



DESIGN | PERFORMANCE | ADVANCED TECHNOLOGY

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MANUAL BACKEND

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# LÜRZER'S ARCHIVE

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AUGUST 2014

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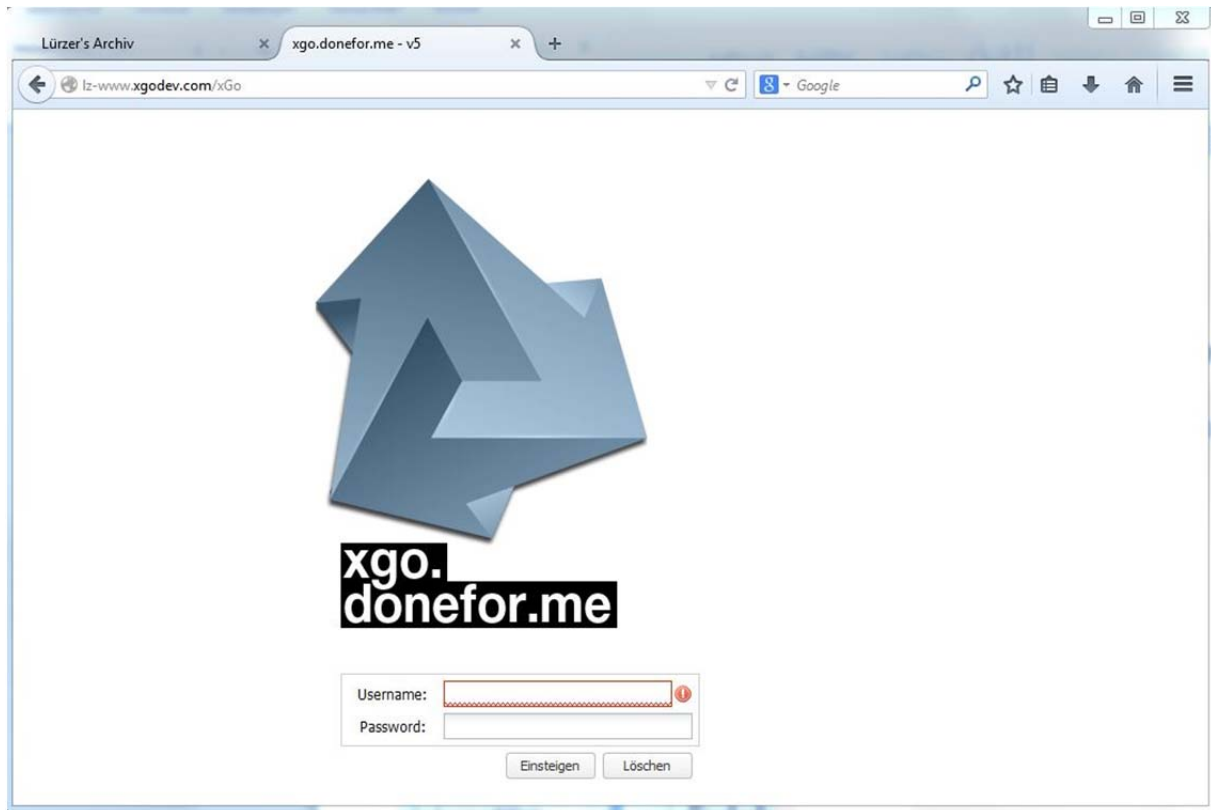
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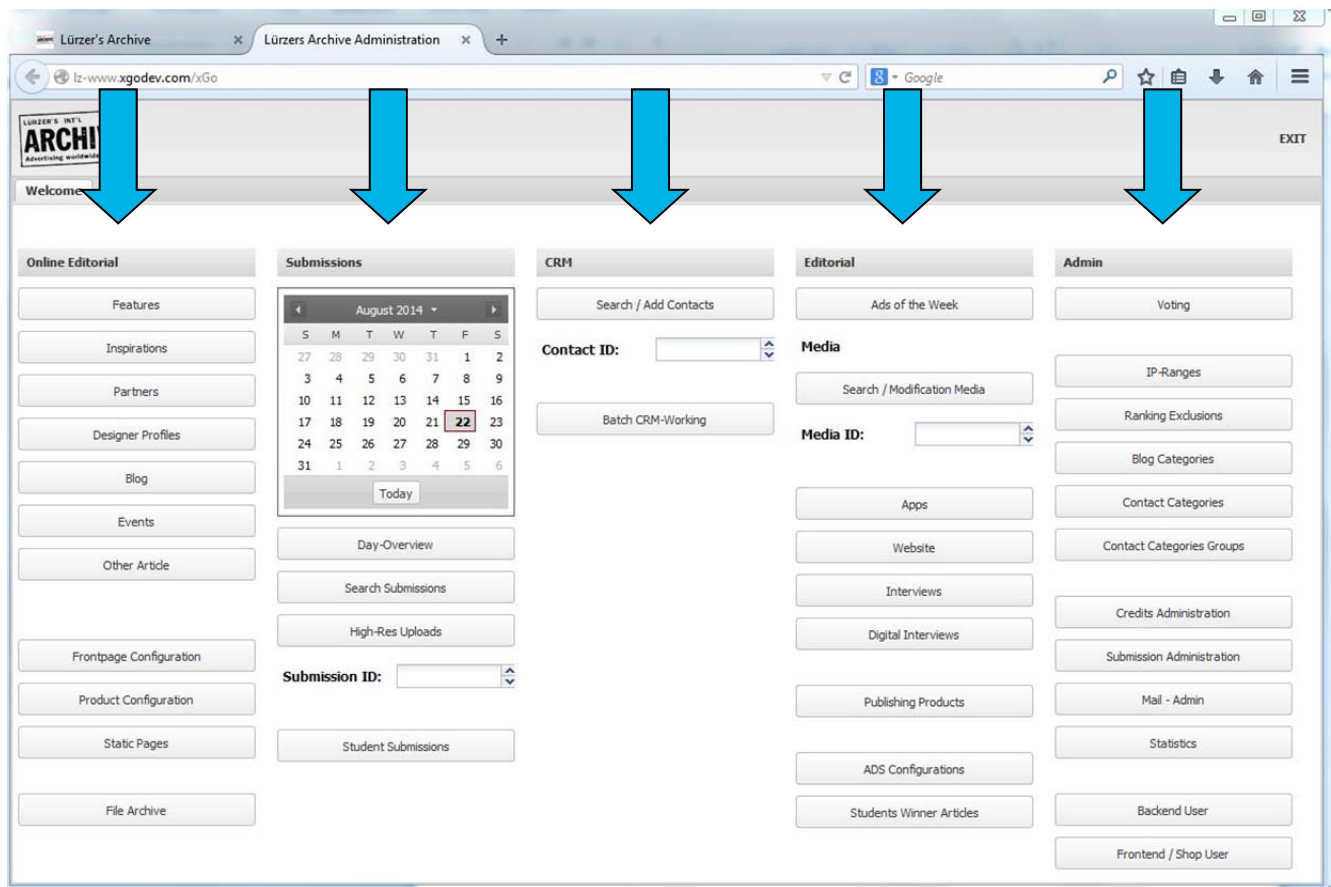
# 1. LOGIN

To log in to the backend, please append "/xGo" to the website URL in your browser. The login screen opens up and you can log in using your provided credentials.



## 2. WELCOME TAB

After logging in, you will see the Welcome Page, where you can find the 5 main sections – Online Editorial, Submissions, CRM, Editorial and Admin. From here you can reach all functions easy and fast.



### 3. ONLINE EDITORIAL

The section „Online Editorial“ incorporates the following subsections:

- Features
- Inspirations
- Partners
- Designer Profiles
- Blog
- Events
- Other Article
- Frontpage Configuration
- Product Configuration
- Static Pages
- File Archive

Additionally you can configure the Frontpage Sections via „Frontpage Configuration“ and you can switch to the "File Archiv", where all Files are being held and organized.



## 3.1 FEATURES

After clicking „Features“ you reach the overview of all existing features. The navigation bar on the top contains the functions listed below:

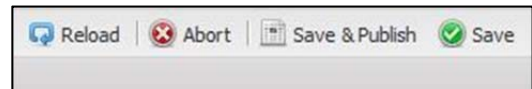
Welcome Overview Features											
<div> <span>+</span> Create week           <span>Filter by Date Settings</span> <span>Date</span> 08/22/2014           <span>2014</span> <span>34</span> <span>this week</span> <span>ADD</span> <span>Delete</span> <span>Reload</span> </div>											
<div> <span>Page</span> 1 <span>of 7</span> <span>1 - 100 of 636</span> </div>											
ID	Online	State	Publish start	Year	Week	Type	Title	Short Description	Keywords	Modified	Image
654	online	published	2014-08-22	2014	34	Editor's Blog	Metamorfosis	Short Description	Metamorfosis, Centre de Cultura Co...	2014-08-22 03:58:09	

- **Create week:** The system automatically creates a whole week, which can be filled with content afterwards.
- **Filter by Date Settings:** If set active, only records matching the date settings will be shown.
- **Date:** Only the record from the exact chosen date will be shown.
- **Input Fields Year/Week of year:** Only records from chosen year / week will be shown.
- **This week:** only records from the current week will be shown
- **ADD:** Create a new record
- **Delete:** Delete selected record(s)
- **Reload:** Refresh the overview grid
- **Searchfield**

<div> <div> </div> <div> EXIT </div> </div>											
<div> <span>+</span> Create week           <span>Filter by Date Settings</span> <span>Date</span> 08/22/2014           <span>2014</span> <span>34</span> <span>this week</span> <span>ADD</span> <span>Delete</span> <span>Reload</span> </div>											
<div> <span>Page</span> 1 <span>of 7</span> <span>1 - 100 of 636</span> </div>											
ID	Online	State	Publish start	Year	Week	Type	Title	Short Description	Keywords	Modified	Image
654	online	published	2014-08-22	2014	34	Editor's Blog	Metamorfosis	Short Description	Metamorfosis, Centre de Cultura Co...	2014-08-22 03:58:09	
653	offline	published	2014-08-28	2014	35	Digital	IKEA DABBLES WITH TIME...	Short Description	Ikea, MediaMonks, Time Travel	2014-08-22 03:58:09	
652	offline	published	2014-08-25	2014	35	Audiovisual	Thai Life Insurance return...	Short Description	Thailand, Asia, Ogilvy & Mather, Ban...	2014-08-22 03:58:09	
651	offline	published	2014-08-26	2014	35	Campaigns	Coffee vs Gangs	Short Description	Kenco, Coffee vs Gangs, Honduras	2014-08-22 03:58:09	
650	online	published	2014-08-21	2014	34	Digital	THREE SCREEN EXPERIEN...	Short Description	photography, app, panoramic, Russia	2014-08-22 03:58:09	
649	online	published	2014-08-15	2014	33	Editor's Blog	INTRODUCING VOLUME 4/...	Short Description	new issue	2014-08-22 03:58:09	
648	online	published	2014-08-19	2014	34	Campaigns	WHAT ASSASSIN'S CREED...	Short Description	Assassin's Creed, games, Paris, outd...	2014-08-22 03:58:09	
647	online	published	2014-08-18	2014	34	Audiovisual	APPLE CONTINUES YOUR ...	Short Description	Apple, Your Verse	2014-08-22 03:58:09	
646	online	published	2014-08-14	2014	33	Digital	The interactive vignettes f...	Short Description	Levi's, Live in Levi's, AKQA	2014-08-22 03:58:09	
645	online	published	2014-08-12	2014	33	Campaigns	House of Vans opens unde...	Short Description	House of Vans, London, Waterloo, V...	2014-08-22 03:58:09	
644	online	published	2014-08-11	2014	33	Audiovisual	LEXUS PUTS ON STRIKING...	Short Description	Lexus, CHI & Partners, Stink	2014-08-22 03:58:09	
<div> <span>Page</span> 1 <span>of 7</span> <span>1 - 100 of 636</span> <span>Delete Filter</span> </div>											

After double-clicking a record, you reach a form, where you can input all content.

Top navigation bar functions:



- **Reload:** Refresh the form
- **Abort:** Exit, unsaved input data will be discarded
- **Save & Publish:** Input data will be saved and published
- **Save:** Save data

On the left side you can choose the desired date - Year, week and type will be set automatically after saving.

