



Avails

For

Enhanced User Guide

An “Avail” is basically an Excel “menu” to submit rates either by dayparts or hourly increments.

Visual Advertising Sales Tools

Phone: 866-980-8278

Updated March 2016

Creating Avails

Q Search Settings Proposal Manager Build Proposal Download Calendars Packages Help & Tutorials

Markets: VAST
Zone: Los Angeles
\$ Ratecard: 4th Quarter 2015

Create New Proposal

Avails for Guide x Create

Checked Proposals

Copy Rename Merge Share

First, create a name for your Avails.

Q Search Settings Proposal Manager Build Proposal Download Calendars Packages Help & Tutorials

Markets: VAST
Zone: Los Angeles
\$ Ratecard: 4th Quarter 2015

Networks: Select Networks Show Grid
Calendar: Broadcast Standard
Date Range: 12/16/2015 to 02/10/2016
Time Range: 06:00 AM to 11:59 PM
Days of Week: Select Days Dayparts
E-z Search: Title Keyword Actor
Sports: Sports Only Sports Live
Select: Prem/Fin Genres
Filter: Movies Live New
More: Marathons Nets by Demo
Rotators: Add Edit Avails

Search Results:

Net	Program Title

Once you create the name, you will be directed to the "Build Proposal" tab and your proposal name will appear in the lower window. Click on "Avails" from the Settings Bar.

Avails for Guide

Net	Program Title	Day

Reset All Filters

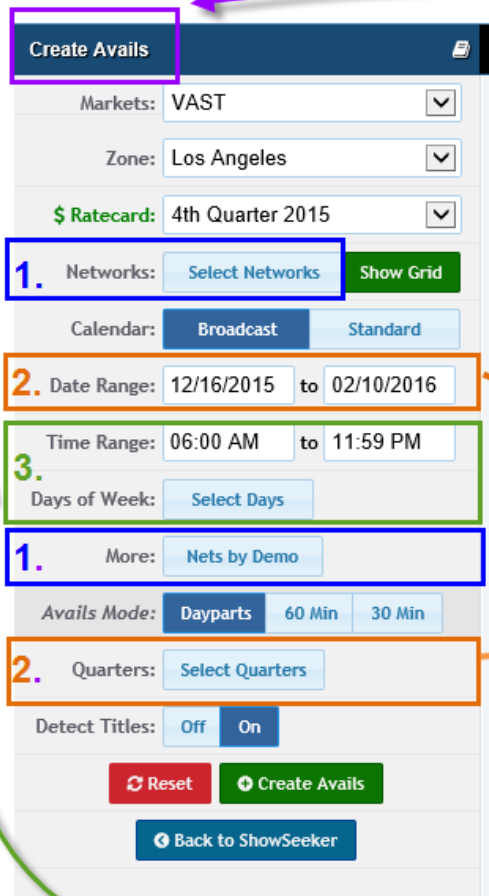
Creating Avails

A new Settings Bar will open called "Create Avails".

1. Select networks (or use "Nets by Demo").

2. Select your dates by either choosing from the Calendar OR you may choose a Quarter (or Quarters) by clicking on the "Quarters" category.

3. Select your Time Range and Days of the Week.



The screenshot shows the 'Create Avails' settings bar with the following fields and annotations:

- 1.** Networks: Select Networks (button), Show Grid (button)
- 2.** Date Range: 12/16/2015 to 02/10/2016
- 3.** Time Range: 06:00 AM to 11:59 PM
- Days of Week: Select Days (button)
- 1.** More: Nets by Demo (button)
- Avails Mode: Dayparts (button), 60 Min (button), 30 Min (button)
- 2.** Quarters: Select Quarters (button)
- Detect Titles: Off (button), On (button)
- Reset (button), Create Avails (button)
- Back to ShowSeeker (button)

Select Quarters

Select Quarters

Q1-16 12/28 to 03/27
Q2-16 03/28 to 06/26
Q3-16 06/27 to 09/25
Q4-16 09/26 to 12/25

Creating Avails

Create Avails

Markets: VAST

Zone: Los Angeles

Ratecard: 4th Quarter 2015

Networks: Selected (5) Show Grid

Calendar: Broadcast Standard

Date Range: 12/28/2015 to 03/27/2016

Time Range: 09:00 AM to 04:00 PM

Days of Week: M-F

More: Nets by Demo

Avails Mode: Dayparts 60 Min 30 Min

Quarters: Select Quarters

Detect Titles: Off On

Reset Create Avails

Back to ShowSeeker

Search Results:

Avails for Guide

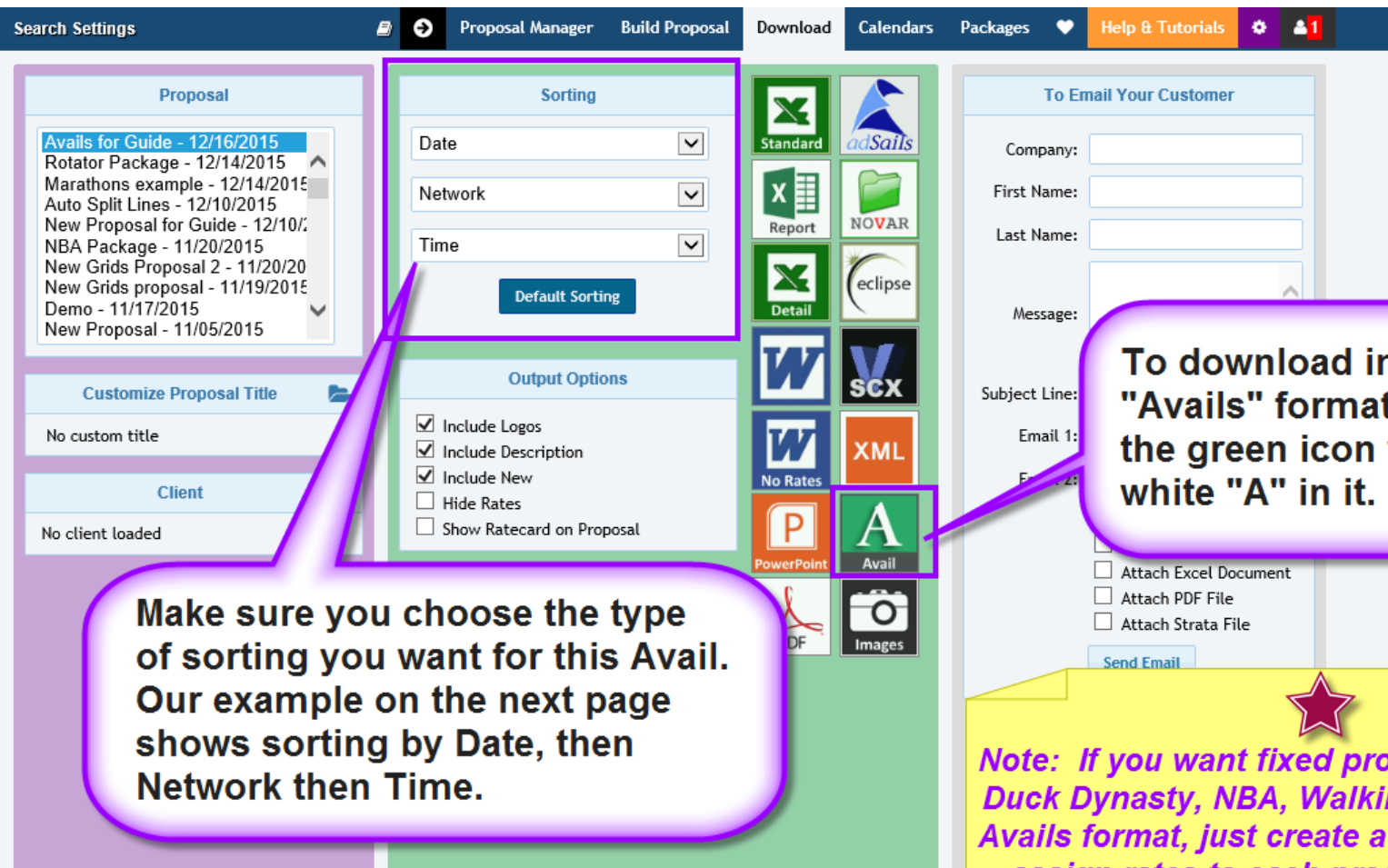
Net	Program Title	Day	Start Date	End Date	Start Time	End Time	Wks	Sp/Wk	Card	Rate	Spots
Los Angeles (5 items)											
AETVP	Criminal Minds, The First 48, Dog the Bounty Hun...	M-F	12/28/2015	03/27/2016	09:00 AM	04:00 PM	13	1	\$20.00	\$0.00	13
BRAVOP	Vanderpump Rules, The Real Housewives of Beve...	M-F	12/28/2015	03/27/2016	09:00 AM	04:00 PM	13	1	\$54.00	\$0.00	13
CNN	CNN Newsroom With Brooke Baldwin, The Situati...	M-F	12/28/2015	03/27/2016	09:00 AM	04:00 PM	13	1	\$20.00	\$0.00	13
ESPN	SportsCenter, Pardon the Interruption, Around th...	M-F	12/28/2015	03/27/2016	09:00 AM	04:00 PM	13	1	\$54.00	\$0.00	13
FNC	Your World With Neil Cavuto, Special Report With...	M-F	12/28/2015	03/27/2016	09:00 AM	04:00 PM	13	1	\$34.00	\$0.00	13

Choose in what "mode" you would like to see your Avails - by Daypart (shown), in 60-minute increments or 30-minute increments.

