

DISA Direct Storefront (DDSF) Tutorials

DISN Subscription Service
(November 2014)





Please Note:

The DISN Subscription service is only accessible by users that have the “Subscription Official” role. Please contact the DISN Global Support Center for information on obtaining this role.

Ordering as DISA/NS6 [Change](#)

Cart 

[My Orders](#)

[My Approvals \(0\)](#)

[My Services](#)

Service Categories

[Search](#)

Re-focused, Re-designed with you in mind!

The Storefront is focused on transforming the way Mission Partners request and receive services from DISA by delivering a service ordering capability that provides a common user interface across the Enterprise.

Please take a few minutes to review some of the training materials we have assembled to help you make a smooth transition.

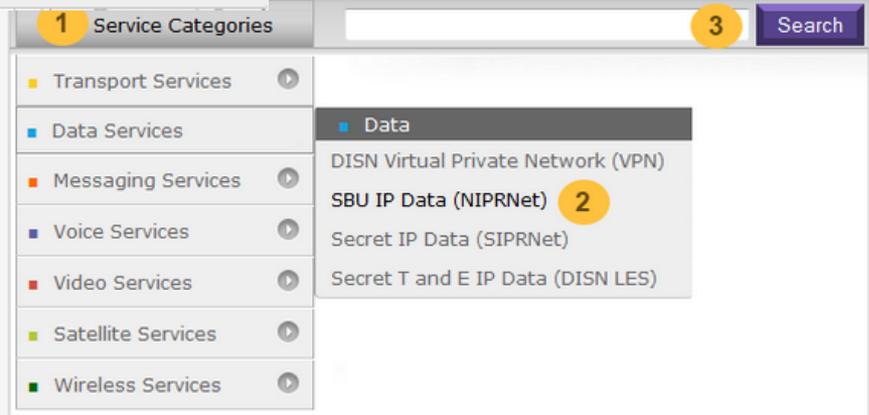
- Other
- DISN Backbone (DISA Use Only)
- DISN Subscription**
- Equipment Only
- Networkx

1

2

How to learn more:

[Configure](#) > [Checkout](#) > [Finalize](#)



1 Service Categories 3 [Search](#)

- Transport Services
- Data Services
 - Data
- Messaging Services
- Voice Services
- Video Services
- Satellite Services
- Wireless Services

Active Help

DISA Direct Storefront is a fast and easy browsing, ordering, and buying experience. We're your one stop shop for ordering and configuring network equipment and services.

If you do not see the Service you are trying to order that means it is currently not available within Storefront, please navigate to [DDOE](#) to order that Service.

Need more help?

Visit our [FAQ](#) page

OR

[Contact Us](#)

If you do not see the Service you are trying to order that means it is currently not available within Storefront, please navigate to [DDOE](#) to order that Service.

1. Select "Other Services" from the Service Categories menu.
2. Select "DISN Subscription" from the submenu.

Please Note:

The DISN Subscription service is only accessible by users that have the "Subscription Official" role. Please contact the DISN Global Support Center for information on obtaining this role.

Ordering as DISA/NS6 [Change](#)

Cart  0

[My Metrics](#)

[My Subscriptions](#)

[My Orders](#)

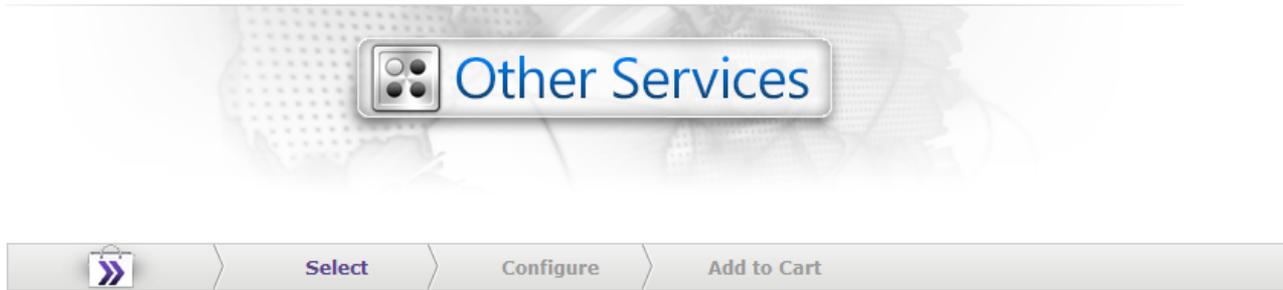
[My Approvals \(0\)](#)

[My Services](#)

Service Categories

 [Search](#)

- Transport Services
- Data Services
- Messaging Services
- Voice Services
- Video Services
- Satellite Services
- Wireless Services
- Other Services



Other Services

Select Configure Add to Cart



DISN Subscription

1 [Order Now >>](#)

You have selected: DISN Subscription.

