

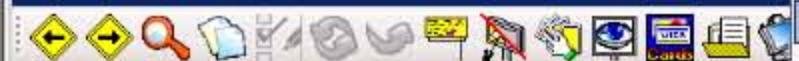
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File Action View Site Charting Invoicing Inventory Control

Reports Maintain Window Help

Contract Maintenance



Contract Header | Contract Header(1) | Details | Parameters | Priorities | LOS

How to: Occupancy Reports

1. Click Reports
2. Click Charting
3. Click R0065 - Occupancy Report by PDA

Contract Name: Amazon Kin

Type:

Client Ref:

Start Date: 4/1/2012

End Date: 6/10/2012

Weeks: 10.14

Months:

Local/National: NAT

Advertiser: AMAZ01

Agency: KINFIN

Buying Service:

Contact:

Product: RET/ELE

Brand:

Ethnic Group:

Sales Executive 1: srosenberg

Sales Executive 2:

Sales Executive 3:

Credit Approved:

SEARCH

- Panel
 - Charting
 - Lease
 - Yield
 - Sales
 - Operations
- R0086 -- 12 Month Space Detail
R0019 -- Advertiser Summary
R0034 -- Annual Bookings By Advertiser
R0003 -- Billposter Assignment
R0004 -- Billposter Copy
R0042 -- Bus Sheet
R0058 -- Bus Sheet By Location Type
R0001 -- Campaign Credit Report
R0008 -- Campaign Expiry
R0090 -- Campaign Reconciliation
R0167 -- Campaign Report
R0076 -- Contract Revenue
R0070 -- Current Campaign Bookings
R0035 -- IAA Campaign Renewal
R0045 -- Inactive Booking Panel
R0096 -- Invoice Sales Person
R0161 -- Location List by Status
R0002 -- Locations Available Report
R0056 -- Notes Report
R0038 -- Occupancy Report
R0066 -- Occupancy Report By PDA
- R0022 -- Operations Production Report
R0093 -- Panel History
R0165 -- Photography Report
R0157 -- Plant Inventory Reconciliation
R0043 -- Plant Inventory w/DEC
R0080 -- Plant Inventory With Client
R0014 -- Posting Installation Report
R0020 -- Posting List By Advertiser
R0099 -- Product Category Report
R0159 -- PSG Report
R0052 -- Sales Market Report
R0087 -- Scheduling Edit
R0036 -- Segment Expiry
R0176 -- Space Reservation
R0177 -- Space Reservation by Sales Market
R0040 -- Transit Installation Report
R0041 -- Transit Takedown Report
R0055 -- Transit Uplist
R0182 -- Wait List by Campaign
R0181 -- Wait List by Panel
R0062 -- Work Order Cards
R0067 -- WorkCrew Routing/Work Orders
R0092 -- YTD Occupancy Report

4/1/2012 - 6/10/2012

Value: \$0.00

Sunday, April 01, 2012

Sunday, June 10, 2012

National

Amazon.com

Kinetic Finance

ELECTRONICS

Steve Rosenberg

OK Apply Close

Contract Maintenance



Campaign: HOLD_Amazon Kindle PHIL_2.14.12\Amazon Kindle - Philly 4/1/2012 - 6/10/2012

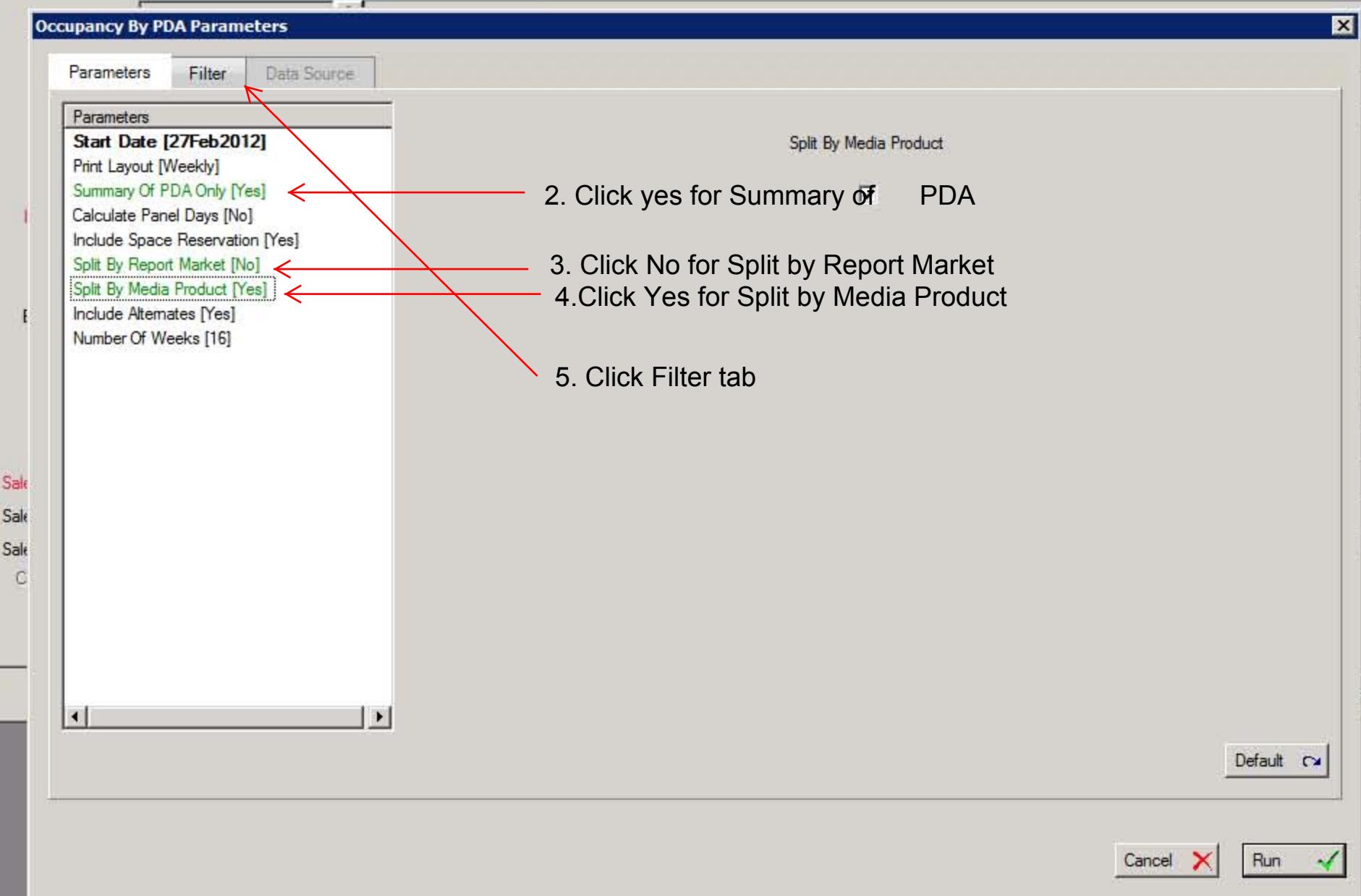
Contract Header | Contract Header(1) | Details | Parameters | Priorities | LOS Restrictions | Production WO | Shipping | Bookings | E-Bill | Campaign Instruction |

Contract Number: HOLD_Amazon Kindle PHIL_2.14.12 | Sold Estimated Value: \$0.00

Campaign Name: Amazon Kindle - Philly

Occupancy by PDA Parameters box
will come up.

1. Select your Date if needed



Contract Maintenance



Campaign: HOLD_Amazon Kindle PHIL_2.14.12\Amazon Kindle - Philly 4/1/2012 - 6/10/2012

Contract Header | Contract Header(1) | Details | Parameters | Priorities | LOS Restrictions | Production WO | Shipping | Bookings | E-Bill | Campaign Instruction |

Contract Number: HOLD_Amazon Kindle PHIL_2.14.12 | Sold Estimated Value: \$0.00

Campaign Name: Amazon Kindle - Philly

Occupancy By PDA Parameters

Parameters | Filter | Data Source

1. Highlight Report Market by Clicking →

2. type in your Report Market

 Report Market [No Filter Set]
 Media Product Type [No Filter Set]
 Media Product [No Filter Set]
 PDA [No Filter Set]

Filter: patco

Total 80 [Selected 0]

Select	Report Market Code	Report Market Desc	Report Market Group Description
<input type="checkbox"/>	HBLR	HBLR	
<input type="checkbox"/>	NJT	New Jersey Transit	
<input type="checkbox"/>	KCM	King County Metro	
<input type="checkbox"/>	STB	Sound Transit - Bus	
<input type="checkbox"/>	STS	Sound Transit - Sounder	
<input type="checkbox"/>	PT	Pierce Transit	
<input type="checkbox"/>	ACCR	Argosy Cruises	
<input type="checkbox"/>	STP	Sound Transit - Pierce	
<input type="checkbox"/>	BART	BART	
<input type="checkbox"/>	AC	AC Transit	
<input type="checkbox"/>	MUNI	MUNI	
<input type="checkbox"/>	SEPTA	SEPTA	
<input type="checkbox"/>	PATCO	PATCO	
<input type="checkbox"/>	Metro North	Metro North	
<input type="checkbox"/>	Atlantic Express	Atlantic Express	
<input type="checkbox"/>	Academy	Academy	
<input type="checkbox"/>	TwinAmerica	Twin America	

Report Market

Cancel Run

Contract Maintenance



Campaign: HOLD_Amazon Kindle PHIL_2.14.12\Amazon Kindle - Philly 4/1/2012 - 6/10/2012

Contract Header | Contract Header(1) | Details | Parameters | Priorities | LOS Restrictions | Production WO | Shipping | Bookings | E-Bill | Campaign Instruction |

Contract Number: HOLD_Amazon Kindle PHIL_2.14.12 | Sold Estimated Value: \$0.00

Campaign Name: Amazon Kindle - Philly

Occupancy By PDA Parameters

Parameters | Filter | Data Source

- Report Market [1 Selected]
- Media Product Type [No Filter Set]
- Media Product [No Filter Set]
- PDA [No Filter Set]

Filter

Any Field

Refresh

Clear



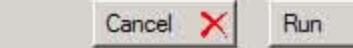
Total 80 Filtered To 1 [Selected 1] Current Column Selected

	Select	Report Market Code	Report Market Desc	Report Market Group Description	Report
▶	<input checked="" type="checkbox"/>	PATCO	PATCO		

Report Market

Select your Report Market

Cancel



Contract Maintenance



Campaign: HOLD_Amazon Kindle PHIL_2.14.12\Amazon Kindle - Philly 4/1/2012 - 6/10/2012

Contract Header | Contract Header(1) | Details | Parameters | Priorities | LOS Restrictions | Production WO | Shipping | Bookings | E-Bill | Campaign Instruction |

Contract Number: HOLD_Amazon Kindle PHIL_2.14.12 | Sold Estimated Value: \$0.00

Campaign Name: Amazon Kindle - Philly

Occupancy By PDA Parameters

Parameters | Filter | Data Source

- Report Market [1 Selected]
- Media Product Type [1 Selected]
- Media Product [No Filter Set]
- PDA [No Filter Set]

Filter | Any Field | Refresh | Clear | Excel

Total 19 [Selected 1] Current Column Selected

Select	Code	Code Name
<input type="checkbox"/>	B	Bulletin
<input type="checkbox"/>	BAN	Banner
<input type="checkbox"/>	BB	Billboard
<input type="checkbox"/>	BUS	Bus
<input type="checkbox"/>	C	Cone
<input type="checkbox"/>	D	Digital
<input type="checkbox"/>	F	Ferry
<input type="checkbox"/>	G	Parking Garage
<input type="checkbox"/>	K	Kiosk (REMOV
<input type="checkbox"/>	Kiosk	Kiosk
<input type="checkbox"/>	KSK	Kiosk (REMOV
<input type="checkbox"/>	M	Mobile
<input type="checkbox"/>	MAR	Marketing
<input type="checkbox"/>	P	Posters
<input checked="" type="checkbox"/>	RAIL	Rail
<input type="checkbox"/>	S	Storage
<input type="checkbox"/>	SP	Specialty
<input type="checkbox"/>	STA	Station

Media Product Type

2. Select your Media Product Type

3. Click Run

Cancel | Run

Microsoft Excel - Book1

File Edit View Insert Format Tools Data Window Help Adobe PDF Type a question for help

A1 Media Product: 2 Sheet

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE	AF	AG
1	Media Product: 2 Sheet																																
2																																	
3																																	
4																																	
5	Patco-9th/Locust - Concourse-PA																																
6	Patco-9th/Locust - Platform-PA																																
7	Patco-8th/Market - Platform-PA																																
8	Patco-13th/Locust - Concourse-PA																																
9	Patco-13th/Locust - Platform-PA																																
10	Patco-15th/Locust - Concourse-PA																																
11	Patco-Ashland-PA																																
12	Patco-Broadway - Platform-PA																																
13	Patco-City Hall-PA																																
14	Patco-Collingswood-PA																																
15	Patco-Ferry Avenue-PA																																
16	Patco-Haddonfield-PA																																
17	Patco-Lindenwold-PA																																
18	Patco-Westmont-PA																																
19	Patco-Woodcrest-PA																																
20	Totals																																
21																																	
22																																	
23																																	
24																																	
25																																	
26	This is your Occupancy Report. Save it wherever you want so you can edit it.																																
27																																	
28																																	
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44																																	
45																																	

133_2_Sheet / 142_Brand_Train / 146_Ceiling_Wrap / 157_Interior_Car_Card_11x28 / 158_Interior_Car_Card_11x46 / 161_Interior_Car_Card_33.25_x / 163_Inte

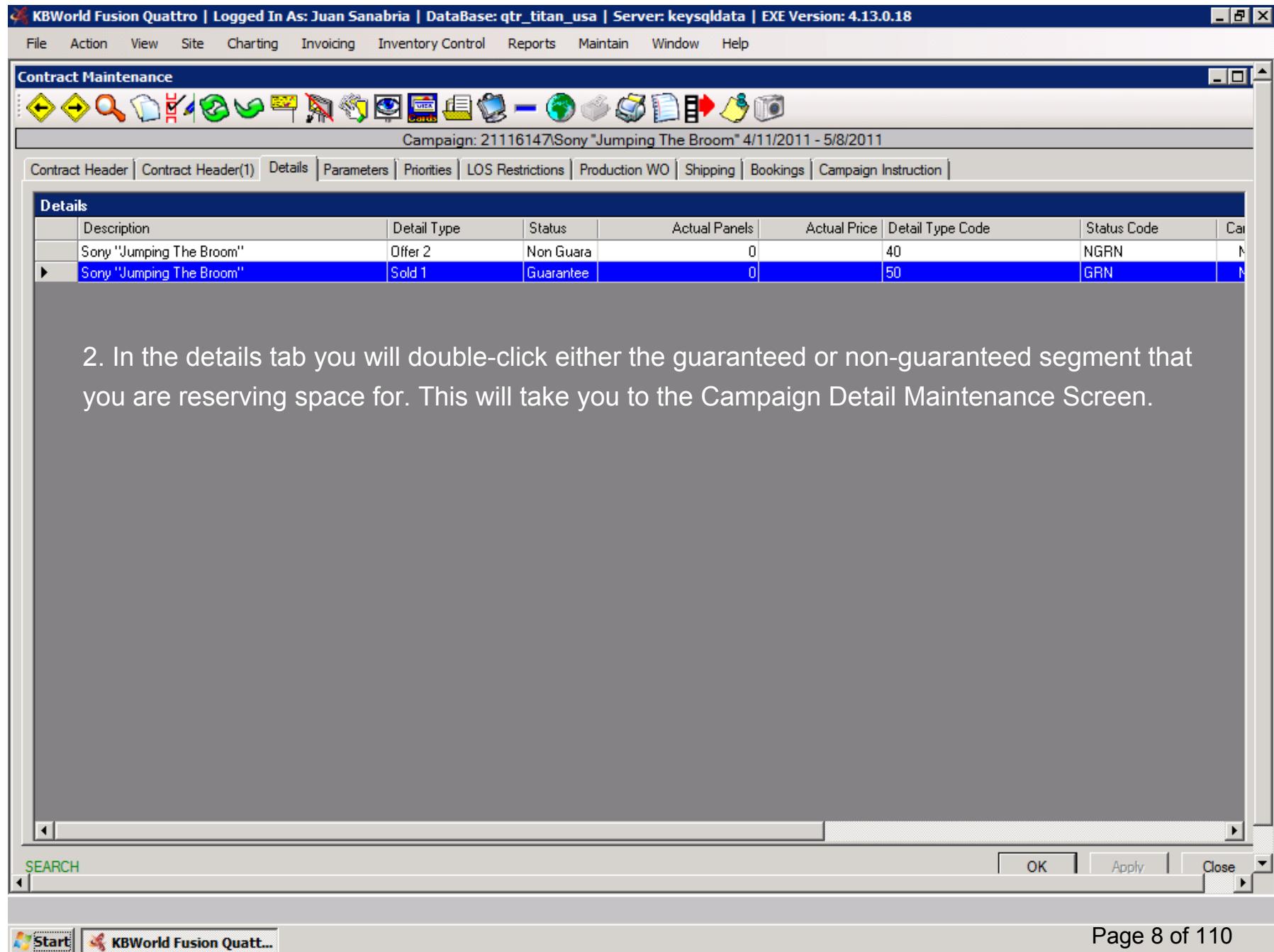
Ready NUM

Page 7 of 110

Start KBWorld Fusion Quattro ... Microsoft Excel - Book1

How to: Space Reservation

1. Pull up the desired contract and then click the details tab



2. In the details tab you will double-click either the guaranteed or non-guaranteed segment that you are reserving space for. This will take you to the Campaign Detail Maintenance Screen.

KBWorld Fusion Quattro | Logged In As: Juan Sanabria | DataBase: qtr_titan_usa | Server: keysqldata | EXE Version: 4.13.0.18

File Action View Site Charting Invoicing Inventory Control Reports Maintain Window Help

Campaign Detail Maintenance

Campaign: 21116147 Sony "Jumping The Broom" 4/11/2011 - 5/8/2011
Client Ref: 983015-9146

Campaign Detail Parameters Bookings

Campaign Detail Type: 50 Sold

Campaign Detail Description: Sony "Jumping The Broom"

Status: GRN Guarantee

Hold Expire: 2/10/2011 2:48 PM Thursday, February 10, 2011 2:48:00 PM

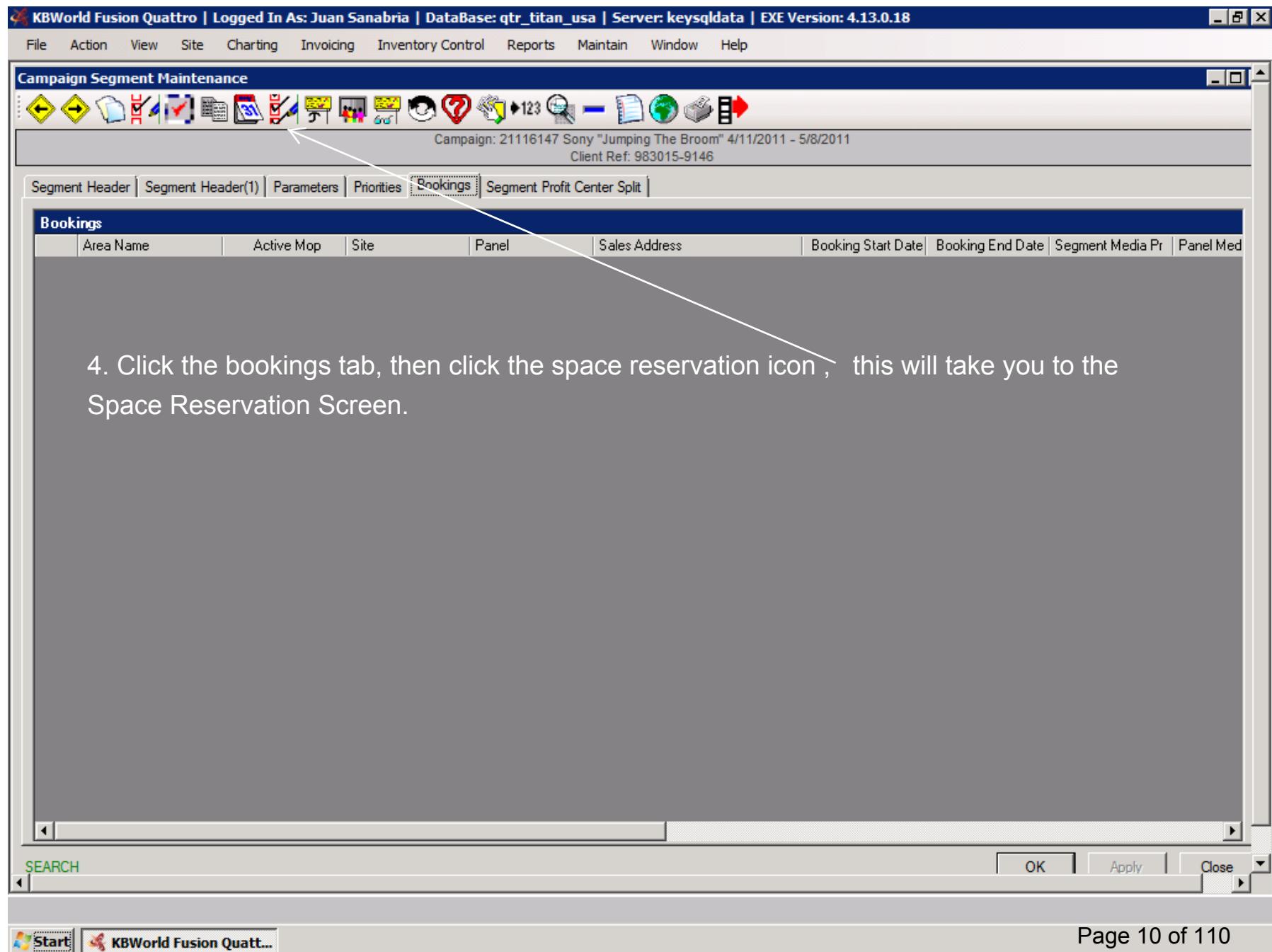
Campaign Segments

Sales Market Code	Sales Market Name	Media Type	Media Product Name	Package#	Start Date	End Date
SS	Philadelphia Subway	Subway	2 Sheet		4/11/2011	5/8/2011

SEARCH OK Apply Close

Start KBWorld Fusion Quatt...

Page 9 of 110



4. Click the bookings tab, then click the space reservation icon , this will take you to the Space Reservation Screen.

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File Action View Site Charting Invoicing Inventory Control Reports Maintain Window Help

Space Reservation

21116147 - Sony Pictures - Philadelphia Subway (4/11/2011 - 5/8/2011)

Start	4/11/2011		Monday, April 11, 2011
End	5/8/2011		Sunday, May 08, 2011
Status	GRN		Guarantee
Total Required	50		
Space Reserved	50		
Locations Reserved	0		
Total Reserved	50		
Include Alternates In Totals	<input type="checkbox"/>		

Media Product Type: **SUB** | **Subway**

Selected	PDA	Space Reserved
	11th Street East-PA	1
	11th Street West-PA	0
	13th Street East-PA	0
	13th Street West-PA	1
	15th Street East-PA	1

← Input the amount of units you want at each PDA, once your desired quantity is reached click Apply and then click Close.

4/11/2011 - 4/17/2011

Space Reservation Totals

PDA	Space Res	Loc Res
11th Street East-PA	1	0
11th Street West-	0	0
13th Street East-P	0	0
13th Street West-	1	0
15th Street East-P	1	0
15th Street Green	1	0
15th Street West-	0	0
19th Street Green	1	0

INPUT

Start KBWorld Fusion Quatt...

How to: Upload Copy Receipts

1. pull up the desired contract

In this screen, you will click the camera icon this will take you to the objects screen.

KBWorld Fusion Quattro | Logged In As: Juan Sanabria | DataBase: qtr_titan_usa | Server: keysqldata | EXE Version: 4.13.0.18

File Action View Site Charting Invoicing Inventory Control Reports Maintain Window Help

Contract Maintenance

Campaign: 21122124\PNC- Debit Card 3/7/2011 - 4/3/2011

Contract Header | Contract Header(1) | Details | Parameters | Priorities | LOS Restrictions | Production WO | Shipping | Bookings | Campaign Instruction |

Contract Number	21122124	Sold Estimated Value	\$320,969.46
Campaign Name	PNC- Debit Card		
Type		[Search]	
Client Ref	SR-O-11DCH0177		
Start Date	3/7/2011	Monday, March 07, 2011	
End Date	4/3/2011	Sunday, April 03, 2011	
Weeks	4		
Months			
Local/National	National	[Search]	National
Advertiser	PNC01	[Search]	PNC Bank
Agency	DEUINC	[Search]	Deutsch Inc
Buying Service	OUTDO1	[Search]	Posterscope USA
Contact		[Search]	
Product	BNK	[Search]	BANKING & FINANCIAL SERVICES
Brand		[Search]	
Ethnic Group		[Search]	
Sales Executive 1	LNOURY	[Search]	Lynne Noury
Sales Executive 1 Share %	0.00		
Sales Executive 2		[Search]	
Sales Executive 2 Share %	0.00		

SEARCH OK Page 12 of 110 Close

2. *** There are two views in the object screen. Below is the view if only 1 item has been attached.

If you get this view you will do the following: click Ctrl & A keys at the same time. This will take you to a screen where you can add new objects. (see picture C below)

A. 1 item attached

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File Action View Site Charting Invoicing Inventory Control Reports Maintain Window Help

Campaign
PNC- Debit Card (21122124)

Object File Information

Object Number	00017202	00017202
Object Type	CONT	Contract
File Extension	PDF	PDF
Title	PNC Bank - Debit Card	
Short Description	22124_001	
Description		
Keywords		
Date And Time Entered	2/7/2011 8:10 PM	Monday, February 07, 2011 8:10:00 PM
Creator	TSMITH	Teresa Smith
Department Owner		
Publish	<input type="checkbox"/>	
Expiry Date	1/1/2012	
Hide From Searches	<input type="checkbox"/>	
Rating	0	
<input checked="" type="radio"/> Leave As Is <input type="radio"/> Convert Inches <input type="radio"/> Convert Cm		
Width Of New Picture	0.00	Height 0.00

SEARCH OK Page 13 of 110 Close



3. *** There are two views in the object screen. Below is the view if multiple items have been attached. If you get this view you will do the following: double-click any of the objects listed then follow the instructions for the above example. This will take you to a screen where you can add new objects. (see picture C below)

B. Multiple items attached

Objects (2 records)						
Objects						
	Code	Type	Object	Name	Title	On
►	CONT	Contract	00017202	22124_001	PNC Bank - Debit Card	Campaign
	CCN	Contract Change	00018414	ccn22124_001	PNC CCN #1	Campaign

SEARCH

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C. New Objects Screen

KBWorld Fusion Quattro | Logged In As: Juan Sanabria | DataBase: qtr_titan_usa | Server: keysqldata | EXE Version: 4.13.0.18

File Action View Site Charting Invoicing Inventory Control Reports Maintain Window Help

Objects

Campaign
PNC- Debit Card (21122124)

Object File Information

4. in this screen you will click the magnifying glass icon next to the Object Number this will give you a pop up window for you to browse your folders. (see next image)

Object Number: [] File Not Found

Object Type: []

File Extension: []

Title: []

Short Description: []

Description: []

Keywords: []

Date And Time Entered: 3/3/2011 11:54:03 AM Thursday, March 03, 2011 11:54:03 AM

Creator: jsanabria Juan Sanabria

Department Owner: []

Publish:

Expiry Date: []

Hide From Searches:

Rating: []

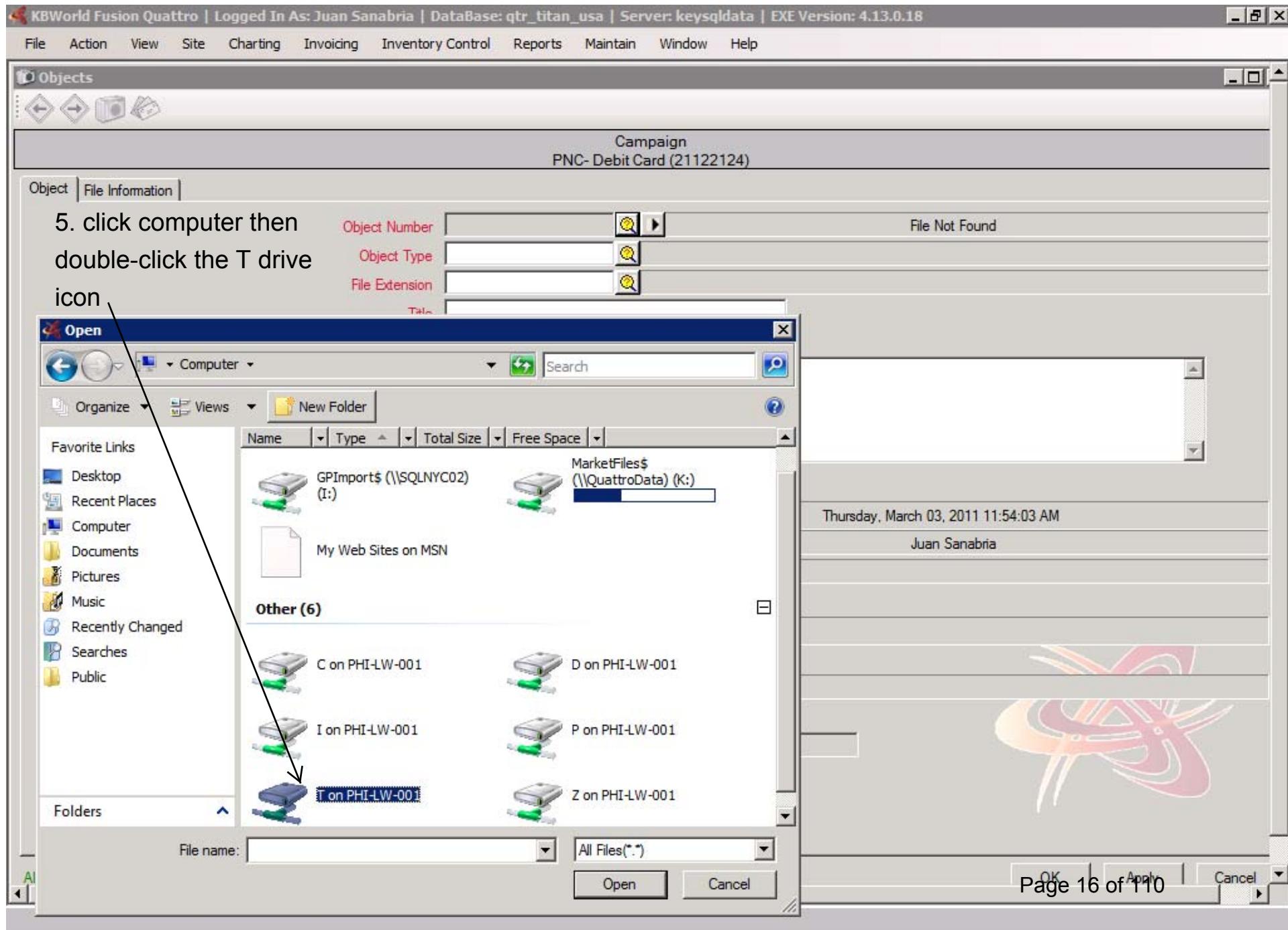
Leave As Is Convert Inches Convert Cm

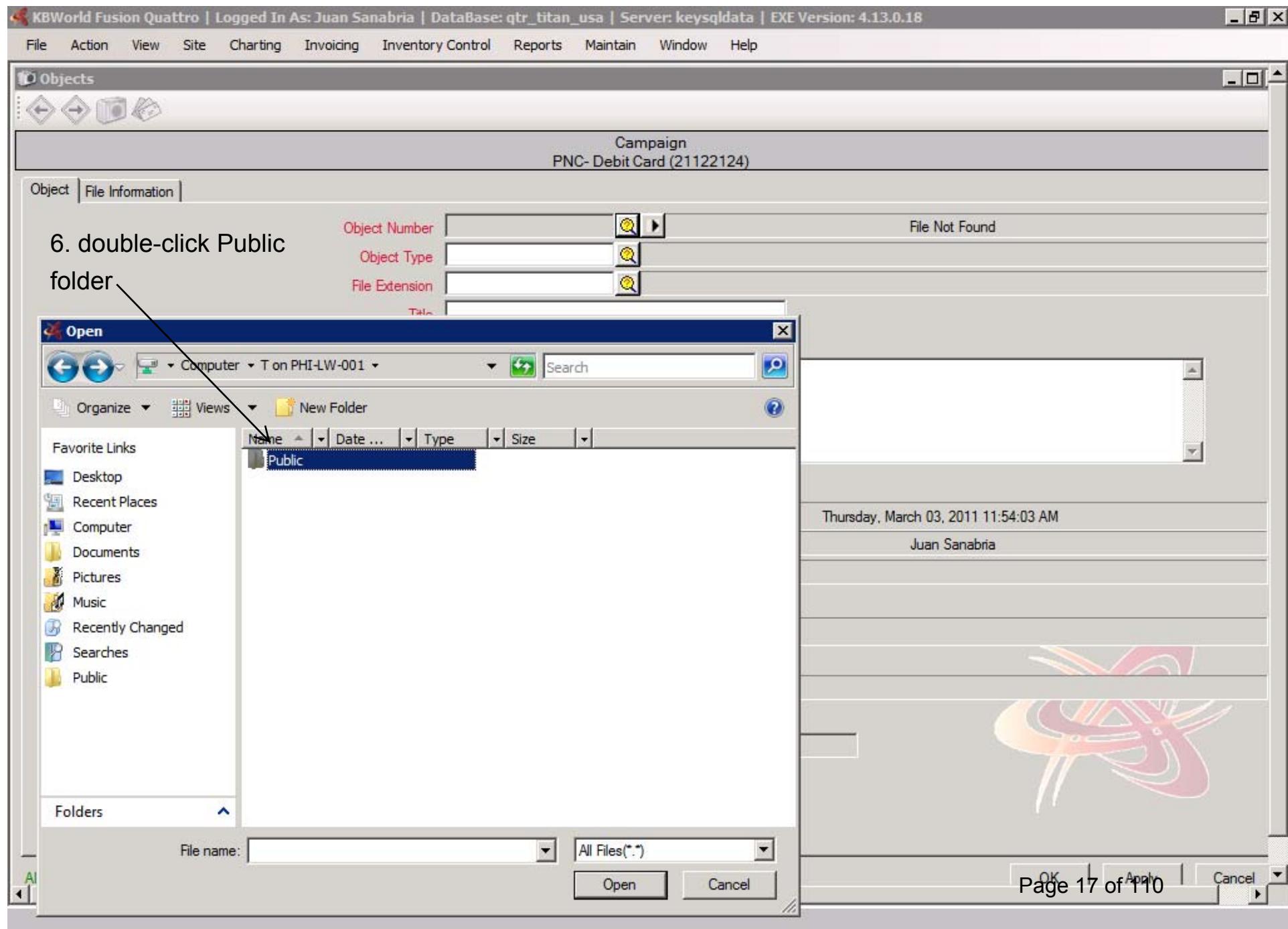
Width Of New Picture: [0] Height: [0]



