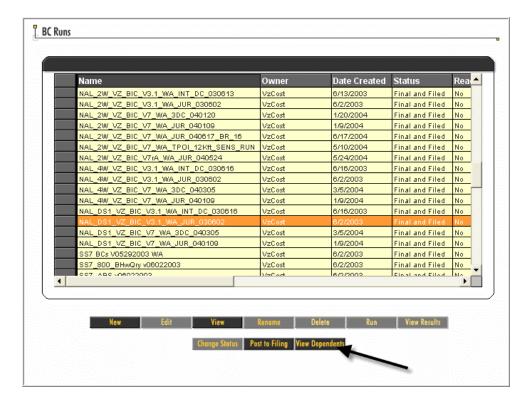
POSTING A NEW BC RUN AND RE-RUNNING A COST STUDY

For illustrative purposes, let's assume that a user wants to replace an existing BC, make adjustments within the Filing and re-run a cost study to reflect those changes. The following are the steps that are required.

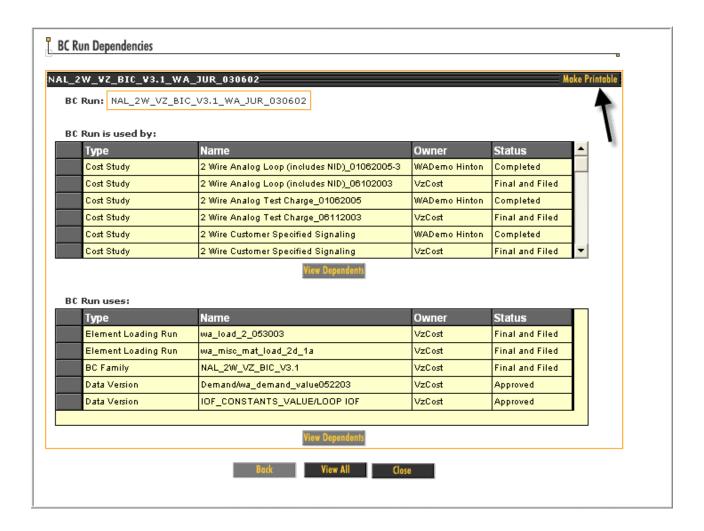
Click on BC Runs



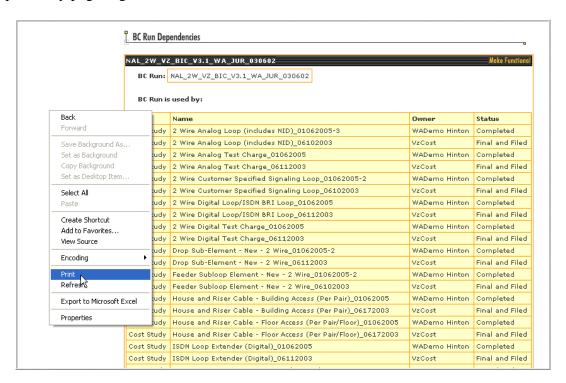
Let's assume we needed to replace the BC run NAL_2W_VZ_BIC_V3.1_WA_JUR_030602. To see what studies this BC run was used for highlight the BC run and click *View Dependents*.



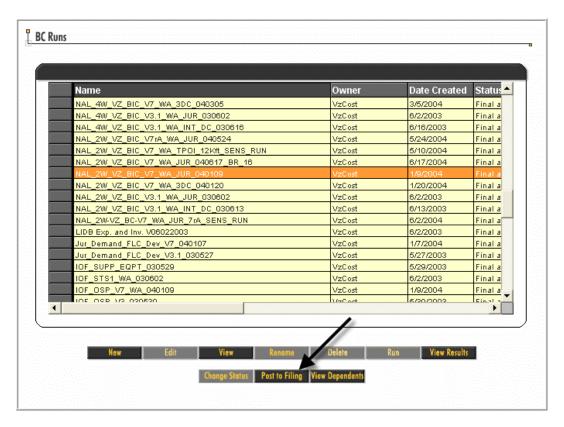
A list of all the studies that are dependent on this BC run is shown in the Dependencies Screen. Click *Make Printable* to get a printable, viewable selection of the list of what the BC run feeds. In the example below, you will notice that there are two versions of each cost study. For this example, the original filing was copied. Therefore, there is an original study with VzCost as the Owner and a copied version with "WADemo Hinton" as the owner. When a user makes an Analyst Copy of a filing, all the cost studies are copied and the user becomes the owner of those copies.