Learn more about this service at [DISA.MIL](#)

Active Help

DISA Direct Storefront is a fast and easy browsing, ordering, and buying experience. We're your one stop shop for ordering and configuring network equipment and services.

[Need more help?](#)

[Visit our FAQ page](#)

OR

[Contact Us](#)



1. Click "Order Now".

Service Request 

Item: DISN Subscription
CJON: SF08NOV145281
Type Action: START

Item Configuration

New Subscription
Not yet configured

 Select **Configure** Checkout

New Subscription

Continue >

[Hide ROM Table](#)

ROM				
CLIN	Item Description	NRC	MRC	Annual Cost
N/A	ABERDEEN PROVING GROUND, MD	\$0.00	\$101,052.67	\$1,212,632.04
Total		\$0.00	\$101,052.67	\$1,212,632.04

ROM Charges for budget planning. Actual charges based on final engineering design.

Subscription Year: FY15

Subscription Start: 01 OCT 2014

Subscription End: 30 SEP 2015

Org Account:* **1**

Select Subscription Location:* **2**

Select Subscription:* **3**

Subscription	Site Code	State	Country	Size	Service	MRC	Annual Cost
ABERDEEN PROVING GROUND, MD	ABERNPG	MD	US	Mega = >OC12	Mission Essential	\$101,052.67	\$1,212,632.00

4

Active Help 

Order a new DSS Subscription.

Need more help?

Visit our [FAQ page](#)

OR

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1. Select an organization account .
2. Select a subscription location.
3. Select a subscription.

4. Does not include the DITCO service charge.

PLEASE NOTE: After a subscription is selected there may be a slight delay while POC information is loaded (see next page).

Description:

1

500 Characters Remaining

Select the Primary POC*

Choose POCs

[Create a new POC](#)

OR

Search for a POC

The "Name" search field works as follows: If 'james' were entered (without the quotation marks), James Madison and Mark Jameson would both be returned because the text 'james' is found in either the first name or the last name (or both). If multiple values are input, Storefront will search the first name for the first value and the last name for the second value. For example, if 'Jess James' were entered, Jessica Jameson and Jesse James would both be returned. Searching in this field is not case-sensitive.

The "Location" search field works as follows: Any text entered into that field will be matched against the location name, street address, city, state, zip code, or country. The text entered is not case-sensitive. If you put a city and a state (e.g., "Flagstaff, AZ") that entire text must match one of the fields previously listed, as the city and state will not be extracted separately from your search string

Organization: AND/OR

Name: AND/OR Location:

2 Selected POC: Jason LaBumbard

4

Select an Alternate POC

3

Choose POCs

[Create a new POC](#)

1. The description field is pre-populated and can be updated if needed.
2. The Primary POC will be defaulted to the user who is placing the order. The POC can be changed if needed.
3. Select alternate POC if needed.
4. Users can search for a POC or add a new POC if needed.

Ordering as DISA/NS6 Change

Cart  0

My Orders

My Approvals (0)

My Services

Service Request <

Item: DISN Subscription
CJON: SF08NOV145281
Type Action: START

Item Configuration

New Subscription
 Not yet configured

New Subscription

Select

Configure

Checkout

3 Continue >

1

ROM				
CLIN	Item Description	NRC	MRC	Annual Cost
N/A	ABERDEEN PROVING GROUND, MD	\$0.00	\$101,052.67	\$1,212,632.04
Total		\$0.00	\$101,052.67	\$1,212,632.04

Hide ROM Table

ROM Charges for budget planning. Actual charges based on final engineering design.