The article image can be set using two ways:

Via "upload" you can choose an image from your local pc, via "archive" you can choose an image, which already exists on the remote webserver.

If you need a cutout of the image, please use „Crop“: A new window containing the image will be shown, where you can crop the image using your mouse. When you are happy with the result, click the "select area" button.

Via the "Delete" button you can remove an existing image from the article.

**Settings**

**State:**  
Published

**Publish start:**  
08/21/2014

**Year\*:**  
2014

**Week\*:**  
34

\* auto update after save

**Type\*:**  
Digital

\* auto update after save

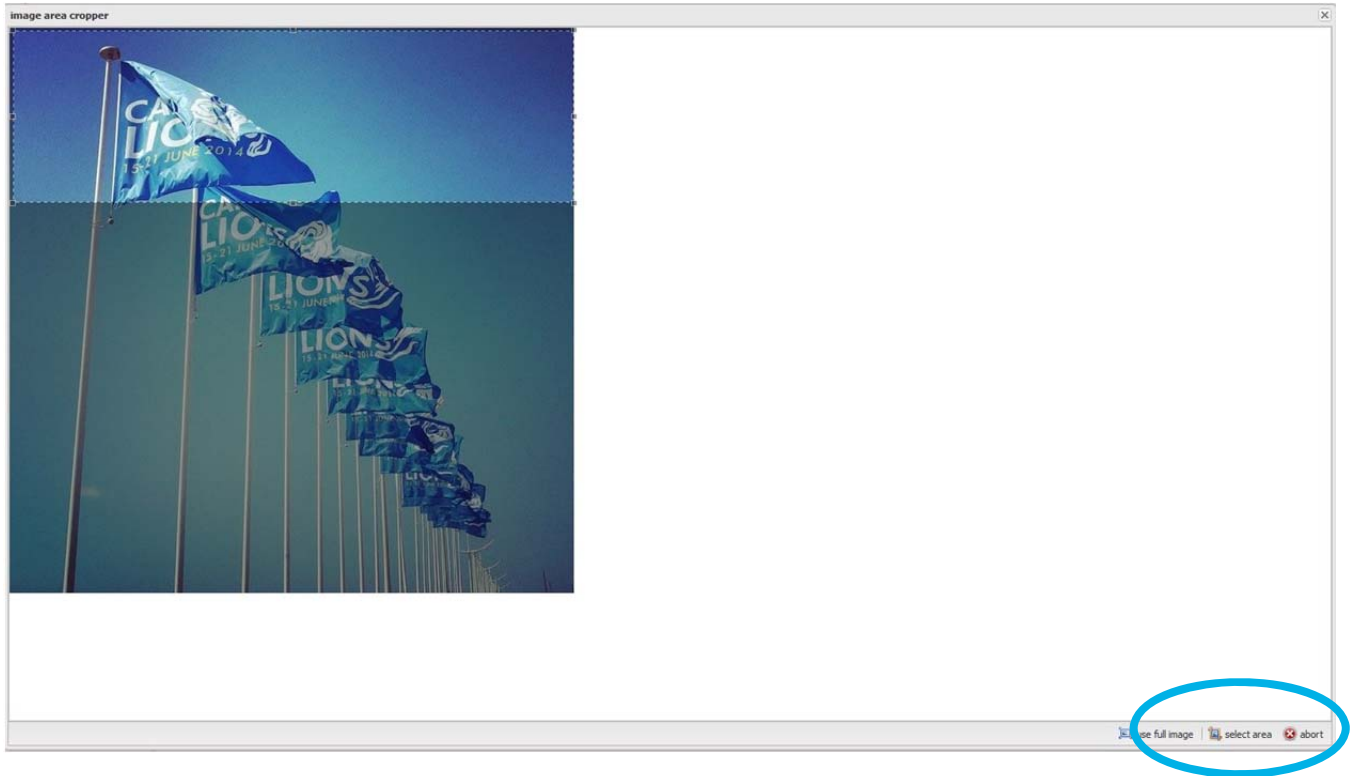
**Image:**

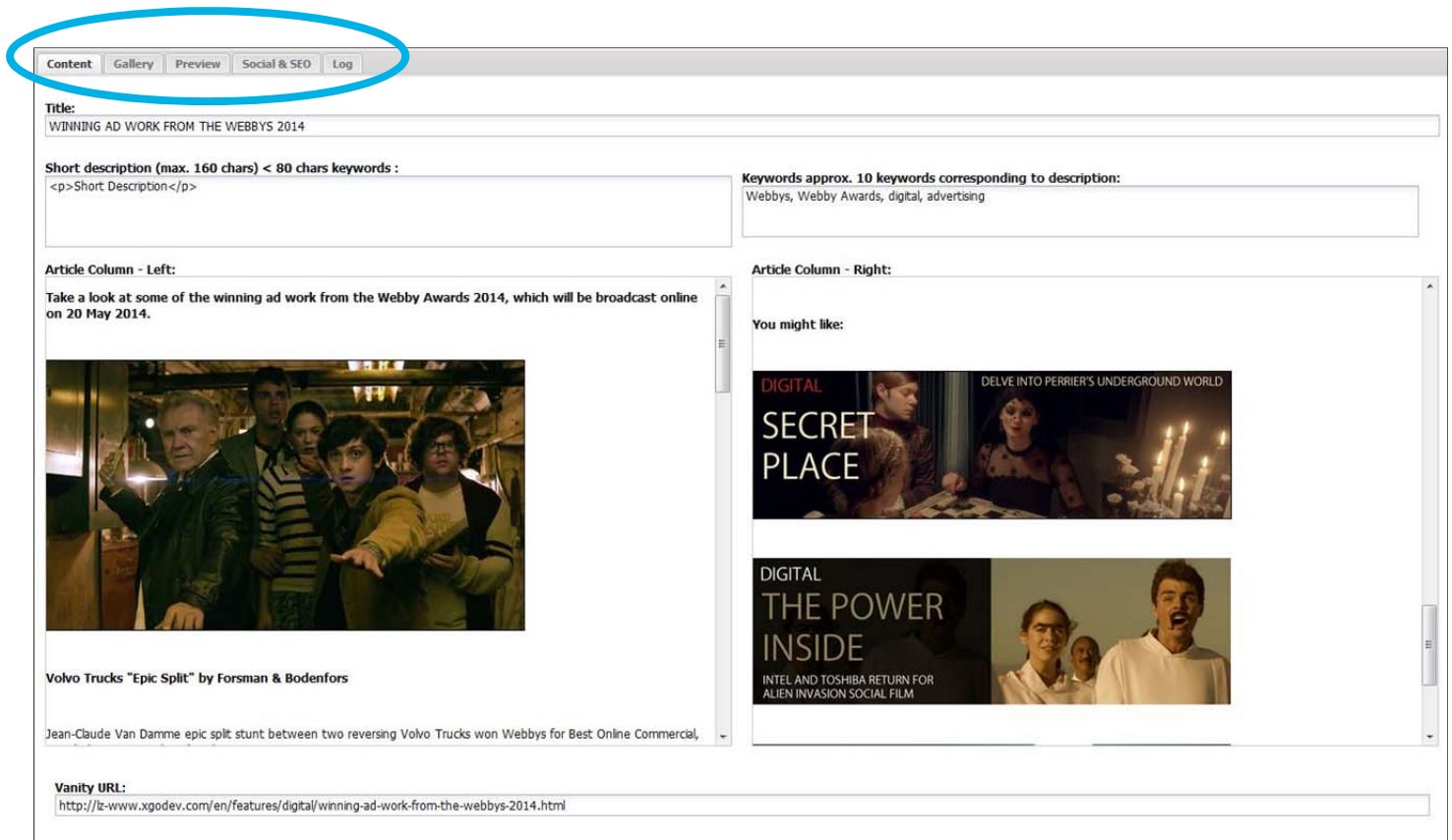
Required: 1108 x 340 px

**ID:** 1198916  
**Name:** 33f19e79aa268e1bd03affd99b  
**Size:** 331.53 kB  
**Dim:** 1007 x 309 px

Upload Delete  
 Archive Download  
 Crop








**Content** Gallery Preview Social & SEO Log

**Title:**  
WINNING AD WORK FROM THE WEBBYS 2014

**Short description (max. 160 chars) < 80 chars keywords :**  
<p>Short Description</p>

**Keywords approx. 10 keywords corresponding to description:**  
Webbys, Webby Awards, digital, advertising

**Article Column - Left:**  
Take a look at some of the winning ad work from the Webby Awards 2014, which will be broadcast online on 20 May 2014.




**Volvo Trucks "Epic Split" by Forsman & Bodenfors**


Jean-Claude Van Damme epic split stunt between two reversing Volvo Trucks won Webbys for Best Online Commercial.

**Article Column - Right:**

**You might like:**



**DIGITAL SECRET PLACE**  
DELVE INTO PERRIER'S UNDERGROUND WORLD



**DIGITAL THE POWER INSIDE**  
INTEL AND TOSHIBA RETURN FOR ALIEN INVASION SOCIAL FILM

**Vanity URL:**  
<http://tz-www.xgodev.com/en/features/digital/winning-ad-work-from-the-webbys-2014.html>

## CONTENT

In the **Tab Content** you can input title, short description, keywords and the content for the left and right column.

The **Vanity URL** (link pointing to the content after publishing) is being created automatically after saving.

In the **html Editor** you have (in addition to standard features like "bold", "underline" etc.) the possibility to insert videos, images and links



**Inserting images:** Please click the symbol CMS Image



A new window will be opened - here you can choose the image from the file archive, set the dimensions and crop the image.

**Inserting Links:** Please click the symbol CMS Link.



In the opened window you can now enter the desired link address and click create.

Internal Page: Here you can set a link to an internal page (of Lürzers Archive)

Manual title: overrides the title of the page when displaying the link on the website

Target: Choose whether the link should be opened in a new window

E-Mail: Here you can input an E-MailAdresse (Link opens standard email program of the website user and creates a new email with the chosen parameter)

Infopool record: Link to wizard Record

**Inserting Videos:** Please click the symbol Insert/edit Video



A new window is opened:

### General

- Source: Input the path to your video file
- Alternative source: Here you can input an alternative source
- Poster: Preview image in the videoplayer – input the path to picture
- Dimensions: Desired size of the video

### Embed

- Use provided code for embedding (e.g. YouTube)

After inputting the data, click ok to insert video in content, or cancel.