ADD OK Cancel

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Objects

Campaign
PNC- Debit Card (21122124)

Object File Information

7. double-click Operations folder

Object Number: [] > File Not Found

Object Type: []

File Extension: []

Open

Computer T on PHI-LW-001 Public

Organize Views New Folder

Name Date modified Type Size

Driver DRodriguez

EProtheroe Fiery

Forms IT

JRandazzo JRoche

JSanabria KStec

LTatasciore Maps

Market Facts Media Kits

NBarucha NVelky

Operations Public

Quattro Reports Rate Cards

RCoggins Ridership

Sell Sheets Showing & Circ

Shunsicker SNavala

Space Requests SPEC SHEETS

SSwanson Station Dominations

Templates Testimonials

Videos Conference Room Bookings

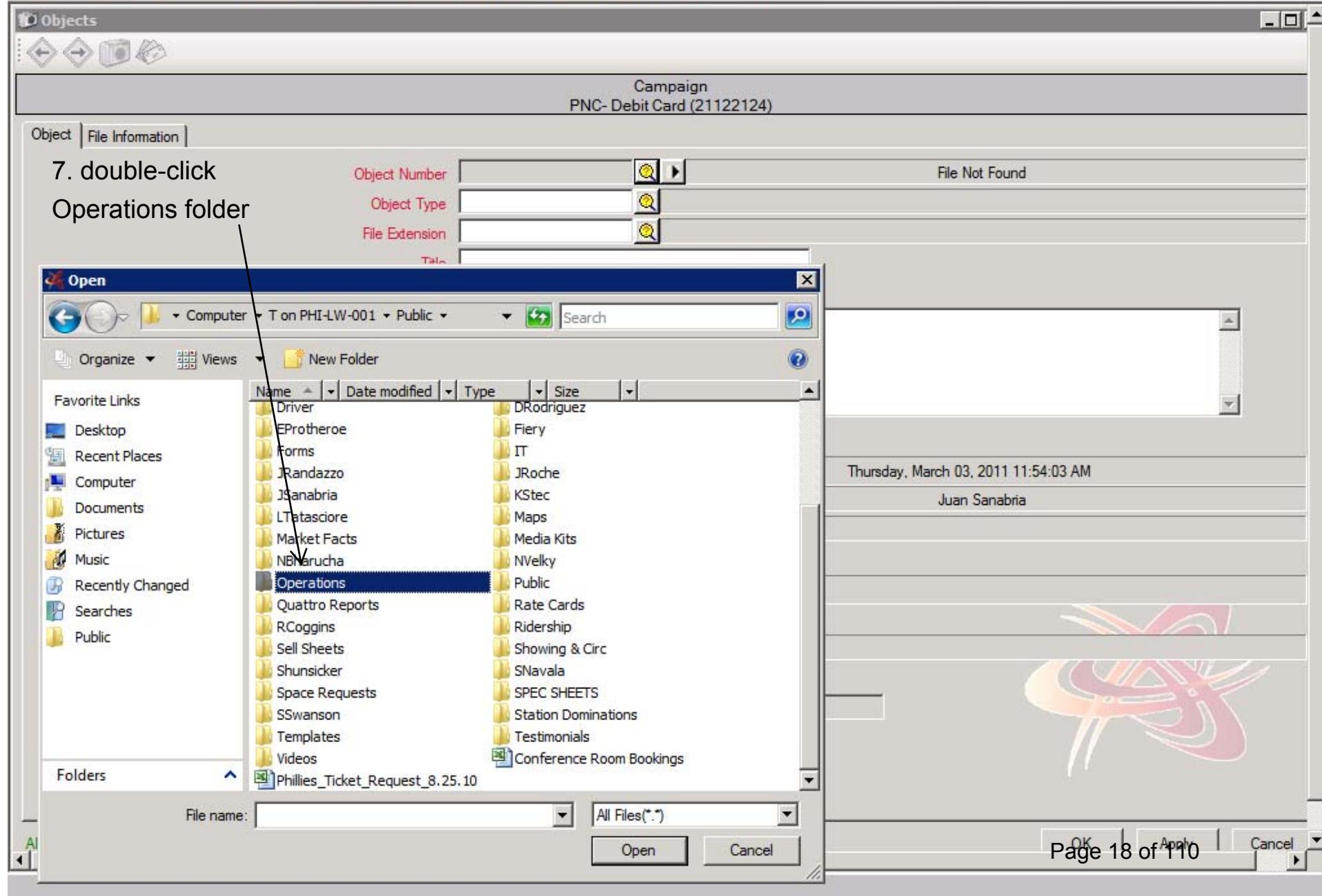
Phillies_Ticket_Request_8.25.10

File name: All Files (*.*) Open Cancel

OK Apply Cancel

Thursday, March 03, 2011 11:54:03 AM
Juan Sanabria

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Objects

Campaign
PNC- Debit Card (21122124)

Object File Information

8. double-click Copy Receipt folder

Object Number [] > File Not Found

Object Type []

File Extension []

Open

Name Date ... Type Size

Avails by Garage Copy Receipt

Creative Images Interior Completion Reports

Productivity Receiving Log

SHELTER- GOOD HEALTH PART... BANNER INSTALLATION LOG

COMMUTER CLOCK INSTALLAT... Daily Work Assignment

INSTALLATION COMPLETION R... Interior Card List with totals1

New Copy Receipt PATCO 8th Market Station Map

PATCO 9th Locust Station Map PATCO 13th Locust Station Map

PATCO Type: Microsoft Word Document TCO Ashland Station Map

PATCO Size: 27,5 KB TCO City Hall Station Map

PATCO Date modified: 9/24/2009 1:58 PM TCO Ferry Station Map

PATCO Haddonfield Station Map PATCO High Speed Line Directions

PATCO Lindenwold Station - Sp... PATCO Lindenwold Station Map

PATCO Westmont Station Map PATCO Woodcrest Concourse L...

PATCO Woodcrest Upper Stati... SEPTA Ad Approval Informatio...

TIMECARD TW_8THMARKET_WEB

Thursday, March 03, 2011 11:54:03 AM

Juan Sanabria

OK Apply Cancel

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Objects

Campaign
PNC- Debit Card (21122124)

Object File Information

9. look for your copy receipt and double-click it

Object Number: [] File Not Found

Object Type: []

File Extension: []

Open

Public Operations Copy Receipt

Name Date modified Type Size

2001CentFox-RIO - shelter - ... Abingunhosp - 2sheets - 1-19-...

AcadNatScience - Bizarre Beast... AcadNatScience - Bizarre Beast...

AceAdjusters - 11x28 - 1-28-1... AllyBank - shelter - 1-20-11Cop...

AMC - Walking Dead - 22x21 - ... American Heart Assoc - King - 1...

AMTRAK - 2 sheet - 1-28-11 Co... Annenberg Center - (Petrushka...

Annenberg Center Arts - Pilobol... Annenberg Theatre - Ella - 2 -1...

Arbor Terrace - 2 Sheet 1-6-11... Asian Bank - Shelter - 2-8-11Co...

Berktax - 2sheet - 1-7-11 Copy... BerkTax - king - 1-7-11 Copy Re...

BET HONORS - King - 1-31-11 ... BET HONORS - Shelter - 2-1-11...

BristRivTheare - King - 1-7-11 ... Buzzduzz - tail - 1-12-11

CADCOM - (Tax Prep) - 11 x 28... CheyneyU - 2-sheets- 1-21-11...

CheyneyU - 11x28 - 1-21-11 C... CheyneyU - Tails - 1-21-11 Cop...

Comcast Xfinity - Shelter 1-5-1... Community Coll of Philad - King ...

Community Coll Philad - Tail - 2-... CooperUConf - 2sheet - 1-20-1...

Del Val Ind - Del Comm Coll - (R... Del Val Indus - Del Comm Coll - ...

Del Val Indust - DelawareComm... DelVallIndResource - DelawareC...

Diary of a Wimpy Kid 2 - King - ... Diary of A Wimpy Kid - Shelter - ...

disney - gnomeo - 2sheet - 1-1... disney - gnomeo - 22x21 - 1-10...

Thursday, March 03, 2011 11:54:03 AM
Juan Sanabria

OK Apply Cancel

Page 20 of 110

Campaign
PNC- Debit Card (21122124)

Object | File Information |

10. copy receipt is now attached and an object number has been assigned,

11. In object type you want to type : CPYRCPT (that is the code for copy receipt)

12. file extension will automatically populate

13. Copy Short Description and paste it in Title.

14. type in an expiry date (12/31/2099)

15. click apply and you are done (repeat as necessary)

Object Number	00018654	<input type="button" value="..."/>	File Not Found
Object Type		<input type="button" value="..."/>	
File Extension	DOC	<input type="button" value="..."/>	
Title			
Short Description	PNC Debit Cards - (3 creatives) - King - 3-2-11		
Description			
Keywords			
Date And Time Entered	3/3/2011 11:54:03 AM	Thursday, March 03, 2011 11:54:03 AM	
Creator	jisanabria	<input type="button" value="..."/>	Juan Sanabria
Department Owner		<input type="button" value="..."/>	
Publish	<input type="checkbox"/>		
Expiry Date	12/31/2099		
Hide From Searches	<input type="checkbox"/>		
Rating	<input type="button" value="..."/>		
<input checked="" type="radio"/> Leave As Is		<input type="radio"/> Convert Inches	<input type="radio"/> Convert Cm
Width Of New Picture	0	Height	0



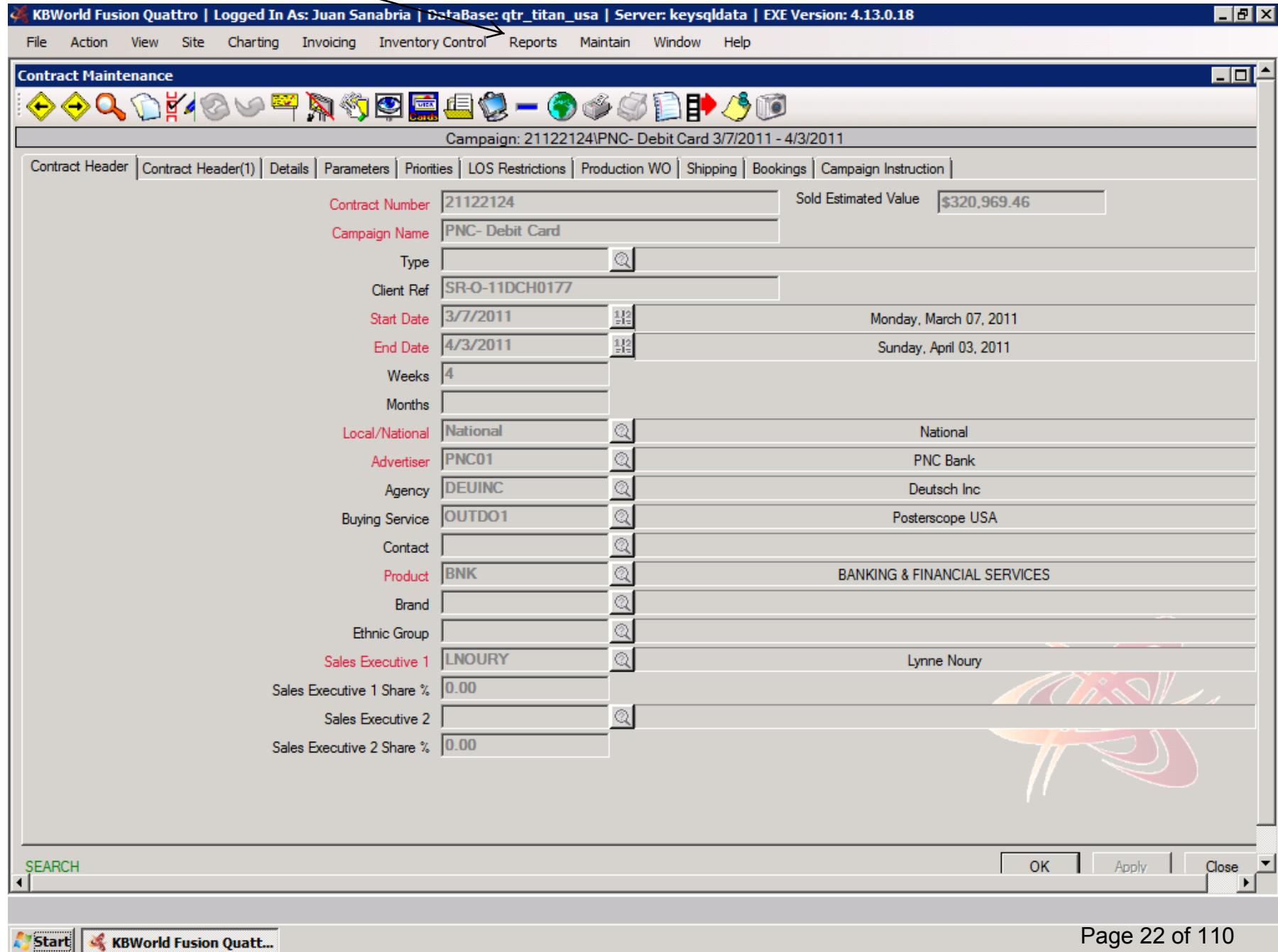
ADD OK Apply Cancel

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How to: Produce Work Orders for Buses

From the Contract Maintenance Screen you can do the following to produce a work order:

1. Click Reports at top of page, then scroll over Charting, then select R0002 - Locations Available List.
(this will take you to the locations available screen)



KBWorld Fusion Quattro | Logged In As: Juan Sanabria | DataBase: qtr_titan_usa | Server: keysqldata | EXE Version: 4.13.0.18

File Action View Site Charting Invoicing Inventory Control Reports Maintain Window Help

Locations Available

Report Input | Report Input(1) | Report Output

2. enter today's date → Start Date Tuesday, March 01, 2011
 3. enter tomorrow's date → End Date Thursday, March 31, 2011

Program Length Type: Days
 Program Length:
 Sales Criteria: (None)
 Booking Type: (None)

Partial Availability:
 Include Inactive Panels:
 Include Inactive Sales Markets:
 Use Site Grouping:
 Use Site, Media Product Grouping:
 Run The Report Without Any Grouping:

4. check off Show Area box → Show Area
 Exclude Product Children:

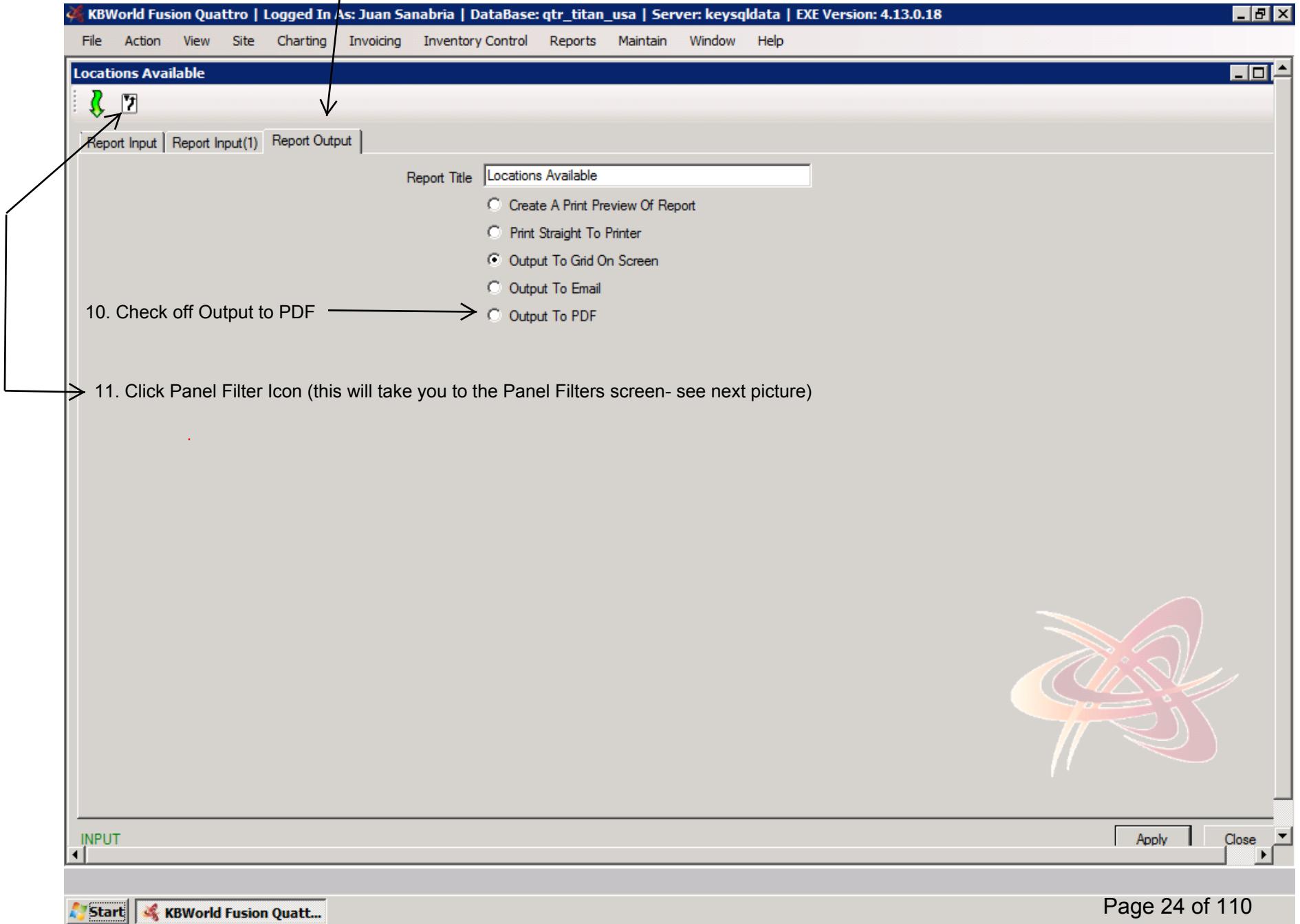
Exclude Product Restriction: Titan Philadelphia

5. Enter PHI → Operator: Titan Philadelphia
 6. Enter BE → Sales Market:
 7. Enter Bus → Media Product Type:
 8. Enter Code for Media Product → Media Product:
 City/Town:

INPUT Apply Close

Page 23 of 110

9. Click Report Output tab



12. Make sure you are in the Common Tab

Panel Filters

Cmpgn Detail Panel Attributes

Common | Panel Selection | Site | Site(1) | Panel | Panel(1) | Panel(2) | Structure | Lease | Panel Const | Cmpgn Segment | Cmpgn Segment(1)

Site

Single Panel

Panel Number

Position

Sales Address

Face

Report Market

Media Product Type

Media Product

Sales Market

Pre Defined Area

Area Allegheny Ext PDA PDA USA Pennsylvania Philadelphia Allegheny Exteriors-PA

PSG

Zip Facing

Panel Status Any

Site Zip

Exclude Alternate Panels Any Value

INPUT

13. Enter the Area → Area Allegheny Ext PDA PDA USA Pennsylvania Philadelphia Allegheny Exteriors-PA

14. Click Apply (this should → Apply Close return you to the Return Output screen)

INPUT

Start KBWorld Fusion Quattro ... Panel Filters

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KBWorld Fusion Quattro | Logged In As: Juan Sanabria | DataBase: qtr_titan_usa | Server: keysqldata | EXE Version: 4.13.0.18

File Action View Site Charting Invoicing Inventory Control Reports Maintain Window Help

Locations Available

Report Input Report Input(1) Report Output

Report Title: Locations Available

Create A Print Preview Of Report
 Print Straight To Printer
 Output To Grid On Screen
 Output To Email
 Output To PDF

15. Click Apply

You will then be prompted with a Browse for folder pop up box. You can save the report wherever you choose.

INPUT

Apply Close

Start KBWorld Fusion Quatt...

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Sample High Impact Tail Work Order

Locations Available

Print Date - Time 3/3/2011 - 3:23:27PM					User Juan Sanabria			Report# 0002			
Panels Available From 3/3/2011 To 3/4/2011		Sales Market Philadelphia Bus		Operator	Titan Philadelphia						
Panel	Status	From	To	Sales Address	Zip Code	Product Current Advertiser	Side	Facing	III	DEC City	Last Post Finish Date
High Impact Tail											
007131A\007131HTL	S	3/3/2011	3/4/2011	Allegheny, 7131 /F		High Impact Tail Killino Firm, PC	N			0 Allegheny Exteriors-PA	1/2/2011
007132A\007132HTL	S	3/3/2011	3/4/2011	Allegheny, 7132 /F		High Impact Tail Clear Channel Radio	N			0 Allegheny Exteriors-PA	11/7/2010
007133A\007133HTL	S	3/3/2011	3/4/2011	Allegheny, 7133 /F		High Impact Tail PGW	N			0 Allegheny Exteriors-PA	1/9/2011
007134A\007134HTL	S	3/3/2011	3/4/2011	Allegheny, 7134 /F		High Impact Tail Gallery at Market East	N			0 Allegheny Exteriors-PA	12/31/2010
007135A\007135HTL	S	3/3/2011	3/4/2011	Allegheny, 7135 /F		High Impact Tail Drexel e-Learning, Inc.	N			0 Allegheny Exteriors-PA	5/30/2010
007136A\007136HTL	S	3/3/2011	3/4/2011	Allegheny, 7136 /F		High Impact Tail PGW	N			0 Allegheny Exteriors-PA	1/9/2011
007137A\007137HTL	S	3/3/2011	3/4/2011	Allegheny, 7137 /F		High Impact Tail Philadelphia Marathon	N			0 Allegheny Exteriors-PA	10/31/2010
007138A\007138HTL	S	3/3/2011	3/4/2011	Allegheny, 7138 /F		High Impact Tail Clear Channel Radio	N			0 Allegheny Exteriors-PA	11/7/2010
007139A\007139HTL	S	3/3/2011	3/4/2011	Allegheny, 7139 /F		High Impact Tail Killino Firm, PC	N			0 Allegheny Exteriors-PA	1/2/2011
007141A\007141HTL	S	3/3/2011	3/4/2011	Allegheny, 7141 /F		High Impact Tail Brown-Forman	N			0 Allegheny Exteriors-PA	12/26/2010
007142A\007142HTL	S	3/3/2011	3/4/2011	Allegheny, 7142 /F		High Impact Tail Brown-Forman	N			0 Allegheny Exteriors-PA	12/26/2010
007144A\007144HTL	S	3/3/2011	3/4/2011	Allegheny, 7144 /F		High Impact Tail Killino Firm, PC	N			0 Allegheny Exteriors-PA	1/2/2011
007145A\007145HTL	S	3/3/2011	3/4/2011	Allegheny, 7145 /F		High Impact Tail Gallery at Market East	N			0 Allegheny Exteriors-PA	12/31/2010
007146A\007146HTL	S	3/3/2011	3/4/2011	Allegheny, 7146 /F		High Impact Tail US Department of Veteran Affairs	N			0 Allegheny Exteriors-PA	1/9/2011
007147A\007147HTL	S	3/3/2011	3/4/2011	Allegheny, 7147 /F		High Impact Tail US Department of Veteran Affairs	N			0 Allegheny Exteriors-PA	1/9/2011
007148A\007148HTL	S	3/3/2011	3/4/2011	Allegheny, 7148 /F		High Impact Tail US Department of Veteran Affairs	N			0 Allegheny Exteriors-PA	1/9/2011

Locations Available

Print Date - Time 3/3/2011 - 3:23:27PM

User Juan Sanabria

Report# 0002

Panels Available From 3/3/2011 To 3/4/2011

Sales Market Philadelphia Bus

Operator Titan Philadelphia

Panel	Status	Available Dates			Zip Code	Product Current Advertiser	Side	Facing	III	DEC City	Last Post Finish Date
		From	To	Sales Address							
007149A\007149HTL	S	3/3/2011	3/4/2011	Allegheny, 7149 /F		High Impact Tail Brown-Forman	N			0 Allegheny Exteriors-PA	12/26/2010
007150A\007150HTL	S	3/3/2011	3/4/2011	Allegheny, 7150 /F		High Impact Tail Clear Channel Radio	N			0 Allegheny Exteriors-PA	11/7/2010
007151A\007151HTL	S	3/3/2011	3/4/2011	Allegheny, 7151 /F		High Impact Tail Gallery at Market East	N			0 Allegheny Exteriors-PA	12/31/2010
007152A\007152HTL	S	3/3/2011	3/4/2011	Allegheny, 7152 /F		High Impact Tail Gallery at Market East	N			0 Allegheny Exteriors-PA	12/31/2010
007153A\007153HTL	S	3/3/2011	3/4/2011	Allegheny, 7153 /F		High Impact Tail WBEB FM Radio	N			0 Allegheny Exteriors-PA	8/15/2010
007156A\007156HTL	S	3/3/2011	3/4/2011	Allegheny, 7156 /F		High Impact Tail Killino Firm, PC	N			0 Allegheny Exteriors-PA	1/2/2011
007157A\007157HTL	S	3/3/2011	3/4/2011	Allegheny, 7157 /F		High Impact Tail US Department of Veteran Affairs	N			0 Allegheny Exteriors-PA	1/9/2011
007158A\007158HTL	S	3/3/2011	3/4/2011	Allegheny, 7158 /F		High Impact Tail Brown-Forman	N			0 Allegheny Exteriors-PA	12/26/2010
007159A\007159HTL	S	3/3/2011	3/4/2011	Allegheny, 7159 /F		High Impact Tail Clear Channel Radio	N			0 Allegheny Exteriors-PA	11/7/2010
007160A\007160HTL	S	3/3/2011	3/4/2011	Allegheny, 7160 /F		High Impact Tail US Department of Veteran Affairs	N			0 Allegheny Exteriors-PA	1/9/2011
007161A\007161HTL	S	3/3/2011	3/4/2011	Allegheny, 7161 /F		High Impact Tail PGW	N			0 Allegheny Exteriors-PA	1/9/2011
007162A\007162HTL	S	3/3/2011	3/4/2011	Allegheny, 7162 /F		High Impact Tail US Department of Veteran Affairs	N			0 Allegheny Exteriors-PA	1/9/2011
007163A\007163HTL	S	3/3/2011	3/4/2011	Allegheny, 7163 /F		High Impact Tail Clear Channel Radio	N			0 Allegheny Exteriors-PA	9/5/2010
007165A\007165HTL	S	3/3/2011	3/4/2011	Allegheny, 7165 /F		High Impact Tail US Department of Veteran Affairs	N			0 Allegheny Exteriors-PA	1/9/2011
007166A\007166HTL	S	3/3/2011	3/4/2011	Allegheny, 7166 /F		High Impact Tail Clear Channel Radio	N			0 Allegheny Exteriors-PA	11/7/2010
007167A\007167HTL	S	3/3/2011	3/4/2011	Allegheny, 7167 /F		High Impact Tail Killino Firm, PC	N			0 Allegheny Exteriors-PA	1/2/2011

Locations Available

Print Date - Time 3/3/2011 - 3:23:27PM

User Juan Sanabria

Report# 0002

Panels Available From 3/3/2011 To 3/4/2011

Sales Market Philadelphia Bus

Operator Titan Philadelphia

Panel	Status	Available Dates			Zip Code	Product Current Advertiser	Side	Facing	III	DEC City	Last Post Finish Date
		From	To	Sales Address							
007169A\007169HTL	S	3/3/2011	3/4/2011	Allegheny, 7169 /F		High Impact Tail PGW	N			0 Allegheny Exteriors-PA	6/13/2010
007170A\007170HTL	S	3/3/2011	3/4/2011	Allegheny, 7170 /F		High Impact Tail Brown-Forman	N			0 Allegheny Exteriors-PA	12/26/2010
007171A\007171HTL	S	3/3/2011	3/4/2011	Allegheny, 7171 /F		High Impact Tail WBEB FM Radio	N			0 Allegheny Exteriors-PA	8/15/2010
007172A\007172HTL	S	3/3/2011	3/4/2011	Allegheny, 7172 /F		High Impact Tail Drexel e-Learning, Inc.	N			0 Allegheny Exteriors-PA	1/23/2011
007173A\007173HTL	S	3/3/2011	3/4/2011	Allegheny, 7173 /F		High Impact Tail US Department of Veteran Affairs	N			0 Allegheny Exteriors-PA	1/9/2011
007174A\007174HTL	S	3/3/2011	3/4/2011	Allegheny, 7174 /F		High Impact Tail WBEB FM Radio	N			0 Allegheny Exteriors-PA	8/15/2010
007175A\007175HTL	S	3/3/2011	3/4/2011	Allegheny, 7175 /F		High Impact Tail Clear Channel Radio	N			0 Allegheny Exteriors-PA	11/7/2010
007176A\007176HTL	S	3/3/2011	3/4/2011	Allegheny, 7176 /F		High Impact Tail US Department of Veteran Affairs	N			0 Allegheny Exteriors-PA	1/9/2011
007177A\007177HTL	S	3/3/2011	3/4/2011	Allegheny, 7177 /F		High Impact Tail US Department of Veteran Affairs	N			0 Allegheny Exteriors-PA	1/9/2011
007178A\007178HTL	S	3/3/2011	3/4/2011	Allegheny, 7178 /F		High Impact Tail HealthAmerica	N			0 Allegheny Exteriors-PA	12/5/2010
007179A\007179HTL	S	3/3/2011	3/4/2011	Allegheny, 7179 /F		High Impact Tail US Department of Veteran Affairs	N			0 Allegheny Exteriors-PA	1/9/2011
007180A\007180HTL	S	3/3/2011	3/4/2011	Allegheny, 7180 /F		High Impact Tail US Department of Veteran Affairs	N			0 Allegheny Exteriors-PA	1/9/2011
007183A\007183HTL	S	3/3/2011	3/4/2011	Allegheny, 7183 /F		High Impact Tail M.A.P.	N			0 Allegheny Exteriors-PA	11/21/2010
007184A\007184HTL	S	3/3/2011	3/4/2011	Allegheny, 7184 /F		High Impact Tail Walt Disney Studios	N			0 Allegheny Exteriors-PA	2/20/2011
007185A\007185HTL	S	3/3/2011	3/4/2011	Allegheny, 7185 /F		High Impact Tail Gallery at Market East	N			0 Allegheny Exteriors-PA	12/31/2010
007187A\007187HTL	S	3/3/2011	3/4/2011	Allegheny, 7187 /F		High Impact Tail Clear Channel Radio	N			0 Allegheny Exteriors-PA	11/7/2010