Subscription Year: FY15

Subscription Start: 01 OCT 2014

Subscription End: 30 SEP 2015

Org Account:* ED-DISA CONUS

Select Subscription Location:* Aberdeen Proving Ground

Select Subscription:*

Subscription	Site Code	State	Country	Size	Service	MRC	Annual Cost
ABERDEEN PROVING GROUND, MD	ABERDNPG	MD	US	Mega = >OC12	Mission Essential	\$101,052.67	\$1,212,632.00

2

Active Help >

Order a new DSS Subscription.

Need more help?

Visit our FAQ page

OR

Contact Us

1. View ROM charges.
2. **Does not** include the DITCO service charge.
3. Click "Continue".

Ordering as DISA/NS6 [Change](#)

Cart 0

[My Orders](#)

[My Approvals \(0\)](#)

[My Services](#)

[Service Request](#)

Item: DISN Subscription
CJON: SF08NOV145281
Type Action: START

[Checkout](#)

New Subscription
Configured

Service Item Review

[Select](#) > [Configure](#) > [Checkout](#)

Service Item Review

1

Related CJON:

CJON	Action
	Add

Additional Email Addresses:

Email Address	Recipient Type	Action
		Add

[Bulk Add To Addresses](#)

[Bulk Add CC Addresses](#)

[Save](#)

2

[Back](#)

[Add To Cart](#)

[Addressing and Routing](#)

You have selected the following options:

[Expand All](#)

[Collapse All](#)

▼ [General Information](#)

[Active Help](#)

Review the contents of this item before adding it to the cart. Select the Back button to make changes.

Click the "Configure" link in the center panel at the top of the page to return to the Configuration Phase.

Need more help?

Visit our [FAQ](#) page

OR

[Contact Us](#)

1. Review order details.
2. Click "Add to Cart".

Ordering as DISA/NS6 [Change](#)

Cart

[My Orders](#)

[My Approvals \(0\)](#)

[My Services](#)

Shopping Cart
[Cart](#)

[Select](#) > [Configure](#) > [Checkout](#) > **Finalize**

[Active Help](#)

Cart

[Continue Shopping](#)

[Finalize Order](#)

Merchandise availability is not guaranteed.
Prices are estimates and are subject to change.

1

Item	Non-Recurring Cost (NRC)	Monthly Recurring Cost (MRC)	Annual Recurring Cost
DISN Subscription : START CJON: SF08NOV145281 Add Another Edit Remove From Cart Save For Later	\$0.00	\$101,052.67	\$1,212,632.04
Sub Total:	\$0.00	\$101,052.67	\$1,212,632.04
DITCO Service Charge (2.5%):	\$0.00	\$2,526.32	\$30,315.80
Total:	\$0.00	\$103,578.99	\$1,242,947.84

Estimates include applicable DITCO fees.

NOTICE: DISA Cost Estimate is subject to change. Any change in the cost estimate (MRC/NRC) will be coordinated with the agency [before](#) finalizing the requirement.

2

3

The cart includes all products and services to be submitted with your order. Each order in the cart has three options associated with it: Add Another, Save for Later, and Remove from Cart. "Add Another" will take you to the Product Description page where you can order another service like this one. "Save for Later" will remove the item from the cart and make it available in My Orders - Drafts for updating later on. "Remove from Cart" will remove the item from the cart and delete the order entirely.

To add other service items to the Cart, hit the Continue Shopping button. To provide

1. Review the items in the cart.
2. Includes DITCO service charge.
3. Click "Finalize Order".



Payment Information
Not yet completed

Continue >

Payment Information

[Hide Cart Contents](#)

Select All	Item	Non-Recurring Cost (NRC)	Monthly Recurring Cost (MRC)	Annual Recurring Cost
1 	DISN Subscription : START CJON: SF08NOV145281 Addressing and Routing	\$0.00	\$101,052.67	\$1,212,632.04
Sub Total:		\$0.00	\$101,052.67	\$1,212,632.04
DITCO Service Charge (2.5%):		\$0.00	\$2,526.32	\$30,315.80
Total:		\$0.00	\$103,578.99	\$1,242,947.84

Apply Funding

3

2

Estimates include applicable DITCO fees.

NOTICE: DISA Cost Estimate is subject to change. Any change in the cost estimate (MRC/NRC) will be coordinated with the agency requesting the service prior to DISA finalizing the requirement.

Provide payment information for financial validation. Select an item in the cart, provide the required information, and press Save. Repeat for each item in the cart.