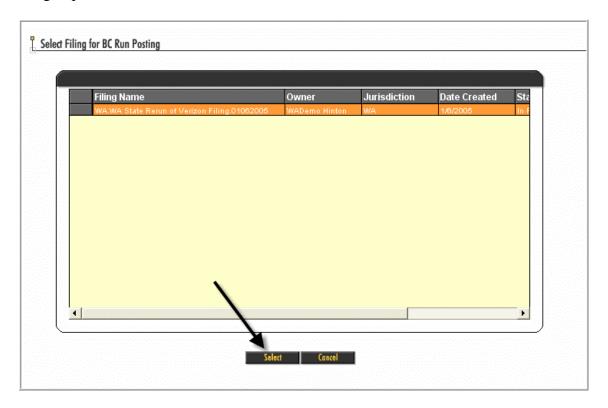
To print the dependency page, right click the mouse and select *Print*.



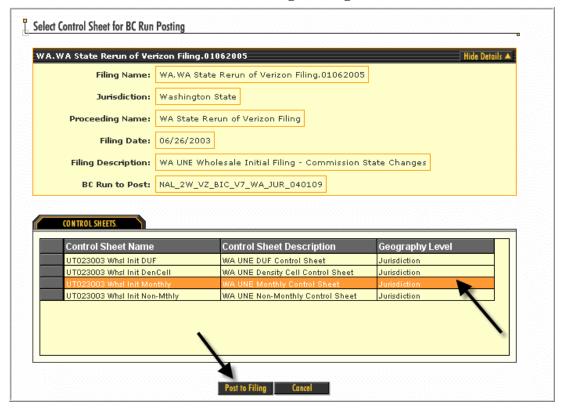
Click *Close* to close this window. Locate the BC run that will be used instead of NAL_2W_VZ_BIC_V3.1_WA_JUR_030602. For this example, use NAL_2W_VZ_BIC_V7_WA_JUR_040109. Click *Post to Filing*. The user can select a BC run they created or one created by someone else.



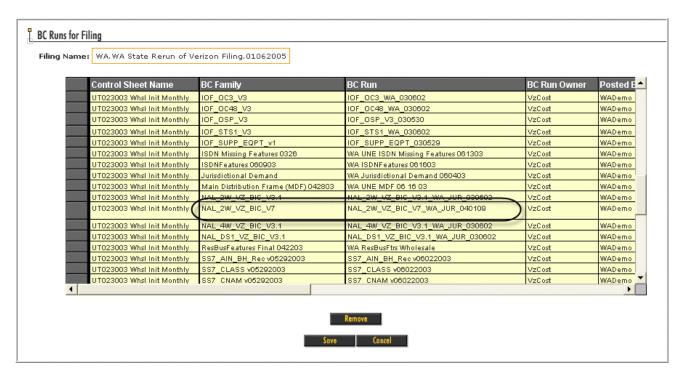
Select a new filing to post to.



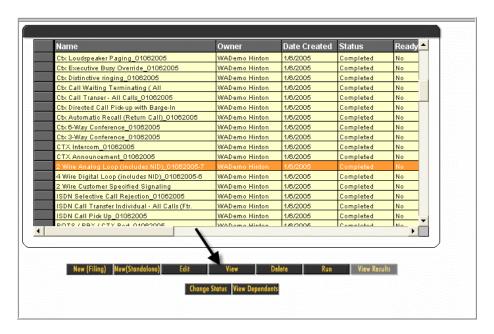
Select a Control Sheet to post the BC run to. Then click *Post to Filing*. Please note that a BC run created from a particular BC Template can only have one data version associated with a Control Sheet. If an existing BC run created from the same BC template exists, a message will appear requesting that the user remove the existing BC posting.