**Insert/edit video** [X]

General Embed

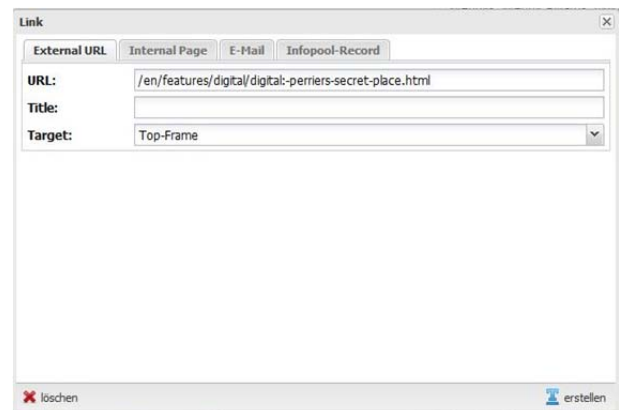
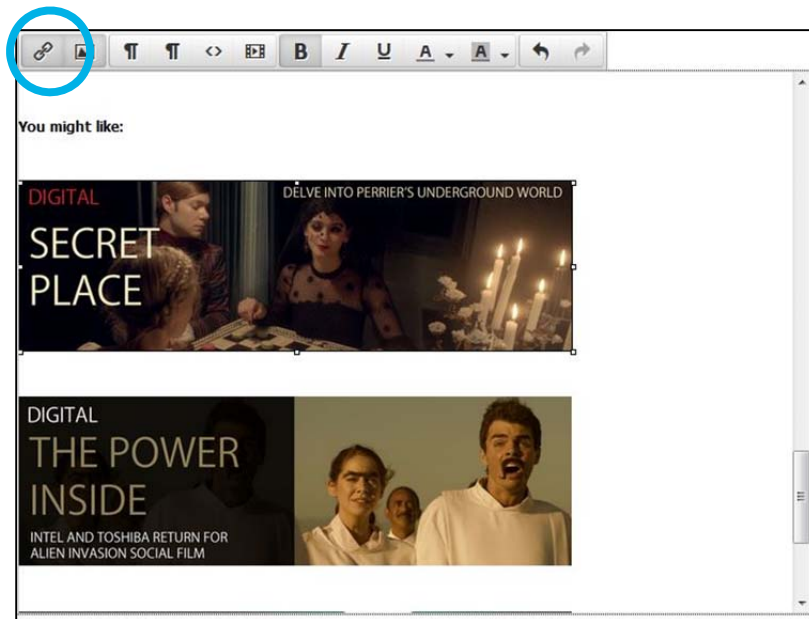
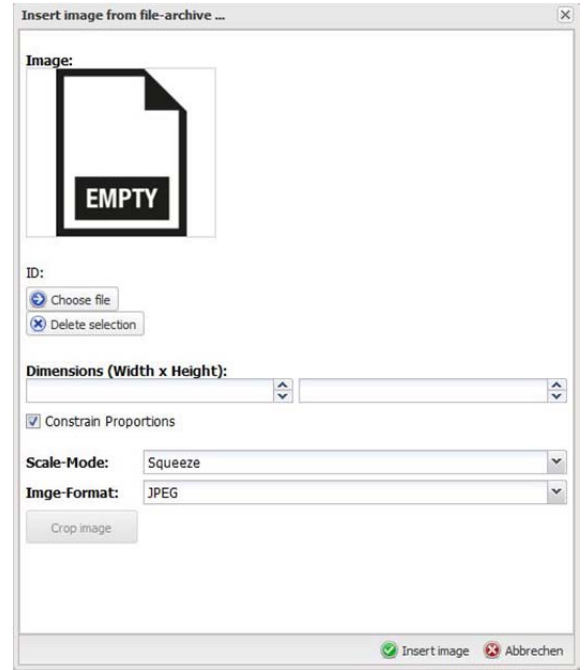
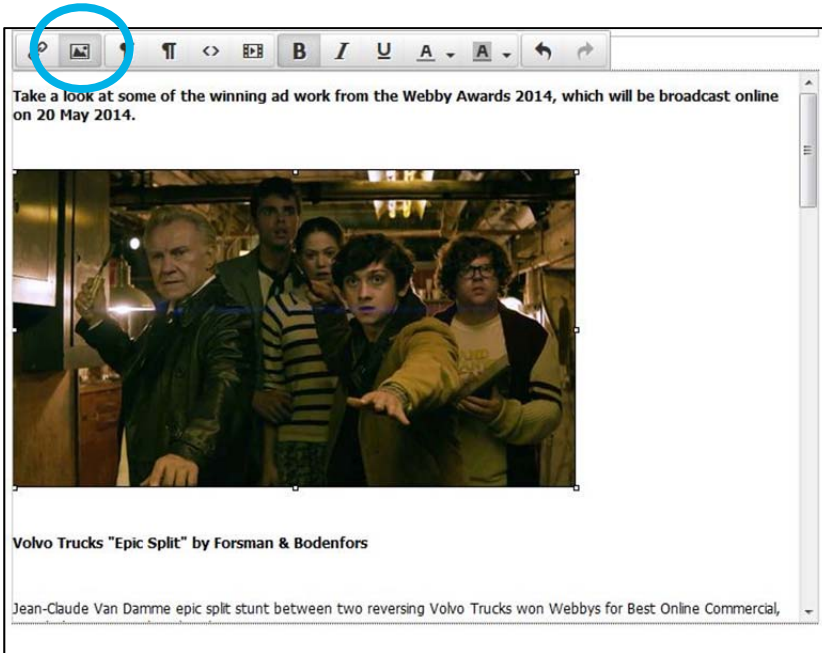
Source

Alternative source

Poster

Dimensions  x  ☒ Constrain proportions

Ok Cancel



## GALLERY

Here you can insert / upload additional images via „Upload“ / „Archive“. Afterwards you can add detail information to the picture - such as title, alternative description or keywords (title and description will be used on the website, and is important for SEO (Search Engine Optimization))

## PREVIEW

Here you can see a Website-Preview of the inputted data. Additional functions „size:full“, „size:pad“ und „size:phone“ show the display on different devices.

## SOCIAL & SEO

Here you can choose the meta keywords, meta description, open graph title, open graph description and open graph image.

## LOG

All changes of the particular records will be logged and displayed here.

## 3.2 INSPIRATIONS

After clicking on „Inspirations“, you will reach the overview of existing records. The functions in the left sidebar are very similar to „Features“ (see above).

In the Tab Content you can input title, short description, keywords and link. If the link is external (not within Luerzer's Archive), please tick the „external“ checkbox.

Afterwards please save or save & publish.

**LURZER'S ARCHIVE** Advertising Available EXIT

Welcome Overview Inspirations Inspiration: 298

Reload Abort Save & Publish Save

**Settings** Content Preview Log

**State:** Published

**Publish Start:** Pick date ...

**Image:**

Required: 500 x 350 px

ID: 1192019  
Name: 0ca21c47377023fc0a5e5521f4  
Size: 113.40 kB  
Dim: 1366 x 768 px

Upload Delete

Archive Download

Crop

**Title:** Title

**Short description (max. 160 chars) < 80 chars keywords :** Why Greenpeace is hitting out at Lego with this parody video

**Keywords approx. 10 keywords corresponding to description:** Keywords

**External:** ☒ **Link:** /en/features/campaigns/greenpeace-asks-lego-how-will-you-rebuild-what-shell-destroys-und-622.html

### 3.3 PARTNERS

After clicking on „Partners“ you will reach the overview of existing records. The functions in the left sidebar are very similar to „Features“ (see above).

In the Tab Content you can input title, short description, keywords and an optional link.

Afterwards please save or save & publish.

Content	Preview	Log
<b>Title:</b> <input type="text" value="Golden Drum 2014"/>		
<b>Description:</b> <div>Time and again the Golden Drum Festival proves to be the event which offers delegates an inspiring, creative and friendly atmosphere. No doubt, Golden Drum is the place where creativity really counts and is experienced and celebrated at its best.</div>		
<b>Keywords:</b> <div>Keywords</div>		
<b>Link:</b> <input type="text" value="http://"/>		

### 3.4 DESIGNER PROFILES

After clicking on „Designer Profiles“ you will reach the overview of existing records. The functions in the left sidebar are very similar to „Features“ (see above).

In the Tab Content you can input name, keywords and the bio (text).

**Designer Profile ID:** input the chosen designer profile ID to link the featured designer profile

**Link:** Here you can set a link to an article, interview, etc.

Afterwards please save or save & publish.

Content	Preview	Log
<p><b>Name:</b>  <input type="text" value="GUILLERMO CASTAÑEDA"/></p> <p><b>Keywords:</b>  <input type="text" value="Keywords"/></p> <p><b>Designer Profile ID:</b>  <input type="text" value="0"/></p> <p><b>Link:</b>  <input type="text" value="/en/features/whos-who/whos-who:guillermo-casta-und-und-eda.html"/></p>	<p><b>Bio:</b>  <input "i="" -="" 20="" a="" about="" advertising="" advertising,"="" after="" an="" and="" cousin="" didn't="" do="" does."="" fascinated="" got="" he="" i="" into="" it="" kid="" know="" life.="" me="" much="" my="" older="" says.="" still="" to="" type="text" value="Guillermo is executive creative director at TBWA\Buenos Aires. " was="" what="" with="" years=""/></p>	



### 3.5 BLOG

After clicking on „Blog“ you will reach the overview of existing records. .

On the left side you can choose the category, featured yes/no and the date.

The image for the detail page can be uploaded or chosen from the "file archive" as described in the features section.

In addition you can set a banner image and an image for the box shown in the overview.

Settings

State:

Published

Category:

not assigned

Featured:

No

Publish Start:

2014-06-11

Image - Detail Page (uncropped):



Dim: -

ID: 1180489

Name:

89540bc6e253d90f582ff594ea

Size: 508.40 kB

Dim: 850 x 567 px

Upload


Delete

Archive

Download

Crop

Image - Banner:



Settings

Image - Banner:



Required: 1800 x 600 px

ID: null

Name: null

Size: -

Dim: null x null px

Upload

Delete

Archive

Download

Crop

Image - Box:



Required: 698 x 416 px

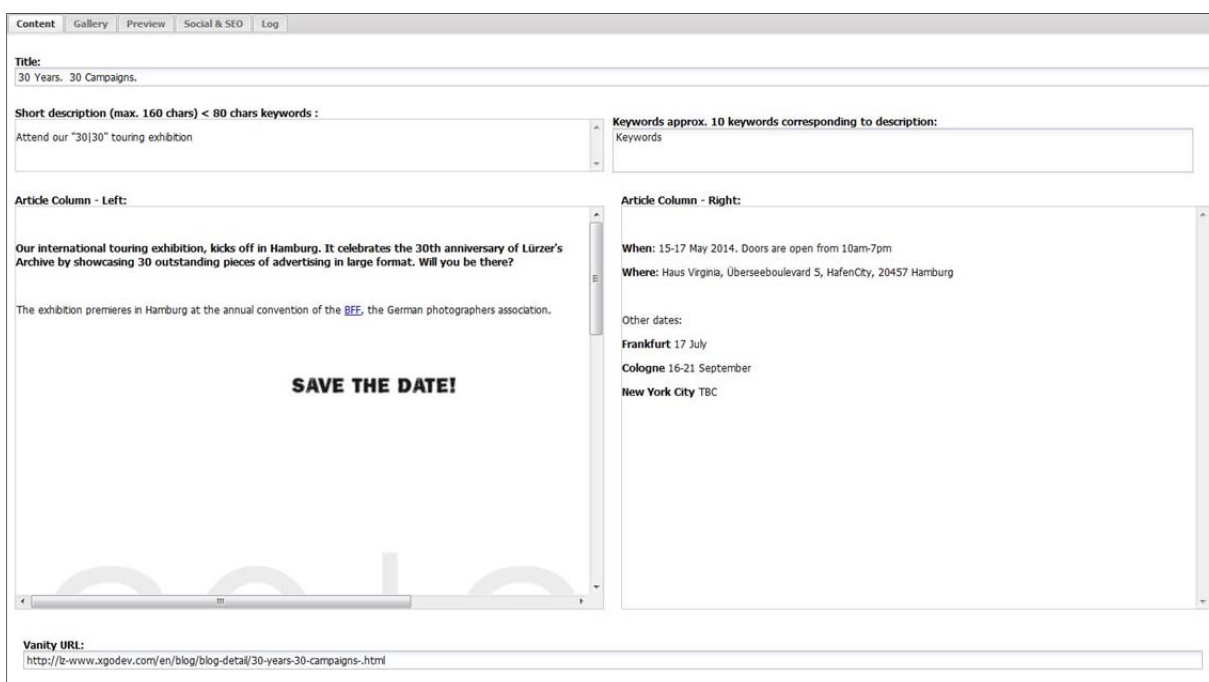
In the **Tab Content** you can input title, short description, keywords and the content for the left and right column.

The **Vanity URL** (link pointing to the content after publishing) is being created automatically after saving.

In the **html Editor** you have (in addition to standard features like "bold", "underline" etc.) the possibility to insert videos, images and links (see "Features").

For the functions in the other tabs please see „Features“.

Afterwards please save or save & publish.



**Content** | Gallery | Preview | Social & SEO | Log

**Title:**  
30 Years. 30 Campaigns.

**Short description (max. 160 chars) < 80 chars keywords :**  
Attend our "30|30" touring exhibition

**Keywords approx. 10 keywords corresponding to description:**  
Keywords

**Article Column - Left:**

Our international touring exhibition, kicks off in Hamburg. It celebrates the 30th anniversary of Lürzer's Archive by showcasing 30 outstanding pieces of advertising in large format. Will you be there?

The exhibition premieres in Hamburg at the annual convention of the [BFF](#), the German photographers association.