When PDCs are entered, they are checked to see if they exist within TIBI. If they do not, they are reported as Invalid, but you may continue with placing the order. If they do, they are reported as Valid, but this does not indicate that there is a registered line of accounting in TIBI for any particular fiscal year. Funding information is validated/approved during the routing by the appropriate offices for each PDC.

1. Select the item.
2. Includes DITCO service charge
3. Click "Apply Funding".

Total: \$0.00 \$103,578.99 \$1,242,947.84

Apply Funding

Estimates include applicable DITCO fees.

NOTICE: DISA Cost Estimate is subject to change. Any change in the cost estimate (MRC/NRC) will be coordinated with the agency requesting the service prior to DISA finalizing the requirement.

Select one or more items from the cart above and click "Apply Funding" to provide PDC Funding Information and to choose other payment options.

DoD Mobility Capability and DISN Subscription Service orders can only be associated with a single PDC.

PDC Funding

Total Cost Thresholds (Not to Exceed) must be equal to or greater than the NRC and MRC cost estimates, indicated by a green checkmark, before your payment information is validated.

PDC Funding must cover at least \$ 0.00 in non-recurring costs and \$ 103,578.00 in monthly recurring costs.

	Cost Threshold (Not To Exceed)		
Program Designator Code	Non-Recurring Cost (NRC)	Monthly Recurring Cost (MRC)	Action
Enter a PDC			
Subtotal	\$ 0.00	\$ 0.00	

Press "Save Changes" to save all your changes to the funding information.

Save Changes

with placing the order. If they do, they are reported as Valid, but this does not indicate that there is a registered line of accounting in TIBI for any particular fiscal year. Funding information is validated\approved during the routing by the appropriate offices for each PDC.

Need more help?

Visit our [FAQ](#) page

OR

Contact Us

1

2

3

1. Click the box to enter a PDC
2. Monthly subscription fee rounded to nearest dollar.
3. Click save changes

Ordering as DISA/NS6 Change

Cart 

My Orders

My Approvals (0)

My Services

Finalize Order <
Payment Information
Not yet completed

Select > Configure > Checkout > **Finalize**

Active Help >

Payment Information

Hide Cart Contents

Select All	Item	Non-Recurring Cost (NRC)	Monthly Recurring Cost (MRC)	Annual Recurring Cost
<input checked="" type="checkbox"/>	DISN Subscription : START CJON: SF08NOV145281 Addressing and Routing	\$0.00	\$101,052.67	\$1,212,632.04
Sub Total:		\$0.00	\$101,052.67	\$1,212,632.04
DITCO Service Charge (2.5%):		\$0.00	\$2,526.32	\$30,315.80
Total:		\$0.00	\$103,578.99	\$1,242,947.84

Apply Funding

Estimates include applicable DITCO fees.

NOTICE: DISA Cost Estimate is subject to change. Any changes to the estimate will be communicated to the agency requesting the service prior to DISA finalizing the requirement.

Select one or more items from the cart above and click "Apply Funding" to provide PDC Funding Information and to choose other payment options.

DoD Mobility Capability and DISN Subscription Service orders can only be associated with a single PDC.

PDC Funding

2 Continue >

1

Provide payment information for financial validation. Select an item in the cart, provide the required information, and press Save. Repeat for each item in the cart.

When PDCs are entered, they are checked to see if they exist within TIBI. If they do not, they are reported as Invalid, but you may continue with placing the order. If they do, they are reported as Valid, but this does not indicate that there is a registered line of accounting in TIBI for any particular fiscal year. Funding information is validated/approved during the routing by the appropriate offices for each PDC.

Need more help?

Visit our [FAQ](#) page

OR

1. Includes DITCO service charge.
2. Click continue

Finalize Order 

 **Payment Information**
Completed

 **Order Review**

 > [Select](#) > [Configure](#) > [Checkout](#) > **Finalize**

[Back](#) [Place Order](#)

3

Order Review

[Hide Cart Contents](#)

1  Item	Non-Recurring Cost (NRC)	Monthly Recurring Cost (MRC)	Annual Recurring Cost
DISN Subscription : START CJON: SF08NOV145281 Addressing and Routing	\$0.00	\$101,052.67	\$1,212,632.04
Sub Total:	\$0.00	\$101,052.67	\$1,212,632.04
DITCO Service Charge (2.5%):	\$0.00	\$2,526.32	\$30,315.80
Total:	\$0.00	\$103,578.99	\$1,242,947.84

Estimates include applicable DITCO fees.

