### The Rate Center

Thank you for your recent order. The following information from The Rate Center will assist you in the steps from retrieving the files to the useful operation in your payphone management system. Rate file purchases will be available to you via our website at www.theratecenter.com.

All customers of The Rate Center have been assigned a username and password (see attached enclosure) that will enable you to log into the website under "Member Log-In". Upon the successful completion of entering in the username and password, you will be able to retrieve your rate file purchases from this area of the website. Also available in this directory are any future monthly updates of rate files. For those customers who have purchased a rate file subscription for 6 months or a year, the updates are placed on the website no later than the 15<sup>th</sup> of each month.

The rate files orders are contained in WINZIP.EXE format, which enables The Rate Center to compress the size of the order to be sent through the Internet. The format is also easy to use for decompressing (unzipping) the rate files once they are downloaded to your computer. Each order contains the rate files generated from the order placed and a text readable document named RCN.TXT (readable in many formats such as Word Perfect, Microsoft Word, WordPad, etc...). This document will provide you with the NPA/NXX (the area code and prefix of the payphone) that you requested along with the USE CODE (the name of the rate file that the NPA/NXX corresponds with) and the rate center name.

Attached to this letter are the documents containing....

- Directions for Making a Rates Directory
- Individual Payphone Manufacturer Downloading Instructions
- The Rate File Naming Convention and Pricing Structure
- Call Type Band Information
- Personal Username and Password Information

We hope the enclosed information is helpful. If you have questions or need assistance in understanding the enclosed data, please contact The Rate Center at 1-800-460-2291.

Sincerely yours,

The Rate Center

# **Step 1: Make a Rates Directory**

The following instructions only have to be performed once. This step can be omitted once the folder has been created. If you have never made a directory to store your rate files, it is highly recommended that you do perform this step. The creation of a rates directory will insure your rate files are downloaded and stored in one place consistently. You may access your rate files at any time by looking into the Rates directory on your C: drive. Follow the directions below to make your directory in **either** Windows or DOS.

#### **Using Windows:**

- 1. Start at the desktop screen with no programs operating.
- 2. Using your mouse, left double click on the icon named My Computer.
- 3. From the list of items, left double click on the {C:} drive.
- 4. In the upper left hand corner, where the words File, Edit, and View are located, left click once on FILE.
- 5. A drop down menu will appear, left click once on the choice NEW.
- 6. Another drop down menu will appear, left click once on FOLDER.
- 7. A highlighted folder named NEW FOLDER will appear at the bottom of the list of items on the {C:} drive.
- 8. Type in the name RATES on the keyboard and hit the enter key.
- 9. The folder should be renamed to RATES.

You now have a rates folder to use as a directory on the {C:} drive.

## OR

#### Using DOS: (The following commands take place at the DOS prompt)

1. Type: **C:\[Enter]** 

This will make sure you are on the main (C:) drive.

2. Type: **CD\** [Enter]

This will take you to the root drive.

3. Type: MD [Space] RATES [Enter]

This will make a directory named RATES

4. Type: CD\RATES [Enter]

The drive will read C:\RATES> if completed successfully.

You now have a rates folder to use as a directory on the {C:} drive.

## **Step 2: Downloading Order From The Rate Center**

After placing your order with The Rate Center, the files are processed for your order and placed in a secure mailbox on The Rate Center website. The user name and password for your mailbox is listed on the attached document for new customers. Clients that have lost/misplaced their user name and password must contact The Rate Center for their mailbox information.

- Connect to the Internet
- Go to website address www.theratecenter.com
- Left click on the button named Access Rate Files/Member Log-In
- Type (in capital letters) the User Name and Password
- From the listed order(s), left double click on the order you placed
- Left click on the Save button
- The "Save As" prompt box appears
- At the top of the box where the name "Save In:" appears
- Click on the small black arrow at the right corner of the "Save In:" rectangle
- Left double click on the drive named {C:}
- Locate and left double click on the folder named Rates
- Left click on the button in the lower right hand corner named Save
- The file has been downloaded to the Rates folder.

## **Step 3: Unzipping Your Rate Files**

After successfully downloading your order from The Rate Center website, unzipping (or inflating) your files is the next step. The order containing your rate file purchase is contained in a WINZIP.EXE format. To extract the files, simply follow the listed steps below. Follow the directions for either Windows or DOS payphone computer used.

# For Windows Systems Payphone Computer

- From the Desktop, left double click on My Computer
- Left double click on the drive named {C:}
- Locate and left double click on the folder named Rates
- Locate and left double click on the name of the file downloaded
- The prompt box "Thank You for using The Rate Center" appears
- Left click on the OK button.
- Left click on the upper-right button named UNZIP
- The prompt box "\_\_ files unzipped successfully" appears
- Click on OK button

## OR

**For DOS Payphone Computers**: DOS computers are not equipped to handle WINZIP or email. The files have to be downloaded to a Windows computer to perform the unzipping of the rate files as documented in the above windows section. The files are then transferred to a floppy disk to be transferred to the DOS payphone computer.