**SAVE THE DATE!**

**Article Column - Right:**

**When:** 15-17 May 2014. Doors are open from 10am-7pm

**Where:** Haus Virginia, Überseeboulevard 5, HafenCity, 20457 Hamburg

**Other dates:**  
**Frankfurt** 17 July  
**Cologne** 16-21 September  
**New York City** TBC

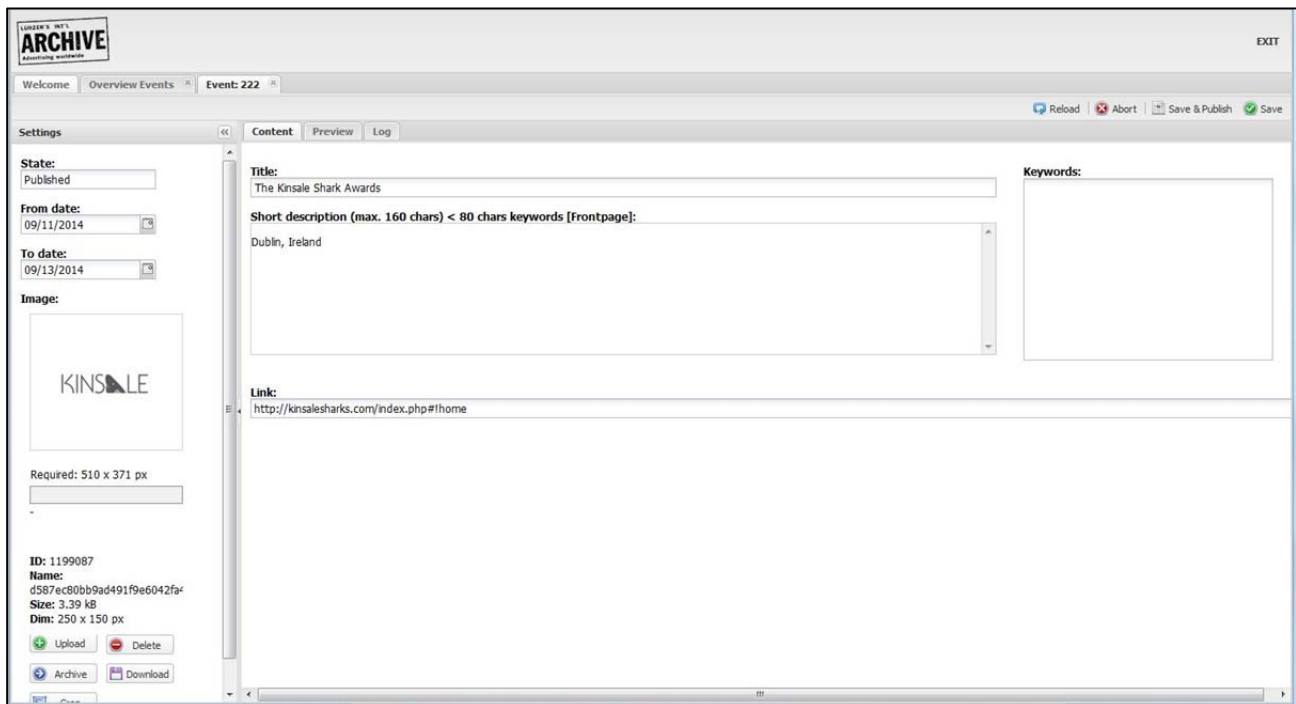
**Vanity URL:**  
http://de-www.xgodev.com/en/blog/blog-detail/30-years-30-campaigns.html

## 3.6 EVENTS

After clicking on „Events“ you will reach the overview of existing records.

On the left side you can choose start / end date and set the event image.  
In the Tab Content you can input title, short description and keywords.

Afterwards please save or save & publish.



The screenshot displays the 'Event: 222' management page in the Lürzer's Archive system. The interface is divided into several sections:

- Header:** Includes the 'LÜRZER'S ARCHIVE' logo, navigation tabs (Welcome, Overview Events, Event: 222), and an 'EXIT' button.
- Settings Panel (Left):**
  - State:** A dropdown menu set to 'Published'.
  - From date:** A date picker set to '09/11/2014'.
  - To date:** A date picker set to '09/13/2014'.
  - Image:** A placeholder for an event image, showing a 'KINSALE' logo. Below it, a text box indicates 'Required: 510 x 371 px'.
  - Metadata:** Displays 'ID: 1199087', 'Name: d587ec80bb9ad491f9e6042fa', 'Size: 3.39 kB', and 'Dim: 250 x 150 px'.
  - Actions:** Buttons for 'Upload', 'Delete', 'Archive', and 'Download'.
- Content Panel (Main):**
  - Title:** A text input field containing 'The Kinsale Shark Awards'.
  - Short description (max. 160 chars) < 80 chars keywords [Frontpage]:** A text area containing 'Dublin, Ireland'.
  - Keywords:** An empty text area for entering keywords.
  - Link:** A text input field containing 'http://kinsalesharks.com/index.php#home'.
- Footer:** A row of buttons: 'Reload', 'Abort', 'Save & Publish', and 'Save'.

### 3.7 OTHER ARTICLE

After clicking on „Other article“ you will reach the overview of existing records. Via „Add“ you can add a new article, and by double clicking on a record, the input form is opened.

On the left side you can set the image, and in the **Tab Content** you can input title, short description, keywords and the content for the left and right column.

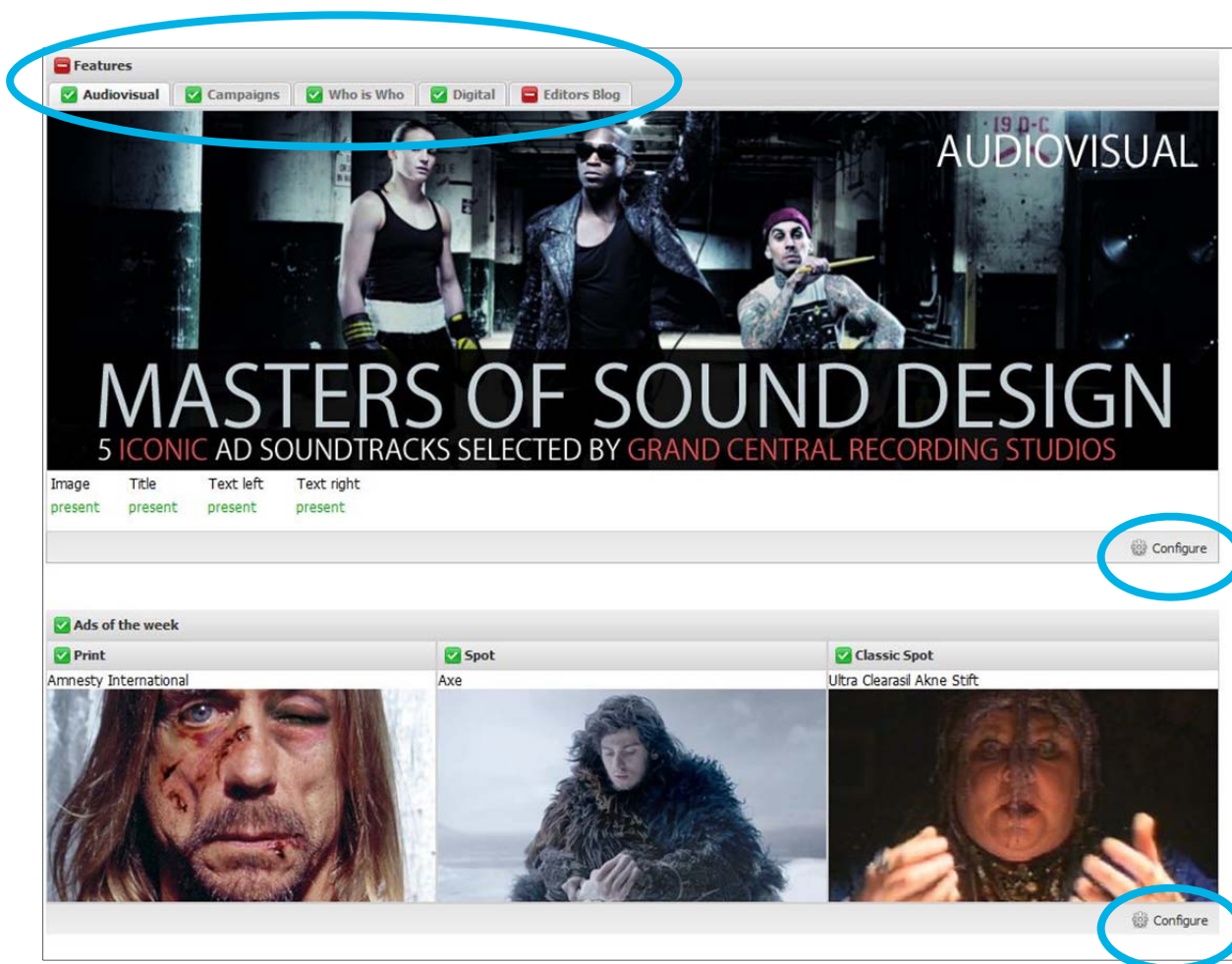
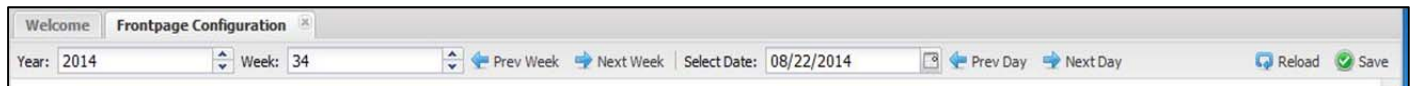
Afterwards please save or save & publish.


The screenshot displays the 'Lürzer's Archive' web application interface for editing an article. The top navigation bar includes 'Welcome', 'Overview Other Article', and 'Article: 2'. Below this is a toolbar with 'Abort', 'Reload', 'Save', and 'Save & Publish'. The main area is divided into a left sidebar and a central content area. The sidebar contains a 'State' dropdown, an 'Image' upload section with a placeholder labeled 'EMPTY' and a note 'Required: 300 x 400 px', and a metadata section showing 'ID: null', 'Name: null', 'Size: -', and 'Dim: null x null px'. The central content area has tabs for 'Content', 'Gallery', 'Preview', 'Social & SEO', and 'Log'. The 'Content' tab is active, showing fields for 'Title', 'Short description (max. 160 chars) < 80 chars keywords:', 'Keywords approx. 10 keywords corresponding to description:', 'Article Column - Left:', and 'Article Column - Right:'.

### 3.8 FRONTPAGE CONFIGURATION

Via „Frontpage Configuration“ you can configure the frontpage in an easy and intuitive way. By entering a year, week or date in the top navigation bar you can jump to the overview active on that date.

On the right side you can reload the page and save changes.






Alisa Wolfson

Alisa Wolfson started work in advertising as a freelancer and couldn't stay away. She is now Head of Design at Chicago's Leo Burnett. The SVP shares some of her favourite pieces of advertising with us.

☐ Show article

☒ Your Picks

☐ Show article



44th Creativity International Design Awards



Deadline: 29 August. Entries accepted in Print, Packaging, Photography, Illustration, Typography, Green/Sustainable Design & Publications. [Find out more and enter online.](#)

☐ Show article

☒ Most read

☒ TODAY
 ☐ THIS WEEK
 ☐ THIS MONTH
 ☐ OVERALL

☐ Show article

Via "configure" the record form is opened, and the record can be edited. If the content is available and complete, the symbol  is show. Otherwise the system will alert you with this symbol  that data is missing

The lower 4 boxes can be manually overruled, so that instead of the default content („Designer profile“, „YourPicks“, „Partners“, „Most read“) an „Other article" will be shown.

To achieve this, please tick the „Show article“ checkbox and fill the article ID - now the box will be overwritten with the content of the article.

„Open articles“ opens the „otherarticle“-overview, for example to get the article id.

### 3.9 PRODUCT CONFIGURATION

Via „Product Configuration“ you can configure the content of the frontpage slider in top right position. Each created record is a slide.

Functions:

ADD: add new record (z.B. iPad App, Magazine,...)

DELETE: delete record

RELOAD: refresh the page

SUCHEN: search

In the right section you can upload the desired image, input title and text. Additionally you can set a link, that will be opened, if the picture in the slide is clicked. Afterwards please click save.