Locations Available

Print Date - Time 3/3/2011 - 3:23:27PM

User Juan Sanabria

Report# 0002

Panels Available From 3/3/2011 To 3/4/2011

Sales Market Philadelphia Bus

Operator Titan Philadelphia

Panel	Status	Available Dates			Zip Code	Product Current Advertiser	Side	Facing	III	DEC City	Last Post Finish Date
		From	To	Sales Address							
007188A\007188HTL	S	3/3/2011	3/4/2011	Allegheny, 7188 /F		High Impact Tail PGW	N			0 Allegheny Exteriors-PA	1/9/2011
007189A\007189HTL	S	3/3/2011	3/4/2011	Allegheny, 7189 /F		High Impact Tail Killino Firm, PC	N			0 Allegheny Exteriors-PA	1/2/2011
007190A\007190HTL	S	3/3/2011	3/4/2011	Allegheny, 7190 /F		High Impact Tail Drexel e-Learning, Inc.	N			0 Allegheny Exteriors-PA	5/30/2010
007191A\007191HTL	S	3/3/2011	3/4/2011	Allegheny, 7191 /F		High Impact Tail HealthAmerica	N			0 Allegheny Exteriors-PA	12/5/2010
007192A\007192HTL	S	3/3/2011	3/4/2011	Allegheny, 7192 /F		High Impact Tail Gallery at Market East	N			0 Allegheny Exteriors-PA	12/31/2010
007193A\007193HTL	S	3/3/2011	3/4/2011	Allegheny, 7193 /F		High Impact Tail US Department of Veteran Affairs	N			0 Allegheny Exteriors-PA	1/9/2011
007194A\007194HTL	S	3/3/2011	3/4/2011	Allegheny, 7194 /F		High Impact Tail Community College of Philadelphia	N			0 Allegheny Exteriors-PA	11/28/2010
007195A\007195HTL	S	3/3/2011	3/4/2011	Allegheny, 7195 /F		High Impact Tail US Department of Veteran Affairs	N			0 Allegheny Exteriors-PA	1/9/2011
007196A\007196HTL	S	3/3/2011	3/4/2011	Allegheny, 7196 /F		High Impact Tail US Department of Veteran Affairs	N			0 Allegheny Exteriors-PA	1/9/2011
007197A\007197HTL	S	3/3/2011	3/4/2011	Allegheny, 7197 /F		High Impact Tail Clear Channel Radio	N			0 Allegheny Exteriors-PA	5/30/2010
007198A\007198HTL	S	3/3/2011	3/4/2011	Allegheny, 7198 /F		High Impact Tail US Department of Veteran Affairs	N			0 Allegheny Exteriors-PA	1/9/2011
007199A\007199HTL	S	3/3/2011	3/4/2011	Allegheny, 7199 /F		High Impact Tail US Department of Veteran Affairs	N			0 Allegheny Exteriors-PA	1/9/2011
007200A\007200HTL	S	3/3/2011	3/4/2011	Allegheny, 7200 /F		High Impact Tail WBEB FM Radio	N			0 Allegheny Exteriors-PA	8/15/2010
007201A\007201HTL	S	3/3/2011	3/4/2011	Allegheny, 7201 /F		High Impact Tail Killino Firm, PC	N			0 Allegheny Exteriors-PA	1/2/2011
007202A\007202HTL	S	3/3/2011	3/4/2011	Allegheny, 7202 /F		High Impact Tail Brown-Forman	N			0 Allegheny Exteriors-PA	12/26/2010
007203A\007203HTL	S	3/3/2011	3/4/2011	Allegheny, 7203 /F		High Impact Tail Killino Firm, PC	N			0 Allegheny Exteriors-PA	1/2/2011

Locations Available

Print Date - Time 3/3/2011 - 3:23:27PM

User Juan Sanabria

Report# 0002

Panels Available From 3/3/2011 To 3/4/2011

Sales Market Philadelphia Bus

Operator Titan Philadelphia

Panel	Status	Available Dates			Zip Code	Product Current Advertiser	Side	Facing	III	DEC City	Last Post Finish Date
		From	To	Sales Address							
007204A\007204HTL	S	3/3/2011	3/4/2011	Allegheny, 7204 /F		High Impact Tail Community College of Philadelphia	N			0 Allegheny Exteriors-PA	11/28/2010
007205A\007205HTL	S	3/3/2011	3/4/2011	Allegheny, 7205 /F		High Impact Tail	N			0 Allegheny Exteriors-PA	
007208A\007208HTL	S	3/3/2011	3/4/2011	Allegheny, 7208 /F		High Impact Tail	N			0 Allegheny Exteriors-PA	
007210A\007210HTL	S	3/3/2011	3/4/2011	Allegheny, 7210 /F		High Impact Tail Ringling Brothers Circus	N			0 Allegheny Exteriors-PA	2/20/2011
007211A\007211HTL	S	3/3/2011	3/4/2011	Allegheny, 7211 /F		High Impact Tail	N			0 Allegheny Exteriors-PA	
007212A\007212HTL	S	3/3/2011	3/4/2011	Allegheny, 7212 /F		High Impact Tail WBEN FM	N			0 Allegheny Exteriors-PA	6/27/2010
007213A\007213HTL	S	3/3/2011	3/4/2011	Allegheny, 7213 /F		High Impact Tail US Department of Veteran Affairs	N			0 Allegheny Exteriors-PA	1/9/2011
007214A\007214HTL	S	3/3/2011	3/4/2011	Allegheny, 7214 /F		High Impact Tail Alzheimer's Foundation of America	N			0 Allegheny Exteriors-PA	12/5/2010
007220A\007220HTL	S	3/3/2011	3/4/2011	Allegheny, 7220 /F		High Impact Tail Clear Channel Radio	N			0 Allegheny Exteriors-PA	6/27/2010
008280A\008280HTL	S	3/3/2011	3/4/2011	Allegheny, 8280 /F		High Impact Tail Drexel e-Learning, Inc.	N			0 Allegheny Exteriors-PA	1/23/2011
008282A\008282HTL	S	3/3/2011	3/4/2011	Allegheny, 8282 /F		High Impact Tail PGW	N			0 Allegheny Exteriors-PA	1/9/2011
008285A\008285HTL	S	3/3/2011	3/4/2011	Allegheny, 8285 /F		High Impact Tail Killino Firm, PC	N			0 Allegheny Exteriors-PA	1/2/2011
008288A\008288HTL	S	3/3/2011	3/4/2011	Allegheny, 8288 /F		High Impact Tail Kosmetikos the Salon	N			0 Allegheny Exteriors-PA	2/6/2011
008289A\008289HTL	S	3/3/2011	3/4/2011	Allegheny, 8289 /F		High Impact Tail PGW	N			0 Allegheny Exteriors-PA	1/9/2011
008298A\008298HTL	S	3/3/2011	3/4/2011	Allegheny, 8298 /F		High Impact Tail Brown-Forman	N			0 Allegheny Exteriors-PA	12/26/2010
008299A\008299HTL	S	3/3/2011	3/4/2011	Allegheny, 8299 /F		High Impact Tail Clear Channel Radio	N			0 Allegheny Exteriors-PA	11/7/2010

Locations Available

Print Date - Time 3/3/2011 - 3:23:27PM

User Juan Sanabria

Report# 0002

Panels Available From 3/3/2011 To 3/4/2011

Sales Market Philadelphia Bus

Operator Titan Philadelphia

Panel	Status	Available Dates			Zip Code	Product Current Advertiser	Side	Facing	III	DEC City	Last Post Finish Date
		From	To	Sales Address							
008305A\008305HTL	S	3/3/2011	3/4/2011	Allegheny, 8305 /F		High Impact Tail Drexel e-Learning, Inc.	N			0 Allegheny Exteriors-PA	1/23/2011
008306A\008306HTL	S	3/3/2011	3/4/2011	Allegheny, 8306 /F		High Impact Tail PGW	N			0 Allegheny Exteriors-PA	1/9/2011
008308A\008308HTL	S	3/3/2011	3/4/2011	Allegheny, 8308 /F		High Impact Tail Kosmetikos the Salon	N			0 Allegheny Exteriors-PA	2/6/2011
008310A\008310HTL	S	3/3/2011	3/4/2011	Allegheny, 8310 /F		High Impact Tail Walt Disney Studios	N			0 Allegheny Exteriors-PA	2/20/2011
008312A\008312HTL	S	3/3/2011	3/4/2011	Allegheny, 8312 /F		High Impact Tail Brown-Forman	N			0 Allegheny Exteriors-PA	12/26/2010

Total Faces for Media Product: 85

Locations Available

Print Date - Time 3/3/2011 - 3:23:27PM

User Juan Sanabria

Report# 0002

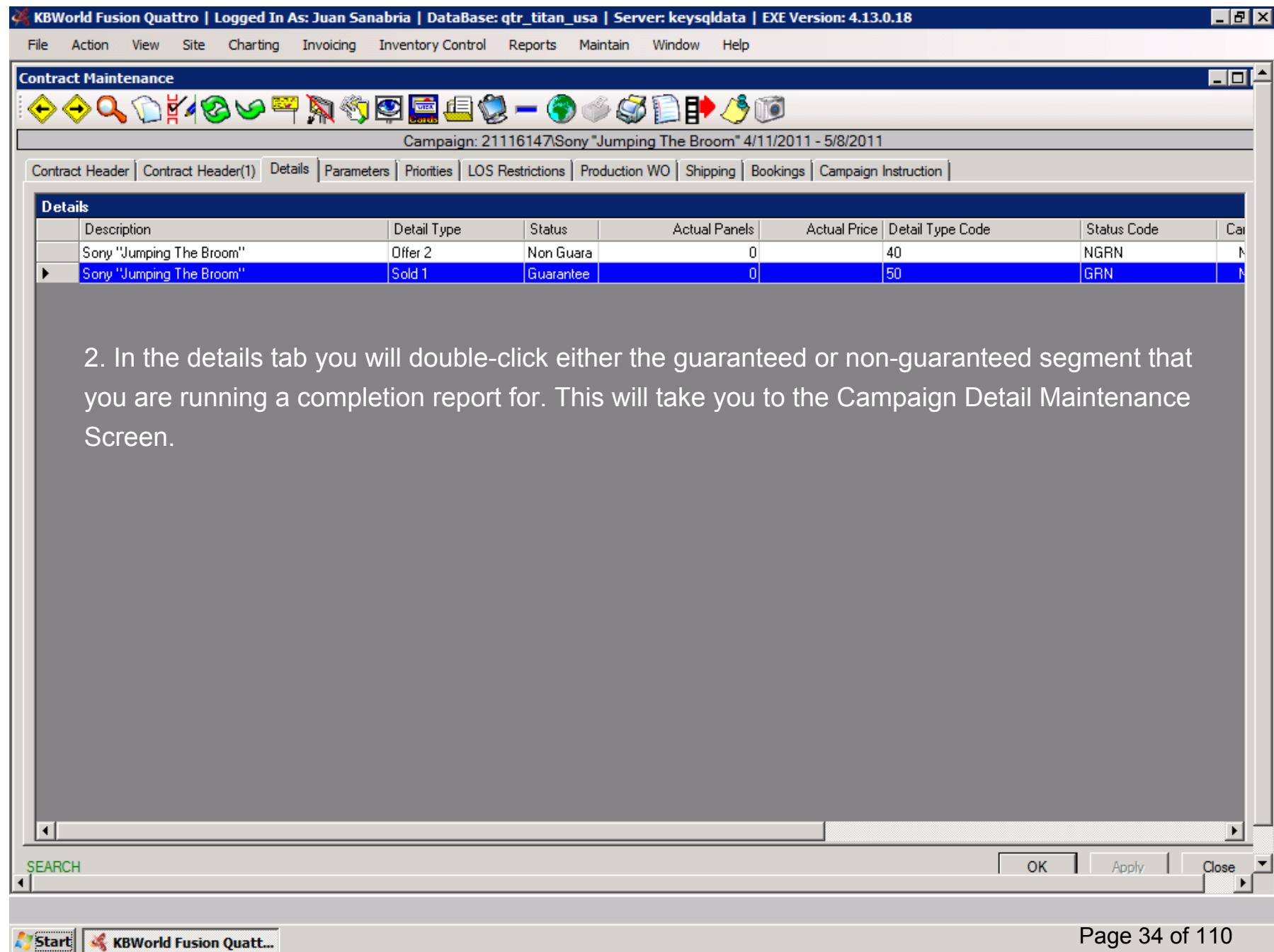
Panels Available From 3/3/2011 To 3/4/2011

Report Summary Records Printed: 85

Titan Philadelphia - Philadelphia Bus - High Impact Tail	85
--	----

How to: Run a Completion Report (Option 1) Shows the actual post date for each panel.

1. Pull up the desired contract and then click the details tab



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File Action View Site Charting Invoicing Inventory Control Reports Maintain Window Help

Campaign Detail Maintenance

Campaign: 21116147 Sony "Jumping The Broom" 4/11/2011 - 5/8/2011
Client Ref: 983015-9146

Campaign Detail Parameters Bookings

Campaign Detail Type: 50 Sold
Campaign Detail Description: Sony "Jumping The Broom"
Status: GRN Guarantee
Hold Expire: 2/10/2011 2:48 PM Thursday, February 10, 2011 2:48:00 PM

Campaign Segments

	Sales Market Code	Sales Market Name	Media Type	Media Product Name	Package#	Start Date	End Date
▶	SS	Philadelphia Subway	Subway	2 Sheet		4/11/2011	5/8/2011

SEARCH OK Apply Close

Start KBWorld Fusion Quatt...

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File Action View Site Charting Invoicing Inventory Control Reports Maintain Window Help

Campaign Segment Maintenance

Campaign: 21128953 Janet Ruiz 2/11/2011 - 4/17/2011
Client Ref:

Segment Header | Segment Header(1) | Parameters | Priorities | Bookings | Segment Profit Center Split

Bookings

Area Name	Active Mop	Site	Panel	Sales Address	Booking Start Date	Booking End Date	Segment Media Pr	Panel Med
Frankford Exteriors-P	No	005547A	005547HTL	Frankford, 5547 /F	2/21/2011	3/20/2011	High Impact Tail	High Impact
Frankford Exteriors-P	No	008414	008414HTL	Frankford, 8414	2/21/2011	3/20/2011	High Impact Tail	High Impact

4. In the bookings tab right click one of the bookings and click count to make sure you have the bookings you need.

5. Click the printer icon (this will take you to the location list by status window)

SEARCH OK Apply Close

Start KBWorld Fusion Quatt...

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File Action View Site Charting Invoicing Inventory Control Reports Maintain Window Help

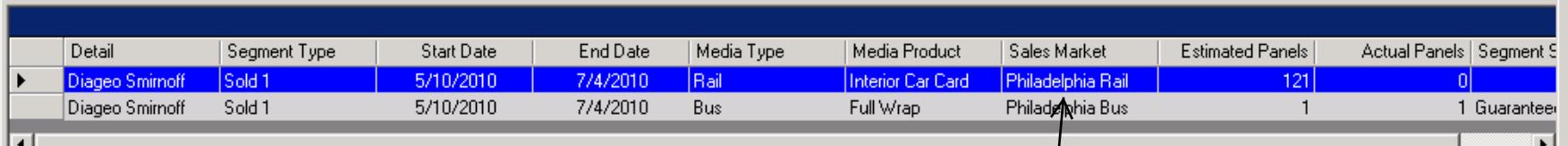
Location List by Status

Campaign Filters DEC/GRP Location Campaign Layout/Photos Report Output

Proposal List Location List Completion Report Proof of Performance

6. click completion report

7. type in your contract # → Campaign Diageo Smirnoff [May 10 2010 - Jul 4 2010]
Layout In Landscape



Type	Detail	Segment Type	Start Date	End Date	Media Type	Media Product	Sales Market	Estimated Panels	Actual Panels	Segment S
►	Diageo Smirnoff	Sold 1	5/10/2010	7/4/2010	Rail	Interior Car Card	Philadelphia Rail	121	0	
	Diageo Smirnoff	Sold 1	5/10/2010	7/4/2010	Bus	Full Wrap	Philadelphia Bus	1	1	Guaranteed

8. double-click the segment you want to run the completion report for.

INPUT

Start KBWorld Fusion Quatt...

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9. click DEC/GRP tab

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File Action View Site Charting Invoicing Inventory Control Reports Maintain Window Help

Campaign Segment Maintenance

Campaign: 21128953 Janet Ruiz 2/11 2/21/2011 - 4/17/2011 Client Ref:

Segment Header | Segment Header(1) | Parameters | Priorities | Bookings | Segment Profit Center Split

Location List by Status

Campaign Filters DEC/GRP Location Campaign Layout/Photos Report Output

DEC

Individual Total Average

10. make sure none are checked off

GRP

Individual Total Average

Start KBWorld Fusion Quatt...

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11. click Location tab

KBWorld Fusion Quattro | Logged In As: Juan Sanabria | DataBase: qtr_titan_usa | Server: keysqldata | EXE Version: 4.13.0.18

File Action View Site Charting Invoicing Inventory Control Reports Maintain Window Help

Campaign Segment Maintenance

Campaign: 21128953 Janet Ruiz 2/11 2/21/2011 - 4/17/2011 Client Ref:

Segment Header | Segment Header(1) | Parameters | Priorities | Bookings | Segment Profit Center Split |

Location List by Status

Campaign Filters DEC/GRP Location Campaign Layout/Photos Report Output |

Location

12. make sure panel no. & Media product are the only ones checked off

Panel No. Hide Location Description

Area Illumination

Current Advertiser Current Design

Dimension Panel Zip

Media Product Sequence Number

Input: Sequence Number e Code

Latitude and Longitude City County

KBWorld Fusion Quattro

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13. click Campaign tab

The screenshot shows the KBWorld Fusion Quattro software interface. The title bar reads "KBWorld Fusion Quattro | Logged In As: Juan Sanabria | DataBase: qtr_titan_usa | Server: keysqldata | EXE Version: 4.13.0.18". The menu bar includes File, Action, View, Site, Charting, Invoicing, Inventory Control, Reports, Maintain, Window, and Help. A toolbar with various icons is at the top, followed by a message bar stating "Campaign: 21128953 Janet Ruiz 2/11 2/21/2011 - 4/17/2011 Client Ref:". Below this is a navigation bar with tabs: Segment Header, Segment Header(1), Parameters, Priorities, Bookings (which is selected), and Segment Profit Center Split. A sub-header "Location List by Status" is displayed above a toolbar with icons for add, edit, delete, and search. Below this are tabs: Campaign Filters, DEC/GRP, Location, Campaign (selected), Layout/Photos, and Report Output. The main content area is titled "Campaign" and contains a list of checkboxes for campaign filtering:

- Actual Start
- Actual Finish
- Campaign End
- Campaign Duration
- Ethnic Group
- Segment Start
- Segment End
- Segment Duration
- Booking Start
- Booking End
- Scheduled Design
- Scheduled Date
- Paper/Vinyl Rec'd Date
- Posted Panels Only
- Cancelled Panels
- Override Days
- Avg. Override Days
- Posted Days
- Show Wait-List

At the bottom left is a "Start" button, and at the bottom right is the page number "Page 40 of 110".

14. make sure
actual start &
segment start are the
only ones checked
off.

15. click Layout/Photos

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File Action View Site Charting Invoicing Inventory Control Reports Maintain Window Help

Segment Header Segment Header(1) Parameters Priorities Bookings Segment Profit Center Split

Location List by Status

Campaign Filters DEC/GRP Location Campaign Layout/Photos Report Output

Layout

Double-spacing
Line Numbers
Plant Avg. DEC
Segment Summary
Revised
All Locations
Amended Locations
Client Schedule Tag
Print W/O Page Breaks
Summarize By PDA
Suppress Header Information
Hide Timestamp

Photos

Traffic Shot
Close-up Shot
Long Shot
Merchandising Sheet
Show Signature Line Per Segment



Start KBWorld Fusion Quatt...

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17. Click Report Output tab

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File Action View Site Charting Invoicing Inventory Control Reports Maintain Window Help

Segment Header Segment Header(1) Parameters Priorities Bookings Segment Profit Center Split

Location List by Status

Campaign Filters DEC/GRP Location Campaign Layout/Photos Report Output

Report Title Location List by Status

Create A Print Preview Of Report
 Print Straight To Printer
 Output To Grid On Screen
 Output To Email
 Output To PDF

18. make sure Output to PDF is checked off and then click apply at the bottom of the page. You will get a browse folder window for you to save this report. You can save it wherever you choose.

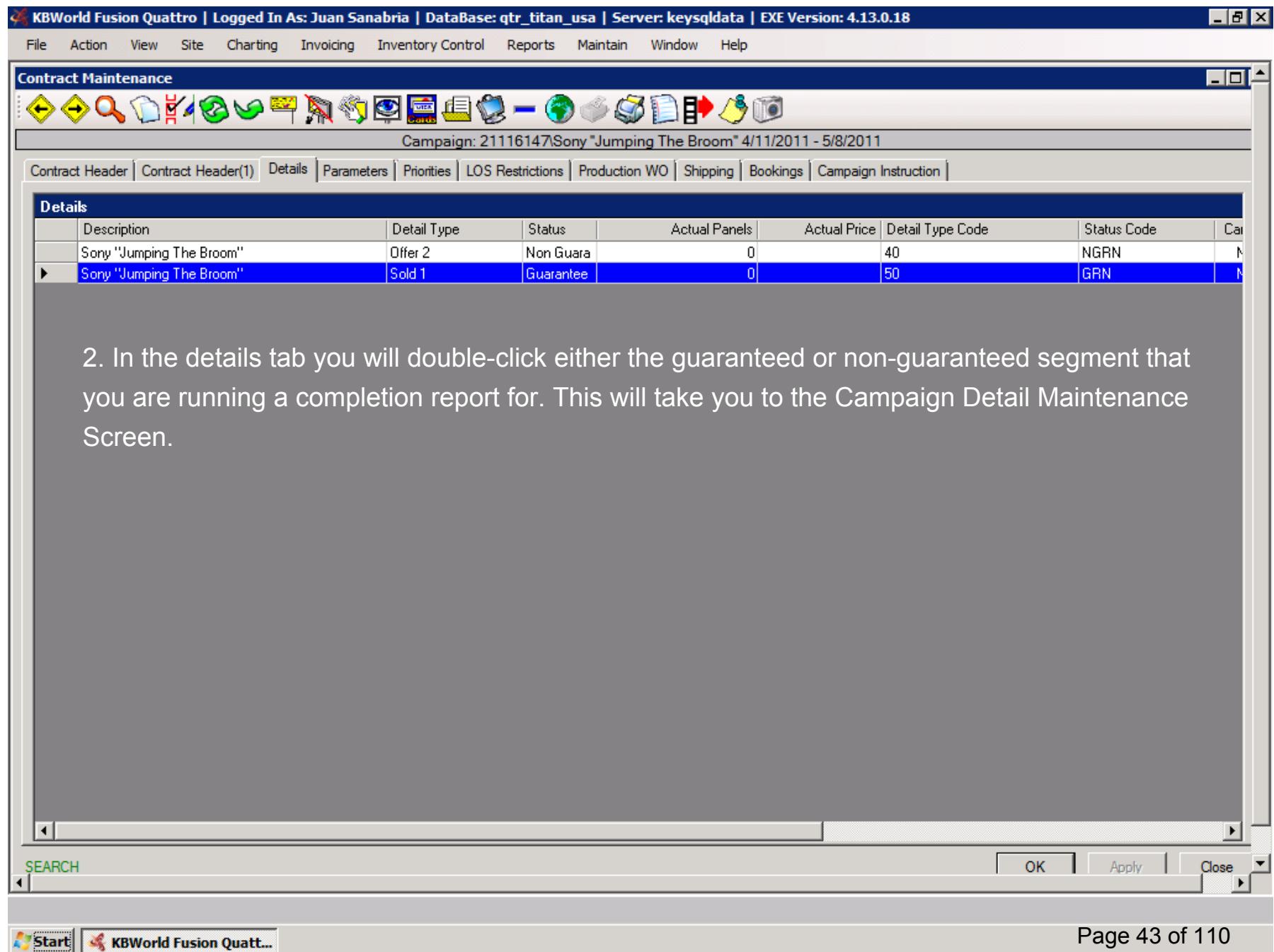


Start KBWorld Fusion Quatt...

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How to: Run a Completion Report (Option 2) Shows only final install date

1. Pull up the desired contract and then click the details tab



2. In the details tab you will double-click either the guaranteed or non-guaranteed segment that you are running a completion report for. This will take you to the Campaign Detail Maintenance Screen.

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File Action View Site Charting Invoicing Inventory Control Reports Maintain Window Help

Campaign Detail Maintenance

Campaign: 21116147 Sony "Jumping The Broom" 4/11/2011 - 5/8/2011
Client Ref: 983015-9146

Campaign Detail Parameters Bookings

Campaign Detail Type: 50 Status: Sold
Campaign Detail Description: Sony "Jumping The Broom" Status: GRN Guarantee:
Hold Expire: 2/10/2011 2:48 PM Thursday, February 10, 2011 2:48:00 PM

Campaign Segments

	Sales Market Code	Sales Market Name	Media Type	Media Product Name	Package#	Start Date	End Date
▶	SS	Philadelphia Subway	Subway	2 Sheet		4/11/2011	5/8/2011

SEARCH OK Apply Close

Start KBWorld Fusion Quatt...

Page 44 of 110

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File Action View Site Charting Invoicing Inventory Control Reports Maintain Window Help

Campaign Segment Maintenance

Campaign: 21128953 Janet Ruiz 2/11/2011 - 4/17/2011 Client Ref:

Segment Header | Segment Header(1) | Parameters | Priorities | Bookings | Segment Profit Center Split

Bookings

Area Name	Active Mop	Site	Panel	Sales Address	Booking Start Date	Booking End Date	Segment Media Pr	Panel Med
Frankford Exteriors-P	No	005547A	005547HTL	Frankford, 5547 /F	2/21/2011	3/20/2011	High Impact Tail	High Impact
Frankford Exteriors-P	No	008414	008414HTL	Frankford, 8414	2/21/2011	3/20/2011	High Impact Tail	High Impact

4. In the bookings tab right click one of the bookings and click count to make sure you have the bookings you need.

5. Click the printer icon (this will take you to the location list by status window)

SEARCH OK Apply Close

Start KBWorld Fusion Quatt...

Page 45 of 110

KBWorld Fusion Quattro | Logged In As: Juan Sanabria | DataBase: qtr_titan_usa | Server: keysqldata | EXE Version: 4.13.0.18

File Action View Site Charting Invoicing Inventory Control Reports Maintain Window Help

Location List by Status

Campaign Filters DEC/GRP Location Campaign Layout/Photos Report Output

Proposal List Location List Completion Report Proof of Performance

6. click completion report

7. type in your contract # → Campaign Diageo Smirnoff [May 10 2010 - Jul 4 2010]
Layout In Landscape

in some cases, Quattro might already default to the contract you are working on.

Type	Detail	Segment Type	Start Date	End Date	Media Type	Media Product	Sales Market	Estimated Panels	Actual Panels	Segment S
►	Diageo Smirnoff	Sold 1	5/10/2010	7/4/2010	Rail	Interior Car Card	Philadelphia Rail	121	0	
	Diageo Smirnoff	Sold 1	5/10/2010	7/4/2010	Bus	Full Wrap	Philadelphia Bus	1	1	Guaranteed

8. double-click the segment you want to run the completion report for.

INPUT

Start KBWorld Fusion Quatt...

9. click DEC/GRP tab

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File Action View Site Charting Invoicing Inventory Control Reports Maintain Window Help

Campaign Segment Maintenance

Campaign: 21128953 Janet Ruiz 2/11 2/21/2011 - 4/17/2011 Client Ref:

Segment Header | Segment Header(1) | Parameters | Priorities | Bookings | Segment Profit Center Split

Location List by Status

Campaign Filters DEC/GRP Location Campaign Layout/Photos Report Output

DEC

Individual

Total

Average

GRP

Individual

Total

Average

10. make sure none are checked off

Start KBWorld Fusion Quatt...

Page 47 of 110

11. click Location tab

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File Action View Site Charting Invoicing Inventory Control Reports Maintain Window Help

Campaign Segment Maintenance

Campaign: 21128953 Janet Ruiz 2/11 2/21/2011 - 4/17/2011 Client Ref:

Segment Header | Segment Header(1) | Parameters | Priorities | Bookings | Segment Profit Center Split |

Location List by Status

Campaign Filters DEC/GRP Location Campaign Layout/Photos Report Output |

Location

12. make sure panel no. & Media product are the only ones checked off

Panel No. Hide Location Description

Area Illumination

Current Advertiser Current Design

Dimension Panel Zip

Media Product Sequence Number

Input: Sequence Number Code

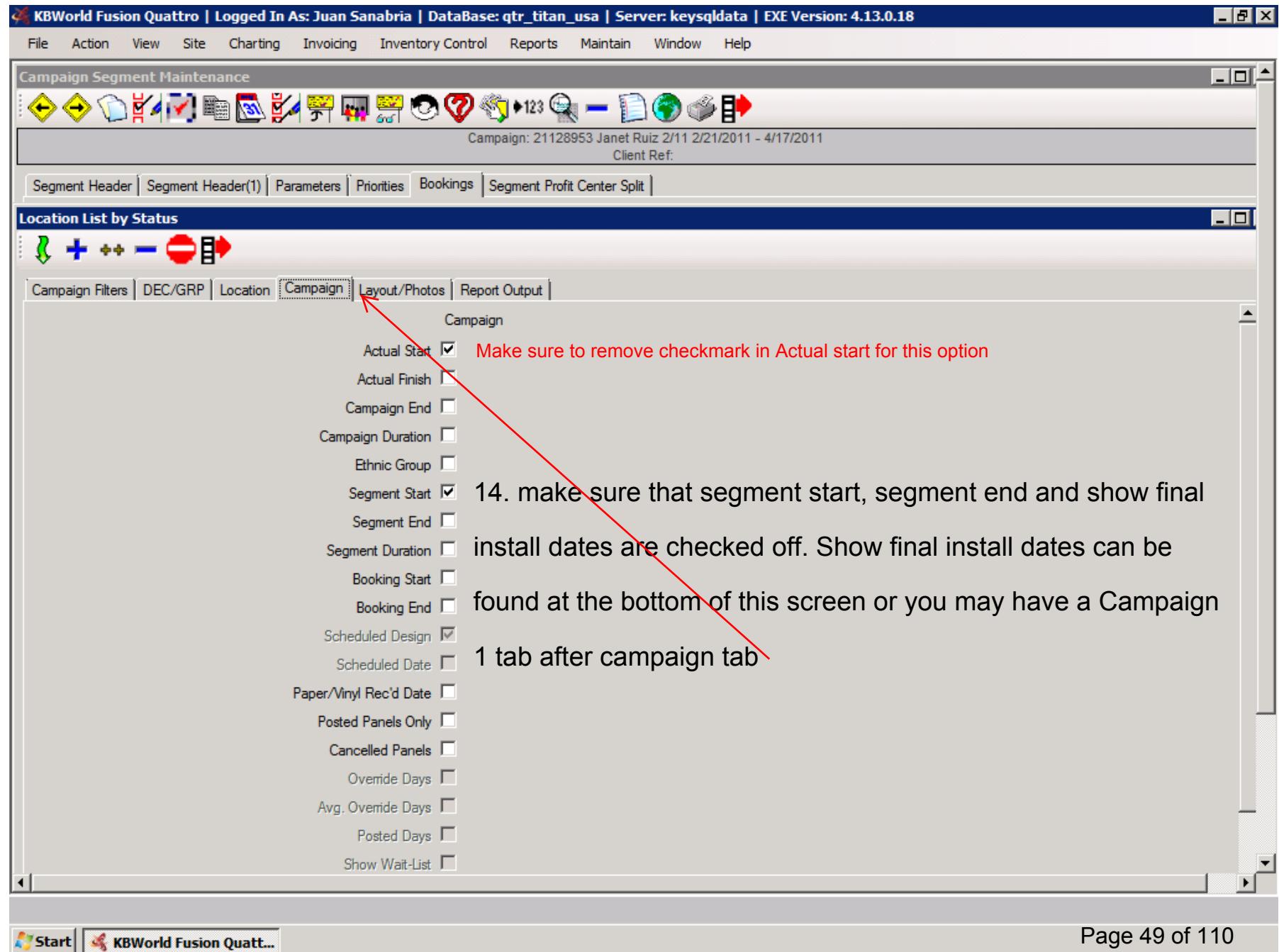
Latitude and Longitude City

County

KBWorld Fusion Quatt...

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13. click Campaign tab



15. click Layout/Photos

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File Action View Site Charting Invoicing Inventory Control Reports Maintain Window Help

Segment Header Segment Header(1) Parameters Priorities Bookings Segment Profit Center Split

Location List by Status

Campaign Filters DEC/GRP Location Campaign Layout/Photos Report Output

Layout

Double-spacing
Line Numbers
Plant Avg. DEC
Segment Summary
Revised
All Locations
Amended Locations
Client Schedule Tag
Print W/O Page Breaks
Summarize By PDA
Suppress Header Information
Hide Timestamp

Photos

Traffic Shot
Close-up Shot
Long Shot
Merchandising Sheet
Show Signature Line Per Segment



Start KBWorld Fusion Quatt...