"Detect Titles" defaults to *On* (shown). If you wish to just show the Date Range in the Program Title area, select *Off*.

Click "Create Avails". After your Avails have been created you may then apply rates. To change the titles, highlight the lines, click on "Titles" and type in the name you would like to use.

Avails Export



Proposal

- Avails for Guide - 12/16/2015
- Rotator Package - 12/14/2015
- Marathons example - 12/14/2015
- Auto Split Lines - 12/10/2015
- New Proposal for Guide - 12/10/2015
- NBA Package - 11/20/2015
- New Grids Proposal 2 - 11/20/2015
- New Grids proposal - 11/19/2015
- Demo - 11/17/2015
- New Proposal - 11/05/2015

Customize Proposal Title

No custom title

Client

No client loaded

Sorting

Date

Network

Time

Default Sorting

Output Options

- ☒ Include Logos
- ☒ Include Description
- ☒ Include New
- ☐ Hide Rates
- ☐ Show Ratecard on Proposal

To Email Your Customer

Company:

First Name:

Last Name:

Message:

Subject Line:

Email 1:

Email 2:

☐ Attach Excel Document

☐ Attach PDF File

☐ Attach Strata File

Send Email

Avails Export Options


- Standard
- adSails
- Report
- NOVAR
- Detail
- eclipse
- SCX
- XML
- No Rates
- PowerPoint
- Avail
- PDF
- Images

Make sure you choose the type of sorting you want for this Avail. Our example on the next page shows sorting by Date, then Network then Time.

To download into an "Avails" format, choose the green icon with the white "A" in it.

Note: If you want fixed programming (such as Duck Dynasty, NBA, Walking Dead, etc.) in an Avails format, just create a "regular" proposal, assign rates to each program, then on the Download tab choose the "Avail" icon.

Avails Export View

	A	B	C	D	E	F	G	H
1			VAST Barbara Thomsen 11019 Lovas Court Grass Valley, California 95945 818-591-8400					
2	Avails for Guide		Zone:	Los Angeles				
3	Network	Program	DayPart	Dates	Rate			
4	BRAVOP	Untying the Knot, Girlfriends' Guide to Divorce, The Real Housewives of Beverly Hills, The Real Housewives of Atlanta, Newlyweds: The First Year, Then and Now With Andy Cohen	M-F 12P-1P	12-28-15 - 03-27-16	\$95.00			
5	BRAVOP	Vanderpump Rules, Untying the Knot, Girlfriends' Guide to Divorce, The Real Housewives of Beverly Hills, Then and Now With Andy Cohen, The Real Housewives of Atlanta	M-F 1P-2P	12-28-15 - 03-27-16	\$95.00			
6	BRAVOP	Vanderpump Rules, The Real Housewives of Beverly Hills, Top Chef, Girlfriends' Guide to Divorce, The Real Housewives of Atlanta, Newlyweds: The First Year	M-F 2P-3P	12-28-15 - 03-27-16	\$95.00			
7	BRAVOP	Vanderpump Rules, The Real Housewives of Beverly Hills, Top Chef, The Real Housewives of Atlanta, Newlyweds: The First Year, I Dream of NeNe: The Wedding	M-F 3P-4P	12-28-15 - 03-27-16	\$95.00			
8	CNN	CNN Newsroom With Brooke Baldwin	M-F 12P-1P	12-28-15 - 03-27-16	\$30.00			
9	CNN	The Lead With Jake Tapper, Back to the Beginning, CNN Newsroom	M-F 1P-2P	12-28-15 - 03-27-16	\$30.00			
10	CNN	The Situation Room, Anthony Bourdain: Parts Unknown	M-F 2P-3P	12-28-15 - 03-27-16	\$30.00			
11	CNN	The Situation Room, Anthony Bourdain: Parts Unknown, Finding Jesus: Faith, Fact, Forgery	M-F 3P-4P	12-28-15 - 03-27-16	\$30.00			
12	FNC	Shepard Smith Reporting	M-F 12P-1P	12-28-15 - 03-27-16	\$60.00			
13	FNC	Your World With Neil Cavuto	M-F 1P-2P	12-28-15 - 03-27-16	\$60.00			
14	FNC	The Five	M-F 2P-3P	12-28-15 - 03-27-16	\$60.00			

Your Avails will export into an Excel spreadsheet format, so you can edit any of the cells if you wish.

Note that in the Avails format, the number of spots and totals don't appear since this is intended to be a "menu" of programs and rates for your client. But you can go back and download to any of the other formats to show spots and rates.