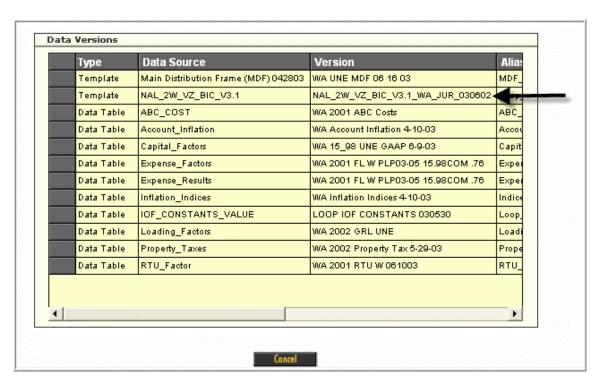
To view the new posting of the BC run or to remove a BC run posting, go the VzCost Home Page. Click on *Filing*, highlight a filing and click *BC Runs*. Note that the new BC run is now associated with the filing. This will now be a selection for a new study. If an existing BC run needs to be removed from the list, select the BC Run and click *Remove*. This does not delete the BC run. The system un-associates the BC run from the Filing. Click *Cancel* or Save if changes where made.



As shown previously through using the dependency function, it was shown that "2 Wire Analog Loop (including NID)" was one of the cost studies that used the original NAL_2W_VZ_BIC_V3.1_WA_JUR_030602 BC run. When the 2 Wire Analog Loop study is re-run the new data version (NAL_2W_VZ_BIC_V7_WA_JUR_040109) will be selected. Go to the *Cost Studies* section of VzCost. Select the 2 Wire Analog Loop Study that was copied as a part of copying the original Filing and click *View*.

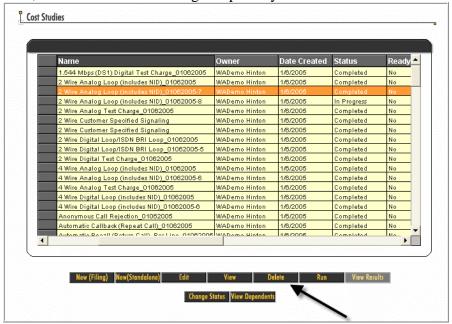


Note that the original cost study used the BC Template NAL_2W_VZ_BIC_V3.1 and the data version NAL_2W_VZ_BIC_V3.1_WA_JUR_03_06_02.



Because the original cost template was constructed to use data versions created from the NAL_2W_VZ_BIC_V3.1 template, the current study in the filing cannot be re-run to use the new data version (NAL_2W_VZ_BIC_V7_WA_JUR_040109) which was posted to the filing. To use the new BC run in this example, the user must delete the original study and re-run the study to make new selections

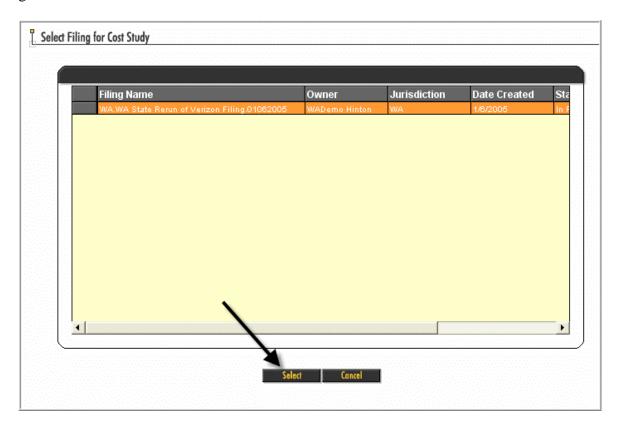
Go to the *cost Study* section, select the 2 Wire Analog Loop Study and click *Delete*.



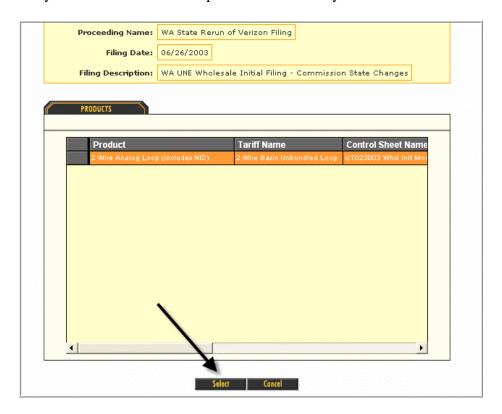
This process allows a replacement study to be added to the filing for that loop product. Go the *Cost Study* section and click *New Filing*



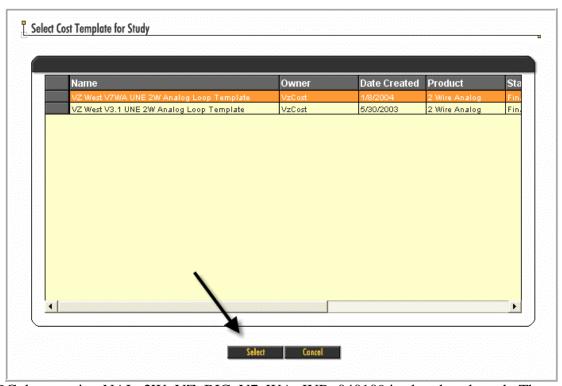
Select a filing and click Select.