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17. Click Report Output tab

KBWorld Fusion Quattro | Logged In As: Juan Sanabria | DataBase: qtr_titan_usa | Server: keysqldata | EXE Version: 4.13.0.18

File Action View Site Charting Invoicing Inventory Control Reports Maintain Window Help

Segment Header Segment Header(1) Parameters Priorities Bookings Segment Profit Center Split

Location List by Status

Campaign Filters DEC/GRP Location Campaign Layout/Photos Report Output

Report Title Location List by Status

Create A Print Preview Of Report
 Print Straight To Printer
 Output To Grid On Screen
 Output To Email
 Output To PDF

18. make sure Output to PDF is checked off and then click apply at the bottom of the page. You will get a browse folder window for you to save this report. You can save it wherever you choose.

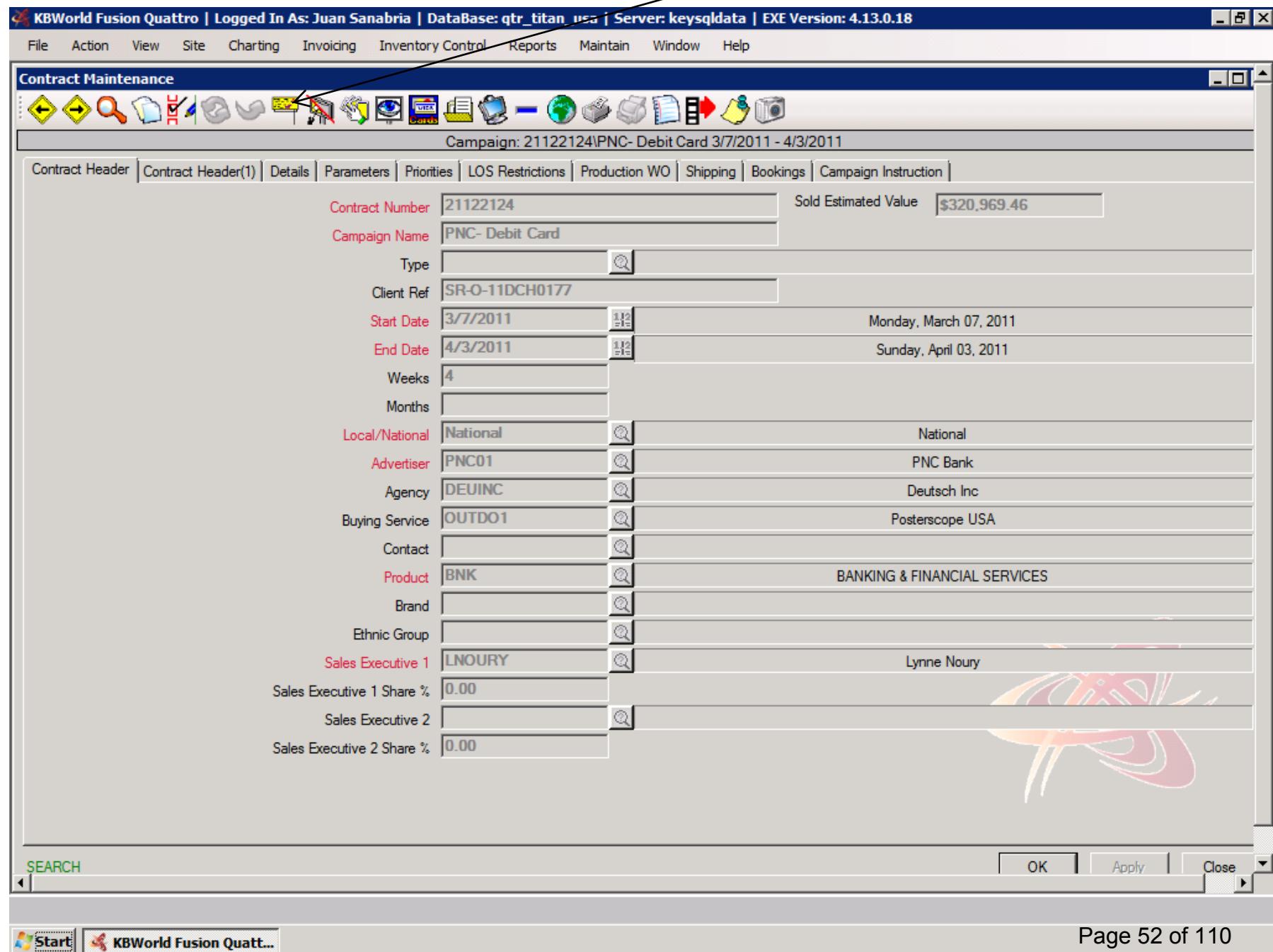


Start KBWorld Fusion Quatt...

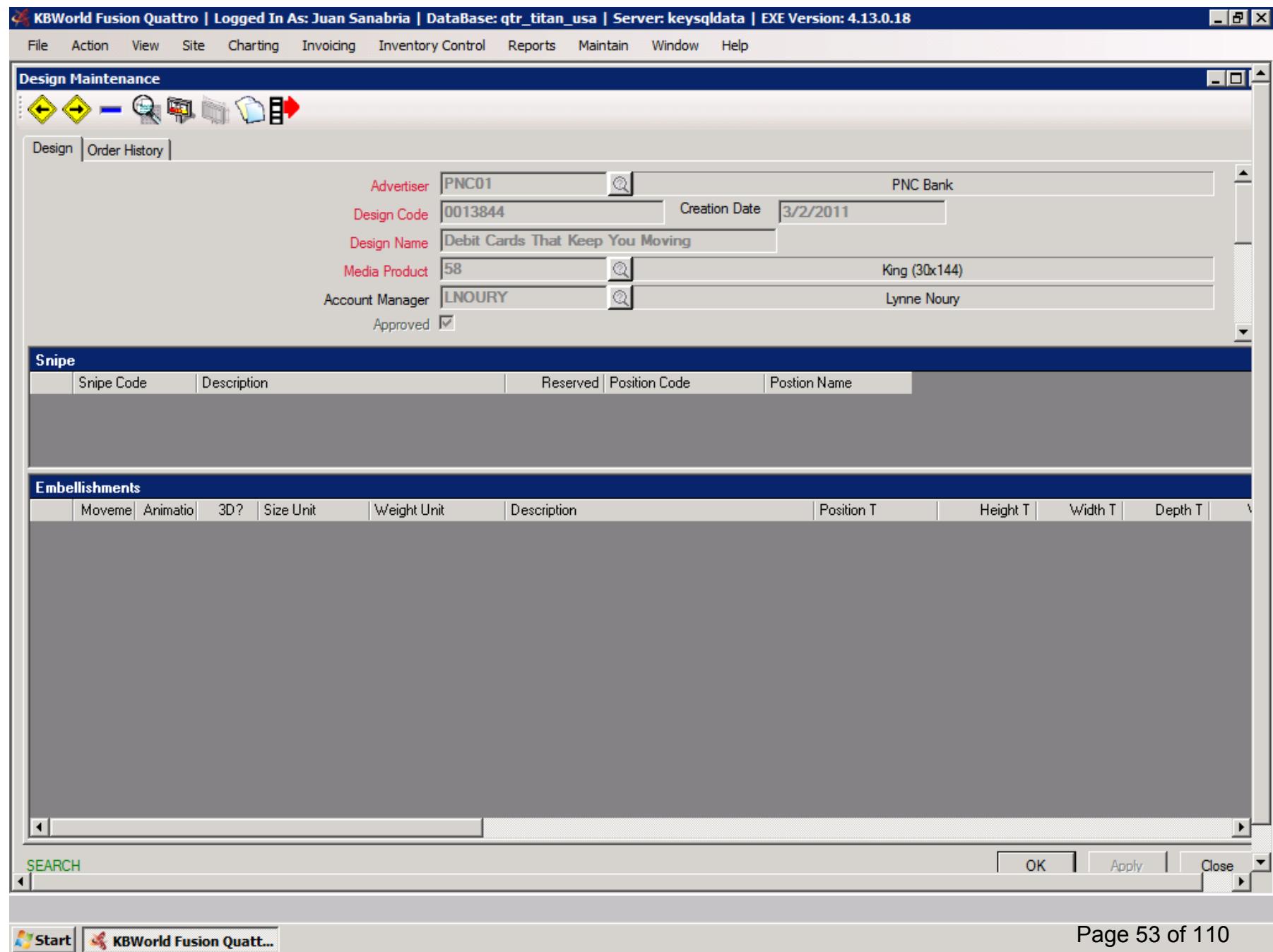
Page 51 of 110

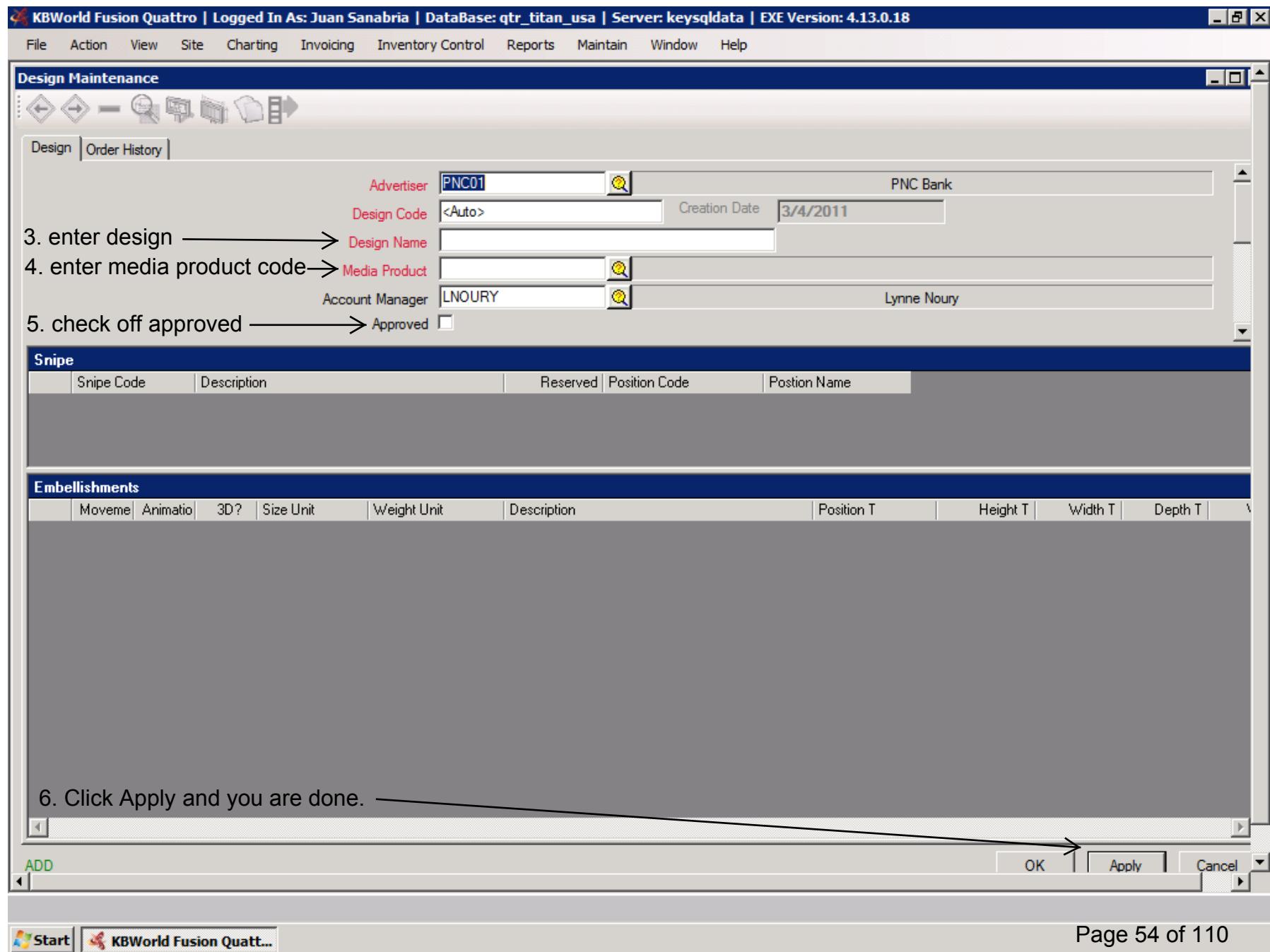
How to: Create a Design

1. From the Contract Maintenance screen click the maintain designs icon (this will take you to the design maintenance screen)



2. click Ctrl & A at the same time (this will take you to a fresh design maintenance screen)





Panel Picker

Campaign: 21110611 Professional Staffing Group 1/2/2012 - 12/30/2012
 Sales Market: Boston - Bus
 Media Product Type/Media Product: Bus/Queen (30x88)

Panel Picker | Filters | Filters(1) | Parameters | How to: Book Panels that you are unable to book through the Change Out Screen

In Area: (None)
 Schedule End Date: 12/30/2012 | Sunday, December 30, 2012
 Schedule Start Date: 1/2/2012 | Monday, January 02, 2012
 Fragmentation: (None)

Available Panels - Panels Selected = 0

Selected	Site	Panel	Sales Address	Ride Number	DEC	III?	Area	Current Advertiser	Post Date	Booking Finish	Current Campaign	Booking Status	Segment Status	Product Name

Panels: 0 | Price: \$0.00 | Dec: 0 | GRP: 0.000

Booked Panels - Panels Selected = 0

Selected	Site	Area	Panel	Ride N	Current Advertiser	Sales Address	Design Desc	Start	III	Finish	Booking Status	Post Date	Current Campaign	Design
►	BOS2156	Cabot-BOS	OBOS2156QC	0.00	Professional Staffing Group	BUS-2156-40LPW	Asian Female	1/2/2012	No	12/30/2012	Non-Guarantee S	2/13/2012	21110611	1/2/2012
	BOS2258	Cabot-BOS	OBOS2258QC	0.00	Professional Staffing Group	BUS-2258-40LPW	Black Female	1/2/2012	No	12/30/2012	Non-Guarantee S	2/6/2012	21110611	1/2/2012
	BOS2293	Cabot-BOS	OBOS2293QC	0.00	Professional Staffing Group	BUS-2293-40LPW	Black Female	1/2/2012	No	12/30/2012	Non-Guarantee S	2/6/2012	21110611	1/2/2012

Panels: 3 | Gross Price: \$0.00 | Dec: 0 | Dec Avg: 0 | GRP: 0.000 | GRP Avg: 0.000

If you are unable to book a bus through the change out screen, more than likely the start date of the new contract overlaps the contract previously assigned to that bus. You can book the bus through the panel picker although it will require a few more steps. This screen is the panel picker.

1. Click Filters tab

Panel Picker

Campaign: 21110611 Professional Staffing Group 1/2/2012 - 12/30/2012
Sales Market: Boston - Bus
Media Product Type/Media Product: Bus/Queen (30x88)

Panel Picker Filters (1) Parameters

1. Change start date to a date that you know that your panel is available

2. click Panel Picker tab

Search Start	1/31/2012	1/31/2012	Tuesday, January 31, 2012
PSG	(None)		
Search End	12/30/2012	12/30/2012	Sunday, December 30, 2012
Status	Available		
Sort Order	Panel		
Sales Criteria	(None)		
Media Product	77	🔍	Queen (30x88)
Segment	(None)		
Height Off Ground	All		
Route	All		
Direction	All		
Line	All		
Inventory Package		🔍	
Sales Address			
Site		🔍	
Panel		🔍	
Zip			
Include Zip Facing	<input type="checkbox"/>		
Product Proximity		🔍	
Distance	0		

 KBWorld Fusion Quattro

INPUT Close

Panel Picker

Campaign: 21110611 Professional Staffing Group 1/2/2012 - 12/30/2012
 Sales Market: Boston - Bus
 Media Product Type/Media Product: Bus/Queen (30x88)

Panel Picker | Filters | Filters(1) | Parameters |

1. click refresh icon and the available panels will populate
 2. select your panels

Available Panels - Panels Selected = 4																
Selected	Site	Panel	Sales Address	Ride Number	DEC	III?	Area	Current Advertiser	Post Date	Booking Finish	Current Campaign	Booking Status	Segment Status	Product Name		
	BOS2243	OBOS2243QC	BUS-2243-40LFW	0.00	0.00	No	Cabot-BOS	Governor's Auto Theft Strik	11/28/2011	1/15/2012	21110509	Available		Queen (30x8)		
	BOS2247	OBOS2247QC	BUS-2247-40LFW	0.00	0.00	No	Cabot-BOS	Boston Public Health Com	12/12/2011	1/8/2012	21110547	Available		Queen (30x8)		
	BOS2250	OBOS2250QC	BUS-2250-40LFW	0.00	0.00	No	Cabot-BOS	Magners Irish Cider	12/30/2011	1/30/2012	21110504	Available		Guaranteed Bonus	Queen (30x8)	
*	BOS2251	OBOS2251QC	BUS-2251-40LFW	0.00	0.00	No	Cabot-BOS	Magners Irish Cider	12/30/2011	1/30/2012	21110504	Available		Queen (30x8)		
	BOS2252	OBOS2252QC	BUS-2252-40LFW	0.00	0.00	No	Cabot-BOS	MoneyGram	7/25/2011	9/4/2011	21122669	Available		Queen (30x8)		

Panels: 622 Price: \$0.00 Dec: 0 GRP: 0.000

Booked Panels - Panels Selected = 0

Selected	Site	Area	Panel	Ride N	Current Advertiser	Sales Address	Design Desc	Start	III	Finish	Booking Status	Post Date	Current Campaign	Design
	BOS2156	Cabot-BOS	OBOS2156QC	0.00	Professional Staffing Group	BUS-2156-40LFW	Asian Female	1/2/2012	No	12/30/2012	Non-Guarantee S	2/13/2012	21110611	1/2/2012
	BOS2258	Cabot-BOS	OBOS2258QC	0.00	Professional Staffing Group	BUS-2258-40LFW	Black Female	1/2/2012	No	12/30/2012	Non-Guarantee S	2/6/2012	21110611	1/2/2012
	BOS2293	Cabot-BOS	OBOS2293QC	0.00	Professional Staffing Group	BUS-2293-40LFW	Black Female	1/2/2012	No	12/30/2012	Non-Guarantee S	2/6/2012	21110611	1/2/2012

Panels: 3 Gross Price: \$0.00 Dec: 0 Dec Avg: 0 GRP: 0.000 GRP Avg: 0.000

3. After all of your panels are selected, click Book Selected Panels icon

Panel Picker

Campaign: 21110611 Professional Staffing Group 1/2/2012 - 12/30/2012
 Sales Market: Boston - Bus
 Media Product Type/Media Product: Bus/Queen (30x88)

Panel Picker | Filters | Filters(1) | Parameters |

In Area	(None)	
Schedule End Date	12/30/2012	Sunday, December 30, 2012
Schedule Start Date	1/2/2012	Monday, January 02, 2012
Fragmentation	(None)	

Available Panels - Panels Selected = 4

Selected	Site	Panel	Sales Address	Ride Number	DEC	III?	Area	Current Advertiser	Post Date	Booking Finish	Current Campaign	Booking Status	Segment Status	Product Name
	BOS2243	OBOS2243QC	BUS-2243-40LFW	0.00	0.00	No	Cabot-BOS	Governor's Auto Theft Strik	11/28/2011	1/15/2012	21110509	Available		Queen (30x8)
	BOS2247	OBOS2247QC	BUS-2247-40LFW	0.00	0.00	No	Cabot-BOS	Boston Public Health Com	12/12/2011	1/8/2012	21110547	Available		Queen (30x8)
	BOS2250	OBOS2250QC	BUS-2250-40LFW	0.00	0.00	No	Cabot-BOS	Magners Irish Cider	12/30/2011	1/30/2012	21110504	Available	Guaranteed Bonus	Queen (30x8)
*	BOS2251	OBOS2251QC	BUS-2251-40LFW	0.00	0.00	No	Cabot-BOS	Magners Irish Cider	12/30/2011	1/30/2012	21110504	Available		Queen (30x8)
	BOS2252	OBOS2252QC	BUS-2252-40LFW	0.00	0.00	No	Cabot-BOS	MoneyGram	7/25/2011	9/4/2011	21122669	Available		Queen (30x8)

Panels: 622 Price: \$0.00 Dec: 0 GRP: 0.000

Booked Panels - Panels Selected = 0

Selected	Site	Area	Panel	Ride N	Current A	Start	III	Finish	Booking Status	Post Date	Current Campaign	Design
	BOS2156	Cabot-BOS	OBOS2156QC	0.00	Professor	1/2/2012	No	12/30/2012	Non-Guarantee S	2/13/2012	21110611	1/2/2012
	BOS2258	Cabot-BOS	OBOS2258QC	0.00	Professor	1/2/2012	No	12/30/2012	Non-Guarantee S	2/6/2012	21110611	1/2/2012
	BOS2293	Cabot-BOS	OBOS2293QC	0.00	Professor	1/2/2012	No	12/30/2012	Non-Guarantee S	2/6/2012	21110611	1/2/2012

Question

Juan Sanabria

The Panel Is Not Available. Do You Wish To Put It On The Wait List?

Yes No

Panels: 3 Gross Price: \$0.00 Dec: 0 Dec Avg: 0 GRP: 0.000 GRP Avg: 0.000

INPUT Close

Creating Booking 1 Of 4

Page 58 of 110 Cancel

Panel Picker

Campaign: 21110611 Professional Staffing Group 1/2/2012 - 12/30/2012
 Sales Market: Boston - Bus
 Media Product Type/Media Product: Bus/Queen (30x88)

Panel Picker | Filters | Filters(1) | Parameters |

In Area	(None)	
Schedule End Date	12/30/2012	Sunday, December 30, 2012
Schedule Start Date	1/2/2012	Monday, January 02, 2012
Fragmentation	(None)	

Available Panels - Panels Selected = 0

Selected	Site	Panel	Sales Address	Ride Number	DEC	III?	Area	Current Advertiser	Post Date	Booking Finish	Current Campaign	Booking Status	Segment Status	Product Name
	BOS2241	OBOS2241QC	BUS-2241-40LFW	0.00	0.00	No	Cabot-BOS	Boston Public Health Com	12/12/2011	1/8/2012	21110547	Available		Queen (30x8)
	BOS2242	OBOS2242QC	BUS-2242-40LFW	0.00	0.00	No	Cabot-BOS	Boston Ballet	11/4/2011	12/4/2011	21110444	Available		Queen (30x8)
	BOS2243	OBOS2243QC	BUS-2243-40LFW	0.00	0.00	No	Cabot-BOS	Governor's Auto Theft Strik	11/28/2011	1/15/2012	21110509	Available		Queen (30x8)
	BOS2247	OBOS2247QC	BUS-2247-40LFW	0.00	0.00	No	Cabot-BOS	Boston Public Health Com	12/12/2011	1/8/2012	21110547	Available		Queen (30x8)
►	BOS2250	OBOS2250QC	BUS-2250-40LFW	0.00	0.00	No	Cabot-BOS	Magners Irish Cider	12/30/2011	1/30/2012	21110504	Available	Guaranteed Bonus	Queen (30x8)

Panels: 618 Price: \$0.00 Dec: 0 GRP: 0.000

Booked Panels - Panels Selected = 0

Selected	Site	Area	Panel	Ride N	Current Advertiser	Sales Address	Design Desc	Start	III	Finish	Booking Status	Post Date	Current Campaign	Design
►	BOS2121	Arborway-BOS	OBOS2121QC	0.00	Magners Irish Cider	BUS-2121-40LFW	Marc	1/2/2012	No	12/30/2012	Non-Guarantee W	1/3/2012	21110504	1/3/2012
	BOS2156	Cabot-BOS	OBOS2156QC	0.00	Professional Staffing Group	BUS-2156-40LFW	Asian Female	1/2/2012	No	12/30/2012	Non-Guarantee S	2/13/2012	21110611	1/2/2012
	BOS2213	Cabot-BOS	OBOS2213QC	0.00	Magners Irish Cider	BUS-2213-40LFW	5 venues	1/2/2012	No	12/30/2012	Non-Guarantee W	12/29/2011	21110504	1/3/2012
	BOS2240	Cabot-BOS	OBOS2240QC	0.00	Magners Irish Cider	BUS-2240-40LFW	Colin	1/2/2012	No	12/30/2012	Non-Guarantee W	12/30/2011	21110504	1/3/2012
	BOS2251	Cabot-BOS	OBOS2251QC	0.00	Magners Irish Cider	BUS-2251-40LFW	Colin	1/2/2012	No	12/30/2012	Non-Guarantee W	12/30/2011	21110504	1/3/2012
	BOS2258	Cabot-BOS	OBOS2258QC	0.00	Professional Staffing Group	BUS-2258-40LFW	Black Female	1/2/2012	No	12/30/2012	Non-Guarantee S	2/6/2012	21110611	1/2/2012
	BOS2293	Cabot-BOS	OBOS2293QC	0.00	Professional Staffing Group	BUS-2293-40LFW	Black Female	1/2/2012	No	12/30/2012	Non-Guarantee S	2/6/2012	21110611	1/2/2012

Panels: 7 Gross Price: \$0.00 Dec: 0 Dec Avg: 0 GRP: 0.000 GRP Avg: 0.000

the selected panels will be moved into the booked panels area. You will notice that their Booking Status will be Non-Guaranteed Wait List or Guaranteed Wait List.

INPUT Close

Panel Picker

Change Start or End Date

Campaign: 21110611 Professional Staffing Group 1/2/2012 - 12/30/2012
 Sales Market: Boston - Bus
 Media Product Type/Media Product: Bus/Queen (30x88)

Panel Picker | Filters | Filters(1) | Parameters |

In Area: (None)
 Schedule End Date: 12/30/2012 | Sunday, December 30, 2012
 Schedule Start Date: 1/2/2012 | Monday, January 02, 2012
 Fragmentation: (None)

Available Panels - Panels Selected = 0

Selected	Site	Panel	Sales Address	Ride Number	DEC	III?	Area	Current Advertiser	Post Date	Booking Finish	Current Campaign	Booking Status	Segment Status	Product Name
	BOS2241	OBOS2241QC	BUS-2241-40LFW	0.00	0.00	No	Cabot-BOS	Boston Public Health Com	12/12/2011	1/8/2012	21110547	Available		Queen (30x8)
	BOS2242	OBOS2242QC	BUS-2242-40LFW	0.00	0.00	No	Cabot-BOS	Boston Ballet	11/4/2011	12/4/2011	21110444	Available		Queen (30x8)
	BOS2243	OBOS2243QC	BUS-2243-40LFW	0.00	0.00	No	Cabot-BOS	Governor's Auto Theft Strik	11/28/2011	1/15/2012	21110509	Available		Queen (30x8)
	BOS2247	OBOS2247QC	BUS-2247-40LFW	0.00	0.00	No	Cabot-BOS	Boston Public Health Com	12/12/2011	1/8/2012	21110547	Available		Queen (30x8)
►	BOS2250	OBOS2250QC	BUS-2250-40LFW	0.00	0.00	No	Cabot-BOS	Magners Irish Cider	12/30/2011	1/30/2012	21110504	Available	Guaranteed Bonus	Queen (30x8)

Panels: 618 | Price: \$0.00 | Dec: 0 | GRP: 0.000

Booked Panels - Panels Selected = 4

Selected	Site	Area	Panel	Ride N	Current Advertiser	Sales Address	Design Desc	Start	III	Finish	Booking Status	Post Date	Current Campaign	Design
*	BOS2121	Arborway-BOS	OBOS2121QC	0.00	Magners Irish Cider	BUS-2121-40LFW	Marc	1/2/2012	No	12/30/2012	Non-Guarantee W	1/3/2012	21110504	1/3/2012
	BOS2156	Cabot-BOS	OBOS2156QC	0.00	Professional Staffing Group	BUS-2156-40LFW	Asian Female	1/2/2012	No	12/30/2012	Non-Guarantee S	2/13/2012	21110611	1/2/2012
*	BOS2213	Cabot-BOS	OBOS2213QC	0.00	Magners Irish Cider	BUS-2213-40LFW	5 venues	1/2/2012	No	12/30/2012	Non-Guarantee W	12/29/2011	21110504	1/3/2012
*	BOS2240	Cabot-BOS	OBOS2240QC	0.00	Magners Irish Cider	BUS-2240-40LFW	Colin	1/2/2012	No	12/30/2012	Non-Guarantee W	12/30/2011	21110504	1/3/2012
► *	BOS2251	Cabot-BOS	OBOS2251QC	0.00	Magners Irish Cider	BUS-2251-40LFW	Colin	1/2/2012	No	12/30/2012	Non-Guarantee W	12/30/2011	21110504	1/3/2012
	BOS2258	Cabot-BOS	OBOS2258QC	0.00	Professional Staffing Group	BUS-2258-40LFW	Black Female	1/2/2012	No	12/30/2012	Non-Guarantee S	2/6/2012	21110611	1/2/2012
	BOS2293	Cabot-BOS	OBOS2293QC	0.00	Professional Staffing Group	BUS-2293-40LFW	Black Female	1/2/2012	No	12/30/2012	Non-Guarantee S	2/6/2012	21110611	1/2/2012

Panels: 7 | Gross Price: \$0.00 | Dec: 0 | Dec Avg: 0 | GRP: 0.000 | GRP Avg: 0.000

1. select the panels that are showing as Wait List
 2. Click the Change Start or End Date icon, this will take you to a Reschedule Start or End Date screen

Reschedule Start and End Dates

Change Date

Start Date:	1/31/2012	112	Monday, January 02, 2012
End Date:	12/30/2012	132	Sunday, December 30, 2012
Weeks:			
Months:	11		
Change Start Date:	<input checked="" type="checkbox"/>		
Change End Date:	<input checked="" type="checkbox"/>		

1. change the start date to the date that you know your panel is available.
 2. click apply

INPUT

BOS2293	Cabot-BOS	0BOS2293QC	0.00	Professional Staffing Group	BUS-2293-40LFW	Black Female
---------	-----------	------------	------	-----------------------------	----------------	--------------

Apply **Close**

Panels: 7 Gross Price: \$0.00 Dec: 0 Dec Avg: 0 GRP: 0.000 GRP Avg: 0.000

INPUT **Close**

12 Sunday, December 30, 2012 Monday, January 02, 2012

	Post Date	Booking Finish	Current Campaign	Booking Status	Segment Status	Product Name
Health Com	12/12/2011	1/8/2012	21110547	Available		Queen (30x8)
	11/4/2011	12/4/2011	21110444	Available		Queen (30x8)
Health Strik	11/28/2011	1/15/2012	21110509	Available		Queen (30x8)
Health Com	12/12/2011	1/8/2012	21110547	Available		Queen (30x8)
Other	12/30/2011	1/30/2012	21110504	Available	Guaranteed Bonus	Queen (30x8)

	Start	III	Finish	Booking Status	Post Date	Current Campaign	Design
	1/2/2012	No	12/30/2012	Non-Guarantee W	1/3/2012	21110504	1/3/2012
	1/2/2012	No	12/30/2012	Non-Guarantee S	2/13/2012	21110611	1/2/2012
	1/2/2012	No	12/30/2012	Non-Guarantee W	12/29/2011	21110504	1/3/2012
	1/2/2012	No	12/30/2012	Non-Guarantee W	12/30/2011	21110504	1/3/2012
	1/2/2012	No	12/30/2012	Non-Guarantee W	12/30/2011	21110504	1/3/2012
	1/2/2012	No	12/30/2012	Non-Guarantee W	12/30/2011	21110504	1/3/2012
	1/2/2012	No	12/30/2012	Non-Guarantee S	2/6/2012	21110611	1/2/2012
	1/2/2012	No	12/30/2012	Non-Guarantee S	2/6/2012	21110611	1/2/2012

Panel Picker

Campaign: 21110611 Professional Staffing Group 1/2/2012 - 12/30/2012
Sales Market: Boston - Bus
Media Product Type/Media Product: Bus/Queen (30x88)

Panel Picker | Filters | Filters(1) | Parameters |

In Area: (None)
Schedule End Date: 12/30/2012 | Sunday, December 30, 2012
Schedule Start Date: 1/2/2012 | Monday, January 02, 2012
Fragmentation: (None)

Available Panels - Panels Selected = 0

Selected	Site	Panel	Sales Address	Ride Number	DEC	III?	Area	Current Advertiser	Post Date	Booking Finish	Current Campaign	Booking Status	Segment Status	Product Name
	BOS2241	OBOS2241QC	BUS-2241-40LFW	0.00	0.00	No	Cabot-BOS	Boston Public Health Com	12/12/2011	1/8/2012	21110547	Available		Queen (30x8)
	BOS2242	OBOS2242QC	BUS-2242-40LFW	0.00	0.00	No	Cabot-BOS	Boston Ballet	11/4/2011	12/4/2011	21110444	Available		Queen (30x8)
	BOS2243	OBOS2243QC	BUS-2243-40LFW	0.00	0.00	No	Cabot-BOS	Governor's Auto Theft Strik	11/28/2011	1/15/2012	21110509	Available		Queen (30x8)
	BOS2247	OBOS2247QC	BUS-2247-40LFW	0.00	0.00	No	Cabot-BOS	Boston Public Health Com	12/12/2011	1/8/2012	21110547	Available		Queen (30x8)
►	BOS2250	OBOS2250QC	BUS-2250-40LFW	0.00	0.00	No	Cabot-BOS	Magners Irish Cider	12/30/2011	1/30/2012	21110504	Available		Guaranteed Bonus Queen (30x8)

Panels: 618 | Price: \$0.00 | Dec: 0 | GRP: 0.000

Booked Panels - Panels Selected = 4

Selected	Site	Area	Panel	Ride N	Current	Start	III	Finish	Booking Status	Post Date	Current Campaign	Design		
*	BOS2121	Arborway-BOS	OBOS2121QC	0.00	Magners	1/2/2012	No	12/30/2012	Non-Guarantee W	1/3/2012	21110504	1/3/2012		
*	BOS2156	Cabot-BOS	OBOS2156QC	0.00	Professional	1/2/2012	No	12/30/2012	Non-Guarantee S	2/13/2012	21110611	1/2/2012		
*	BOS2213	Cabot-BOS	OBOS2213QC	0.00	Magners	1/2/2012	No	12/30/2012	Non-Guarantee W	12/29/2011	21110504	1/3/2012		
*	BOS2240	Cabot-BOS	OBOS2240QC	0.00	Magners Irish Cider	BUS-2240-40LFW	Colin	1/2/2012	No	12/30/2012	Non-Guarantee W	12/30/2011	21110504	1/3/2012
► *	BOS2251	Cabot-BOS	OBOS2251QC	0.00	Magners Irish Cider	BUS-2251-40LFW	Colin	1/2/2012	No	12/30/2012	Non-Guarantee W	12/30/2011	21110504	1/3/2012
	BOS2258	Cabot-BOS	OBOS2258QC	0.00	Professional Staffing Group	BUS-2258-40LFW	Black Female	1/2/2012	No	12/30/2012	Non-Guarantee S	2/6/2012	21110611	1/2/2012
	BOS2293	Cabot-BOS	OBOS2293QC	0.00	Professional Staffing Group	BUS-2293-40LFW	Black Female	1/2/2012	No	12/30/2012	Non-Guarantee S	2/6/2012	21110611	1/2/2012

Panels: 7 | Gross Price: \$0.00 | Dec: 0 | Dec Avg: 0 | GRP: 0.000 | GRP Avg: 0.000

Question

Juan Sanabria
BOS2121\OBOS2121QC
The Panel Is Now Available. Do You Want To Promote It To A New Booking?

