

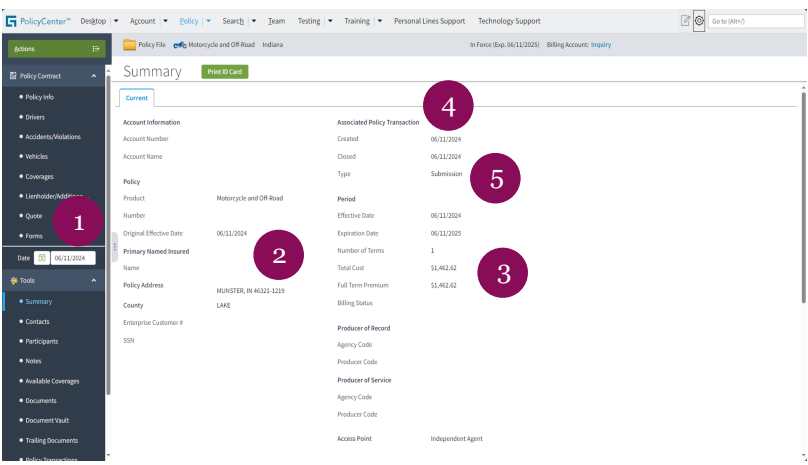


View Powersports Motorcycle/Off-Road Vehicle Policy

Description

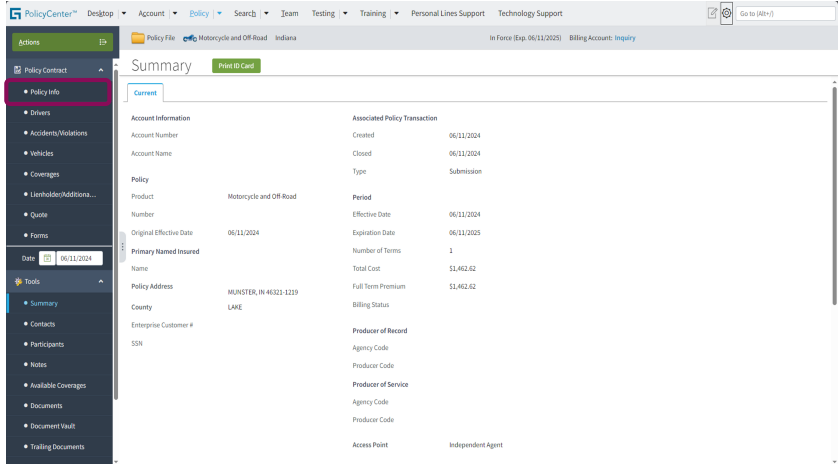
This job aid describes how to view a Powersports Motorcycle/Off-Road Vehicle policy.

Summary Screen Overview:

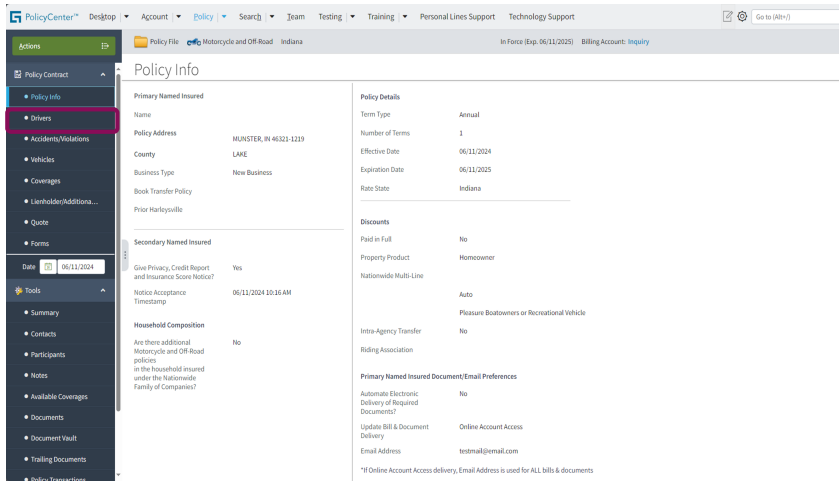
Action	Screen
To view the policy details, you will need to search for the policy, either in PolicyCenter or in another system. Once the policy is located, select the policy link to open the policy. The policy will open to the “Summary” screen.	

Item	Name	Description
1	Date	This field can be changed to determine the policy summary information as of the date.
2	Original Effective Date	The original policy effective date.
3	Total Cost	This field is the policy total cost and updated when the Date field is changed.
4	Associated Policy Transaction	The date the Policy Transaction was created and closed displays in this section.
5	Type	This is the most recent type of Policy Transaction (submission or change, cancellation, reinstatement, etc.) created on the policy.