Select a Product. The only selection should be the product for the study that was deleted. Now click Select.



There are two cost templates to choose from, since they are both associated with the filing. The VZ West V3.1 UNE 2W Analog Loop template was used to create the original 2 Wire Analog Loop study. The VZWestV7_WA_UNE 2W Analog Loop template should be selected because it is configured to use BC data versions created from the NAL_2W_VZ_BIC_V7 template. Highlight the appropriate cost template and click *Select*.



Note that the BC data version NAL_2W_VZ_BIC_V7_WA_JUR_040109 is already selected. The only selection required is the IOF_CONSTANTS_VALUE which, for this cost study, has to be selected at study run time. Select the appropriate IOF_CONSTANTS_VALUE and click *OK*.



Click *Save* or click *Run* to run the new cost study. Once the study is complete, it will have an *In Progress* status. Change the status to *Complete* or *Approved*. Note: the template also has to be Complete or Approved, in order to mark the cost study Complete or Approved. As noted earlier, having a status of *Complete* or higher allows studies that have been edited through the filing process to be re-run all at once and is required to enable the user to see the updated cost results within the studies and on the reports that are run.

The process of deleting the existing cost study and re-running it was only required because the example used a data version based on a different template. If an alternate BC run was based on the same template as the original cost study, then the user could have made the change by deleting the original BC run from the *BC Run* section and posting the new BC run in it's place. The system would automatically associate the new BC run with all studies that used a data version created from that template. The user would then rerun all studies that used the new BC run by using the "Re-run" button described in the next section.

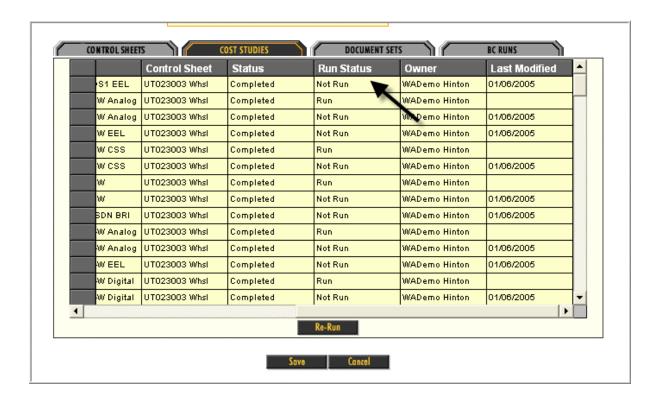
RE-RUNNING STUDIES USING THE RE-RUN BUTTON

To re-run all the cost studies in a filing, at once, the following conditions must first exist. The studies must have been run already initially, against the filing and have a status of complete (templates must also be complete). When the filing is created initially, the studies are run individually against the filing, which then associates them with the filing (See ASSOCIATING NEW STUDY TO A FILING instructions). Once they are run the first time their the user changes the studies from *In-Progress* to *Complete* or higher. When edits are made to the filing as described in other instructions, the study results will be deleted, and the studies will become unrun. However the study structure still exist with a status of *Complete* or higher and can be re-run.

After all edits are made to existing completed studies, the user will edit the filing by selecting the Filing and clicking *Edit*. The user then selects the *COST STUDIES* tab.



Scroll to the right in the *COST STUDIES* tab and note the *Run Status* of the studies. Studies that were altered by the edits made to the filing will have a *Not Run* status. If none of the studies had been altered or if the studies that were changed did not have a *Complete* status, the Re-Run button will be grayed out and the automatic rerunning of studies will not be accessible. The Re-Run will only rerun those studies that have been altered. The remaining studies will keep the same results based on the unchanged assumptions.



Click the *Re-Run* button to rerun all *Not Run* studies. You will then be taken to the Message Center. Once the Filing has been re-run, it will note that the process has been completed and all studies will have been re-run.