WELCOME | **Product Configuration** | EXIT

**Products**

ADD Delete Reload

ID	ON	Titel
<input checked="" type="checkbox"/> 3	Ja	LÜRZER'S ARCHIVE APPS
<input type="checkbox"/> 4	Ja	Test

**Record [3]**

Save EN

**Image (Cover, App etc.):**

ID:270199

Choose file

Delete selection

**Title:** LÜRZER'S ARCHIVE APPS

**Text:**

**iPad App**  
[Download it right here](#)

**iPhone App**  
[Download it right here](#)

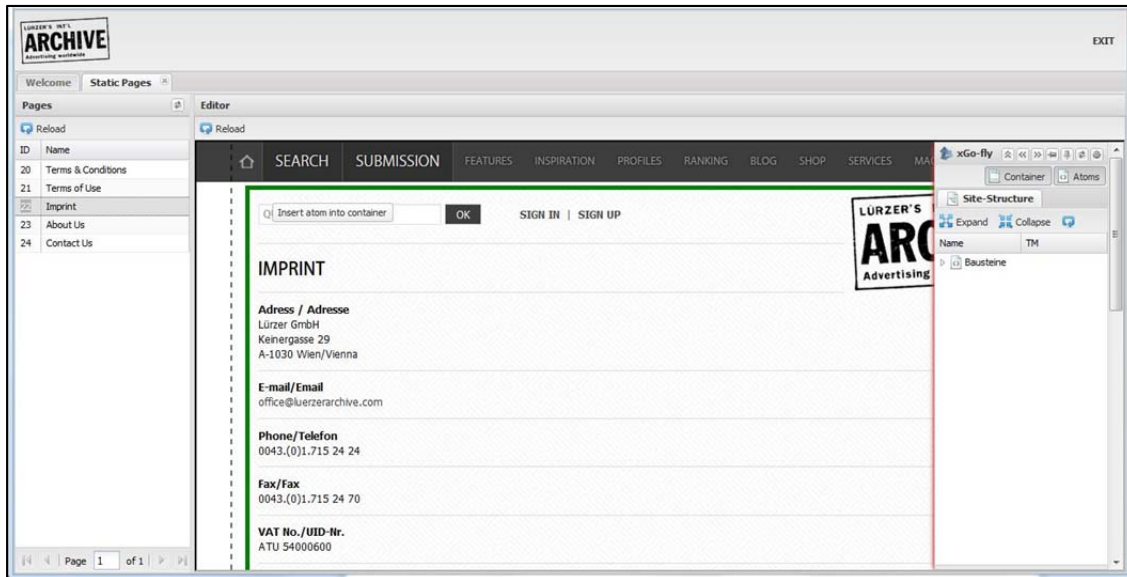
**Subscription Apps**  
[Subscribe here](#)

**Link:** <https://itunes.apple.com/at/app/lurzers-archive-for-ipad/id476622969>

Page 1 of 1 | 1 - 2 of 2 | Delete Filter

### 3.10 STATIC PAGE

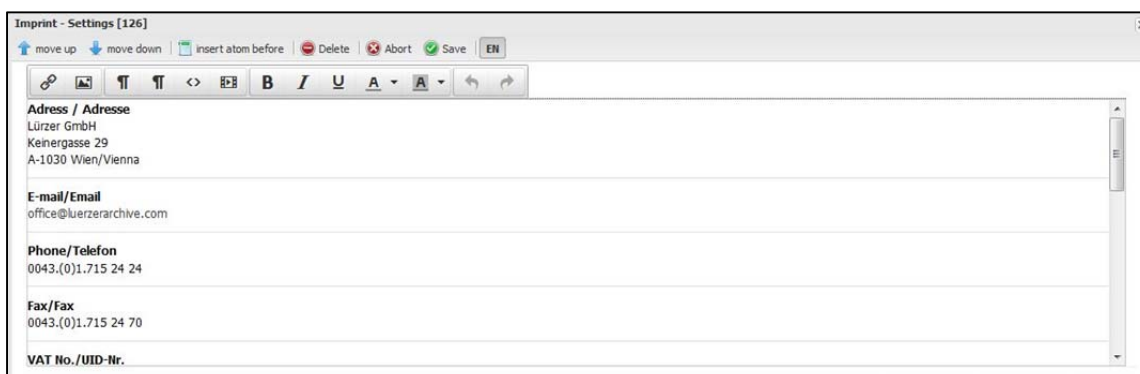
This section allows editing of static pages like imprint, About us, Contact us, Terms & Conditions, Terms of Use. Via double clicking a record, the chosen static page is shown.



To edit the page's content, please click on the content item (which will be highlighted green) - now the setting window is opened, where the content can be changed (html editor appears after clicking in the textfield).

Additional functions:

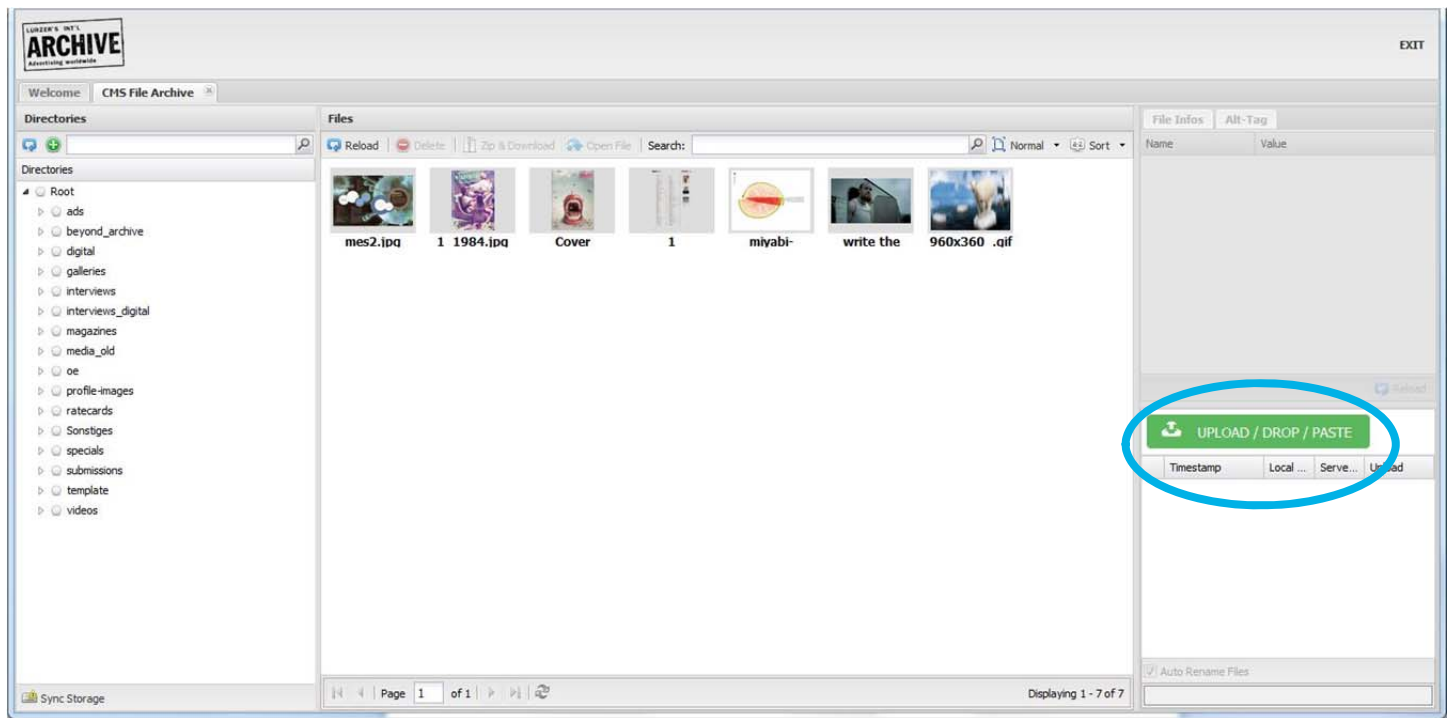
- move up / move down: if there is more than one atom, the atom order can be affected
- insert atom before: here you can add additional atoms
- Delete
- Abort:
- Save





### 3.11 FILE ARCHIVE

In "File Archive" all the media content, that is used on the website, is held and organized. If you want to upload Images or other files please click "Upload" (your local file system is opened - choose your file - upload starts automatically).



Additional functions in File Archive:

- Delete: The file is deleted from the server
- Zip & Download: A .zip File containing the selected files will be created and offered to download
- Open File: The file will be opened in your browser or downloaded.
- Normal: Display size of the images in File Archive(Normal, Medium, Large)
- Sort: Sort files, for example by ID



## 4. SUBMISSIONS

The section „Submissions“ covers the following functions:

- Day-Overview
- Search Submissions
- High-Res Uploads
- Designer Profiles
- Student Submissions

### Calendar:

Here you can choose a day - the day overview of submissions from that day will be opened.

After double clicking a submission, the detail form will be opened.

„Submission ID“: Input a Submission ID and press enter - submission detail form will be opened.

Submissions

August 2014

S	M	T	W	T	F	S
27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

Today




Day-Overview

Search Submissions

High-Res Uploads

Submission ID:

Student Submissions

Welcome   Submissions of Day: 2014-08-22										Remove Filter   Reload		
	ID	Submitted For	State	Submitted By	E-Mail	Credits Don't know	HighRes	MediaType		For	Submissions	Preselected
	246330	Luerzers Archive	submitted	Andreas Fink	af@gitgo.at	0	PRESENT	Image		Luerzers Archive	3	0
	246329	Luerzers Archive	submitted	Mario Siabatto	mario.siabatto@ddbcol.c...	0	PRESENT	Image				
	246328	Luerzers Archive	submitted	Mario Siabatto	mario.siabatto@ddbcol.c...	0	PRESENT	Image				

## 4.1 DAY OVERVIEW

Day Overview shows submissions - sorted by type. By double clicking on a submission, the submission detail page is opened.

Date	Total		Print		TV		Specials		Students	
	Submissions	Submitter	Submissions	Submitter	Submissions	Submitter	Submissions	Submitter	Submissions	Submitter
2014-08-22	3	2	3	2	0	0	0	0	1	1
2014-08-21	19	6	16	5	3	1	0	0	3	1
2014-08-20	35	15	30	11	2	2	3	2	18	1
2014-08-19	44	12	39	10	5	3	0	0	0	0
2014-08-18	24	8	21	7	0	0	3	1	8	2
2014-08-17	3	2	1	1	0	0	2	1	0	0
2014-08-16	6	2	6	2	0	0	0	0	0	0
2014-08-15	26	11	25	10	1	1	0	0	2	2
2014-08-14	12	8	9	5	3	3	0	0	9	3
2014-08-13	24	8	22	7	0	0	2	1	7	2
2014-08-12	17	8	15	6	2	2	0	0	0	0
2014-08-11	51	12	34	8	4	3	13	1	1	1
2014-08-10	1	1	1	1	0	0	0	0	0	0
2014-08-09	3	2	3	2	0	0	0	0	0	0
2014-08-08	16	5	7	3	7	2	2	1	0	0
2014-08-07	98	22	30	14	5	4	63	4	0	0
2014-08-06	28	12	24	8	3	3	1	1	5	2

**Bulk Modification:** Select multiple records, to set properties to all of them (preselected, selected etc.) or change their linked magazine