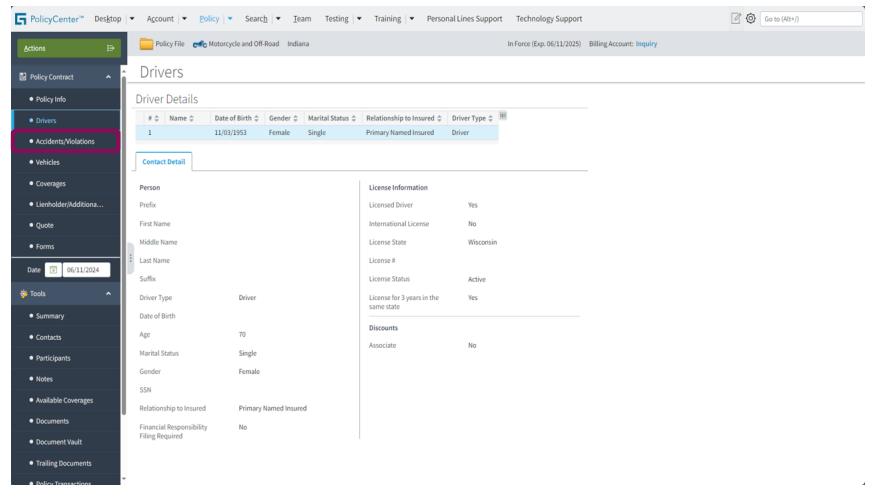
Step 1

Action	Screen
<p>On the left side of the PolicyCenter screens, the various policy screen links are listed for ease of navigation.</p> <p>You may select a screen link at any time to jump to a new section of the policy.</p> <p>In this job aid, we will step through the Powersports Motorcycle/Off-Road Vehicle policy screens in order.</p> <p>Select the “Policy Info” link.</p>	

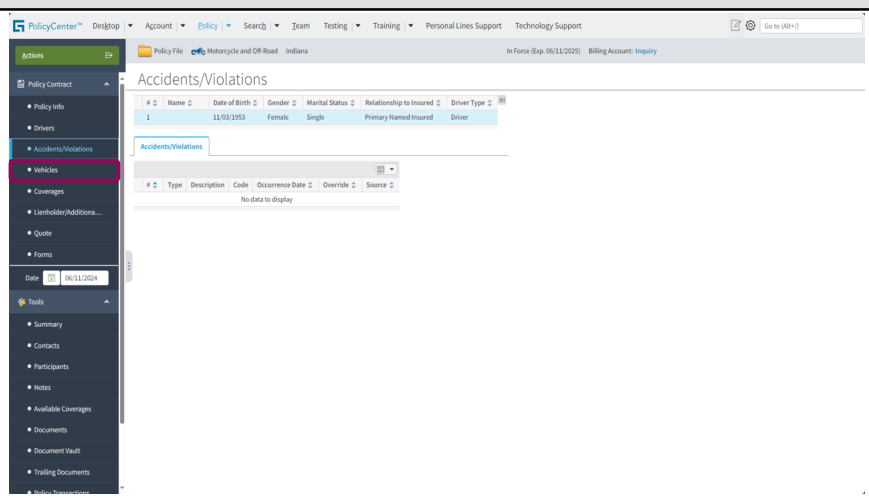
Step 2

Action	Screen
<p>The “Policy Info” screen is where specific details regarding the current policy are found.</p> <ul style="list-style-type: none">Select the “Drivers” link.	

