

GET CONNECTED



Total Quality Loan[®] (TQL[®]) program by ICE Mortgage Technology[™]

General Administrator Guide

Authorized users, such as Encompass[®] administrators, need to use the new Mortgage Insurance settings in Settings to enable and configure the type of orders being placed by their organization to MGIC. The Encompass administrator must also assign persona-level access to designated users for loan submissions to MGIC.

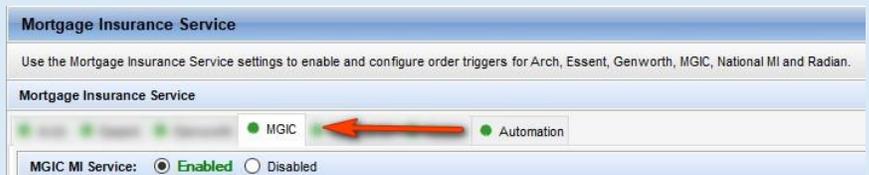
Note: This integration is supported in Encompass 18.3 and later versions.

1. Enable MGIC Mortgage Insurance Service

On the menu bar, click **Encompass**, then **Settings**.

On the left panel, click **Additional Services**, then **Mortgage Insurance Service**.

Click the **MGIC** tab and in the **Mortgage Insurance Service** section, select **Enabled**.



2. Configure MGIC Mortgage Insurance Service

Use the **Coverage Percentage** panel to select a GSE default grid for populating the mortgage insurance coverage percentage on the loan. Values defined here will be the initial coverage percentage populated on the loan.

Select **Fannie Mae Standard Coverage** or **Freddie Mac Standard Coverage**.

Optional: You may customize the MI Coverage Percentage by clicking **View/Update Rates**. After making changes, click **OK**.

Use the **Master Policy Numbers** panel to enter your MGIC Master Policy Number(s). The Master Policy Number is used to identify your organization; therefore, login credentials are not required for this service.

You may choose to add **Branch Information**, but it is not required.

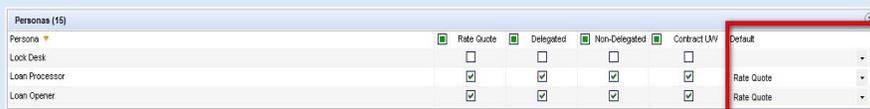
Configure order details and default values that display to users when they access the MI order window on a loan.

- If you select only one value, this will display as a static field.
- If you select multiple values, they will display as a drop-down menu and users can choose from the values.
- Use the **Select a default** column to identify the default display on the order window (optional). Defaults selected will be used if Automatic Ordering is enabled.
- If a user updates this information on the MI order screen prior to placing an order on the loan, the updated values will serve as the default on that loan for future orders.

3. Assign Persona-Level Access

Use the **Personas** panel to designate the personas eligible for MI order request types. Select an option from the drop-down list in the **Default** column for each Persona to designate the default value that will display in the order window. Then click the **Save** icon.

Note: For setup and configuration information for Automatic Orders, see the *Automatic Ordering and Allocation Administrator Guide*.



Personas (15)	Rate Quote	Delegated	Non-Delegated	Contract UMW	Default
Lock Desk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rate Quote
Loan Processor	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Rate Quote
Loan Opener	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Rate Quote