**Download:** Possibility to download all or selected Thumbnails, Videos etc.

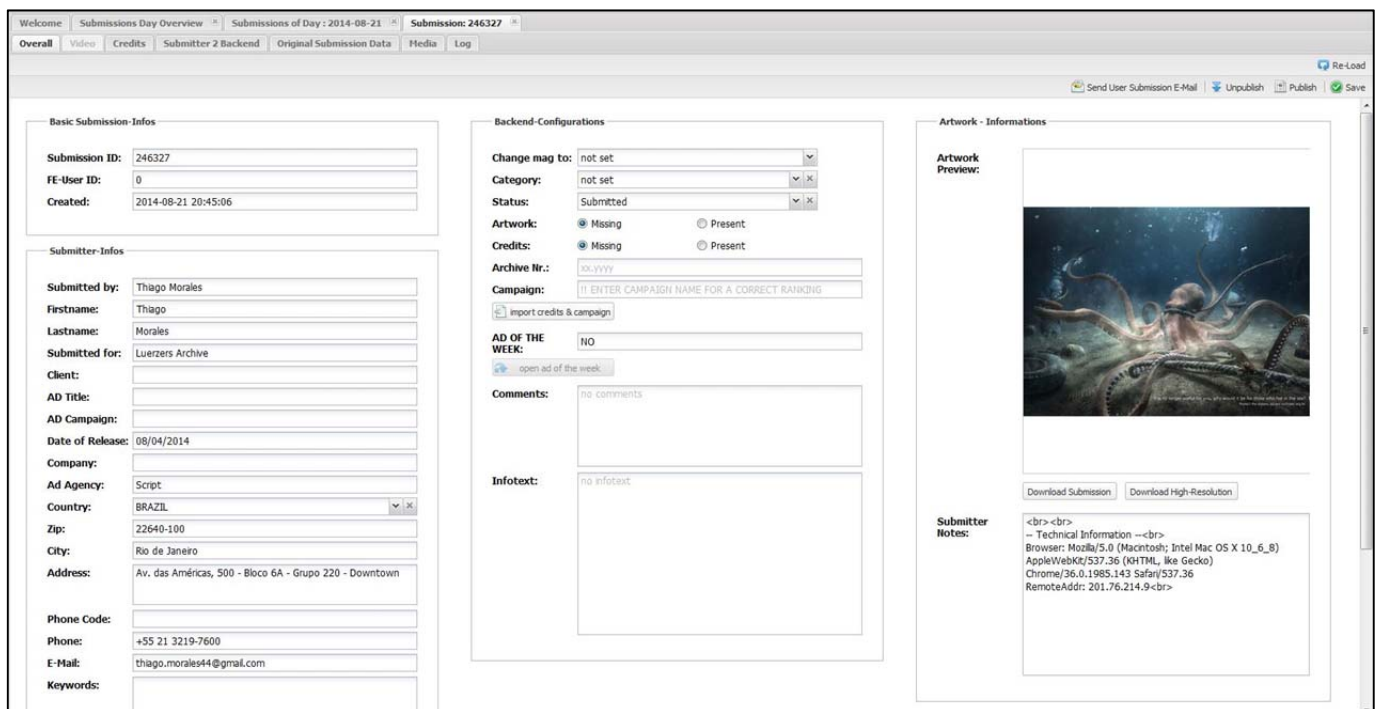
**Export:** Export selected Submissions as .csv

Image	ID	Submitted For	State	Submitted By	E-Mail	Credits Don't know	HighRes	Media Type
	246327	Luerzers Archive	submitted	Thiago Morales	thiago.morales44...	0	PRESENT	Image
	246326	Luerzers Archive ...	submitted	Reed Edwards	reed@terrissandy...	0	MISSING	Video
	246325	Luerzers Archive ...	submitted	Reed Edwards	reed@terrissandy...	0	MISSING	Video

## Submission Detail:

### Tab Overall

- Button top right "Send User Submission Email": sends an email to the user, depending on the submission state (preselected, selected, etc.)
- Form: Change Submission Details via Drop Downs and input fields
- Button "import credits & campaign": import credits / campaign from any other submission - a searchfield opens in a popup, input data and click „import and reload“
- Button "open ad of the week": If a submission is an ad of the week, this button is active and linked to "ads of the week".
- Button "download submission": Download submission Images / Videos



Submission: 246327

Overall | Video | Credits | Submitter 2 Backend | Original Submission Data | Media | Log

Send User Submission E-Mail | Unpublish | Publish | Save

#### Basic Submission-Infos

Submission ID: 246327  
 FE-User ID: 0  
 Created: 2014-08-21 20:45:06

#### Submitter-Infos


Submitted by: Thiago Morales  
 Firstname: Thiago  
 Lastname: Morales  
 Submitted for: Luerzers Archive  
 Client:  
 AD Title:  
 AD Campaign:  
 Date of Release: 08/04/2014  
 Company:  
 Ad Agency: Script  
 Country: BRAZIL  
 Zip: 22640-100  
 City: Rio de Janeiro  
 Address: Av. das Américas, 500 - Bloco 6A - Grupo 220 - Downtown  
 Phone Code:  
 Phone: +55 21 3219-7600  
 E-Mail: thiago.morales44@gmail.com  
 Keywords:

#### Backend-Configurations

Change mag to: not set  
 Category: not set  
 Status: Submitted  
 Artwork: ☒ Missing ☐ Present  
 Credits: ☒ Missing ☐ Present  
 Archive Nr.: 00-YYYY  
 Campaign: (!) ENTER CAMPAIGN NAME FOR A CORRECT RANKING  
 Import credits & campaign  
 AD OF THE WEEK: NO  
 open ad of the week  
 Comments: no comments  
 Infotext: no infotext

#### Artwork - Informations

Artwork Preview:



Download Submission | Download High-Resolution

Submitter Notes:

```
<br><br>
-- Technical Information --<br>
Browser: Mozilla/5.0 (Macintosh; Intel Mac OS X 10_6_8)
AppleWebKit/537.36 (KHTML, like Gecko)
Chrome/36.0.1985.143 Safari/537.36
RemoteAddr: 201.76.214.9<br>
```

## Tab Video

This tab is active only in Video Submissions: on the left side you find the video, on the right side you can find additional information like if the video is already encoded, did the submitter upload a poster or was it automatically created, etc.

**Button “encode video”:** Encode video right now, happens automatically otherwise

- Button Save: Save data / changes
- Button Publish: Publish data

## Tab Credits

Overview of the credits - these can be added or deleted (start typing in the text field, choose credit)

“credits to view and copy”: Here you can check credits with their corresponding symbol and copy them

## Tab Submitter 2 Backend

Allows to transfer data inputted by a submitter (left) to a CRM user (right). By clicking the blue arrow, the data from the field left will be transferred to the right side.

The screenshot shows a web application interface with a tabbed menu at the top. The active tab is 'Submitter 2 Backend'. The interface is divided into two main columns: 'User submitted' on the left and 'Final record' on the right. The 'User submitted' column contains a form with the following fields: 'Company/Person:' (with a dropdown menu), 'Company:', 'Firstname:' (filled with 'Thiago'), 'Lastname:' (filled with 'Morales'), 'Street:' (filled with 'Av. das Américas, 500 - Bloco 6A - Grupo 220 - Dowr'), 'City:' (filled with 'Rio de Janeiro'), 'Zip:' (filled with '22640-100'), 'Country:' (filled with 'BRAZIL'), 'Phone Code:', 'Phone:' (filled with '+55 21 3219-7600'), 'Fax:', and 'Mail:' (filled with 'thiago.morales44@gmail.com'). The 'Final record' column contains a form with the following fields: 'LOADED CRM RECORD ID:', 'Company ID:', 'Company/Person:' (with a dropdown menu), 'Company:', 'Firstname:', 'Lastname:', 'Street:', 'City:', 'Zip:', 'Country:' (with a dropdown menu), 'Phone Code:', 'Phone:', 'Fax:', 'Mail:', and 'Web:'. Blue arrows are positioned between corresponding fields in the two columns, indicating the transfer of data. At the bottom of the interface, there are several buttons: 'save as new crm contact (and assign to company)', 'Update Database', 'create company', 'load company', and 'load data from CRM'.

- Button “load data from crm”: Search window is opened, choose contact and data will be shown in the fields in the right column -
- Button “load company”: same function as „load data from crm“
- Button “save as new crm contact”: creates a new contact based on the data from the right column.
- Button „Update Database”: updates previously loaded CRM Contact

## Tab Original Submission Data

Display of the original submission data

## Tab Media

Depending on submission type (image / video) the files will be displayed in lowres / highres. Additionally you can delete or overwrite these files here.

## Tab Log

All changes of the chosen record are logged and displayed here.

## 4.2 SEARCH SUBMISSION

By clicking "Search Submission" you reach the search form.

You can search by entering a search term in the upper searchfield and pressing enter, or use the advanced search where you can add various filters, which refer to submission properties.

### Submitter Data:

Here you can search for standard search terms like name, land etc.






### Submission Credits:

Search for Credits– enter person / company as "Name", then choose credit type using the checkboxes

**Right column:** specific searchfields like ID, Archive Nr., submitted for which magazine etc.

By clicking "search" you reach the results site.



Welcome Search Submissions Submission: 246294										
Overall diego										
Advanced Search										
Submissions										
Bulk Modification Download Reload Export Export .csv										
Image	ID	Submitted For	State	Campaign	Fe-User-ID	Submitted By	E-Mail	Credits (Calculated)	High-Res	Submitted on
	246294	Luerzers Archive	submitted		0	Diego Guerhardt	diegoghdt@gmail.c...	PRESENT	MISSING	2014-08-20 16:15:...
	246292	Luerzers Archive	submitted		0	Diego Guerhardt	diegoghdt@gmail.c...	PRESENT	MISSING	2014-08-20 16:13:...
	245292	Luerzers Archive	pending review		0	diego mendoza	diego.mendoza@...	PRESENT	MISSING	2014-07-31 11:06:...
	245176	Luerzers Archive	pending review		0	Diego Guerhardt	contato.guerhardt...	PRESENT	MISSING	2014-07-29 23:59:...
	245175	Luerzers Archive	pending review		0	Diego Guerhardt	contato.guerhardt...	PRESENT	MISSING	2014-07-29 23:57:...

Statistics		
Reload		
Countries: 15 Submitter: 57 Submissions: 450		
Country	Submitter	Submissions
ARGENTINA	9	63
BRAZIL	17	120
COLOMBIA	5	28
COSTA RICA	2	5
DOMINICAN REPUB...	1	2
ECUADOR	3	14
EL SALVADOR	1	1
GERMANY	1	11
ITALY	3	78
MEXICO	1	25
PERU	3	10
SPAIN	7	66
U.S.A.	2	11
URUGUAY	1	1
VENEZUELA	1	15

## Grid Display:

Here the submissions are listed with various details - by double clicking a submission you reach the submission detail site.

Next to the grid **statistics** are displayed: how many submissions from which country, how many submitters etc. If a country is clicked, the submissions in the grid are filtered.

## Grid Buttons:

**Bulk Modification:** Select multiple records, to set properties to all of them (preselected, selected etc.) or change their linked magazine

**Download:** Possibility to download all or selected Thumbnails, Videos etc.

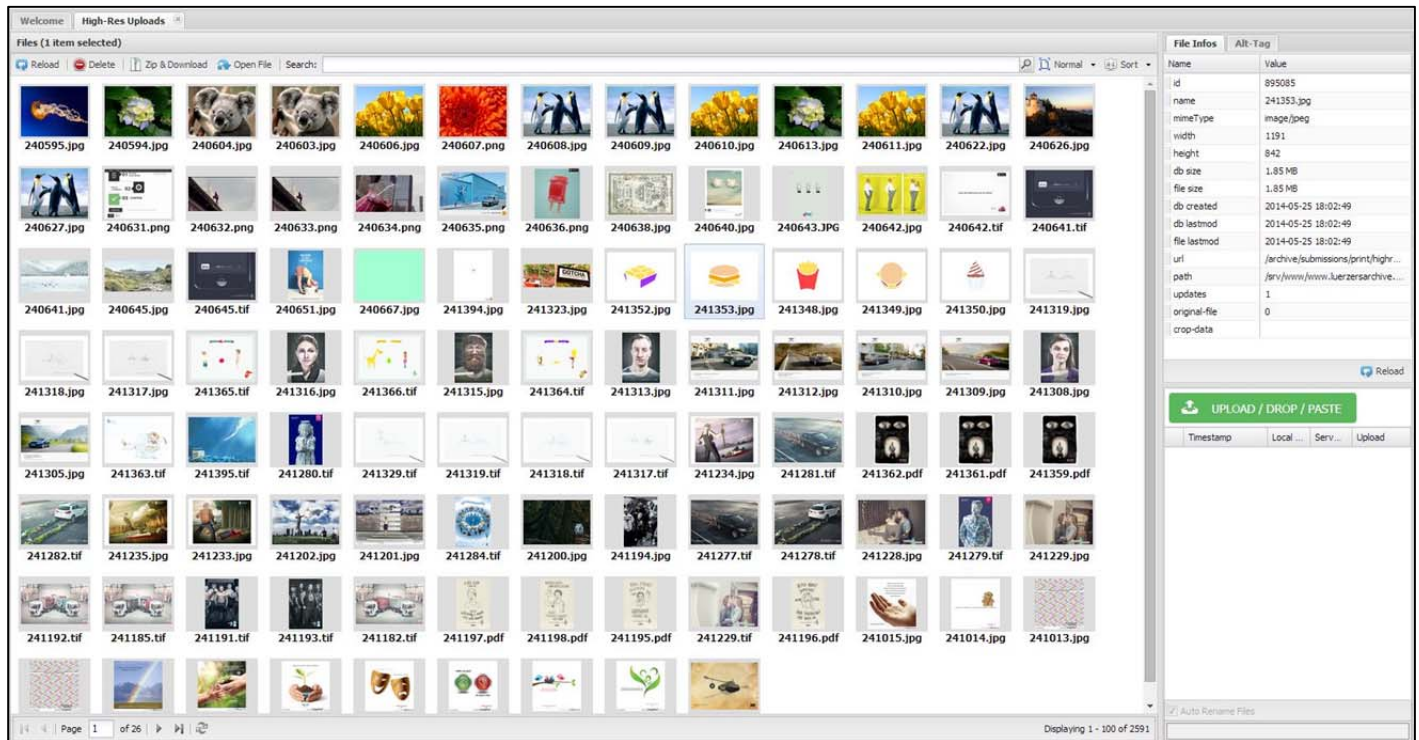
**Export:** Export selected Submissions as .csv

## 4.3 HIGH-RES UPLOADS

Overview of all high-res imgs.