Yes | No

You will get a pop up box that reads "The Panel is now available. Do You wish to promote it to a New Booking? 1. Click Yes. It will ask you this for every panel that you have selected.

2. Click close, this will take you to the Campaign Segment Maintenance screen

Close

Campaign Segment Maintenance



Assign Designs

Campaign: 21110611 Professional Staffing Group 1/2/2012 - 12/30/2012

Client Ref:

[Segment Header](#) [Segment Header\(1\)](#) [Parameters](#) [Priorities](#) [Bookings](#) [Segment Profit Center Split](#)

Bookings

Area Name	Active Mop	Panel	Site	Sales Address	Booking Start Date	Booking End Date	Segment Media Pr	Panel Media Produ	Booking Status	GRP	Sales Market	Actual Price
Arborway-BOS	No	OBOS2121QC	BOS2121	BUS-2121-40LPW	1/31/2012	12/30/2012	Queen (30x88)	Queen (30x88)	Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Cabot-BOS	No	OBOS2156QC	BOS2156	BUS-2156-40LPW	1/2/2012	12/30/2012	Queen (30x88)	Queen (30x88)	Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Cabot-BOS	No	OBOS2213QC	BOS2213	BUS-2213-40LPW	1/31/2012	12/30/2012	Queen (30x88)	Queen (30x88)	Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Cabot-BOS	No	OBOS2240QC	BOS2240	BUS-2240-40LPW	1/31/2012	12/30/2012	Queen (30x88)	Queen (30x88)	Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Cabot-BOS	No	OBOS2251QC	BOS2251	BUS-2251-40LPW	1/31/2012	12/30/2012	Queen (30x88)	Queen (30x88)	Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Cabot-BOS	No	OBOS2258QC	BOS2258	BUS-2258-40LPW	1/2/2012	12/30/2012	Queen (30x88)	Queen (30x88)	Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Cabot-BOS	No	OBOS2293QC	BOS2293	BUS-2293-40LPW	1/2/2012	12/30/2012	Queen (30x88)	Queen (30x88)	Non-Guarantee Sold	0.000	Boston - Bus	\$0.00

1. click assign designs icon
- this will take you to the assign designs screen which is right beside the assign design panels screen, there is 3rd screen at the bottom but you really don't need to worry about that one.

Assign Designs

Contract Number: 21110611
 Campaign Name: Professional Staffing Group
 Advertiser: PROFES
 Segment Start: 1/2/2012
 Segment End: 12/30/2012
 Number of Contracted Panels: 10

Assign Design

Assign Design - Selected = 1

Selected	Assigned?	Design Code	Design Name	Snipe Code	Snipe Description	Position	Dated Copy	Cover By Date	Media Product	Advertiser
*	Yes	0011320	Asian Female				No	Queen (30x88)	Profes	
▶	Yes	0011321	Black Female				No	Queen (30x88)	Profes	

1. select the design you want to assign
 2. use the bar at the bottom of the screen to move from this screen to the assign designs panel screen

Assign Designs Panels

Assign Design Panels - Selected = 0

Selected	Assigned	Booking Start Date	Booking End Date
	No	1/31/2012	1/31/2012
	Yes	1/2/2012	1/2/2012
▶	No	1/31/2012	1/31/2012
	No	1/31/2012	1/31/2012
	Yes	1/2/2012	1/2/2012
	Yes	1/2/2012	1/2/2012

INPUT

OK Apply Close

Assign Designs Panels

Contract Number: 21110611
 Campaign Name: Professional Staffing Group
 Advertiser: PROFES
 Segment Start: 1/2/2012
 Segment End: 12/30/2012
 Number of Contracted Panels: 10

Scheduled Date: 1/2

Number Of Panels:

Assign Design Panels										
	Selected	Assigned	Booking Start Date	Booking Finish Dat	Active Mop	Site	Panel	Sales Address	Area	Current Creative
▶		No	1/31/2012	12/30/2012	No	BOS2121	OBOS2121QC	BUS-2121-40LFW	Arborway-BOS	Marc
		Yes	1/2/2012	12/30/2012	No	BOS2156	OBOS2156QC	BUS-2156-40LFW	Cabot -BOS	Asian Female
		No	1/31/2012	12/30/2012	No	BOS2213	OBOS2213QC	BUS-2213-40LFW	Cabot -BOS	5 venues
		No	1/31/2012	12/30/2012	No	BOS2240	OBOS2240QC	BUS-2240-40LFW	Cabot -BOS	Colin
		No	1/31/2012	12/30/2012	No	BOS2251	OBOS2251QC	BUS-2251-40LFW	Cabot -BOS	Colin
		Yes	1/2/2012	12/30/2012	No	BOS2258	OBOS2258QC	BUS-2258-40LFW	Cabot -BOS	Black Female
		Yes	1/2/2012	12/30/2012	No	BOS2293	OBOS2293QC	BUS-2293-40LFw	Cabot -BOS	Black Female

This is your Assign Designs Panels screen

act Number: 21110611
ame: Professional Staffing Group
dvertiser: PROFES
ment Start: 1/2/2012
ment End: 12/30/2012
Number of Contracted Panels: 10

Snipe Code	Snipe Description	Position	Dated Copy	Cover By Date	Media Product	Advertiser
			No	Queen (30x88)	Professional	
			No	Queen (30x88)	Professional	

Assign Designs Panels

User Defined

Contract Number: 21110611
Campaign Name: Professional Staffing Group
Advertiser: PROFES
Segment Start: 1/2/2012
Segment End: 12/30/2012
Number of Contracted Panels: 10

Scheduled Date: 1/31/2012 Tuesday, January 31, 2012

Number Of Panels: 7

Assign Design Panels - Selected = 2

Selected	Assigned	Booking Start Date	Booking Finish Date	Active Mop	Site	Panel	Sales Address	Area
*	No	1/31/2012	12/30/2012	No	BOS2121	OBOS2121QC	BUS-2121-40LFW	Arborway-BOS
*	Yes	1/2/2012	12/30/2012	No	BOS2156	OBOS2156QC	BUS-2156-40LFW	Cabot -BOS
*	No	1/31/2012	12/30/2012	No	BOS2213	OBOS2213QC	BUS-2213-40LFW	Cabot -BOS
*	No	1/31/2012	12/30/2012	No	BOS2240	OBOS2240QC	BUS-2240-40LFW	Cabot -BOS
*	No	1/31/2012	12/30/2012	No	BOS2251	OBOS2251QC	BUS-2251-40LFW	Cabot -BOS
*	Yes	1/2/2012	12/30/2012	No	BOS2258	OBOS2258QC	BUS-2258-40LFW	Cabot -BOS
*	Yes	1/2/2012	12/30/2012	No	BOS2293	OBOS2293QC	BUS-2293-40LFW	Cabot -BOS

1. select the panels that you are assigning your design to
 2. Change the Scheduled Date to your new Booking Start Date make sure to press the tab key after you type in your date (enter key will not work), this will light up the User Defined icon (fat man running)
 3. Click User Defined icon (fat man running) and your design will be assigned
 4. . repeat as necessary until all your bookings have a design assigned to them.

File Action View Site Charting Invoicing Inventory Control Reports Maintain Window Help

Campaign Segment Maintenance

Segment Header Segment Header

Bookings

Area Name	Site	Sales Address	Booking Start Date	Booking End Date	Segment Media Pr	Panel Media Produ	Booking Status	GRP	Sales Market	Actual Price
Arborway-BOS	BOS2121	BUS-2121-40LFW	1/31/2012	12/30/2012	Queen (30x88)	Queen (30x88)	Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Cabot-BOS	BOS2156	BUS-2156-40LFW	1/2/2012	12/30/2012	Queen (30x88)	Queen (30x88)	Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Cabot-BOS	BOS2213	BUS-2213-40LFW	1/31/2012	12/30/2012	Queen (30x88)	Queen (30x88)	Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Cabot-BOS	BOS2240	BUS-2240-40LFW	1/31/2012	12/30/2012	Queen (30x88)	Queen (30x88)	Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Cabot-BOS	BOS2251	BUS-2251-40LFW	1/31/2012	12/30/2012	Queen (30x88)	Queen (30x88)	Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Cabot-BOS	BOS2258	BUS-2258-40LFW	1/2/2012	12/30/2012	Queen (30x88)	Queen (30x88)	Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Cabot-BOS	BOS2293	BUS-2293-40LFW	1/2/2012	12/30/2012	Queen (30x88)	Queen (30x88)	Non-Guarantee Sold	0.000	Boston - Bus	\$0.00

After assigning designs, you need to mark your bookings as posted.

1. click charting
2. click return postings grid, this will take you to the Return Posting Grids Screen

Return Postings Grid

Postings Filters

Bill Poster: []

Scheduled On: 2/6/2012

Finish On: []

Total On Grid: 0

Total Completed: 0

Total Outstanding: 0

Posted: Scrapped: Photo:

Postings

Posted	Scrapped	Photo Taken	Posted On Date	Copy App	Copy	Scheduled Posting	Site Code	Panel	Sales Address	Site Locale Code	Site Locale Name	Ad

1. change your scheduled on date to the date you want to use as your completion date.

2.click the filters tab

Booking Status	GRP	Sales Market	Actual Price
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00

Return Postings Grid



Postings

Filters

Scheduled Designs From	<input type="text" value="2/1/2012"/>	<input type="button" value="..."/>	<input type="text" value="2/29/2012"/>	<input type="button" value="..."/>	← 1. delete both of these dates
Assigned From	<input type="text"/>	<input type="button" value="..."/>	<input type="text"/>	<input type="button" value="..."/>	
Campaign Start	<input type="text"/>	<input type="button" value="..."/>	<input type="text"/>	<input type="button" value="..."/>	
Campaign End	<input type="text"/>	<input type="button" value="..."/>	<input type="text"/>	<input type="button" value="..."/>	
Campaign	<input type="text"/>	<input type="button" value="..."/>	← 2. Enter your campaign #		
Advertiser	<input type="text"/>	<input type="button" value="..."/>			
Agency	<input type="text"/>	<input type="button" value="..."/>			
Media Product Type	<input type="text"/>	<input type="button" value="..."/>			
Media Product	<input type="text"/>	<input type="button" value="..."/>	← 3. Enter your Media Product Code		
Bill Poster	<input type="text"/>	<input type="button" value="..."/>			
Sales Executive	<input type="text"/>	<input type="button" value="..."/>			
Include Completed Postings	<input type="checkbox"/>	← 4. you can click the Include Completed Postings, if you wish to see when all the other panels were completed.			
Include UnAssigned	<input checked="" type="checkbox"/>				
Include Assigned	<input checked="" type="checkbox"/>				
Include Offers	<input type="checkbox"/>				

Sales Market	<input type="text"/>	<input type="button" value="..."/>	← 5. remember to put in your sales market, because if you don't you will see everybody's postings and if you are using the post all function you will change everybody's post date. Everyone will be really upset with you!!!
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See next page for a sample of what this completed page should look like.



Apply Close

Booking Status	GRP	Sales Market	Actual Price
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00

Return Postings Grid



Postings

Filters

Scheduled Designs From Assigned From Campaign Start Campaign End Campaign 21110611 Professional Staffing Group [Jan 2 2012 - Dec 30 2012]Advertiser Agency Media Product Type BUS BusMedia Product 77 Queen (30x88)Bill Poster Sales Executive Include Completed Postings Include UnAssigned Include Assigned Include Offers Sales Market BOS-B

Boston - Bus

click postings tab to return to postings



Apply Close

Booking Status	GRP	Sales Market	Actual Price
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00

OK Apply Close

Return Postings Grid

Postings Filters Refresh The Grid

Bill Poster: []

Scheduled On: 2/6/2012

Finish On:

Total On Grid: 0

Total Completed: 0

Total Outstanding: 0

Posted: Scrapped: Photo:

Postings

Posted	Scrapped	Photo Taken	Posted On Date	Copy App	Copy	Scheduled Posting	Site Code	Panel	Sales Address	Site Locale Code	Site Locale Name	Ad

INPUT

SEARCH

Apply Close

Booking Status	GRP	Sales Market	Actual Price
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00

Click refresh the grid icon

Return Postings Grid

Postings Filters

Bill Poster	<input type="text"/>				
Scheduled On	<input type="text" value="2/6/2012"/>				
Finish On	<input type="text"/>				
Total On Grid	<input type="text" value="20"/>				
Total Completed	<input type="text" value="16"/>				
Total Outstanding	<input type="text" value="4"/>				
Posted	<input type="checkbox"/>	Scraped	<input type="checkbox"/>	Photo	<input type="checkbox"/>

Postings

	Posted	Scraped	Photo Taken	Posted On Date	Copy App	Copy	Scheduled Posting	Site Code	Panel	Sales Address	Site Locale Code	Site Locale Name	Ad
▶	Yes	No	No	1/6/2012	No	0	1/2/2012	BOS2108	OBOS2108QC	BUS-2108-40LFW	Arborway-BOS	Arborway-BOS	Pro
	No	No	No		No	0	1/31/2012	BOS2121	OBOS2121QC	BUS-2121-40LFW	Arborway-BOS	Arborway-BOS	Pro
	Yes	No	No	1/6/2012	No	0	1/2/2012	BOS2126	OBOS2126QC	BUS-2126-40LFW	Arborway-BOS	Arborway-BOS	Pro
	Yes	No	No	1/6/2012	No	0	1/2/2012	BOS2132	OBOS2132QC	BUS-2132-40LFW	Cabot -BOS	Cabot -BOS	Pro
	Yes	No	No	1/6/2012	No	0	1/2/2012	BOS2141	OBOS2141QC	BUS-2141-40LFW	Cabot -BOS	Cabot -BOS	Pro
	Yes	No	No	2/13/2012	No	0	1/2/2012	BOS2156	OBOS2156QC	BUS-2156-40LFW	Cabot -BOS	Cabot -BOS	Pro
	Yes	No	No	1/6/2012	No	0	1/2/2012	BOS2160	OBOS2160QC	BUS-2160-40LFW	Cabot -BOS	Cabot -BOS	Pro
	Yes	No	No	1/6/2012	No	0	1/2/2012	BOS2193	OBOS2193QC	BUS-2193-40LFW	Cabot -BOS	Cabot -BOS	Pro
	Yes	No	No	2/13/2012	No	0	1/2/2012	BOS2201	OBOS2201QC	BUS-2201-40LFW	Cabot -BOS	Cabot -BOS	Pro
	Yes	No	No	1/6/2012	No	0	1/2/2012	BOS2210	OBOS2210QC	BUS-2210-40LFW	Cabot -BOS	Cabot -BOS	Pro
	No	No	No		No	0	1/31/2012	BOS2213	OBOS2213QC	BUS-2213-40LFW	Cabot -BOS	Cabot -BOS	Pro
	Yes	No	No	2/13/2012	No	0	1/2/2012	BOS2216	OBOS2216QC	BUS-2216-40LFW	Cabot -BOS	Cabot -BOS	Pro
	Yes	No	No	1/6/2012	No	0	1/2/2012	BOS2232	OBOS2232QC	BUS-2232-40LFW	Cabot -BOS	Cabot -BOS	Pro
	Yes	No	No	1/6/2012	No	0	1/2/2012	BOS2236	OBOS2236QC	BUS-2236-40LFW	Cabot -BOS	Cabot -BOS	Pro
	No	No	No		No	0	1/31/2012	BOS2240	OBOS2240QC	BUS-2240-40LFW	Cabot -BOS	Cabot -BOS	Pro
	No	No	No		No	0	1/31/2012	BOS2251	OBOS2251QC	BUS-2251-40LFW	Cabot -BOS	Cabot -BOS	Pro
	Yes	No	No	2/6/2012	No	0	1/2/2012	BOS2258	OBOS2258QC	BUS-2258-40LFW	Cabot -BOS	Cabot -BOS	Pro
	Yes	No	No	1/6/2012	No	0	1/2/2012	BOS2260	OBOS2260QC	BUS-2260-40LFW	Cabot -BOS	Cabot -BOS	Pro
	Yes	No	No	2/13/2012	No	0	1/2/2012	BOS2267	OBOS2267QC	BUS-2267-40LFW	Cabot -BOS	Cabot -BOS	Pro
	Yes	No	No	2/6/2012	No	0	1/2/2012	BOS2293	OBOS2293QC	BUS-2293-40LFW	Cabot -BOS	Cabot -BOS	Pro

INPUT

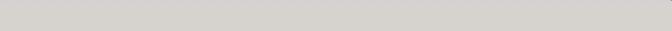
SEARCH

Apply Close

Booking Status	GRP	Sales Market	Actual Price
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00

OK Apply Close

1. doubleclick in the posted column all of the panels that you want to mark as posted
2. click apply so the changes are saved



Return Postings Grid

Postings Filters

Bill Poster	<input type="text"/>				
Scheduled On	<input type="text" value="2/6/2012"/>				
Finish On	<input type="text"/>				
Total On Grid	<input type="text" value="20"/>				
Total Completed	<input type="text" value="20"/>				
Total Outstanding	<input type="text" value="0"/>				
Posted	<input type="checkbox"/>	Scraped	<input type="checkbox"/>	Photo	<input type="checkbox"/>

Postings

Posted	Scraped	Photo Taken	Posted On Date	Copy App	Copy	Scheduled Posting	Site Code	Panel	Sales Address	Site Locale Code	Site Locale Name	Ad
Yes	No	No	1/6/2012	No	0	1/2/2012	BOS2108	OBOS2108QC	BUS-2108-40LFW	Arborway-BOS	Arborway-BOS	Pro
Yes	No	No	2/6/2012	No	0	1/31/2012	BOS2121	OBOS2121QC	BUS-2121-40LFW	Arborway-BOS	Arborway-BOS	Pro
Yes	No	No	1/6/2012	No	0	1/2/2012	BOS2126	OBOS2126QC	BUS-2126-40LFW	Arborway-BOS	Arborway-BOS	Pro
Yes	No	No	1/6/2012	No	0	1/2/2012	BOS2132	OBOS2132QC	BUS-2132-40LFW	Cabot -BOS	Cabot -BOS	Pro
Yes	No	No	1/6/2012	No	0	1/2/2012	BOS2141	OBOS2141QC	BUS-2141-40LFW	Cabot -BOS	Cabot -BOS	Pro
Yes	No	No	2/13/2012	No	0	1/2/2012	BOS2156	OBOS2156QC	BUS-2156-40LFW	Cabot -BOS	Cabot -BOS	Pro
Yes	No	No	1/6/2012	No	0	1/2/2012	BOS2160	OBOS2160QC	BUS-2160-40LFW	Cabot -BOS	Cabot -BOS	Pro
Yes	No	No	1/6/2012	No	0	1/2/2012	BOS2193	OBOS2193QC	BUS-2193-40LFW	Cabot -BOS	Cabot -BOS	Pro
Yes	No	No	2/13/2012	No	0	1/2/2012	BOS2201	OBOS2201QC	BUS-2201-40LFW	Cabot -BOS	Cabot -BOS	Pro
Yes	No	No	1/6/2012	No	0	1/2/2012	BOS2210	OBOS2210QC	BUS-2210-40LFW	Cabot -BOS	Cabot -BOS	Pro
Yes	No	No	2/6/2012	No	0	1/31/2012	BOS2213	OBOS2213QC	BUS-2213-40LFW	Cabot -BOS	Cabot -BOS	Pro
Yes	No	No	2/13/2012	No	0	1/2/2012	BOS2216	OBOS2216QC	BUS-2216-40LFW	Cabot -BOS	Cabot -BOS	Pro
Yes	No	No	1/6/2012	No	0	1/2/2012	BOS2232	OBOS2232QC	BUS-2232-40LFW	Cabot -BOS	Cabot -BOS	Pro
Yes	No	No	1/6/2012	No	0	1/2/2012	BOS2236	OBOS2236QC	BUS-2236-40LFW	Cabot -BOS	Cabot -BOS	Pro
Yes	No	No	2/6/2012	No	0	1/31/2012	BOS2240	OBOS2240QC	BUS-2240-40LFW	Cabot -BOS	Cabot -BOS	Pro
Yes	No	No	2/6/2012	No	0	1/31/2012	BOS2251	OBOS2251QC	BUS-2251-40LFW	Cabot -BOS	Cabot -BOS	Pro
Yes	No	No	2/6/2012	No	0	1/2/2012	BOS2258	OBOS2258QC	BUS-2258-40LFW	Cabot -BOS	Cabot -BOS	Pro
Yes	No	No	1/6/2012	No	0	1/2/2012	BOS2260	OBOS2260QC	BUS-2260-40LFW	Cabot -BOS	Cabot -BOS	Pro
Yes	No	No	2/13/2012	No	0	1/2/2012	BOS2267	OBOS2267QC	BUS-2267-40LFW	Cabot -BOS	Cabot -BOS	Pro
Yes	No	No	2/6/2012	No	0	1/2/2012	BOS2293	OBOS2293QC	BUS-2293-40LFW	Cabot -BOS	Cabot -BOS	Pro

if they all say yes in the posted columns, you are done. click close

INPUT

SEARCH

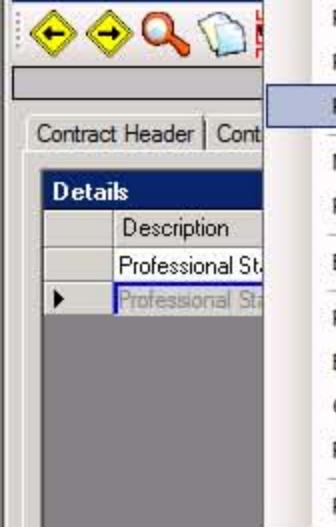
Apply Close

Booking Status	GRP	Sales Market	Actual Price
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00
Non-Guarantee Sold	0.000	Boston - Bus	\$0.00

OK Apply Close

File Action View Site Charting Invoicing Inventory Control Reports Maintain Window Help

Contract Maintenance



How to: Make Panels Inactive

1. Go to site
2. Click Panel Search - This will take you to the panel search box

Panel Search



Panel Search | Panel Results |

1. Type in your panel #

Partial Site
Partial Panel Number

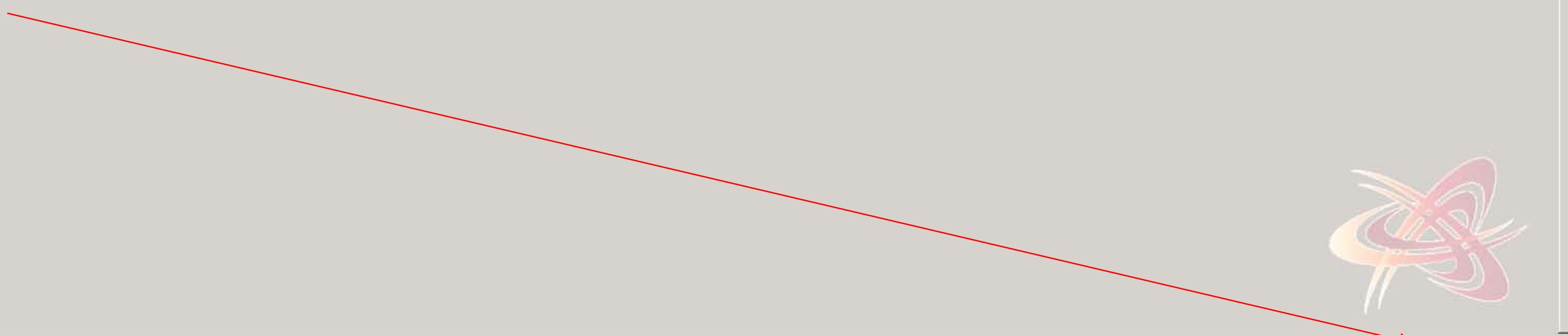
2. Make sure your Operator is correct

Operator PHI Titan Philadelphia

3. Type in the main face for the panel

Media Product Type
Media Product 505 Bus Shelter WrapReport Market
Panel Address Team
Structure
Inventory Package Include Inactive Panels
Tab Code

4. Click Apply



Panel Search



Panel Search | Panel Results |

Panel Browse

Site Code	Media Product Name	Panel No	Status	Area Name	Sales Address	Site Address	Area	Operator	Position
PHI0011	Bus Shelter Wrap	OPHI0011	Saleable	South Philadelphia	Oregon Ave & Broad Street	Oregon Ave & Broad Street	USA Pennsylvania Philadelphia South Philadelphia	PHI	

1. Doubleclick your panel - This will take you to the panel details screen

Panel Details

Site: PHI-PHI0011 - Oregon Ave Broad Street
Panel: OPHI0011 - Oregon Ave Broad Street

Panel Details | Panel Details(1) | Panel Location | Sales Description | Panel Size | Posting Instructions | PSG | Panel Audience | Panel Permit | Restrictions | Posting Note | Characteristics | Panel Down | Blocks | Panel Line of Sight | Panel Proximity | Panel Zip Facing | Checkpoint Audit | Tab Profile |

1. Everything will be grayed out, so click
CTRL & E simultaneously

2. Change your panel finish date → Panel Finish Date
3. Change you panel Status to inactive → Panel Status
as long as there are no active bookings,
you should not have a problem.

4. Click OK

Panel: OPHI0011

Position	Face	Placement
1/1/2011	2 Face Structure	Panel Live Date
12/31/3099	Saturday, January 01, 2011	Panel Finish Date
Saleable	Media Product	Report Market
505	Bus Shelter Wrap	COP
Rate Type	505	City Of Philadelphia
Location Type	Build Date	Code Build Status
1/1/2011	Saturday, January 01, 2011	Takedown Date
Code Takedown	Team	Structure
Illuminated?	Hours Illum.	Panel Illuminated?
Illuminated Date	0	Illuminated Date

OK | Apply | Cancel



Alternative Panel Update

Panel-Oregon Ave Broad Street (OPHI0010)

Details

Alternate Panels

Selected	Panel
*	OPHI00100/V
*	OPHI00101I
*	OPHI001020

Panel Detail

 Size

 Traffic

 Posting

Characteristics

 Notes

 Status

INPUT

Hours Illum:

Apply Close

10 - Oregon Ave Broad Street
10 - Oregon Ave Broad Street

Existing Note | Characteristics | Panel Down | Blocks | Panel Line of Sight | Panel Proximity | Panel Zip Facing | Checkpoint Audit | Tab Profile

Saturday, January 01, 2011

Sunday, February 12, 2012

Bus Shelter Wrap

City Of Philadelphia

Bus Shelter Wrap

Saturday, January 01, 2011

OK Apply Cancel



File Action View Site Charting Invoicing Inventory Control Reports Maintain Window Help

Contract Maintenance

Contract Header Contract Header(1) Details Parameters Priorities LOS

Panel ▾

Charting ▾

- R0086 -- 12 Month Space Detail
- R0019 -- Advertiser Summary
- R0034 -- Annual Bookings By Advertiser
- R0003 -- Billposter Assignment
- R0004 -- Billposter Copy
- R0042 -- Bus Sheet
- R0058 -- Bus Sheet By Location Type
- R0001 -- Campaign Credit Report
- R0008 -- Campaign Expiry
- R0090 -- Campaign Reconciliation
- R0167 -- Campaign Report
- R0076 -- Contract Revenue
- R0070 -- Current Campaign Bookings
- R0035 -- IAA Campaign Renewal
- R0045 -- Inactive Booking Panel
- R0096 -- Invoice Sales Person
- R0161 -- Location List by Status
- R0002 -- Locations Available Report
- R0056 -- Notes Report
- R0038 -- Occupancy Report
- R0066 -- Occupancy Report By PDA
- R0022 -- Operations Production Report
- R0093 -- Panel History
- R0165 -- Photography Report
- R0157 -- Plant Inventory Reconciliation
- R0043 -- Plant Inventory w/DEC
- R0080 -- Plant Inventory With Client
- R0014 -- Posting Installation Report
- R0020 -- Posting List By Advertiser
- R0099 -- Product Category Report
- R0159 -- PSG Report
- R0052 -- Sales Market Report
- R0087 -- Scheduling Edit**
- R0036 -- Segment Expiry
- R0176 -- Space Reservation
- R0177 -- Space Reservation by Sales Market
- R0040 -- Transit Installation Report
- R0041 -- Transit Takedown Report
- R0055 -- Transit Uplist
- R0182 -- Wait List by Campaign
- R0181 -- Wait List by Panel
- R0062 -- Work Order Cards
- R0067 -- WorkCrew Routing/Work Orders
- R0092 -- YTD Occupancy Report

9.2012\ABC - APT 23 3/12/2012 - 4/8/2012

Sold Estimated Value \$0.00

Monday, March 12, 2012

Sunday, April 08, 2012

National

ABC

TELEVISION

Lynne Noury

Pam Halle



OK Apply Close

SEARCH

Page 79 of 110

Campaign Vs Bookings Vs Scheduling Postings

Report Input | Report Output |

1. put in the period you want to see
the scheduling edit report for

Start Date

Monday, February 13, 2012

End Date

Sunday, May 20, 2012

 Include Cancelled Campaigns/Details/Segment Space Designs Do Not Match Contracted Sort by Segment Start DateFilter By Credit 

4. Click this filter icon

{<-Use Filter Button}

Sales Market Media Product Type Media Product Campaign Campaign Detail Type Operator Sales Executive Segment Status

2. Put in your Operator (Market)

 Show Media Product On Report Instead Of Media Type

3. Click the Show Media Product On Report



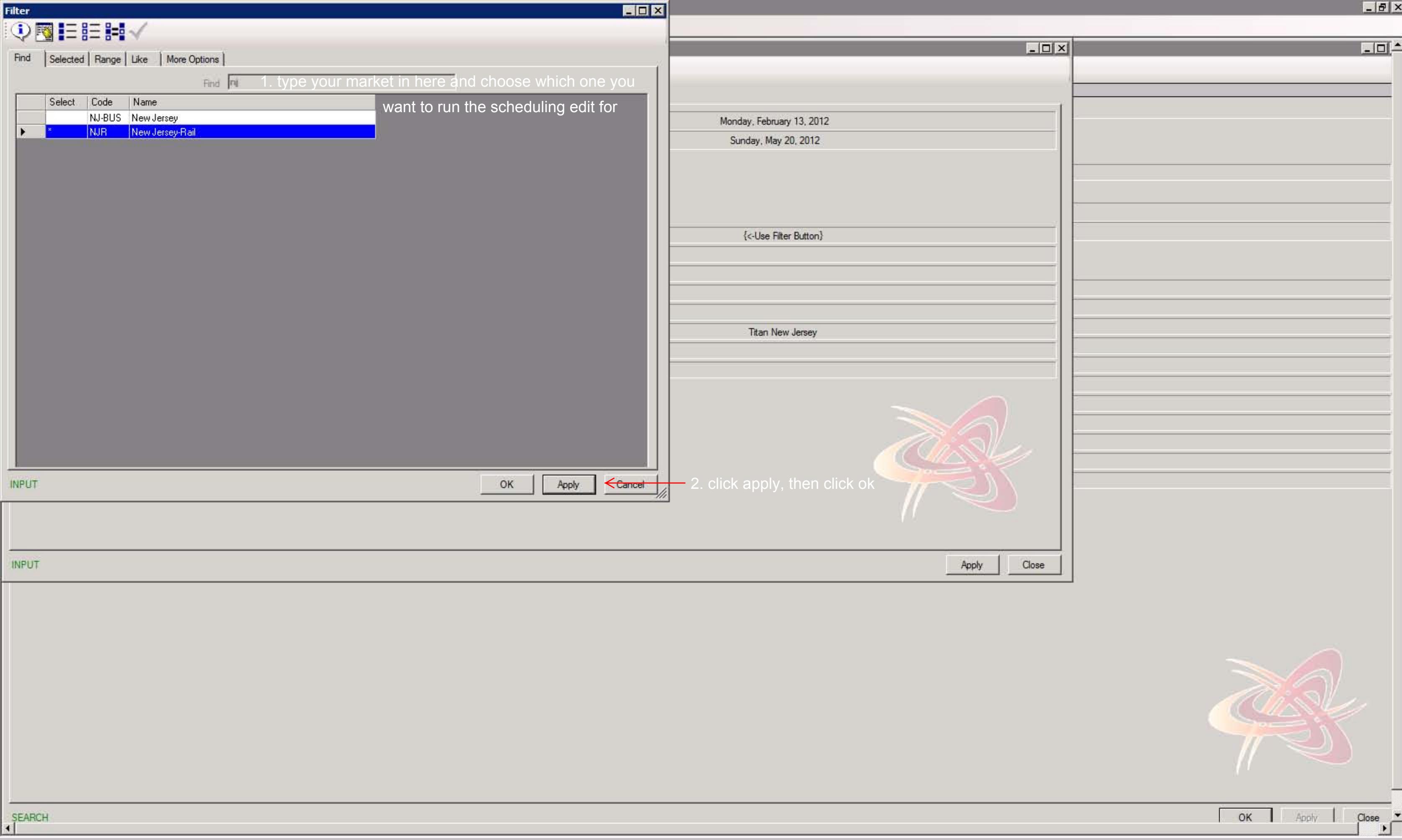
Apply | Close

INPUT



OK | Apply | Close

SEARCH



Campaign Vs Bookings Vs Scheduling Postings

Report Input | Report Output |

Once Sales Market is populated, click report output to make sure you have the right output selected.

