**PORTING INTERFACE**

**CHECKING LSR STATUS**

1. Click on View LSR.



1. Select the method you would like to search by (IE: PON, TN , etc), enter the appropriate Value and Click Search.



1. The search results will come up with the status showing.



1. If the Order was rejected, click the **Details** button to view the Reject reason.



1. The Reject reason will be listed in the **Remarks** field.



1. Close the **LSR Details** window and click the **Sup** button to make corrections and Supplement the Order.



1. Select the **Sup Type** and make any corrections. Enter any corrections that were made in the **Remarks** field.



1. If there are no errors, you will get a blank form that says “New LSR Saved”.



1. All orders are worked within 4 hours.