Delete: delete files

Zip & Download: A .zip File containing the selected files will be created and offered to download



The screenshot displays a web interface for managing high-resolution uploads. The main area shows a grid of 100 image thumbnails, each labeled with a filename (e.g., 240595.jpg, 240594.jpg, etc.). The interface includes a top navigation bar with 'Welcome' and 'High-Res Uploads' tabs. Below the navigation bar, there are buttons for 'Reload', 'Delete', 'Zip & Download', and 'Open File', along with a search bar. The right sidebar contains a 'File Info' section with a table of file details for the selected file (241353.jpg).

Name	Value
id	895085
name	241353.jpg
contentType	image/jpeg
width	1191
height	842
db size	1.85 MB
file size	1.85 MB
db created	2014-05-25 18:02:49
db lastmod	2014-05-25 18:02:49
file lastmod	2014-05-25 18:02:49
url	/archive/submissions/print/highr...
path	/srv/www/wwww.luerzersarchive...
updates	1
original-file	0
crop-data	

Below the file info table, there is a 'Reload' button and a green 'UPLOAD / DROP / PASTE' button. Underneath these buttons are tabs for 'Timestamp', 'Local ...', 'Serv ...', and 'Upload'. At the bottom of the sidebar, there is a checkbox for 'Auto Rename Files'.

## 4.4 STUDENT SUBMISSION

Same functions as in „Search Submission“ (this section is only for student submissions - for the student contest).

Welcome | Search Students | Overall | Search in firstname, lastname and company or the exact id ... [ENTER]

more parameters

<b>Firstname:</b> <input type="text" value="Min 3 characters ..."/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Lastname:</b> <input type="text" value="Min 3 characters ..."/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Company Name:</b> <input type="text" value="Min 3 characters ..."/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Agency Name:</b> <input type="text" value="Min 3 characters ..."/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Country:</b> <input type="text" value="Choose a country ..."/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="p"/> <b>City:</b> <input type="text" value="Min 3 characters ..."/> <input type="button" value="x"/> <input type="button" value="p"/> <b>E-Mail:</b> <input type="text" value="Min 3 characters ..."/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Comments:</b> <input type="text" value="Min 3 characters ..."/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Notes:</b> <input type="text" value="Min 3 characters ..."/> <input type="button" value="x"/> <input type="button" value="p"/> <small>*use a leading and trailing % for more results e.g. %term_x%</small>	<b>Client Company:</b> <input type="text"/> <b>Institute:</b> <input type="text"/> <b>Creative Director:</b> <input type="text"/> <b>Director:</b> <input type="text"/> <b>Copy Writer:</b> <input type="text"/> <b>Illustrator:</b> <input type="text"/> <b>Art Director:</b> <input type="text"/> <b>Photographer:</b> <input type="text"/> <b>Digital Artist:</b> <input type="text"/> <b>Production Company:</b> <input type="text"/> <b>Typographer:</b> <input type="text"/>	<b>Submission Id:</b> <input type="text" value="Enter a submission id ..."/> <b>Magazine:</b> <input type="text" value="Choose a magazine ..."/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Submitted For:</b> <input type="text" value="Min 3 characters ..."/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Artwork Type:</b> <input type="text" value="Print, Video ..."/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Category:</b> <input type="text" value="Choose a category ..."/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Status:</b> <input type="text" value="Select state ..."/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Artwork:</b> <input type="text" value="Select artwork-state ..."/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Credits:</b> <input type="text" value="Select credits-state ..."/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Archive Nr.:</b> <input type="text" value="Enter Archive Nr. ..."/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Created:</b> <input type="text" value="From create day ..."/> <input type="button" value="p"/> <input type="text" value="To create day ..."/> <input type="button" value="p"/> <input type="button" value="Reset"/> <input type="button" value="Search"/>
--	--	--



Submissions | Reload | Export | Export | .csv | ID | Submitted For | State | Submitted By | E-Mail | Credits Don't know | HighRes | Country | Submitter | Submissions

Welcome | Search Students | Student: 7537 | Overall | diego

more parameters

<b>Firstname:</b> <input type="text" value="Min 3 characters ..."/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Lastname:</b> <input type="text" value="Min 3 characters ..."/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Company Name:</b> <input type="text" value="Min 3 characters ..."/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Agency Name:</b> <input type="text" value="Min 3 characters ..."/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Country:</b> <input type="text" value="Choose a country ..."/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="p"/> <b>City:</b> <input type="text" value="Min 3 characters ..."/> <input type="button" value="x"/> <input type="button" value="p"/> <b>E-Mail:</b> <input type="text" value="Min 3 characters ..."/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Comments:</b> <input type="text" value="Min 3 characters ..."/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Notes:</b> <input type="text" value="Min 3 characters ..."/> <input type="button" value="x"/> <input type="button" value="p"/> <small>*use a leading and trailing % for more results e.g. %term_x%</small>	<b>Client Company:</b> <input type="text"/> <b>Institute:</b> <input type="text"/> <b>Creative Director:</b> <input type="text"/> <b>Director:</b> <input type="text"/> <b>Copy Writer:</b> <input type="text"/> <b>Illustrator:</b> <input type="text"/> <b>Art Director:</b> <input type="text"/> <b>Photographer:</b> <input type="text"/> <b>Digital Artist:</b> <input type="text"/> <b>Production Company:</b> <input type="text"/> <b>Typographer:</b> <input type="text"/>	<b>Submission Id:</b> <input type="text" value="Enter a submission id ..."/> <b>Magazine:</b> <input type="text" value="Choose a magazine ..."/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Submitted For:</b> <input type="text" value="Min 3 characters ..."/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Artwork Type:</b> <input type="text" value="Print, Video ..."/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Category:</b> <input type="text" value="Choose a category ..."/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Status:</b> <input type="text" value="Select state ..."/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Artwork:</b> <input type="text" value="Select artwork-state ..."/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Credits:</b> <input type="text" value="Select credits-state ..."/> <input type="button" value="v"/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Archive Nr.:</b> <input type="text" value="Enter Archive Nr. ..."/> <input type="button" value="x"/> <input type="button" value="p"/> <b>Created:</b> <input type="text" value="From create day ..."/> <input type="button" value="p"/> <input type="text" value="To create day ..."/> <input type="button" value="p"/> <input type="button" value="Reset"/> <input type="button" value="Search"/>
--	--	--

Submissions | Reload | Export | Export | .csv | ID | Submitted For | State | Submitted By | E-Mail | Credits Don't know | HighRes | Country | Submitter | Submissions

Image	ID	Submitted For	State	Submitted By	E-Mail	Credits Don't know	HighRes	Country	Submitter	Submissions
	7537	print	pending review	Fonseca	dbfff@gmail.com	0		GERMANY	1	3
	7536	print	pending review	Fonseca	dbfff@gmail.com	0				

Page 1 of 1 | 1 - 3 of 3 | Delete Filter

Welcome
Search Students
Student: 7537
Overall
Credits
Submitter 2 Backend
Original Submission Data
Media
Log

Send User Submission E-Mail
Re-Load
Save

Basic Submission-Infos

Student: 7537  
Submission ID: 0  
FE-User ID: 2012-01-14 19:58:00  
Created:

Submitter-Infos

Submitted by: Fonseca  
Submitted for: print  
Client:  
AD Title:  
AD Campaign:  
Date of Release: 12.12.2011  
Company:  
Ad Agency:  
Firstname: Diego  
Lastname:  
Country: GERMANY  
Zip: 20537  
City: Hamburg  
Address: Borgfelder Straße 6A  
Phone Code:  
Phone: +17674750172  
E-Mail: dlofff@gmail.com  
Keywords:

Backend-Configurations

Change mag to: Issue 2/2012  
Category: not set  
Status: Pending  
Artwork: Missing  
Credits: Missing  
Archive Nr.:  
Campaign:  
import credits & campaign  
Comments:  
Infotext:

Artwork - Informations

Artwork Preview:

invalid media type

Download Submission
Download High-Resolution

Submitter Notes:

---

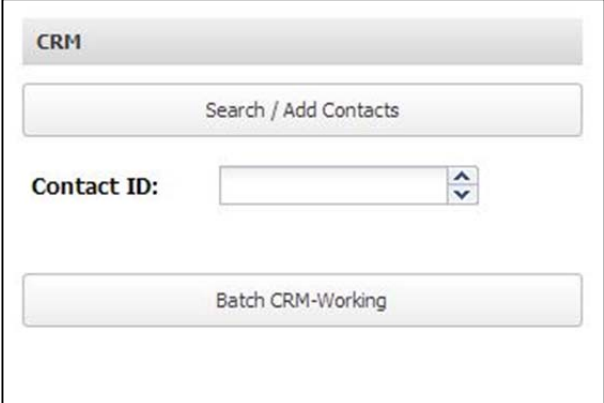
## 5. CRM

---

The section „CRM“ covers the following functions:

- Search / Add Contacts
- Batch CRM Working

**Contact ID:** Quicksearch - Input Contact ID and press Enter.



The screenshot displays a web interface for CRM functions. At the top, there is a grey header bar with the text "CRM". Below this, there is a large, light grey button labeled "Search / Add Contacts". Underneath the button, the text "Contact ID:" is followed by a text input field and a small dropdown arrow icon. At the bottom of the interface, there is another light grey button labeled "Batch CRM-Working".

## 5.1 SEARCH / ADD CONTACTS

By clicking "Search / Add Contacts" you reach the search form.

You can search by entering a search term in the upper searchfield and pressing enter, or use the advanced search where you can add various filters, which refer to contact properties.

The screenshot shows the 'Search / Add - Contacts' interface. At the top, there's a navigation bar with 'Welcome', 'Search Students', and 'Search / Add - Contacts'. Below this is a 'Search Parameters' section with a search bar containing 'Overall' and a dropdown menu with 'Person' and 'Company' selected. A search bar with the placeholder 'Search in firstname,lastname and company or the exact id ... [ENTER]' is also present. Below the search parameters is a 'Contacts' section with a table of contacts. The table has columns: ID, Type, Firstname, Lastname, Company, City, Country, Email, Phone Number, Assigned to, and Number of Credits. The table is currently empty.

The screenshot shows the 'Search / Add - Contacts' interface with the 'Advanced Search' section expanded. It contains various filters for searching contacts. The filters are organized into two columns. The left column includes filters for Type (Company or Person), Retired (Yes/No), Ranking Exclusion (Yes/No), Credited Artwork Type (Credited in Print, Video, Web or APP), First name (Min 3 characters), Last name (Min 3 characters), Company Name (Min 3 characters), Position (Min 3 characters), Branch (Min 3 characters), Credited as (Choose a Credit Type), Country (Choose a country), City (Min 3 characters), and E-Mail (Min 3 characters). The right column includes filters for Contact Id (Enter a user id), Credited in Magazine (Choose a magazine), Credited Artwork Type (Credited in Print, Video, Web or APP), Assigned to (Choose a backend user), Created (From create day, To create day), and Modified (From modified day, To modified day). There are 'Reset' and 'Search' buttons at the bottom of the filters. Below the filters is a 'Contact Category' section with a list of categories and a 'refresh' button.

By clicking "search" you reach the results site.