Start Date

Monday, February 13, 2012

End Date

Sunday, May 20, 2012

Include Cancelled Campaigns/Details/Segment Space Designs Do Not Match Contracted Sort by Segment Start Date

Filter By Credit Both Approved and Not Approved

Sales Market NJR

New Jersey-Rail

Media Product Type

Media Product

Campaign

Campaign Detail Type

Operator NJ

Titan New Jersey

Sales Executive

Segment Status

Show Media Product On Report Instead Of Media Type 

Apply | Close

INPUT



OK | Apply | Close

Page 82 of 110

Campaign Vs Bookings Vs Scheduling Postings

Report Input Report Output

Report Title Campaign Vs Bookings Vs Scheduling Postings

 Create A Print Preview Of Report Print Straight To Printer Output To Grid On Screen 1. select output to grid on screen Output To Email Output To PDF

2. Click apply

Apply

Close

INPUT



OK Apply Close

SEARCH

Campaign Vs Bookings Vs Scheduling Postings

Scheduling Edit

Scheduling Edit

	Segment Start Date	Segment End Date	Campaign Name	Campaign	User Name	Media Product Name	Media Product Typ	Code Media Pro	Name	Credit Approved	Sales Market Name
▶	3/19/2012	4/1/2012	Bloomfield College- 9/	21120343	Noemi Bonilla	Platform	Digital	D	Titan New Jersey		New Jersey-Rail
	2/20/2012	3/18/2012	Bloomfield College- 9/	21120343	Noemi Bonilla	Platform	Digital	D	Titan New Jersey		New Jersey-Rail
	3/19/2012	4/15/2012	Benzel Busch 3/2012	21120585	Terry Kenney	Platform	Digital	D	Titan New Jersey		New Jersey-Rail
	4/16/2012	5/13/2012	Benzel Busch 3/2012	21120585	Terry Kenney	Platform	Digital	D	Titan New Jersey		New Jersey-Rail
	4/16/2012	5/13/2012	Blacksmith of Hudson	21120586	Terry Kenney	Platform	Digital	D	Titan New Jersey		New Jersey-Rail
	3/19/2012	4/15/2012	Blacksmith of Hudson	21120586	Terry Kenney	Platform	Digital	D	Titan New Jersey		New Jersey-Rail
	3/19/2012	4/15/2012	Rutgers New Brunswi	21224054	Herb Barry	Platform	Digital	D	Titan New Jersey		New Jersey-Rail
	3/19/2012	4/15/2012	Rutgers New Brunswi	21224054	Herb Barry	Platform	Digital	D	Titan New Jersey		New Jersey-Rail
	3/5/2012	3/18/2012	Blacksmith of Hudson	21224058	Terry Kenney	Platform	Digital	D	Titan New Jersey		New Jersey-Rail
	2/20/2012	3/4/2012	Blacksmith of Hudson	21224058	Terry Kenney	Platform	Digital	D	Titan New Jersey		New Jersey-Rail
	2/20/2012	3/4/2012	Benzel Busch 2/2012	21224059	Terry Kenney	Platform	Digital	D	Titan New Jersey		New Jersey-Rail
	3/5/2012	3/18/2012	Benzel Busch 2/2012	21224059	Terry Kenney	Platform	Digital	D	Titan New Jersey		New Jersey-Rail
	2/20/2012	3/18/2012	Liberty Travel Digital-	21224092	Herb Barry	Platform	Digital	D	Titan New Jersey		New Jersey-Rail
	4/30/2012	5/27/2012	Simply Orange	21226085	Steve Rosenber	Platform	Digital	D	Titan New Jersey		New Jersey-Rail
	4/2/2012	4/29/2012	Rutgers Day- 4/12	HOLD.RUTGR	Herb Barry	Platform	Digital	D	Titan New Jersey		New Jersey-Rail
	4/2/2012	4/29/2012	NFL Draft	21123515	Rob Levine	Wall	Digital	D	Titan New Jersey		New Jersey-Rail
	4/2/2012	4/2/2012	NFL Draft - digital pro	21123518	Rob Levine	Wall	Digital	D	Titan New Jersey		New Jersey-Rail
	2/13/2012	2/26/2012	Citibank Google Walle	21123701	Steve Rosenber	Wall	Digital	D	Titan New Jersey		New Jersey-Rail
	3/5/2012	4/1/2012	Express 3.5.12	21210003	Abigail Hamilton	Wall	Digital	D	Titan New Jersey		New Jersey-Rail
	4/2/2012	4/29/2012	Rutgers University- 4/	21224003	Herb Barry	Wall	Digital	D	Titan New Jersey		New Jersey-Rail
	2/22/2012	2/22/2012	Henderson Sothebys-	21120301	Noemi Bonilla	Handout	Marketing	MAR	Titan New Jersey		New Jersey-Rail
	3/14/2012	3/14/2012	Henderson Sothebys-	21120301	Noemi Bonilla	Handout	Marketing	MAR	Titan New Jersey		New Jersey-Rail
	4/18/2012	4/18/2012	Henderson Sothebys-	21120301	Noemi Bonilla	Handout	Marketing	MAR	Titan New Jersey		New Jersey-Rail
	2/15/2012	2/15/2012	Million Dollar Quartet	21226008	Steve Rosenber	Handout	Marketing	MAR	Titan New Jersey		New Jersey-Rail
	2/28/2012	2/28/2012	Million Dollar Quartet	21226008	Steve Rosenber	Handout	Marketing	MAR	Titan New Jersey		New Jersey-Rail
	3/12/2012	4/8/2012	George Street Playho	21120398	Noemi Bonilla	1 Sheet	Rail	RAIL	Titan New Jersey		New Jersey-Rail
	4/23/2012	5/20/2012	George Street Playho	21120398	Noemi Bonilla	1 Sheet	Rail	RAIL	Titan New Jersey		New Jersey-Rail

OK

Apply

Close

Right click on any of the segments and then click export to excel.



	A	B	C	D	E	F	G	H	I	J
1	Segment Start Date	Segment End Date	Campaign Name	Campaign	User Name	Media Product Name	Media Product Type	Code Media Product Type	Credit Approved?	Name
2	3/19/2012	4/1/2012	Bloomfield College- 9/11	21120343	Noemi Bonilla	Platform	Digital	D	0	Titan New .
3	2/20/2012	3/18/2012	Bloomfield College- 9/11	21120343	Noemi Bonilla	Platform	Digital	D	0	Titan New .
4	3/19/2012	4/15/2012	Benzel Busch 3/2012	21120585	Terry Kenney	Platform	Digital	D	0	Titan New .
5	4/16/2012	5/13/2012	Benzel Busch 3/2012	21120585	Terry Kenney	Platform	Digital	D	0	Titan New .
6	4/16/2012	5/13/2012	Blacksmith of Hudson 3/2012	21120586	Terry Kenney	Platform	Digital	D	0	Titan New .
7	3/19/2012	4/15/2012	Blacksmith of Hudson 3/2012	21120586	Terry Kenney	Platform	Digital	D	0	Titan New .
8	3/19/2012	4/15/2012	Rutgers New Brunswick Summer- 3/12	21224054	Herb Barry	Platform	Digital	D	0	Titan New .
9	3/19/2012	4/15/2012	Rutgers New Brunswick Summer- 3/12	21224054	Herb Barry	Platform	Digital	D	0	Titan New .
10	3/5/2012	3/18/2012	Blacksmith of Hudson 2/2012	21224058	Terry Kenney	Platform	Digital	D	0	Titan New .
11	2/20/2012	3/4/2012	Blacksmith of Hudson 2/2012	21224058	Terry Kenney	Platform	Digital	D	0	Titan New .
12	2/20/2012	3/4/2012	B	Save As	Kenney	Platform	Digital	D	0	Titan New .
13	3/5/2012	3/18/2012	B		Kenney	Platform	Digital	D	0	Titan New .
14	2/20/2012	3/18/2012	L		Barry	Platform	Digital	D	0	Titan New .
15	4/30/2012	5/27/2012	S		Rosenberg	Platform	Digital	D	0	Titan New .
16	4/2/2012	4/29/2012	R		Barry	Platform	Digital	D	0	Titan New .
17	4/2/2012	4/29/2012	N		Levine	Wall	Digital	D	0	Titan New .
18	4/2/2012	4/2/2012	N		Levine	Wall	Digital	D	0	Titan New .
19	2/13/2012	2/26/2012	C		Rosenberg	Wall	Digital	D	0	Titan New .
20	3/5/2012	4/1/2012	E		il Hamilton	Wall	Digital	D	0	Titan New .
21	4/2/2012	4/29/2012	R		Barry	Wall	Digital	D	0	Titan New .
22	2/22/2012	2/22/2012	H		ai Bonilla	Handout	Marketing	MAR	0	Titan New .
23	3/14/2012	3/14/2012	H		ai Bonilla	Handout	Marketing	MAR	0	Titan New .
24	4/18/2012	4/18/2012	H		ai Bonilla	Handout	Marketing	MAR	0	Titan New .
25	2/15/2012	2/15/2012	M		Rosenberg	Handout	Marketing	MAR	0	Titan New .
26	2/28/2012	2/28/2012	M		Rosenberg	Handout	Marketing	MAR	0	Titan New .
27	3/12/2012	4/8/2012	G		ai Bonilla	1 Sheet	Rail	RAIL	0	Titan New .
28	4/23/2012	5/20/2012	G		ai Bonilla	1 Sheet	Rail	RAIL	0	Titan New .
29	4/30/2012	5/27/2012	H		luzzolino	1 Sheet	Rail	RAIL	0	Titan New .
30	4/2/2012	4/29/2012	H		luzzolino	1 Sheet	Rail	RAIL	0	Titan New .
31	4/30/2012	6/24/2012	S		in Parnes	1 Sheet	Rail	RAIL	0	Titan New .
32	2/13/2012	2/13/2012	M		Woodis	1 Sheet	Rail	RAIL	0	Titan New .
33	3/5/2012	5/27/2012	E		anda Rosenberg	1 Sheet	Rail	RAIL	0	Titan New .
34	2/27/2012	3/25/2012	Jodi Picoult: Lone Wolf		Greg Ald	1 Sheet	Rail	RAIL	0	Titan New .
35	3/26/2012	4/1/2012	Jodi Picoult: Lone Wolf	21123809	Greg Ald	1 Sheet	Rail	RAIL	0	Titan New .
36	4/2/2012	4/8/2012	Jodi Picoult: Lone Wolf	21123809	Greg Ald	1 Sheet	Rail	RAIL	0	Titan New .
37	5/7/2012	7/1/2012	BLUE ROOSTER 2/12	21224002	Mike luzzolino	1 Sheet	Rail	RAIL	0	Titan New .
38	2/13/2012	2/10/2013	Greater Media Newspaper - 1/12	21224029	Herb Barry	1 Sheet	Rail	RAIL	0	Titan New .
39	2/13/2012	2/13/2012	Greater Media Newspaper - 1/12	21224029	Herb Barry	1 Sheet	Rail	RAIL	0	Titan New .
40	3/12/2012	4/8/2012	RIX POOLS	21224074	Mike luzzolino	1 Sheet	Rail	RAIL	0	Titan New .
41	5/7/2012	6/3/2012	RIX POOLS	21224074	Mike luzzolino	1 Sheet	Rail	RAIL	0	Titan New .
42	4/2/2012	4/29/2012	RIX POOLS	21224074	Mike luzzolino	1 Sheet	Rail	RAIL	0	Titan New .
43	3/12/2012	3/12/2012	RIX POOLS	21224074	Mike luzzolino	1 Sheet	Rail	RAIL	0	Titan New .
44	4/16/2012	5/13/2012	Paterson Habitat for Humanity- 4/2012	21224083	Noemi Bonilla	1 Sheet	Rail	RAIL	0	Titan New .
45	4/30/2012	5/27/2012	Women in Hiding Press- 4/2012	21224096	Noemi Bonilla	1 Sheet	Rail	RAIL	0	Titan New .
46	4/30/2012	4/30/2012	Women in Hiding Press- 4/2012	21224096	Noemi Bonilla	1 Sheet	Rail	RAIL	0	Titan New .

save to the folder of
your choosing and then
you can filter and delete
anything you don't need.

Campaign Detail Maintenance



How To - Use Panel Picker for Charting

Campaign: Septa2010 Southeastern Pennsylvania Transportation Filler 5/3/2010 - 4/26/2015

Client Ref:

Campaign Detail | Parameters | Bookings |

Campaign Detail Type	50	<input type="button" value="🔍"/>	Sold
Campaign Detail Description	Southeastern Pennsylvania Transportation Filler		
Status	GRN	<input type="button" value="🔍"/>	Guarantee
Hold Expire	3/2/2011 1:27 PM	Wednesday, March 02, 2011 1:27:00 PM	

Campaign Segments

Sales Market Code	Sales Market Name	Media Type	Media Product Name	Package#	Start Date	End Date	Segment Status	Weeks	Act Panels	Estimated Panels	Space Reserved	Total Reserved	Act GRP.	Est
BE	Philadelphia Bus	Bus	King (30x144)		2/14/2011	6/26/2011		19	72	150	0	72	0.000	
BE	Philadelphia Bus	Bus	Ultra Super King		4/1/2011	4/28/2011	BOS	4	2	2	0	2	0.000	
BE	Philadelphia Bus	Bus	Ultra Super King		10/3/2011	10/31/2011		4	12	0	0	12	0.000	
BE	Philadelphia Bus	Bus	Full Wrap		2/27/2012	1/31/2014		100	3	10	0	3	0.000	
► PHR	Philadelphia Rail	Rail	2 Sheet		3/5/2012	6/3/2012		13	0	18	0	0	0.000	

Double Click the segment which you want to chart panels to. This will take you
to the Campaign Segment Maintenance Screen.

Campaign Segment Maintenance



Campaign: Septa2010 Southeastern Pennsylvania Transportation Filler 5/3/2010 - 4/26/2015
Client Ref:

Segment Header | Segment Header(1) | Parameters | Priorities | Bookings | Segment Profit Center Split |

Click the bookings tab

Sales Market	PHR	<input type="button" value="🔍"/>	Philadelphia Rail
Segment Status		<input type="button" value="🔍"/>	
Operator	Titan Philadelphia		
Media Product Type	RAIL	<input type="button" value="🔍"/>	Rail
Media Product	133	<input type="button" value="🔍"/>	2 Sheet
Inventory Package		<input type="button" value="🔍"/>	
Segment Start Date	3/5/2012	<input type="button" value="📅"/>	Monday, March 05, 2012
Segment End Date	6/3/2012	<input type="button" value="📅"/>	Sunday, June 03, 2012
Weeks	13		
Months			
Rotations	0		
Budget	\$0.00		
GRP	0.000		
Panels	18		
Forecast Production	\$0.00		
Package#			
Copy Required	<input checked="" type="checkbox"/>		
Posting Instruction Required	<input checked="" type="checkbox"/>		
Reconciled	<input type="checkbox"/>		
Production Included	<input type="checkbox"/>		



SEARCH

OK Apply Close

Campaign Segment Maintenance



Campaign: Septa2010 Southeastern Pennsylvania Transportation Filler 5/3/2010 - 4/26/2015
Client Ref:

Segment Header | Segment Header(1) | Parameters | Priorities | Bookings | Segment Profit Center Split |

Bookings

Area Name	Active Mop	Panel	Site	Sales Address	Booking Start Date	Booking End Date	Segment Media Pr	Panel Media Produ	Booking Status	GRP	Sales Market	Actual Price
-----------	------------	-------	------	---------------	--------------------	------------------	------------------	-------------------	----------------	-----	--------------	--------------

Double click anywhere in this gray screen. This will take you to the Panel Picker.

Panel Picker

Campaign: Septa2010 Southeastern Pennsylvania Transportation Filler 3/5/2012 - 6/3/2012
Sales Market: Philadelphia Rail
Media Product Type/Media Product: Rail/2 Sheet

Panel Picker | Filters | Filters(1) | Parameters |

In Area: (None) | Schedule End Date: 6/3/2012 (Sunday, June 03, 2012) | Schedule Start Date: 3/5/2012 (Monday, March 05, 2012) | Fragmentation: (None)

Available Panels - Panels Selected = 0

Selected	Site	Panel	Ride Number	Sales Address	DEC	III?	Area	Current Advertiser	Post Date	Booking Finish	Current Campaign	Booking Status	Segment Status	Product Name
You will not see any available panels or booked panels. Click the Filters Tab.														

Panels: 0 | Price: \$0.00 | Dec: 0 | GRP: 0.000

Booked Panels - Panels Selected = 0

Selected	Site	Area	Panel	Ride N	Sales Address	Current Advertiser	Design Desc	Start	III	Finish	Booking Status	Post Date	Current Campaign	Design
You will not see any available panels or booked panels. Click the Filters Tab.														

Panels: 0 | Gross Price: \$0.00 | Dec: 0 | Dec Avg: 0 | GRP: 0.000 | GRP Avg: 0.000

INPUT | Close | Page 89 of 110

Panel Picker

Campaign: Septa2010 Southeastern Pennsylvania Transportation Filler 3/5/2012 - 6/3/2012
Sales Market: Philadelphia Rail
Media Product Type/Media Product: Rail/2 Sheet

Panel Picker Filters | Filters(1) | Parameters

Make sure your start date, end date, Media Product are correct, then click the Parameters tab

Search Start	3/5/2012	Monday, March 05, 2012
PSG	(None)	
Search End	6/3/2012	Sunday, June 03, 2012
Status	Available	
Sort Order	Panel	
Sales Criteria	(None)	
Media Product	133	2 Sheet
Segment	(None)	
Height Off Ground	All	
Route	All	
Direction	All	
Line	All	
Inventory Package		
Sales Address		
Site		
Panel		
Zip		
Include Zip Facing	<input type="checkbox"/>	
Product Proximity		
Distance	0	

 KBWorld Fusion Quattro

INPUT Close

Panel Picker

Campaign: Septa2010 Southeastern Pennsylvania Transportation Filler 3/5/2012 - 6/3/2012
Sales Market: Philadelphia Rail
Media Product Type/Media Product: Rail/2 Sheet

Panel Picker | Filters | Filters(1) Parameters |

Ignore Line Of Sight
Ignore Prohibitions
Illuminated Only
Include Alternate Panels ← make sure you check off Include Alternate Panels, then click the Panel Picker tab
Ignore Last Posted LOS
Ignore Secondary LOS



INPUT

Close

Panel Picker

Campaign: Septa2010 Southeastern Pennsylvania Transportation Filler 3/5/2012 - 6/3/2012
Sales Market: Philadelphia Rail
Media Product Type/Media Product: Rail/2 Sheet

Refresh

In Area: (None) Schedule End Date: 6/3/2012 Sunday, June 03, 2012 Schedule Start Date: 3/5/2012 Monday, March 05, 2012 Fragmentation: (None)

Available Panels - Panels Selected = 0

Selected	Site	Panel	Ride Number	Sales Address	DEC	III?	Area	Current Advertiser	Post Date	Booking Finish	Current Campaign	Booking Status	Segment Status	Product Name
----------	------	-------	-------------	---------------	-----	------	------	--------------------	-----------	----------------	------------------	----------------	----------------	--------------

click the refresh icon and this will populate the Available Panels section

Panels: 0 Price: \$0.00 Dec: 0 GRP: 0.000

Booked Panels - Panels Selected = 0

Selected	Site	Area	Panel	Ride N	Sales Address	Current Advertiser	Design Desc	Start	III	Finish	Booking Status	Post Date	Current Campaign	Design
----------	------	------	-------	--------	---------------	--------------------	-------------	-------	-----	--------	----------------	-----------	------------------	--------

Panels: 0 Gross Price: \$0.00 Dec: 0 Dec Avg: 0 GRP: 0.000 GRP Avg: 0.000

INPUT Close

Panel Picker

Campaign: Septa2010 Southeastern Pennsylvania Transportation Filler 3/5/2012 - 6/3/2012
 Sales Market: Philadelphia Rail
 Media Product Type/Media Product: Rail/2 Sheet

Panel Picker | Filters | Filters(1) | Parameters |

In Area	(None)	
Schedule End Date	6/3/2012	Sunday, June 03, 2012
Schedule Start Date	3/5/2012	Monday, March 05, 2012
Fragmentation	(None)	

Available Panels - Panels Selected = 0

Selected	Site	Panel	Ride Number	Sales Address	DEC	III?	Area	Current Advertiser	Post Date	Booking Finish	Current Campaign	Booking Status	Segment Status	Product Name
	PHI002814A	0000008904	1.00	WEST TRENTON, NJ	0.00	No	West Trenton-PA	Philadelphia Auto Show	1/5/2012	2/5/2012	21127610	Available	Based On Space	2 Sheet
	PHI002990A	0000011609	3.00	WARMINSTER, PA	0.00	No	Warminster-PA	Parx Casino	4/25/2011	1/1/2012	21128887	Available		2 Sheet
	PHI002989A	0000011610	3.00	WARMINSTER, PA	0.00	No	Warminster-PA	Parx Casino	4/25/2011	1/1/2012	21128887	Available		2 Sheet
	PHI004726A	0000011701	4.00	NORTH HILLS, PA	0.00	No	North Hills-PA	Fulton Financial Corporatio	10/6/2011	11/27/2011	21127478	Available	Based On Space	2 Sheet
	PHI003095A	0000012806	4.00	COLMAR, 12	0.00	No	Colmar-PA	Drexel e-Learning, Inc.	2/13/2012	3/4/2012	21127630	Available		2 Sheet
	PHI000912A	0000017707	8.00	HAVERFORD, PA	0.00	No	Haverford-PA	Drexel e-Learning, Inc.	2/10/2012	3/4/2012	21127630	Available		2 Sheet
	PHI003454A	0000021203	9.00	ELWYN, 212	0.00	No	Elwyn-PA	Energetix Inc.	1/9/2012	3/4/2012	21127660	Available		2 Sheet
	PHI002762A	000007728	0.00	PENN, 7728	0.00	No	Suburban Station-	Pennsylvania Ballet	2/14/2011	6/30/2011	21027223	Available	Based On Space	2 Sheet
	PHI000395A	0000PL395A001	0.00	15th/Locust, 15	0.00	No	15th/Locust - Conc	Drexel e-Learning, Inc.	2/15/2012	3/4/2012	21127630	Available		2 Sheet
	PHI000395A	0000PL395A006	0.00	15th/Locust, 15	0.00	No	15th/Locust - Conc	Temple University	2/2/2012	3/4/2012	21128749	Available		2 Sheet
	PHI000395A	0000PL395A008	0.00	15th/Locust, 15	0.00	No	15th/Locust - Conc	Peirce College	10/3/2011	10/30/2011	21128861	Available		2 Sheet
	PHI000395A	0000PL395A010	0.00	15th/Locust, 15	0.00	No	15th/Locust - Conc	Temple University	2/2/2012	3/4/2012	21128749	Available		2 Sheet

Panels 103 Price \$0.00 Dec 0 GRP 0.000

Booked Panels - Panels Selected = 0

Selected	Site	Area	Panel	Ride N	Sales Address	Current Advertiser	Design Desc	Start	III	Finish	Booking Status	Post Date	Current Campaign	Design

Panels 0 Gross Price \$0.00 Dec 0 Dec Avg 0 GRP 0.000 GRP Avg 0.000

INPUT Close

right click on the Sales Address column and click sort ascending
 (this will put your panels in Alphabetical Order)

Panel Picker

Campaign: Septa2010 Southeastern Pennsylvania Transportation Filler 3/5/2012 - 6/3/2012
Sales Market: Philadelphia Rail
Media Product Type/Media Product: Rail/2 Sheet

Panel Picker | Filters | Filters(1) | Parameters |

In Area: (None)

Schedule End Date: 6/3/2012 | Sunday, June 03, 2012

Schedule Start Date: 3/5/2012 | Monday, March 05, 2012

Fragmentation: (None)

Available Panels - Panels Selected = 18

Selected	Site	Panel	Ride Number	Sales Address	DEC	III?	Area	Current Advertiser	Post Date	Booking Finish	Current Campaign	Booking Status	Segment Status	Product Name
*	PHI000444A	00PL 109	14.00	13th/Locust, PL 109 /FW	0.00	No	13th/Locust - Platf	PREIT Malls	11/7/2011	2/5/2012	21127561	Available		2 Sheet
*	PHI000446A	00PL 111	14.00	13th/Locust, PL 111 /FW	0.00	No	13th/Locust - Platf	Peirce College	12/28/2011	2/5/2012	21128763	Available	Based On Space	2 Sheet
*	PHI000489A	00PL 116	14.00	13th/Locust, PL 116 /FE	0.00	No	13th/Locust - Platf	Drexel e-Learning, Inc.	2/15/2012	3/4/2012	21127630	Available		2 Sheet
*	PHI000491A	00PL 118	14.00	13th/Locust, PL 118 /FE	0.00	No	13th/Locust - Platf	TransitChek	12/5/2011	12/12/2011	21127547	Available		2 Sheet
*	PHI000500A	00PL 127	14.00	13th/Locust, PL 127 /FW	0.00	No	13th/Locust - Platf	Drexel e-Learning, Inc.	2/15/2012	3/4/2012	21127630	Available		2 Sheet
*	PHI000395A	0000PL395A001	0.00	15th/Locust, PL 001 /F	0.00	No	15th/Locust - Conc	Drexel e-Learning, Inc.	2/15/2012	3/4/2012	21127630	Available		2 Sheet
*	PHI000395A	0000PL395A006	0.00	15th/Locust, PL 006 /F	0.00	No	15th/Locust - Conc	Temple University	2/2/2012	3/4/2012	21128749	Available		2 Sheet
*	PHI000395A	0000PL395A008	0.00	15th/Locust, PL 008 /F	0.00	No	15th/Locust - Conc	Peirce College	10/3/2011	10/30/2011	21128861	Available		2 Sheet
*	PHI000395A	0000PL395A010	0.00	15th/Locust, PL 010 /F	0.00	No	15th/Locust - Conc	Temple University	2/2/2012	3/4/2012	21128749	Available		2 Sheet
*	PHI000395A	0000PL395A016	0.00	15th/Locust, PL 016 /F	0.00	No	15th/Locust - Conc	Peirce College	2/17/2011	10/2/2011	21128972	Available	Based On Space	2 Sheet
*	PHI000395A	0000PL395A018	0.00	15th/Locust, PL 018 /F	0.00	No	15th/Locust - Conc	Cooper University Hospital	10/22/2010	10/23/2011	21010273	Available		2 Sheet
*	PHI000395A	0000PL395A024	0.00	15th/Locust, PL 024 /FF	0.00	No	15th/Locust - Conc	Drexel e-Learning, Inc.	2/15/2012	3/4/2012	21127630	Available		2 Sheet

Panels: 103 | Price: \$0.00 | Dec: 0 | GRP: 0.000

Booked Panels - Panels Selected = 0

Selected	Site	Area	Panel	Ride N	Sales Address	Current Advertiser	Design Desc	Start	III	Finish	Booking Status	Post Date	Current Campaign	Design
----------	------	------	-------	--------	---------------	--------------------	-------------	-------	-----	--------	----------------	-----------	------------------	--------

Panels: 0 | Gross Price: \$0.00 | Dec: 0 | Dec Avg: 0 | GRP: 0.000 | GRP Avg: 0.000

INPUT | Close | Page 94 of 110

Panel Picker

Campaign: Septa2010 Southeastern Pennsylvania Transportation Filler 3/5/2012 - 6/3/2012
 Sales Market: Philadelphia Rail
 Media Product Type/Media Product: Rail/2 Sheet

Panel Picker | Filters | Filters(1) | Parameters |

In Area: (None) | Schedule End Date: 6/3/2012 (12) | Sunday, June 03, 2012
 Schedule Start Date: 3/5/2012 (12) | Monday, March 05, 2012
 Fragmentation: (None)

Available Panels - Panels Selected = 0

Selected	Site	Panel	Ride Number	Sales Address	DEC	III?	Area	Current Advertiser	Post Date	Booking Finish	Current Campaign	Booking Status	Segment Status	Product Name
►	PHI000446A	00PL 111	14.00	13th/Locust, PL 111 /FW	0.00	No	13th/Locust - Plat	Peirce College	12/28/2011	2/5/2012	21128763	Available	Based On Space	2 Sheet
	PHI000489A	00PL 116	14.00	13th/Locust, PL 116 /FE	0.00	No	13th/Locust - Plat	Drexel e-Learning, Inc.	2/15/2012	3/4/2012	21127630	Available		2 Sheet
	PHI000491A	00PL 118	14.00	13th/Locust, PL 118 /FE	0.00	No	13th/Locust - Plat	TransitChek	12/5/2011	12/12/2011	21127547	Available		2 Sheet
	PHI000395A	0000PL395A001	0.00	15th/Locust, PL 001 /F	0.00	No	15th/Locust - Conc	Drexel e-Learning, Inc.	2/15/2012	3/4/2012	21127630	Available		2 Sheet
	PHI000395A	0000PL395A006	0.00	15th/Locust, PL 006 /F	0.00	No	15th/Locust - Conc	Temple University	2/2/2012	3/4/2012	21128749	Available		2 Sheet
	PHI000395A	0000PL395A010	0.00	15th/Locust, PL 010 /F	0.00	No	15th/Locust - Conc	Temple University	2/2/2012	3/4/2012	21128749	Available		2 Sheet
	PHI000395A	0000PL395A016	0.00	15th/Locust, PL 016 /F	0.00	No	15th/Locust - Conc	Peirce College	2/17/2011	10/2/2011	21128972	Available	Based On Space	2 Sheet
	PHI000395A	0000PL395A018	0.00	15th/Locust, PL 018 /F	0.00	No	15th/Locust - Conc	Cooper University Hospital	10/22/2010	10/23/2011	21010273	Available		2 Sheet
	PHI000395A	0000PL395A033	0.00	15th/Locust, PL 033 /FW	0.00	No	15th/Locust - Conc	Cooper University Hospital	10/22/2010	10/23/2011	21010273	Available		2 Sheet
	PHI003184A	14501	6.00	Allen Lane, 14501	0.00	No	Allen Lane-PA			10/25/2009		Available		2 Sheet
	PHI003796A	14503	6.00	Allen Lane, 14503	0.00	No	Allen Lane-PA			8/9/2009		Available		2 Sheet
	Allan PHI 14509	14509	0.00	Allen Lane, 14509	0.00	No	Allen Lane-PA					Available		2 Sheet