- From the Desktop, left double click on My Computer
- Left double click on the drive named {C:}
- Locate and left double click on the folder named Rates
- Locate and left double click on the name of the file downloaded
- The prompt box "Thank You for using The Rate Center" appears
- Left click on the OK button.
- Insert blank floppy disk into 3 ½" Floppy Drive {A:}
- Click on button named BROWSE
- From the selection of items, please click on 3 ½" Floppy Drive {A:}
- Click on OK button below
- The Unzip to Folder path should read A:\
- Left click on the upper-right button named UNZIP
- The prompt box "\_\_ files unzipped successfully" appears
- Click on OK button
- Remove floppy disk and insert into DOS payphone computer
- From DOS Prompt, type: **COPY A:\\*.\*** [**SPACE**] **C:\RATES** [**ENTER**]
- Remove floppy disk and restart PNM program

#### **Step 4: Importing to PNM PLUS Payphone System**

Upon completing the unzipping of the rate files, the next step is to transfer a copy of the rate files to a folder within the PNM PLUS program. The files must be in this folder for the payphone program to locate the rate files for downloading to your payphone(s). To copy/paste the files, simply follow the listed steps below. Follow the directions for either Windows or DOS payphone computer used.

### For Windows Systems Payphone Computer

- From the desktop of the payphone computer, left double click on My Computer
- Left double click on the {C:} drive
- Left double click on the Rates folder
- Right click on the R94 file (a drop down menu will appear). Left click on COPY.
- Move your mouse button to the left corner of this window.
- To return to your {C:} drive, left click on one of the two option available to you in the toolbars
  - 1. Below the words File, Edit, and View is a button called BACK. Left click on BACK.
  - 2. Or left click on the small folder with an arrow
- You will be returned to the {C:} drive
- On the {C:} drive, locate a folder named PNM PLUS
- Left double click on the folder PNM PLUS
- Left double click on the folder DB CONFIG
- Paste the files using one of two methods listed below
  - 1. Left click on EDIT in the left hand corner of this page, then left click on paste
  - 2. Right click in an empty space inside this folder, then left click on paste.

The files are available to you for use in the payphone management system.

#### OR

#### From the DOS Prompt:

- Type: C:\RATES\\*.R94 [SPACE] C:\PNMPLUS\DBCONFIG [ENTER]
- Exit DOS and restart PNM PLUS program

# Rate File Naming & Pricing Structure

# **Elcotel Rate File Names**

NPANXXDF.R94 NPANXX01. R94 NPANXX02.R94 NPANXX03.R94 NPANXX04.R94 NPANXX05.R94	Default Rate File \$1 for 4 Min. – Addl. \$1 for 4 Min. \$1 for 4 Min. – Addl25 for 1 Min. \$1 for 3 Min. – Addl. \$1 for 3 Min. \$1 for 3 Min. – Addl25 for 1 Min. .75 for 3 Min. – Addl75 for 3 Min.
NPANXX03.R94	\$1 for 3 Min. – Addl. \$1 for 3 Min.
NPANXX04.R94	\$1 for 3 Min. – Addl25 for 1 Min.
NPANXX05.R94	.75 for 3 Min. – Addl75 for 3 Min.
NPANXX06.R94	.75 for 3 Min. – Addl25 for 1 Min.
NPANXX07.R94	.25 for 1 Min. – Addl25 for 1 Min.
NPANXX08.R94	\$1 for 10 Min. – Addl. \$1 for 10 Min.
NPANXX09.R94	.50 for 5 Min. – Addl50 for 5 Min.

# **Elcotel Cost Bands**

FCC1	Interstate US
FCC2	Interstate Caribbean
FCC3	Interstate Bermuda
FCC4	Interstate CNMI
FCC5	Interstate Guam

### **TYPE BAND INFORMATION**

The following is a brief explanation of the changes you will notice in your rate files. We have expanded our rate files from providing only Measured Calling Plans to include Flat Calling Plans, Measured Calling Plans or Both, Flat and Measured Calling Plans.

- 1-6 NPANXX
- 7 Type (Measured Calling Area/Flat Calling Area/Or Both)
- 8 Pricing

## For Protel, Elcotel and Intellical

(Blank) Type not known or Default Rate File (Protel & Intellicall)

DF Type not known or Default Rate File (Elcotel Only)

- K Type not known or Default Rate File
- L Type not known or Default Rate File
- M Measured Measured Calling Area
- N Measured 2 Measured Calling Area
- O Measured 3 Measured Calling Area
- P Measured 4 Measured Calling Area
- F Flat Flat Calling Area
- G Flat2 Flat Calling Area
- H Flat3 Flat Calling Area
- I Flat4 Flat Calling Area
- B Both (Flat and Measured in same calling area)
- C Both (Flat and Measured in same calling area)
- D Both (Flat and Measured in same calling area)

## For Intellical (Astratel 2 Only)

- A Type not known or Default Rate File
- J Type not known or Default Rate File
- S Measured Measured Calling Area
- T Measured 2 Measured Calling Area
- U Measured 3 Measured Calling Area
- V Measured 4 Measured Calling Area
- W Flat Flat Calling Area
- X Flat2 Flat Calling Area
- Y Flat3 Flat Calling Area
- Z Flat4 Flat Calling Area
- E Both (Flat and Measured in same calling area)
- Q Both (Flat and Measured in same calling area)