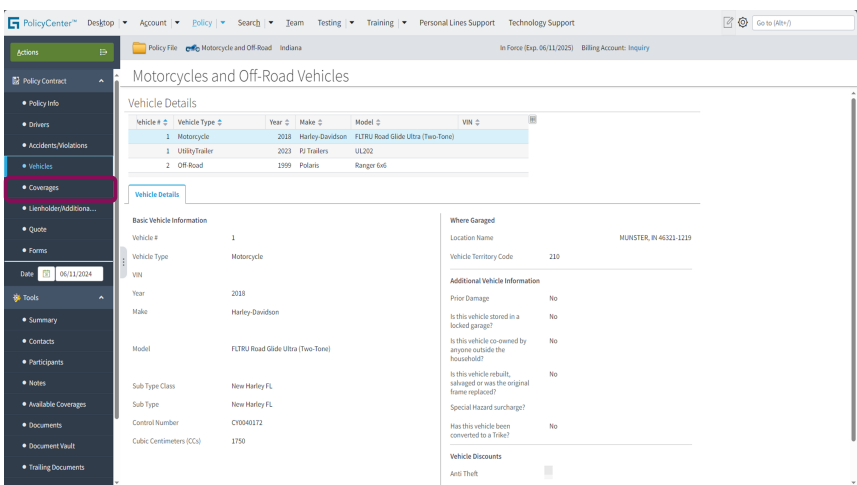
Step 3

Action	Screen
<p>On the “Drivers” screen, the details of the driver(s) on the policy are listed.</p> <p>If the policy includes multiple drivers, all drivers will be listed on this page.</p> <p>Select the “Accidents/Violations” link.</p>	

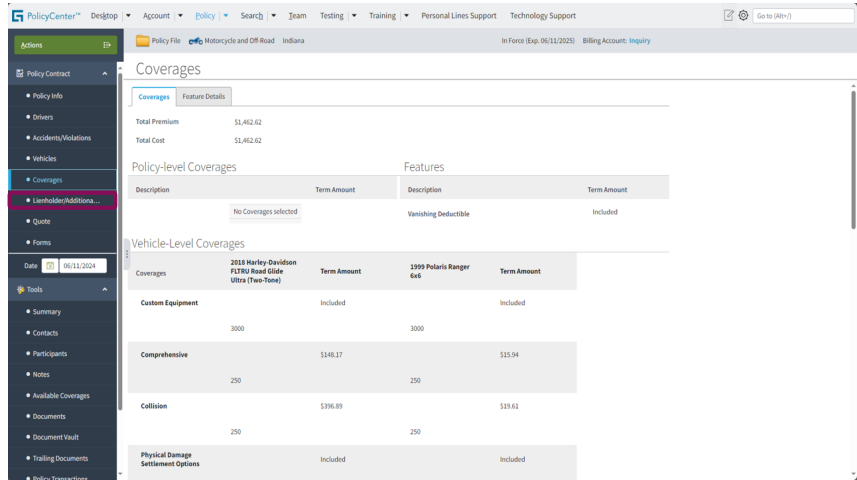
Step 4

Action	Screen
<p>On the “Accidents/Violations” screen, any accidents or violations on the policy are listed with details.</p> <p>To view the details for a driver, select the desired line item.</p> <p>Select the “Vehicles” link.</p>	

Step 5

Action	Screen
<p>On the “Vehicles” screen, details of the vehicle(s) and trailer(s) included on the policy are listed.</p> <p>If the policy includes multiple vehicles, all vehicles will be listed on this page.</p> <p>Select the “Coverages” link.</p>	

Step 6

Action	Screen
<p>On the “Coverages” screen, the policy-level coverages, vehicle-level coverages, and any selected features are listed.</p> <p>Select the “Lienholder/Additional Interest” link.</p>	



Step 7

Action	Screen
Any vehicle lienholder or lessor information is listed on the "Lienholder/Additional Interest" screen.	
Select the "Quote" link.	

Step 8

Action	Screen
The "Quote" screen provides pertinent coverage and policy information on one screen.	
You have viewed a Powersports Motorcycle/Off-Road Vehicle Policy.	

By accepting a copy of these materials:

(1) I agree that I am either: (a) an employee or Contractor working for Nationwide Mutual Insurance Company or one of its affiliates or subsidiaries ("Nationwide"); or (b) an Independent Sales Agent who has a contract and valid appointment with Nationwide; or (c) an employee of or an independent contractor retained by an Independent Sales Agent; or (d) an Independent Adjuster who has a contract with Nationwide; or (e) an employee of or an independent contractor retained by an Independent Adjuster.

(2) I agree that the information contained in this training presentation is confidential and proprietary to Nationwide and may not be disclosed or provided to third parties without Nationwide's prior written consent.

(3) I acknowledge that: (i) certain information contained in this training presentation may be applicable to licensed individuals only and access to this information should not be construed as permission to perform any functions that would require a license; and (ii) I am responsible for acting in accordance with all applicable laws and regulations.

(4) I agree that I will return or destroy any material provided to me during this training, including any copies of such training material, when or if any of the following circumstances apply: (a) my Independent Sales Agent agreement with Nationwide is cancelled or I no longer hold any appointments with Nationwide; (b) my employment with or contract with a Nationwide Independent Sales Agent is terminated; (c) my Independent Adjuster contract with Nationwide is terminated; (d) my employment with or contract with a Nationwide Independent Adjuster is terminated; or (e) my employment or contract with Nationwide is terminated for any reason.