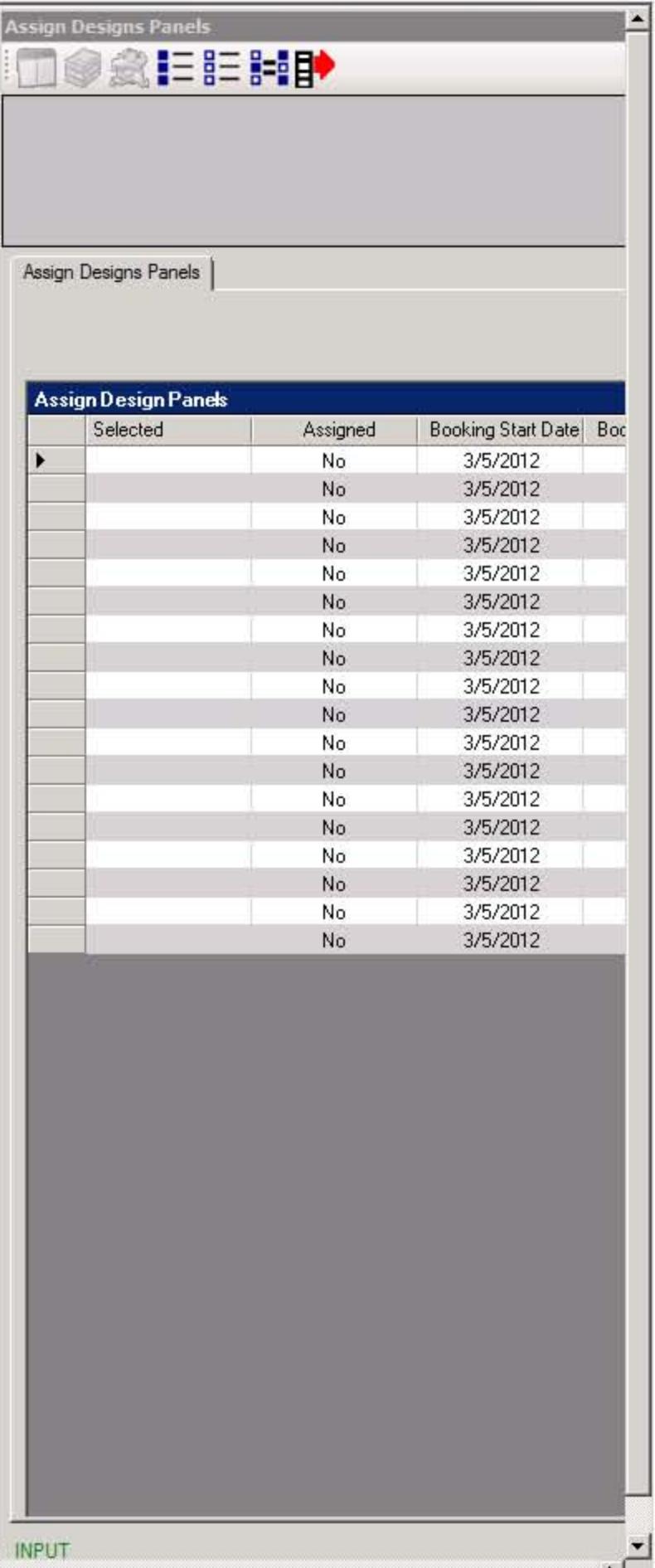
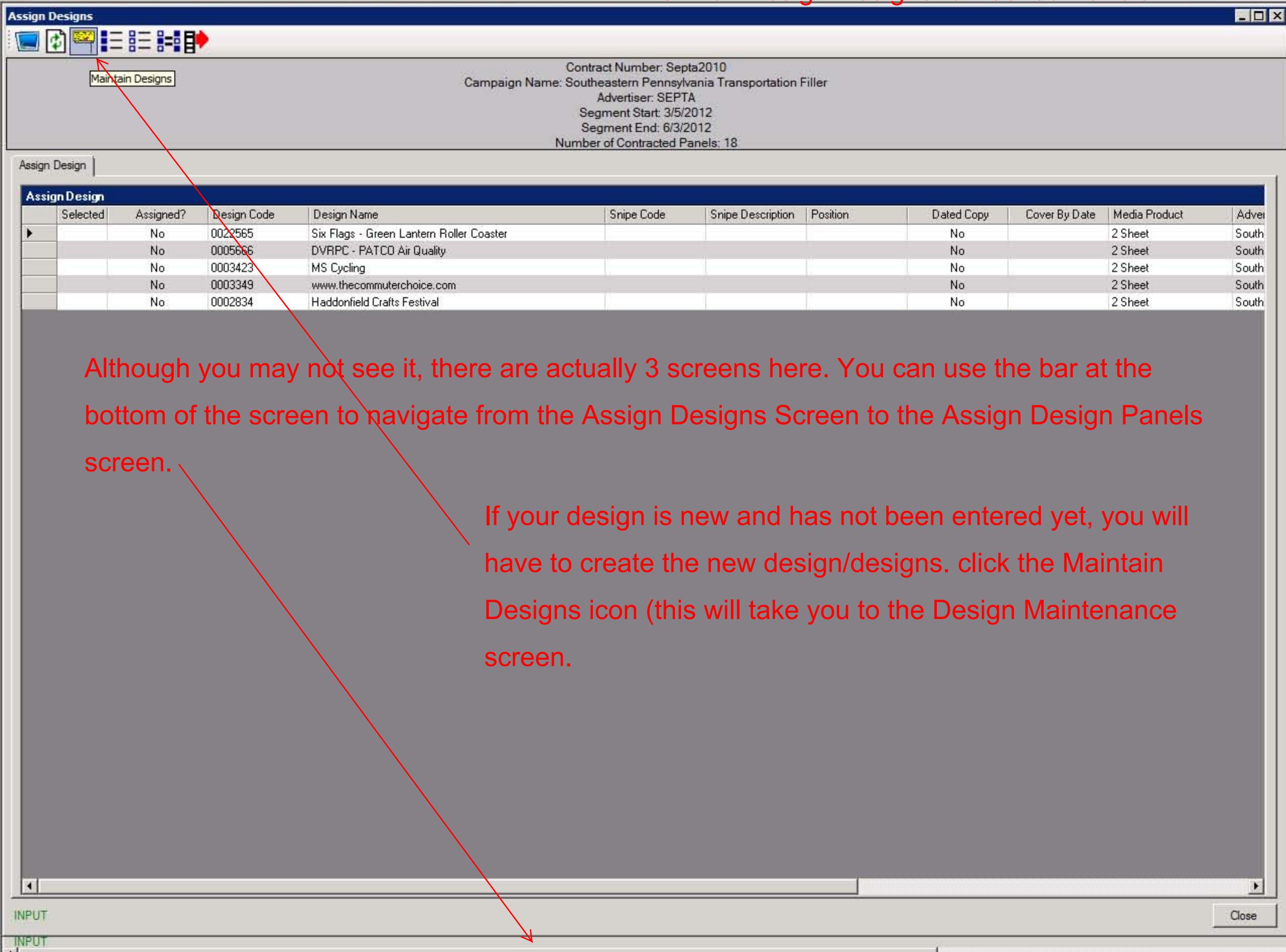
Panels: 85 | Price: \$0.00 | Dec: 0 | GRP: 0.000

Booked Panels - Panels Selected = 0

Selected	Site	Area	Panel	Ride N	Sales Address	Current Advertiser	Design Desc	Start	III	Finish	Booking Status	Post Date	Current Campaign	Desi
►	PHI000395A	15th/Locust - Concourse-PA	0000PL395A00	0.00	15th/Locust, PL 008 /F	Peirce College	Healthcare Growth	3/5/2012	No	6/3/2012	Guarantee Sold	10/3/2011	21128861	10/3/2011
	PHI000395A	15th/Locust - Concourse-PA	0000PL395A02	0.00	15th/Locust, PL 024 /FE	Drexel e-Learning, Inc.	Expectations Excee	3/5/2012	No	6/3/2012	Guarantee Sold	2/15/2012	21127630	1/2/2012
	PHI000503A	8th/Market - Platform-PA-PATCO	0000PL501A17	0.00	8th/Market, PL 517	Diageo North America	The People have ch	3/5/2012	No	6/3/2012	Guarantee Sold	5/5/2011	21122396	5/5/2011
	PHI000444A	13th/Locust - Platform-PA	00PL 109	14.00	13th/Locust, PL 109 /FW	PREIT Malls	Voorhees Town Cen	3/5/2012	No	6/3/2012	Guarantee Sold	11/7/2011	21127561	11/7/2011
	PHI000500A	13th/Locust - Platform-PA	00PL 127	14.00	13th/Locust, PL 127 /FW	Drexel e-Learning, Inc.	Drexel Inspired	3/5/2012	No	6/3/2012	Guarantee Sold	2/15/2012	21127630	1/2/2012
	PHI000548A	City Hall-PA	00PL 408	0.00	City Hall, PL 408 /F	Temple University	The Power of Conn	3/5/2012	No	6/3/2012	Guarantee Sold	2/2/2012	21128749	2/2/2012
	PHI004785A	City Hall-PA	00PL 428	0.00	City Hall, PL 428 /F	Peirce College	Dream	3/5/2012	No	6/3/2012	Guarantee Sold	12/28/2011	21128763	1/8/2012
	PHI004803A	Broadway - Platform-PA	00PL 512	0.00	Broadway, PL 512 /F	Drexel e-Learning, Inc.	Drexel Mobilized	3/5/2012	No	6/3/2012	Guarantee Sold	2/15/2012	21127630	1/2/2012
	PHI004810A	Ferry Avenue-PA	00PL 607	0.00	Ferry Avenue, PL 607 /F	Temple University	The Power of Conn	3/5/2012	No	6/3/2012	Guarantee Sold	2/2/2012	21128749	2/2/2012
	PHI004816A	Ferry Avenue-PA	00PL 613	0.00	Ferry Avenue, PL 613 /F	Drexel e-Learning, Inc.	Education Transfor	3/5/2012	No	6/3/2012	Guarantee Sold	2/15/2012	21127630	1/2/2012
	PHI000655A	Collingswood-PA	00PL 719	0.00	Collingswood, PL 719 /F	Drexel e-Learning, Inc.	Drexel Transformed	3/5/2012	No	6/3/2012	Guarantee Sold	2/15/2012	21127630	1/2/2012

Panels: 18 | Gross Price: \$0.00 | Dec: 0 | Dec Avg: 0 | GRP: 0.000 | GRP Avg: 0.000

Notes:
 this shows you how many panels have been booked. Click Assign Designs icon to assign a design to each panel booked.
 (this will take you to the Assign Designs screen)



Although you may not see it, there are actually 3 screens here. You can use the bar at the bottom of the screen to navigate from the Assign Designs Screen to the Assign Design Panels screen.

If your design is new and has not been entered yet, you will have to create the new design/designs. click the Maintain Designs icon (this will take you to the Design Maintenance screen).

Design Maintenance



Design | Order History |

Advertiser	SEPTA	<input type="button" value=""/>	Southeastern Pennsylvania Transportation Authority
Design Code	0024641	Creation Date	10/4/2011
Design Name	Take Down Beneficial		
Media Product	35	<input type="button" value=""/>	Full Back
Account Manager	<input type="button" value=""/>	<input type="button" value=""/>	
Approved	<input type="checkbox"/>		

Snipe

Snipe Code	Description	Reserved	Position Code	Position Name

Embellishments

Moveme	Animatio	3D?	Size Unit	Weight Unit	Description	Position T	Height T	Width T	Depth T	Weight T	Position R	Height R	Width R	Depth R	Weight R	Position B	Height B

if there are already designs created for the advertiser, this is the screen you will see. If there are no designs created you will see this screen but there will be no info in Design Name or Media Product. In this case, you will need to click CTRL & The E key simultaneously.

SEARCH

OK | Apply | Close

Design Maintenance



Design | Order History |

Advertiser	SEPTA		Southeastern Pennsylvania Transportation Authority
Design Code	<AUTO>	Creation Date:	3/1/2012
Design Name	Last Car...Quiet Car! Silhouette		
Media Product	133		2 Sheet
Account Manager	jrandazzo		Jeff Randazzo
Approved	<input checked="" type="checkbox"/>		

Snipe

Input:Approved

Snipe Code	Description	Reserved	Position Code	Position Name

Embellishments

Moveme	Animatio	3D?	Size Unit	Weight Unit	Description	Position T	Height T	Width T	Depth T	Weight T	Position R	Height R	Width R	Depth R	Weight R	Position B	Height B

1. Type in your Design Name
2. Type in your Media Product
3. Make sure you check off the Approved Box
4. Click Apply
5. Repeat the process for all designs

Assign Designs



Contract Number: Septa2010
Campaign Name: Southeastern Pennsylvania Transportation Filler
Advertiser: SEPTA
Segment Start: 3/5/2012
Segment End: 6/3/2012
Number of Contracted Panels: 18

Assign Design

Assign Design - Selected = 1

	Selected	Assigned?	Design Code	Design Name	Snipe Code	Snipe Description	Position	Dated Copy	Cover By Date	Media Product	Adv.
►	*	No	0031188	Last Car... Quiet Carl Cartoon				No		2 Sheet	Sou
		No	0031187	Last Car...Quiet Carl Silhouette				No		2 Sheet	Sou
		No	0022565	Six Flags - Green Lantern Roller Coaster				No		2 Sheet	Sou
		No	0005666	DVRPC - PATCO Air Quality				No		2 Sheet	Sou
		No	0003423	MS Cycling				No		2 Sheet	Sou
		No	0003349	www.thecomuterchoice.com				No		2 Sheet	Sou
		No	0002834	Haddonfield Crafts Festival				No		2 Sheet	Sou

INPUT

INPUT

1

X Assign Designs Panels



Assign Designs Panels

Assign Design Panel

INPUT

Contract Number: Septa2010
Name: Southeastern Pennsylvania Transportation Filler
Advertiser: SEPTA
Segment Start: 3/5/2012
Segment End: 6/3/2012
Number of Contracted Panels: 18

Contract Number: Septa2010
Campaign Name: Southeastern Pennsylvania
Advertiser: SEPTA
Segment Start: 3/5/2012
Segment End: 6/3/2012
Number of Contracted Panels: 18

Scheduled Date: 3/5/12
Number Of Panels: 18

Assign Design Panels - Selected = 9

	Selected	Assigned	Booking Start Date	Booking Finish Date	Active Map	Site	Panel	Sales Address
1	No	No	3/5/2012	6/3/2012	No	PHI000395A	0000PL395A008	15th/Locust, PL 008 /F
2	No	No	3/5/2012	6/3/2012	No	PHI000395A	0000PL395A024	15th/Locust, PL 024 /FE
3	No	No	3/5/2012	6/3/2012	No	PHI000503A	0000PL501A17	8th/Market, PL 517
4	No	No	3/5/2012	6/3/2012	No	PHI000444A	00PL 109	13th/Locust, PL 109 /FW
5	No	No	3/5/2012	6/3/2012	No	PHI000500A	00PL 127	13th/Locust, PL 127 /FW
6	No	No	3/5/2012	6/3/2012	No	PHI000548A	00PL 408	City Hall, PL 408 /F
7	No	No	3/5/2012	6/3/2012	No	PHI004785A	00PL 428	City Hall, PL 428 /F
8	No	No	3/5/2012	6/3/2012	No	PHI004803A	00PL 512	Broadway, PL 512 /F
9	No	No	3/5/2012	6/3/2012	No	PHI004810A	00PL 607	Ferry Avenue, PL 607 /F
10	No	No	3/5/2012	6/3/2012	No	PHI004816A	00PL 613	Ferry Avenue, PL 613 /F
11	No	No	3/5/2012	6/3/2012	No	PHI000655A	00PL 719	Collingswood, PL 719 /F
12	No	No	3/5/2012	6/3/2012	No	PHI000621A	00PL 802	Westmont, PL 802 /F
13	No	No	3/5/2012	6/3/2012	No	PHI000699A	0PL 1012	Woodcrest, PL 1012 /F
14	No	No	3/5/2012	6/3/2012	No	PHI000724A	0PL 1037	Woodcrest, PL 1037 /F
15	No	No	3/5/2012	6/3/2012	No	PHI000750A	0PL 1118	Ashland, PL 1118 /FW
16	No	No	3/5/2012	6/3/2012	No	PHI000764A	0PL 1132	Ashland, PL 1132 /FW
17	No	No	3/5/2012	6/3/2012	No	PHI000799A	0PL 1223	Lindenwold, PL 1223 /F
18	No	No	3/5/2012	6/3/2012	No	PHI001047A	0PL 1245	Lindenwold, PL 1245 /F

1. Select the panels which you are assigning the design to
2. Type in the date in the Scheduled Date box (I usually use the Booking Start Date)
3. Press the Tab Key (this will turn on the User Defined icon)

1. Select the panels which you are assigning the design to
 2. Type in the date in the Scheduled Date box (I usually use the Booking Start Date)
 3. Press the Tab Key (this will turn on the User Defined icon)

Contract Number: Septa2010
Name: Southeastern Pennsylvania Transportation Fille
Advertiser: SEPTA
Segment Start: 3/5/2012
Segment End: 6/3/2012
Number of Contracted Panels: 18

X Assign Designs Pane



User Define

Contract Number: Septa20
Campaign Name: Southeastern Pennsylvania
Advertiser: SEPTA
Segment Start: 3/5/2012
Segment End: 6/3/2012
Number of Contracted Panels

Assign Design Panels - Selected = 9								
Selected	Assigned	Booking Start Date	Booking Finish Dat	Active Mop	Site	Panel	Sales Address	
*	No	3/5/2012	6/3/2012	No	PHI000395A	0000PL395A008	15th/Locust, PL 008 /F	
	No	3/5/2012	6/3/2012	No	PHI000395A	0000PL395A024	15th/Locust, PL 024 /FE	
*	No	3/5/2012	6/3/2012	No	PHI000503A	0000PL501A17	8th/Market, PL 517	
	No	3/5/2012	6/3/2012	No	PHI000444A	00PL 109	13th/Locust, PL 109 /FW	
*	No	3/5/2012	6/3/2012	No	PHI000500A	00PL 127	13th/Locust, PL 127 /FW	
	No	3/5/2012	6/3/2012	No	PHI000548A	00PL 408	City Hall, PL 408 /F	
*	No	3/5/2012	6/3/2012	No	PHI004785A	00PL 428	City Hall, PL 428 /F	
	No	3/5/2012	6/3/2012	No	PHI004803A	00PL 512	Broadway, PL 512 /F	
*	No	3/5/2012	6/3/2012	No	PHI004810A	00PL 607	Ferry Avenue, PL 607 /F	
	No	3/5/2012	6/3/2012	No	PHI004816A	00PL 613	Ferry Avenue, PL 613 /F	
*	No	3/5/2012	6/3/2012	No	PHI000655A	00PL 719	Collingswood, PL 719 /F	
	No	3/5/2012	6/3/2012	No	PHI000621A	00PL 802	Westmont, PL 802 /F	
*	No	3/5/2012	6/3/2012	No	PHI000699A	0PL 1012	Woodcrest, PL 1012 /F	
	No	3/5/2012	6/3/2012	No	PHI000724A	0PL 1037	Woodcrest, PL 1037 /F	
*	No	3/5/2012	6/3/2012	No	PHI000750A	0PL 1118	Ashland, PL 1118 /FW	
	No	3/5/2012	6/3/2012	No	PHI000764A	0PL 1132	Ashland, PL 1132 /FW	
▶	No	3/5/2012	6/3/2012	No	PHI000799A	0PL 1223	Lindenwold, PL 1223 /F	
	No	3/5/2012	6/3/2012	No	PHI001047A	0PL 1245	Lindenwold, PL 1245 /F	

Click the User Defined Icon (this will assign the design to the panels)

Assign Designs Panels

Contract Number: Septa
Campaign Name: Southeastern Pennsylva
Advertiser: SEPTA
Segment Start: 3/5/20
Segment End: 6/3/20
Number of Contracted Par

UnSelect All

Scheduled Date: 3/5/12 18

Number Of Panels: 18

Assign Design Panels								
	Selected	Assigned	Booking Start Date	Booking Finish Dat	Active Mop	Site	Panel	Sales Address
▶	*	Yes	3/5/2012	6/3/2012	No	PHI000395A	0000PL395A008	15th/Locust, PL 008 /F
		No	3/5/2012	6/3/2012	No	PHI000395A	0000PL395A024	15th/Locust, PL 024 /FE
	*	Yes	3/5/2012	6/3/2012	No	PHI000503A	0000PL501A17	8th/Market, PL 517
		No	3/5/2012	6/3/2012	No	PHI000444A	00PL 109	13th/Locust, PL 109 /FW
	*	Yes	3/5/2012	6/3/2012	No	PHI000500A	00PL 127	13th/Locust, PL 127 /FW
		No	3/5/2012	6/3/2012	No	PHI000548A	00PL 408	City Hall, PL 408 /F
	*	Yes	3/5/2012	6/3/2012	No	PHI004785A	00PL 428	City Hall, PL 428 /F
		No	3/5/2012	6/3/2012	No	PHI004803A	00PL 512	Broadway, PL 512 /F
	*	Yes	3/5/2012	6/3/2012	No	PHI004810A	00PL 607	Ferry Avenue, PL 607 /F
		No	3/5/2012	6/3/2012	No	PHI004816A	00PL 613	Ferry Avenue, PL 613 /F
	*	Yes	3/5/2012	6/3/2012	No	PHI000655A	00PL 719	Collingswood, PL 719 /F
		No	3/5/2012	6/3/2012	No	PHI000621A	00PL 802	Westmont, PL 802 /F
	*	Yes	3/5/2012	6/3/2012	No	PHI000699A	0PL 1012	Woodcrest, PL 1012 /F
		No	3/5/2012	6/3/2012	No	PHI000724A	0PL 1037	Woodcrest, PL 1037 /F
	*	Yes	3/5/2012	6/3/2012	No	PHI000750A	0PL 1118	Ashland, PL 1118 /FW
		No	3/5/2012	6/3/2012	No	PHI000764A	0PL 1132	Ashland, PL 1132 /FW
	*	Yes	3/5/2012	6/3/2012	No	PHI000799A	0PL 1223	Lindenwold, PL 1223 /F
		No	3/5/2012	6/3/2012	No	PHI001047A	0PL 1245	Lindenwold, PL 1245 /F



Contract Number: Septa2010
 Campaign Name: Southeastern Pennsylvania Transportation Filler
 Advertiser: SEPTA
 Segment Start: 3/5/2012
 Segment End: 6/3/2012
 Number of Contracted Panels: 18

Assign Designs Summary

Number Of Panels Assigned:

Site	Panel	Sales Address	Design Code	Design Name	Snipe Co	Snipe N	Action Sched Date	Repost?	Booking Start Date	Booking Finish Dat
PHI004785A	00PL 428	City Hall, PL 428 /F	0031188	Last Car... Quiet Carl Cartoon			3/5/2012	No	3/5/2012	6/3/2012
PHI004803A	00PL 512	Broadway, PL 512 /F	0031187	Last Car... Quiet Carl Silhouette			3/5/2012	No	3/5/2012	6/3/2012
PHI004810A	00PL 607	Ferry Avenue, PL 607 /F	0031188	Last Car... Quiet Carl Cartoon			3/5/2012	No	3/5/2012	6/3/2012
PHI004816A	00PL 613	Ferry Avenue, PL 613 /F	0031187	Last Car... Quiet Carl Silhouette			3/5/2012	No	3/5/2012	6/3/2012
PHI000655A	00PL 719	Collingswood, PL 719 /F	0031188	Last Car... Quiet Carl Cartoon			3/5/2012	No	3/5/2012	6/3/2012
PHI000621A	00PL 802	Westmont, PL 802 /F	0031187	Last Car... Quiet Carl Silhouette			3/5/2012	No	3/5/2012	6/3/2012
PHI000699A	OPL 1012	Woodcrest, PL 1012 /F	0031188	Last Car... Quiet Carl Cartoon			3/5/2012	No	3/5/2012	6/3/2012
PHI000395A	0000PL395A008	15th/Locust, PL 008 /F	0031188	Last Car... Quiet Carl Cartoon			3/5/2012	No	3/5/2012	6/3/2012
PHI000395A	0000PL395A024	15th/Locust, PL 024 /FE	0031187	Last Car... Quiet Carl Silhouette			3/5/2012	No	3/5/2012	6/3/2012
PHI000444A	00PL 109	13th/Locust, PL 109 /FW	0031187	Last Car... Quiet Carl Silhouette			3/5/2012	No	3/5/2012	6/3/2012
PHI000500A	00PL 127	13th/Locust, PL 127 /FW	0031188	Last Car... Quiet Carl Cartoon			3/5/2012	No	3/5/2012	6/3/2012
PHI000503A	0000PL501A17	8th/Market, PL 517	0031188	Last Car... Quiet Carl Cartoon			3/5/2012	No	3/5/2012	6/3/2012
PHI000548A	00PL 408	City Hall, PL 408 /F	0031187	Last Car... Quiet Carl Silhouette			3/5/2012	No	3/5/2012	6/3/2012
PHI000724A	OPL 1037	Woodcrest, PL 1037 /F	0031187	Last Car... Quiet Carl Silhouette			3/5/2012	No	3/5/2012	6/3/2012
PHI000750A	OPL 1118	Ashland, PL 1118 /FW	0031188	Last Car... Quiet Carl Cartoon			3/5/2012	No	3/5/2012	6/3/2012
PHI000764A	OPL 1132	Ashland, PL 1132 /FW	0031187	Last Car... Quiet Carl Silhouette			3/5/2012	No	3/5/2012	6/3/2012
PHI000799A	OPL 1223	Lindenwold, PL 1223 /F	0031188	Last Car... Quiet Carl Cartoon			3/5/2012	No	3/5/2012	6/3/2012
PHI001047A	OPL 1245	Lindenwold, PL 1245 /F	0031187	Last Car... Quiet Carl Silhouette			3/5/2012	No	3/5/2012	6/3/2012



This screen shows you which panel has which design.

At the bottom of this screen you can see how many of each design was assigned



Design Code	Design Name	Total Assigned
0031188	Last Car... Quiet Carl Cartoon	9
0031187	Last Car... Quiet Carl Silhouette	9

INPUT

Close



Available Panels - Panels Selected = 0				
Selected	Site	Panel	Ride Number	Sales Ad
	PHI000446A	00PL 111	14.00	13th/Loc
	PHI000489A	00PL 116	14.00	13th/Loc
	PHI000491A	00PL 118	14.00	13th/Loc
	PHI000395A	0000PL395A001	0.00	15th/Loc
	PHI000395A	0000PL395A006	0.00	15th/Loc
	PHI000395A	0000PL395A010	0.00	15th/Loc
	PHI000395A	0000PL395A016	0.00	15th/Loc
	PHI000395A	0000PL395A018	0.00	15th/Loc
	PHI000395A	0000PL395A033	0.00	15th/Loc
	PHI003184A	14501	6.00	Allen Lan
	PHI003796A	14503	6.00	Allen Lan
	Allan PHI 14509	14509	6.00	Allen Lane PA

Panels 85 Price \$0.00 Dec 0

Booked Panels - Panels Selected = 0			
Selected	Site	Area	Panel
	PHI000395A	15th/Locust - Concourse-PA	0000PL395
	PHI000395A	15th/Locust - Concourse-PA	0000PL395
	PHI000503A	8th/Market - Platform-PA-PATCO	0000PL501
	PHI000444A	13th/Locust - Platform-PA	00PL 109
	PHI000500A	13th/Locust - Platform-PA	00PL 127
	PHI000548A	City Hall-PA	00PL 408
	PHI004785A	City Hall-PA	00PL 428
	PHI004803A	Broadway - Platform-PA	00PL 512
	PHI004810A	Ferry Avenue-PA	00PL 607
	PHI004816A	Ferry Avenue-PA	00PL 613
	PHI000655A	Collingswood-PA	00PL 719

Panels 18 Gross Price \$0.00 Dec 0

INPUT



How To - Print a Work Order with Bar Codes

R0086 -- 12 Month Space Detail	Pennsylvania Transportation Filler 3/5/2012 - 6/3/2012							
R0019 -- Advertiser Summary	Market: Philadelphia Rail							
R0034 -- Annual Bookings By Advertiser	e/Media Product: Rail/2 Sheet							
R0003 -- Billposter Assignment								
R0004 -- Billposter Copy								
R0042 -- Bus Sheet								
R0058 -- Bus Sheet By Location Type								
R0001 -- Campaign Credit Report								
R0008 -- Campaign Expiry								
R0090 -- Campaign Reconciliation								
R0167 -- Campaign Report								
R0076 -- Contract Revenue								
R0070 -- Current Campaign Bookings								
R0035 -- IAA Campaign Renewal								
R0045 -- Inactive Booking Panel								
R0096 -- Invoice Sales Person								
R0161 -- Location List by Status								
R0002 -- Locations Available Report								
R0056 -- Notes Report								
R0038 -- Occupancy Report								
R0066 -- Occupancy Report By PDA								
R0022 -- Operations Production Report								
R0093 -- Panel History								
R0165 -- Photography Report								
R0157 -- Plant Inventory Reconciliation								
R0043 -- Plant Inventory w/DEC								
R0080 -- Plant Inventory With Client								
R0014 -- Posting Installation Report								
R0020 -- Posting List By Advertiser								
R0099 -- Product Category Report								
R0159 -- PSG Report								
R0052 -- Sales Market Report								
R0087 -- Scheduling Edit								
R0036 -- Segment Expiry								
R0176 -- Space Reservation								
R0177 -- Space Reservation by Sales Market								
R0040 -- Transit Installation Report								
R0041 -- Transit Takedown Report								
R0055 -- Transit Uplist								
R0182 -- Wait List by Campaign								
R0181 -- Wait List by Panel								
R0062 -- Work Order Cards								
R0067 -- WorkCrew Routing/Work Orders								
R0092 -- YTD Occupancy Report								

GRP: 0.000 GRP Avg: 0.000

1. Click Reports
2. Click Charting
3. Click R0062 - Work Order Cards



Campaign: Septa2010 Southeastern Pennsylvania Transportation Filler 3/5/2012 - 6/3/2012
 Sales Market: Philadelphia Rail
 Media Product Type/Media Product: Rail/2 Sheet

Panel Picker | Filters | Filters(1) | Parameters |

In Area: /None

Posting Instructions



Report Input | Postings Filter | Report Output |

Design Scheduled From	3/5/2012	<input type="button" value="..."/>	← 1. change to your start date
Design Scheduled To	6/3/2012	<input type="button" value="..."/>	← 2. change to your end date
Assigned From		<input type="button" value="..."/>	
Assigned To		<input type="button" value="..."/>	
Operator	PHI	<input type="button" value="..."/>	← 3. Make sure you have the right Operator set
Sales Market		<input type="button" value="..."/>	
Media Product Type		<input type="button" value="..."/>	
Media Product	133	<input type="button" value="..."/>	← 4. enter your Media Product
Campaign	Septa2010	<input type="button" value="..."/>	Southeastern Pennsylvania Transportation Filler [May 3 2010 - Apr 26 2015]
Site		<input type="button" value="..."/>	
Bill Poster		<input type="button" value="..."/>	
Sort Order	Default	<input type="button" value="..."/>	
Printing Criteria For Period	Unprinted Cards	<input type="button" value="..."/>	
Sold Type Only	<input checked="" type="checkbox"/>		
Layout:	Condensed Cards With Barcodes	<input type="button" value="..."/>	
	1 Card Per Page		← 6. Make sure you select Condensed Cards
	2 Cards Per Page		
	3 Cards Per Page		
	1 Card Per Page With Barcode		
	2 Cards Per Page With Barcode		
	3 Cards Per Page With Barcode		
	Condensed Cards With Barcodes		
	Insertion Orders		
	Posting Listing		

← 6. Make sure you select Condensed Cards with Barcodes as your Layout

7. click Apply →

INPUT

Close

Current Campaign	Booking Status	Segment Status	Product Name
128763	Available	Based On Space	2 Sheet
127630	Available		2 Sheet
127547	Available		2 Sheet
127630	Available		2 Sheet
128749	Available		2 Sheet
128749	Available		2 Sheet
128972	Available	Based On Space	2 Sheet
010273	Available		2 Sheet
010273	Available		2 Sheet
	Available		2 Sheet
	Available		2 Sheet
	Available		2 Sheet

Booking Status	Post Date	Current Campaign	Desig...
Guarantee Sold	10/3/2011	21128861	10/3/2011
Guarantee Sold	2/15/2012	21127630	1/2/2012
Guarantee Sold	5/5/2011	21122396	5/5/2011
Guarantee Sold	11/7/2011	21127561	11/7/2011
Guarantee Sold	2/15/2012	21127630	1/2/2012
Guarantee Sold	2/2/2012	21128749	2/2/2012
Guarantee Sold	12/28/2011	21128763	1/5/2012
Guarantee Sold	2/15/2012	21127630	1/2/2012
Guarantee Sold	2/2/2012	21128749	2/2/2012
Guarantee Sold	2/15/2012	21127630	1/2/2012
Guarantee Sold	2/15/2012	21127630	1/2/2012