2  **NOTICE: DISA Cost Estimate is subject to change. Any change in the cost estimate (MRC/NRC) will be coordinated with the agency requesting the service prior to DISA finalizing the requirement.**

 Select an item in the cart to see more details...

Active Help 

Review order and submit for processing. Click on an item in the cart to see detailed information or click on "Addressing and Routing" to see addressing and routing information.

Need more help?

Visit our [FAQ](#) page

OR

[Contact Us](#)

1. Review the order.
2. Includes DITCO service charge.
3. Click "Place Order".

Order Confirmation

Your orders have been submitted and are being processed:

1

- If there is an issue with processing your order, it will be placed back in your Cart.
- If your order is successfully processed, it will appear on the My Orders page on the In Process tab.

Please check back shortly to view the current status of the order processing.

You can choose any link on the page or choose either of the options below:

2

- [Review In Process Orders](#)
- [Return to the Storefront Home Page](#)

1. The confirmation page shows that the order has been recorded and it is being processed.
2. Click on the “Review in Process Orders” link to view the status of the order.

Ordering as DISA/NS6 [Change](#)

Cart  0

[My Orders](#)

[My Approvals \(0\)](#)

[My Services](#)

My Orders

[Draft](#) [In Process](#) [Completed](#) [Agency / Org](#)

<< first < prev next > last >> per page [Filter](#) [Clear](#) 

Requestor	CJON	TSR	Service Type	Status	Current Type Action	Date Created	Date Modified	Actions
jtuttle	SF08NOV145281		DISN Subscription	Pending Approval	START	08 Nov 2014 23:11:23 Z	08 Nov 2014 23:11:28 Z	View Copy Recall Addressing and Routing History
jtuttle	SF07NOV145266		DISN Subscription	Pending Approval	START	08 Nov 2014 00:03:31 Z	08 Nov 2014 00:03:35 Z	View Copy Recall Addressing and Routing History
jtuttle	SF07NOV145266		DISN Subscription	Pending Approval	START	08 Nov 2014 00:03:38 Z	08 Nov 2014 00:03:44 Z	View Copy Recall Addressing and Routing History

<< first < prev next > last >> per page 

 Active Help >

The My Orders page shows you all of the orders you have placed through Storefront. The Draft tab shows any of your orders that have not yet been submitted. The In Process tab shows any of your orders that are pending approval or fulfillment. The Completed tab shows you any of your orders that have been fulfilled, and you should find a corresponding entry in the My Services page for this TSR. The Agency\Org tab shows you orders for other members of your Agency\Org, and also lets you search for orders from other Agency\Org combinations. You may filter your Orders on any of the following fields: CCSD, CJON, CSA, PDC, Service Type, Submitter, TSR, and Type

1

1. On the “My Orders” page under the “In Process” tab the order is listed after it is successfully processed.



Monthly Rounded Cost with Fee per Site Based on Share Price without Fee (\$151,579)				
	Small	Medium	Large	Mega
TRN	\$12,947.00	\$12,947.00	\$12,947.00	\$12,947.00
Essential	\$12,947.00	\$25,895.00	\$77,684.00	\$103,579.00
C2	\$25,895.00	\$103,579.00	\$310,737.00	\$466,105.00
C2+	\$64,737.00	\$129,474.00	\$388,421.00	\$517,895.00
C2ISR	\$103,579.00	\$207,158.00	\$621,474.00	\$932,211.00
Annual Cost with Fee per Site Based on Rounded Monthly Cost				
	Small	Medium	Large	Mega
TRN	\$155,364.00	\$155,364.00	\$155,364.00	\$155,364.00
Essential	\$155,364.00	\$310,740.00	\$932,208.00	\$1,242,948.00
C2	\$310,740.00	\$1,242,948.00	\$3,728,844.00	\$5,593,260.00
C2+	\$776,844.00	\$1,553,688.00	\$4,661,052.00	\$6,214,740.00
C2ISR	\$1,242,948.00	\$2,485,896.00	\$7,457,688.00	\$11,186,532.00

**For Assistance with DDSF issues
you may contact the
DISN Global Support Center
(800) 554-3476 Option 2
disa.dgsc@mail.mil**

