AMsuite®

AMsuite and AMsuite Core

This job aid will provide step by step instructions for navigating between AMsuite and our AMsuite Core system. A user may have the need to access both systems depending on the type of transaction you are completing.

AMsuite is American Modern Insurance Group's policy administration system. AMsuite is an easy-to-use system for your typical day to day transactions. **AMsuite Core** is American Modern Insurance Group's comprehensive policy system that will allow for more advanced policy transactions.

When to use each system :

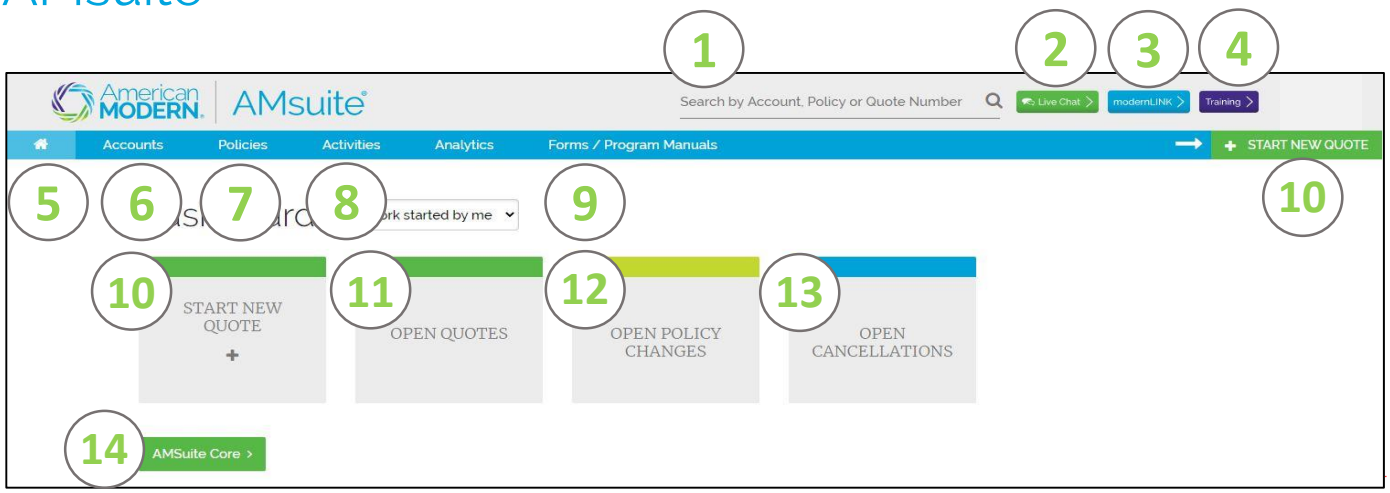
AMsuite	AMsuite Core
• New business quote and issuance • Submitting risks for underwriting review (if needed) • Most policy transactions (including starting changes and cancels) • Making payments • Viewing/uploading documentation • Working your activities	• Everything you can do in Amsuite • Copying your Submission • Rewriting a policy • Side by Side Quoting • Viewing detailed billing history • Performing underwriting transactions (for users with underwriting authority) • Policy servicing during a pending renewal.

For Agent Use Only - Not for Distribution
©2021. **American Modern Insurance Group, Inc.**, 7000 Midland Blvd. Cincinnati, OH, 45102-2607, USA. All rights reserved.

AMsuite®

AMsuite vs AMsuite Core

AMsuite



1. **Search function** – you can search by Account, Policy, or Quote Number
2. **Live Chat** – questions answered in real time between 8am-8pm EST
3. **modernLINK®** – takes you to the modernLINK system
4. **Training** – takes you to the training center where you can find job aids, videos, webinars, and more
5. **Home** - home page of AMsuite Portal
6. **Accounts** – View a list of accounts and the number of policies under each
7. **Policies** – a list of recently viewed policies
8. **Activities** – you can find anything that may require action, recent quotes, policies, etc.
9. **Forms/Program Manuals** – state specific program manual for various conditions contains coverage, terms, etc. – endorsements, policy jackets
10. **Start New Quote** – Create a new quote in portal
11. **Open Quotes** – active quotes that have not been bound
12. **Open Policy Changes** – active endorsements that have not been bound
13. **Open Cancellations** – Recently created cancellations
14. **AMsuite Core**- takes you to Amsuite Core

©2021. **American Modern Insurance Group, Inc.**, 7000 Midland Blvd. Cincinnati, OH, 45102-2607, USA. All rights reserved.

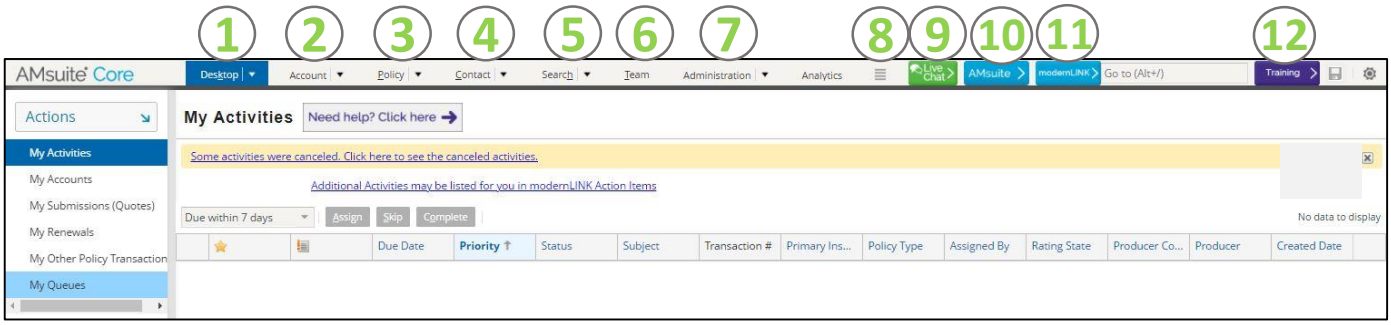
American MODERN
A Munich Re company

rAMp
TRAINING ELEVATED

AMsuite®

AMsuite vs AMsuite Core

AMsuite Core



1. **Desktop** – List of activities, accounts, submissions, renewals, other policy transactions and queues
2. **Accounts** – search for account numbers
3. **Policy** – search for submission and policy numbers
4. **Contacts** – Create new contacts or search for an exist contact
5. **Search** – Search for policies, accounts, producer codes, activities and contacts
6. **Team** – search the groups activities, submissions, renewals and other policy transactions
7. **Administration** – users & security, rating, business settings, utilities and bulk producer change
8. **Forms** - state specific program manual for various conditions contains coverage, terms, etc. – endorsements, policy jackets
9. **Live Chat** – questions answered in real time between 8am-8pm EST
10. **AMsuite** – takes you to AMsuite
11. **modernLink-** takes you to the modernLINK system
12. **Training** - takes you to the training center where you can find job aids, videos, webinars and more

Coverage is subject to policy terms, conditions, limitations, exclusions, underwriting review and approval, and may not be available for all risks or in all states. Rates and discounts vary, are determined by many factors and are subject to change. Policies are written by one of the licensed insurers of American Modern Insurance Group, Inc., including but not limited to American Modern Property and Casualty Insurance Company (CA Lic. No. 6129-1).

American Modern Insurance Group, American Modern, AMsuite, modernLINK, and Homeowners FLEX are trademarks or registered trademarks of American Modern Insurance Group, Inc.

©2021. **American Modern Insurance Group, Inc.**, 7000 Midland Blvd. Cincinnati, OH, 45102-2607, USA. All rights reserved.

January 2021
Version: 2.0