Campaign: Septa2010 Southeastern Pennsylvania Transportation Filler 3/5/2012 - 6/3/2012
 Sales Market: Philadelphia Rail
 Media Product Type/Media Product: Rail/2 Sheet

Panel Picker | Filters | Filters(1) | Parameters |

In Area: /None

Posting Instructions

Report Input | Postings Filter | Report Output |

Design Scheduled From	3/5/2012	Monday, March 05, 2012
Design Scheduled To	6/3/2012	Sunday, June 03, 2012
Assigned From		
Assigned To		
Operator	PHI	Titan Philadelphia
Sales Market		
Media Product Type		
Media Product	133	2 Sheet
Campaign	Septa2010	Septa2010 Southeastern Pennsylvania Transportation Filler [Mar 5, 2010 - Apr 26, 2015]
Site		
Bill Poster		
Sort Order	Default	
Printing Criteria For Period	Unprinted Cards	
Sold Type Only	<input checked="" type="checkbox"/>	
Layout:	Condensed Cards With Barcodes	

KBWorld Fusion

Juan Sanabria
 Please Load Printer With Work Order Paper Prior To Printing

OK

click OK

INPUT

Apply **Close**

Current Campaign	Booking Status	Segment Status	Product Name
128763	Available	Based On Space	2 Sheet
127630	Available		2 Sheet
127547	Available		2 Sheet
127630	Available		2 Sheet
128749	Available		2 Sheet
128749	Available		2 Sheet
128972	Available	Based On Space	2 Sheet
010273	Available		2 Sheet
010273	Available		2 Sheet
	Available		2 Sheet
	Available		2 Sheet
Booking Status	Post Date	Current Campaign	Desig
Guarantee Sold	10/3/2011	21128861	10/3/2011
Guarantee Sold	2/15/2012	21127630	1/2/2012
Guarantee Sold	5/5/2011	21122396	5/5/2011
Guarantee Sold	11/7/2011	21127561	11/7/2011
Guarantee Sold	2/15/2012	21127630	1/2/2012
Guarantee Sold	2/2/2012	21128749	2/2/2012
Guarantee Sold	12/28/2011	21128763	1/5/2012
Guarantee Sold	2/15/2012	21127630	1/2/2012
Guarantee Sold	2/2/2012	21128749	2/2/2012
Guarantee Sold	2/15/2012	21127630	1/2/2012
Guarantee Sold	2/15/2012	21127630	1/2/2012

Crystal Posting Instructions

SAP CRYSTAL REPORTS®

Main Report

Click Print

Scheduled Date : 3/5/2012		Status :	Media: 2 Sheet
Septa2010 Southeastern Pennsylvania Transportation Filler Program Name: Southeastern Pennsylvania 1			
Panel	Area Sales Address Schedule Design	Placement Seq #	Completion Date/Installer Remove Advertiser Expiry
Route:			
0000PL395A008	15th/Locust - Concourse-PA 15th/Locust, PL 008 /F 0031188 - Last Car... Quiet Car! Cartoon	0.00	Peirce College 9/11  7 5 7 1 5 3)
0000PL395A024	15th/Locust - Concourse-PA 15th/Locust, PL 024 /FE 0031187 - Last Car...Quiet Car! Silhouette	0.00	Drexel University Online 1/12  7 5 7 1 6 2 (
0000PL501A17	8th/Market - Platform-PA-PATCO 8th/Market, PL 517 0031188 - Last Car... Quiet Car! Cartoon	0.00	Smirnoff Philly 5.9.11  7 5 7 1 5 4 /
00PL 408	City Hall-PA City Hall, PL 408 /F 0031187 - Last Car...Quiet Car! Silhouette	0.00	Temple Fox MBA 2/12  7 5 7 1 6 4 4
00PL 802	Westmont-PA Westmont, PL 802 /F 0031187 - Last Car...Quiet Car! Silhouette	0.00	Peirce College 1/12  7 5 7 1 6 7 F
00PL 719	Collingswood-PA Collingswood, PL 719 /F 0031188 - Last Car... Quiet Car! Cartoon	0.00	Drexel University Online 1/12  7 5 7 1 5 8 G
0PL 1012	Woodcrest-PA Woodcrest, PL 1012 /F 0031188 - Last Car... Quiet Car! Cartoon	0.00	Virtua Hospital 11/11  7 5 7 1 5 9 M
0PL 1037	Woodcrest-PA Woodcrest, PL 1037 /F 0031187 - Last Car... Quiet Car!	0.00	TransitChek 10/11  7 5 7 1 6 8 L

Current Page No.: 1 Total Page No.: 2 Zoom Factor: 100%

INPUT Close

Page 107 of 110



Campaign: Septa2010 Southeastern Pennsylvania Transportation Filler 3/5/2012 - 6/3/2012
 Sales Market: Philadelphia Rail
 Media Product Type/Media Product: Rail/2 Sheet

Panel Picker | Filters | Filters(1) | Parameters |

In Area: /None

Posting Instructions

Report Input | Postings Filter | Report Output |

Design Scheduled From	3/5/2012	Monday, March 05, 2012
Design Scheduled To	6/3/2012	Sunday, June 03, 2012
Assigned From		
Assigned To		
Operator	PHI	Titan Philadelphia
Sales Market		
Media Product Type		
Media Product	133	2 Sheet
Campaign	Septa2010	Septa2010 Southeastern Pennsylvania Transportation Filler [May 3 2010 - Apr 26 2015]
Site		
Bill Poster		
Sort Order	Default	
Printing Criteria For Period	Unprinted Cards	
Sold Type Only	<input checked="" type="checkbox"/>	
Layout	Condensed Cards With Barcodes	

Question
 Juan Sanabria
 Did You Print Work Order Cards

↗

Click Yes if they print successfully

Current Campaign	Booking Status	Segment Status	Product Name
128763	Available	Based On Space	2 Sheet
127630	Available		2 Sheet
127547	Available		2 Sheet
127630	Available		2 Sheet
128749	Available		2 Sheet
128749	Available		2 Sheet
128972	Available	Based On Space	2 Sheet
010273	Available		2 Sheet
010273	Available		2 Sheet
	Available		2 Sheet
	Available		2 Sheet

Booking Status	Post Date	Current Campaign	Desig...
Guarantee Sold	10/3/2011	21128861	10/...
Guarantee Sold	2/15/2012	21127630	1/2...
Guarantee Sold	5/5/2011	21122396	5/5...
Guarantee Sold	11/7/2011	21127561	11/...
Guarantee Sold	2/15/2012	21127630	1/2...
Guarantee Sold	2/2/2012	21128749	2/E...
Guarantee Sold	12/28/2011	21128763	1/5...
Guarantee Sold	2/15/2012	21127630	1/2...
Guarantee Sold	2/2/2012	21128749	2/E...
Guarantee Sold	2/15/2012	21127630	1/2...
Guarantee Sold	2/15/2012	21127630	1/2...

INPUT

Close

INPUT



Campaign: Septa2010 Southeastern Pennsylvania Transportation Filler 3/5/2012 - 6/3/2012
 Sales Market: Philadelphia Rail
 Media Product Type/Media Product: Rail/2 Sheet

Panel Picker | Filters | Filters(1) | Parameters |

In Area: /None

Posting Instructions

Report Input | Postings Filter | Report Output |

Design Scheduled From	3/5/2012	Monday, March 05, 2012
Design Scheduled To	6/3/2012	Sunday, June 03, 2012
Assigned From		
Assigned To		
Operator	PHI	Titan Philadelphia
Sales Market		
Media Product Type		
Media Product	133	2 Sheet
Campaign	Septa2010	September Transportation Filler [May 3 2010 - Apr 26 2015]
Site		
Bill Poster		
Sort Order	Default	
Printing Criteria For Period	Unprinted Cards	
Sold Type Only	<input checked="" type="checkbox"/>	
Layout	Condensed Cards With Barcodes	

Question

Juan Sanabria
Was The Print Successful

Click Yes if they print successfully, once you click yes you will not be able to print another work order. If you need to print another work order see next page.

INPUT

Current Campaign	Booking Status	Segment Status	Product Name
128763	Available	Based On Space	2 Sheet
127630	Available		2 Sheet
127547	Available		2 Sheet
127630	Available		2 Sheet
128749	Available		2 Sheet
128749	Available		2 Sheet
128972	Available	Based On Space	2 Sheet
010273	Available		2 Sheet
010273	Available		2 Sheet
	Available		2 Sheet
	Available		2 Sheet
Booking Status	Post Date	Current Campaign	Desig
Guarantee Sold	10/3/2011	21128861	10/3/2011
Guarantee Sold	2/15/2012	21127630	1/2/2012
Guarantee Sold	5/5/2011	21122396	5/5/2011
Guarantee Sold	11/7/2011	21127561	11/7/2011
Guarantee Sold	2/15/2012	21127630	1/2/2012
Guarantee Sold	2/2/2012	21128749	2/2/2012
Guarantee Sold	12/28/2011	21128763	1/5/2012
Guarantee Sold	2/15/2012	21127630	1/2/2012
Guarantee Sold	2/2/2012	21128749	2/2/2012
Guarantee Sold	2/15/2012	21127630	1/2/2012
Guarantee Sold	2/15/2012	21127630	1/2/2012



Campaign: Septa2010 Southeastern Pennsylvania Transportation Filler 3/5/2012 - 6/3/2012
 Sales Market: Philadelphia Rail
 Media Product Type/Media Product: Rail/2 Sheet

Panel Picker | Filters | Filters(1) | Parameters |

In Area: /None

Posting Instructions

Report Input | Postings Filter | Report Output |

Design Scheduled From	3/5/2012	Monday, March 05, 2012
Design Scheduled To	6/3/2012	Sunday, June 03, 2012
Assigned From		
Assigned To		
Operator	PHI	Titan Philadelphia
Sales Market		
Media Product Type		
Media Product	133	2 Sheet
Campaign	Septa2010	Southeastern Pennsylvania Transportation Filler [May 3 2010 - Apr 26 2015]
Site		
Bill Poster		
Sort Order	Default	
Printing Criteria For Period	Unprinted Cards	
Sold Type Only	Unprinted Cards Printed Cards	
Layout	All Cards	

← Change the Printing Criteria
to All Cards and you will be able to
print a duplicate work order



INPUT

Apply | Close

Current Campaign	Booking Status	Segment Status	Product Name
128763	Available	Based On Space	2 Sheet
127630	Available		2 Sheet
127547	Available		2 Sheet
127630	Available		2 Sheet
128749	Available		2 Sheet
128749	Available		2 Sheet
128972	Available	Based On Space	2 Sheet
010273	Available		2 Sheet
010273	Available		2 Sheet
	Available		2 Sheet
	Available		2 Sheet

Booking Status	Post Date	Current Campaign	Desig...
Guarantee Sold	10/3/2011	21128861	10/3/2011
Guarantee Sold	2/15/2012	21127630	1/2/2012
Guarantee Sold	5/5/2011	21122396	5/5/2011
Guarantee Sold	11/7/2011	21127561	11/7/2011
Guarantee Sold	2/15/2012	21127630	1/2/2012
Guarantee Sold	2/2/2012	21128749	2/2/2012
Guarantee Sold	12/28/2011	21128763	1/5/2012
Guarantee Sold	2/15/2012	21127630	1/2/2012
Guarantee Sold	2/2/2012	21128749	2/2/2012
Guarantee Sold	2/15/2012	21127630	1/2/2012
Guarantee Sold	2/15/2012	21127630	1/2/2012

KBWorld Fusion Quattro | Logged In As: Juan Sanabria | DataBase: qtr_titan_usa | Server: k

File Action View Site Charting Invoicing Inventory Control Reports Maintain

Campaign Detail Parameters Bookings

How to - Transit Takedown Report

Campaign Det Campaign Detail Description Status GRN Hold Expire 1/1/1900 12:00:00 AM

Campaign Segments

Sales Market Code	Sales Market Name	Media Type	Media Product
SEA-KCM	Seattle-KCM	Bus	Tail (21x72)

1. Click Reports
2. Click Charting
3. Click R0041 - Transit Takedown Report

R0070 -- Current Campaign Bookings
R0035 -- IAA Campaign Renewal
R0045 -- Inactive Booking Panel
R0096 -- Invoice Sales Person
R0161 -- Location List by Status
R0002 -- Locations Available Report
R0056 -- Notes Report
R0038 -- Occupancy Report
R0066 -- Occupancy Report By PDA
R0022 -- Operations Production Report
R0093 -- Panel History
R0165 -- Photography Report
R0157 -- Plant Inventory Reconciliation
R0043 -- Plant Inventory w/DEC
R0080 -- Plant Inventory With Client
R0014 -- Posting Installation Report
R0020 -- Posting List By Advertiser
R0099 -- Product Category Report
R0159 -- PSG Report
R0052 -- Sales Market Report
R0087 -- Scheduling Edit
R0036 -- Segment Expiry
R0176 -- Space Reservation
R0177 -- Space Reservation by Sales Market
R0040 -- Transit Installation Report
R0041 -- Transit Takedown Report
R0055 -- Transit Uplist
R0182 -- Wait List by Campaign
R0181 -- Wait List by Panel
R0062 -- Work Order Cards
R0067 -- WorkCrew Routing/Work Orders
R0092 -- YTD Occupancy Report

Maintenance]

2010

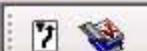
Sold

Guarantee

Monday, January 01, 1900 12:00:00 AM

End Date	Segment Status	Weeks	Act Panels	Estimated Panels	Sp
5/30/2010		4	12	12	

OK Apply Close



Report Input | Report Output

1. Type in your Operator → **Operator**: SEA 
2. Type in your Media Type → **Media Type**: BUS 
3. Type in your Media Product → **Media Product**: 58 
4. Type in your Barn or Garage → **Barn PDA**: Bellevue - Premium-SEA 
5. Type in your Expiry Date → **For Expiry Dates Before**: 3/12/2012 
6. ***Pick your Layout → **Layout**: By Media Product Type, By Barn - Detail

***there are a few layouts, try them all to see which one works best for your Market.



INPUT

Apply

Close



KBWorld Fusion Quatt...



Report Input Report Output

Report Title

1. Make sure you click Create A Print Preview →

- Create A Print Preview Of Report
- Print Straight To Printer
- Output To Grid On Screen
- Output To Email
- Output To PDF



INPUT

Apply

Close



KBWorld Fusion Quatt...

This is what your report will look like. It shows you the bus id as well as the expired copy which needs to be taken down.

Transit Take Down Report

Print Date - Time 3/7/2012 - 12:28:24PM				User Juan Sanabria		Report# 0041A	
OperatorName	Titan Seattle	ForExpiry Dates Before	3/12/2012				
Contract#	Advertiser	MaterialType	Creative	BusID	Panel#	Detail Status	Status
BarnID	Bellevue- Premium-SEA						
20826108	Wells Fargo Bank		Happy Holidays!	003294	003294\00003294KC	GRN	
20912888	Pacific Place		Your destination for fabulous	003268	003268\00003268KS	NGRN	BOS
20924409	CHASE		ATM-azing	003295	003295\00003295KS	GRN	
20931597	PEMCO Mutual Insurance Co.		50 Degrees Shirt's Of Guy	003292	003292\00003292KC	GRN	
20931599	Children's Hospital		Ourexpertise. YourNeighborhood. (Bellevue Clinic w/ male doctor)	003268	003268\00003268KC	GRN	
20931599	Children's Hospital		Ourexpertise. Yourneighborhood. (Bellevue Clinic w/ female doctor)	003303	003303\00003303KC	GRN	
20931638	AAAofWashington		And did I mention I have AAA? The singlegirl's lifesaver.	003303	003303\00003303KS	NGRN	BOS
20931649	Wells Fargo Bank		A bank that travels with you	003295	003295\00003295KC	GRN	
21016298	ParamountPictures		Whatthe Shrek just Happened	003315	003315\00003315KC	GRN	
21022039	DSW		Designershoes. Warehouse prices.	003293	003293\00003293KC	GRN	
21023726	Verizon		TheMost Advanced 4G Network in theWorld	003582	003582\00003582KS	GRN	GB
21031003KCMSELFPP	KCM Self PROMO		We'll getyou there (blue)	003259	003259\00003259KS	GRN	
21031003KCMSELFPP	KCM Self PROMO		Spend More Time Doing Something Else	003271	003271\00003271KS	GRN	
21031003KCMSELFPP	KCM Self PROMO		Spend More Time Doing Something Else	003333	003333\00003333KC	GRN	
21031003KCMSELFPP	KCM Self PROMO		Metro & Snow	003362	003362\00003362KC	GRN	
21031003KCMSELFPP	KCM Self PROMO		Metro & Snow	003363	003363\00003363KC	GRN	
21031003KCMSELFPP	KCM Self PROMO		We'll getyou there (blue)	003368	003368\00003368KS	GRN	
21031003KCMSELFPP	KCM Self PROMO		We'll getyou there (blue)	003375	003375\00003375KC	GRN	
21031003KCMSELFPP	KCM Self PROMO		Metro & Snow	003378	003378\00003378KS	GRN	
21031003KCMSELFPP	KCM Self PROMO		We'll getyou there (blue)	003379	003379\00003379KC	GRN	



How to - Location Available Report

1. Click Charting

2. Click R00022- Locations Available Report

Locations Available

Report Input | Report Input(1) | Report Output

1. enter start date → Start Date: 6/4/2012 → Monday, June 04, 2012
2. enter end date → End Date: 7/1/2012 → Sunday, July 01, 2012
3. choose program length type → Program Length Type: Weeks
4. choose program length → Program Length: 4
Sales Criteria: (None)
Booking Type: (None)
Partial Availability:
Include Inactive Panels:
Include Inactive Sales Markets:
Use Site Grouping:
Use Site, Media Product Grouping: ← 5. choose site, Media Product Grouping especially if you are doing multiple media forms
Run The Report Without Any Grouping:
Show Area:
Exclude Product Children:
Display Rate Card:
Show Latitude And Longitude:
Exclude Product Restriction:
Operator: BOS → 6. enter your operator → Titan Boston
Sales Market: BOS-R → 7. in some cases, you may want to enter your sales market
Media Product Type:

8. Click Report Input (1) tab



INPUT

Apply

Close

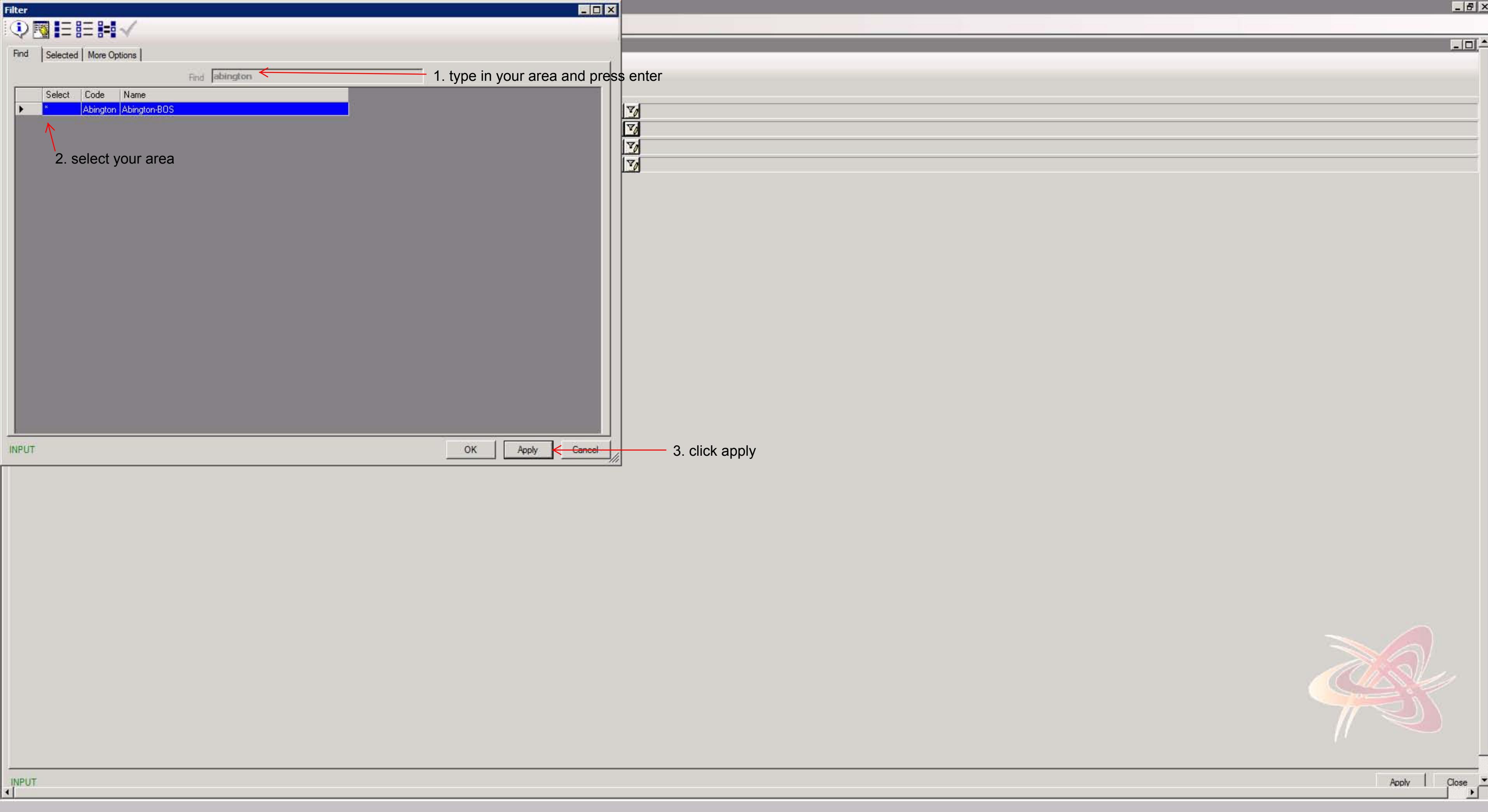
Locations Available

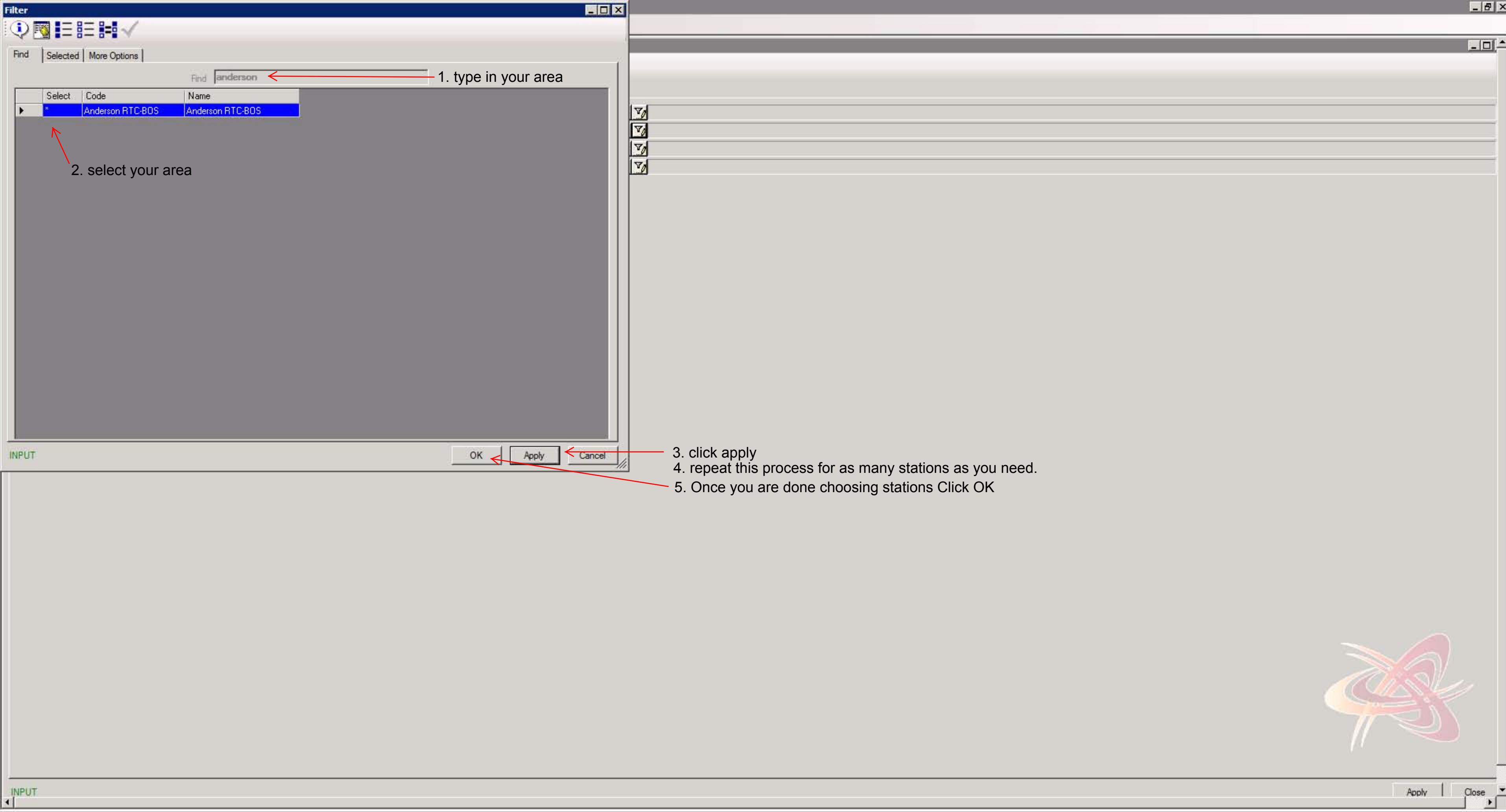
Report Input Report Input(1) Report Output

Media Product	133	<input type="text"/>	1. enter your media product code or click the filter if choosing multiple media codes
City/Town		<input type="text"/>	2. enter your area or if choosing multiple stations, click the filter icon
PSG		<input type="text"/>	
Site		<input type="text"/>	

INPUT







Locations Available

Report Input | Report Input(1) Report Output | 1. click report output

2. select create a print preview of report →

Report Title: Locations Available

Create A Print Preview Of Report
 Print Straight To Printer
 Output To Grid On Screen
 Output To Email
 Output To PDF

3. click apply and it will run the report (see next 3 pages for sample report) →

INPUT

Apply Close

Locations Available

Print Date - Time 4/19/2012 - 8:55:23AM

User Juan Sanabria

Report# 0002C

Panels Available From 6/4/2012 To 7/1/2012

Sales Market Boston-Rail

Operator Titan Boston

Panel	Status	Available Dates From	Available Dates To	Sales Address	Zip Code	Product	Side	Facing	III	DEC	Current Advertiser	Last Post Finish Date
STAAbin01\00FM 1_22S1	S	6/4/2012	7/1/2012	Abington		2 Sheet		N	0		Dana Farber Cancer Institute	3/11/2012
STAAbin01\00FM 1_22S2	S	6/4/2012	7/1/2012	Abington		2 Sheet		N	0		Big Apple Circus	4/22/2012
STAAbin01\00FM 3_42S1	S	6/4/2012	7/1/2012	Abington		2 Sheet		N	0		Avon Walk	2/26/2012
STAAbin01\00FM 3_42S2	S	6/4/2012	7/1/2012	Abington		2 Sheet		N	0		Sleepy's	3/25/2012
STAAbin01\00FM 5_62S2	S	6/4/2012	7/1/2012	Abington		2 Sheet		N	0		McDonalds	5/13/2012
STAAbin01\0FM 9_102S1	S	6/4/2012	7/1/2012	Abington		2 Sheet		N	0		Visit Brooklyn	1/8/2012
STAAbin01\0FM 9_102S2	S	6/4/2012	7/1/2012	Abington		2 Sheet		N	0		ING Direct	11/27/2011
STAAbin01\FM 11_122S1	S	6/4/2012	7/1/2012	Abington		2 Sheet		N	0		Random House Publishing	1/22/2012
STAAbin01\FM 11_122S2	S	6/4/2012	7/1/2012	Abington		2 Sheet		N	0		*eFinancial Careers	12/27/2011
STAAbin01\FM 13_142S1	S	6/4/2012	7/1/2012	Abington		2 Sheet		N	0		Tricia Bruno & Associates Inc.	12/18/2011
STAAbin01\FM 13_142S2	S	6/4/2012	7/1/2012	Abington		2 Sheet		N	0		Cricket CR2	3/25/2012
STAAbin01\FM 15_162S1	S	6/4/2012	7/1/2012	Abington		2 Sheet		N	0		*Massasoit Community College	3/26/2012
STAAbin01\FM 15_162S2	S	6/4/2012	7/1/2012	Abington		2 Sheet		N	0		*Massasoit Community College	3/26/2012
STAAbin01\FM 17_182S1	S	6/4/2012	7/1/2012	Abington		2 Sheet		N	0		*eFinancial Careers	12/4/2011
STAAbin01\FM 17_182S2	S	6/4/2012	7/1/2012	Abington		2 Sheet		N	0		*eFinancial Careers	12/4/2011
STAAbin01\FM 19_202S1	S	6/4/2012	7/1/2012	Abington		2 Sheet		N	0		*eFinancial Careers	12/4/2011
STAAbin01\FM 19_202S2	S	6/4/2012	7/1/2012	Abington		2 Sheet		N	0		*eFinancial Careers	12/4/2011
STAAbin01\FM 21_222S1	S	6/4/2012	7/1/2012	Abington		2 Sheet		N	0		Boston Globe	9/26/2011
STAAbin01\FM 21_222S2	S	6/4/2012	7/1/2012	Abington		2 Sheet		N	0		Massport	4/1/2012

Total 2 Sheet: 19

Total Faces For Site: 19

Locations Available

Print Date - Time 4/19/2012 - 8:55:23AM

User Juan Sanabria

Report# 0002C

Panels Available From 6/4/2012 To 7/1/2012

Sales Market Boston-Rail

Operator Titan Boston

Panel	Status	Available Dates From	Available Dates To	Sales Address	Zip Code	Product	Side	Facing	III	DEC	Current Advertiser	Last Post Finish Date
STAAnde01\SA 9_102S1	S	6/4/2012	7/1/2012	Anderson RTC		2 Sheet		N	0		Salem Five Bank	1/29/2012
STAAnde01\SA 9_102S2	S	6/4/2012	7/1/2012	Anderson RTC		2 Sheet		N	0		Hair Cuttery	4/29/2012
STAAnde01\0 SA 1_22S1	S	6/4/2012	7/1/2012	Anderson RTC		2 Sheet		N	0		Massport	4/1/2012
STAAnde01\0 SA 1_22S2	S	6/4/2012	7/1/2012	Anderson RTC		2 Sheet		N	0		Salem Five Bank	1/29/2012
STAAnde01\0 SA 3_42S1	S	6/4/2012	7/1/2012	Anderson RTC		2 Sheet		N	0		Massachusetts School of Law at Andover	5/27/2012
STAAnde01\0 SA 3_42S2	S	6/4/2012	7/1/2012	Anderson RTC		2 Sheet		N	0		Salem Five Bank	1/29/2012
STAAnde01\0 SA 5_62S1	S	6/4/2012	7/1/2012	Anderson RTC		2 Sheet		N	0		Northeastern University	4/8/2012
STAAnde01\0 SA 5_62S2	S	6/4/2012	7/1/2012	Anderson RTC		2 Sheet		N	0		Hair Cuttery	4/29/2012
STAAnde01\0 SA 7_82S1	S	6/4/2012	7/1/2012	Anderson RTC		2 Sheet		N	0		Salem Five Bank	1/29/2012
STAAnde01\0 SA 7_82S2	S	6/4/2012	7/1/2012	Anderson RTC		2 Sheet		N	0		Sunday River	2/26/2012
STAAnde01\SA 11_122S1	S	6/4/2012	7/1/2012	Anderson RTC		2 Sheet		N	0		Salem Five Bank	1/29/2012
STAAnde01\SA 11_122S2	S	6/4/2012	7/1/2012	Anderson RTC		2 Sheet		N	0		Big Apple Circus	4/22/2012
STAAnde01\SA 13_142S1	S	6/4/2012	7/1/2012	Anderson RTC		2 Sheet		N	0		Lands' End	12/18/2011
STAAnde01\SA 13_142S2	S	6/4/2012	7/1/2012	Anderson RTC		2 Sheet		N	0		Massachusetts School of Law at Andover	5/27/2012
STAAnde01\SA 15_162S1	S	6/4/2012	7/1/2012	Anderson RTC		2 Sheet		N	0		Avon Walk	2/26/2012
STAAnde01\SA 15_162S2	S	6/4/2012	7/1/2012	Anderson RTC		2 Sheet		N	0		Salem Five Bank	1/29/2012

Total 2 Sheet: 16

Total Faces For Site: 16

Total Faces for Sales Market: 35

Locations Available

Print Date - Time 4/19/2012 - 8:55:23AM

User Juan Sanabria

Report# 0002C

Panels Available From 6/4/2012 To 7/1/2012

Report Summary Records Printed: 35

Titan Boston - Boston-Rail - 2 Sheet

35