

New How-To guides on creating quotes and comparisons in Producer Toolbox

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New *How-To* guides cover how to create a quote and comparison for new individual prospects and existing ACA (Affordable Care Act) members in your Producer Toolbox. The videos that accompany these guides will be posted at a later date.

We hope you'll find these guides useful as you prepare for the upcoming Open Enrollment season and the year ahead.

You'll find the new *How-To* guides under **Sales & Training > Producer Toolbox Tips and Training**, where we've been posting our weekly series of videos and guides for you. Check out what we have for you this week:

1. [How-To Guide](#) — create a quote and comparison for a new individual prospect
2. [How-To Guide](#) — create a quote and comparison for an existing ACA member

Missed a week? Don't worry. After guides or videos are posted, you can look at them any time in your Producer Toolbox under **Sales & Training > Producer Toolbox Tips and Training**.

This article applies to:

- *Virginia*
- *Individual (under 65)*