Welcome   Search Students   Search / Add - Contacts											
Search Parameters											
Overall <input checked="" type="checkbox"/> Person <input checked="" type="checkbox"/> Company <input type="checkbox"/> diego											
Advanced Search											
Contacts											
Add Modification Delete Reload Export Export .csv											
ID	Type	Firstname	Lastname	Company	City	Country	Email	Phone Number	Assigned to	Number of Credits	
67	Company			Bulldog Drummond, San Di...	San Diego	U.S.A.	charvuel@bulldogdrummo...	(1) 619 528 84 04	not assigned	7	
112	Company	Tom	Di Zinno	DiZinno Thompson, San Diego	San Diego	U.S.A.	tdz@dt.com	(1) 619 237 50 11	not assigned	13	
788	Company	Marc	Tule	Marc Tule Photography, S...	Oceanside	U.S.A.	marc@marctule.com	(1) 760 231 9630	Claudia Coffman	2	
1884	Company	David	Fielding	c/o DiZinno Thompson, Sa...	San Diego	U.S.A.	tdz@dt.com	(1) 619 237 5011	not assigned	3	
2589	Company	Steve	Sommers	Sony, San Diego	San Diego	U.S.A.	steve.sommers@sony.com	(1) 858 942 1282	Diana Dragomir	188	
3938	Person	Diego Ortiz	Mugica			Argentina	diego@ortizmugica.com	(54) 11 4815 7814	Diana Dragomir	1	
4950	Company			O'Shaughnessy, Parry, San...	San Diego	U.S.A.			not assigned	8	
6261	Company			Philips-Ramsey, San Diego	San Diego	U.S.A.			not assigned	19	
7783	Person	Diego	Zaragoza		Sao Paulo	Brazil			not assigned	2	
8312	Company			Paul Marciano (Guest) / In...	San Diego	U.S.A.			not assigned	2	
9619	Company	Claudia	Jakobson	Vitro, San Diego	San Diego	U.S.A.	info@vitroagency.com	(1) 619 234 0408	not assigned	13	
10267	Company			Franklin Stoorz, San Diego	San Diego	U.S.A.			not assigned	3	
10437	Company			Lambesis Advertising, San...	San Diego	U.S.A.	info@lambesis.com	(1) 760 547 2333	not assigned	3	
11630	Person	Scott	Mires	c/o MiresBall, San Diego	San Diego	U.S.A.	mires@miresbrands.com	(1) 619 234 66 31	Claudia Coffman	15	
14009	Company			Franklin & Associates, San...	San Diego	U.S.A.			not assigned	12	
14139	Company	Michael	Balderas	Michael Balderas, San Diego	San Diego, California	U.S.A.	studio@balderasphoto.com	(1) 858 450 2500	Claudia Coffman	9	
15543	Company			The San Diego Wild Animal...		U.S.A.			not assigned	4	
16863	Company	John	Schultz	Studio Schultz, San Diego	San Diego	U.S.A.	info@studioschultz.com	(1) 888 447 88 62	Claudia Coffman	11	
18827	Company			The Phillips Organization, ...	San Diego	U.S.A.			not assigned	1	
18920	Company			San Diego Zoo		U.S.A.			not assigned	11	
20369	Company	Diego	Cano	McCann Erickson, Call	Call	Colombia	diego.cano@mccann.com	(57) 2 485 2412	Diana Dragomir	1	
20421	Company	Mark		Big Bang Idea Engineering...	San Diego	U.S.A.	mark@bigbangandiego.c...	(1) 858 259 20 00	not assigned	18	
22211	Person	Mark	Sivertsen	c/o Big Bang Idea Engine...	San Diego	U.S.A.	mark@bigbangandiego.c...	(1) 858 259 20 00	not assigned	3	
22234	Company	Lori	Needeman	diego & lori fotografia		U.S.A.	lori@lorineedeman.com	(1) 818 578 4517	Claudia Coffman	4	
22605	Person	Diego	Santangelo		Vienna	Austria			not assigned	1	
23095	Person	Okey	Hestor	c/o Bulldog Drummond, Sa...	San Diego	U.S.A.	okev@ond.com	(1) 619 528 84 04	-1	1	
23544	Company			matthevis / mark, San Diego	San Diego	U.S.A.			not assigned	0	
24056	Person	Diego	Alborghetti		Paris	France	info@thiervialffmann.com	(33) 144 54 09 97	Sheila King	2	
25461	Company			Sussex Miller Advertising, ...	San Diego	U.S.A.			not assigned	1	

Welcome   Search Students   Search / Add - Contacts   Contact: 788																																																																													
Details   Employees   Representatives   Duplicates   Associated   Ranking   public profile settings   Log   Work in Archive																																																																													
<div> <div>Company</div> <div>Company ID: 0</div> <div>Open Search</div> </div> <div> <input type="checkbox"/> Exclude Ranking         <input type="checkbox"/> Closed / Retred       </div> <div> <b>Contact ID:</b> 788  <b>Contact Type:</b> Company  <b>Last Name:</b> Tule  <b>First Name:</b> Marc  <b>Company:</b> Marc Tule Photography, San Diego  <b>branch:</b> Photographer  <b>Position:</b> Photographer  <b>Address:</b> 1043 South Cleveland St.  <b>ZIP:</b> 92054  <b>City:</b> Oceanside  <b>State:</b> CA  <b>Telephone:</b> (1) 760 231 9630  <b>Telephone 2:</b>  <b>Fax:</b> (1) 619 255 23 27  <b>Email:</b> marc@marctule.com  <b>Email 2:</b> studio@marctule.com  <b>Website:</b> www.marctule.com  <b>Country:</b> U.S.A.  <b>Skype:</b>  <b>Facebook:</b>  <b>Linkedin:</b>  <b>Twitter:</b> </div>																																																																													
<div> <b>Assigned To:</b> Claudia Coffman         <div>Reload Merge basic contact data Publish Save Details</div> </div> <div> <b>Reminder</b> <table> <thead> <tr> <th>ID</th><th>State</th><th>Due Date</th><th>Due Time</th><th>Notes</th><th>Creator</th><th>Modified By</th></tr> </thead> <tbody> <tr> <td>713</td><td>OPEN</td><td>0000-00-00</td><td>00:00:00</td><td>Communication Art ...</td><td>Claudia Coffman</td><td>Claudia Coffman</td></tr> </tbody> </table> <div>Page 1 of 1 Delete Filter</div> </div> <div> <b>Contact Log</b> <table> <thead> <tr> <th>Date</th><th>Representant</th><th>Spoke to</th><th>Message</th></tr> </thead> <tbody> <tr><td>2014-07-11</td><td>Claudia Coffman</td><td></td><td>Sent info about 2008DA</td></tr> <tr><td>2014-03-14</td><td>Claudia Coffman</td><td></td><td>Sent rates per their request</td></tr> <tr><td>2010-03-04</td><td>Diana Dragomir</td><td></td><td>updated as part of workbook.com project (photographer wh...</td></tr> <tr><td>2009-12-02</td><td>not assigned</td><td>eMail to: marc@marctule.com</td><td>Mailing: Luerzers Archive Christmas Special</td></tr> <tr><td>2009-10-30</td><td>not assigned</td><td>eMail to: marc@marctule.com</td><td>Mailing: Luerzers Archive is celebrating its 25th birthday!</td></tr> <tr><td>2009-09-21</td><td>not assigned</td><td>eMail to: marc@marctule.com</td><td>Mailing: LAST CALL: 200 Best Ad Photographers 2010/2011</td></tr> <tr><td>2009-09-03</td><td>not assigned</td><td>eMail to: marc@marctule.com</td><td>Mailing: LAST Call for Entry: 200 Best Ad Photographers 201...</td></tr> <tr><td>2009-08-27</td><td>not assigned</td><td>eMail to: marc@marctule.com</td><td>Mailing: 2nd Call for Entry: 200 Best Ad Photographers 2010/...</td></tr> <tr><td>2009-08-17</td><td>not assigned</td><td>eMail to: marc@marctule.com</td><td>Mailing: Call for Entry: 200 Best Ad Photographers 2010/2011</td></tr> <tr><td>2009-08-05</td><td>not assigned</td><td>eMail to: marc@marctule.com</td><td>Mailing: New Products from ARCHIVE</td></tr> <tr><td>2009-07-29</td><td>not assigned</td><td>eMail to: marc@marctule.com</td><td>Mailing: LAST CALL: Luerzers Archive International Student o...</td></tr> <tr><td></td><td></td><td></td><td>Mailing: CREATIVE TALENTS ARE WAITING FOR YOUR VOTE!</td></tr> </tbody> </table> </div>												ID	State	Due Date	Due Time	Notes	Creator	Modified By	713	OPEN	0000-00-00	00:00:00	Communication Art ...	Claudia Coffman	Claudia Coffman	Date	Representant	Spoke to	Message	2014-07-11	Claudia Coffman		Sent info about 2008DA	2014-03-14	Claudia Coffman		Sent rates per their request	2010-03-04	Diana Dragomir		updated as part of workbook.com project (photographer wh...	2009-12-02	not assigned	eMail to: marc@marctule.com	Mailing: Luerzers Archive Christmas Special	2009-10-30	not assigned	eMail to: marc@marctule.com	Mailing: Luerzers Archive is celebrating its 25th birthday!	2009-09-21	not assigned	eMail to: marc@marctule.com	Mailing: LAST CALL: 200 Best Ad Photographers 2010/2011	2009-09-03	not assigned	eMail to: marc@marctule.com	Mailing: LAST Call for Entry: 200 Best Ad Photographers 201...	2009-08-27	not assigned	eMail to: marc@marctule.com	Mailing: 2nd Call for Entry: 200 Best Ad Photographers 2010/...	2009-08-17	not assigned	eMail to: marc@marctule.com	Mailing: Call for Entry: 200 Best Ad Photographers 2010/2011	2009-08-05	not assigned	eMail to: marc@marctule.com	Mailing: New Products from ARCHIVE	2009-07-29	not assigned	eMail to: marc@marctule.com	Mailing: LAST CALL: Luerzers Archive International Student o...				Mailing: CREATIVE TALENTS ARE WAITING FOR YOUR VOTE!
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			Mailing: CREATIVE TALENTS ARE WAITING FOR YOUR VOTE!																																																																										



<b>Second Contact:</b>	Fax (1) 619 232 48 18
<b>Created:</b>	2002-11-05 19:24:31
<b>Modified:</b>	2014-08-22 04:04:58

2009-07-07 not assigned  
Page 1 of 1  
1 - 21 of 21  
Delete Filter

**Notes:**  
Communication Art Photography Annual 49

**Categories**  
2008PHOTO1011 \ 2008PHOTO1011 - nominated after 22/07/09  
2008PHOTO1415 \ 2008PHOTO1415 - Submitted  
Ad Sales \ Photographer  
Database \ Blast DA  
Editorial \ All photographer submitters  
Editorial \ All Submitters  
Update \ InternetDatabase  
Viscom \ category 00  
Edit Categories

## Tab Details

Various options concerning the contact

## Reminder

Here you can add a reminder to the user, which will be shown after the backend-login in the "reminder"-tab on the welcome page (only for the backend user who created it).

## Contact Log:

Here you can add / delete contact log entries (this log is independent from the default changes log - changes log is created automatically, contact log manually)

## Tab Employees

Overview of Contacts working in the same company as the chosen contact

## Tab Representatives

Same functions as „Duplicates“ or „Associates“ - only displayed in 2 columns, so both "Directions" of the relation can be represented (Representatives: chosen contact is client of these contacts; Clients: chosen contact has these contacts as clients)



### **Tab Duplicates**

Overview of the duplicates of the chosen contact

Add a new duplicate via „Add“— a popup is opened, where you can choose a contact by double click, who will be marked as a duplicate of the chosen contact.

### **Tab Associated**

Overview of the associates of the chosen contact.

Add a new associate via „Add“— a popup is opened, where you can choose a contact by double click, who will be marked as an associate of the chosen contact.

### **Tab Ranking**

If the contact is listed in the ranking, the contact type and ranking position are shown here.

### **Tab public profile settings**

Overview of CRM and profile data.

Use the arrows to move data from left to right; also the profile image can be changed / deleted.

Button „Update“:

To update the corresponding section (CRM or profile)



### **Tab Log**

All changes of the chosen record are logged and displayed here.

## Tab Work in archive

Overview of the published work. If there is work as different contact types, tabs are shown on top for filtering the work.

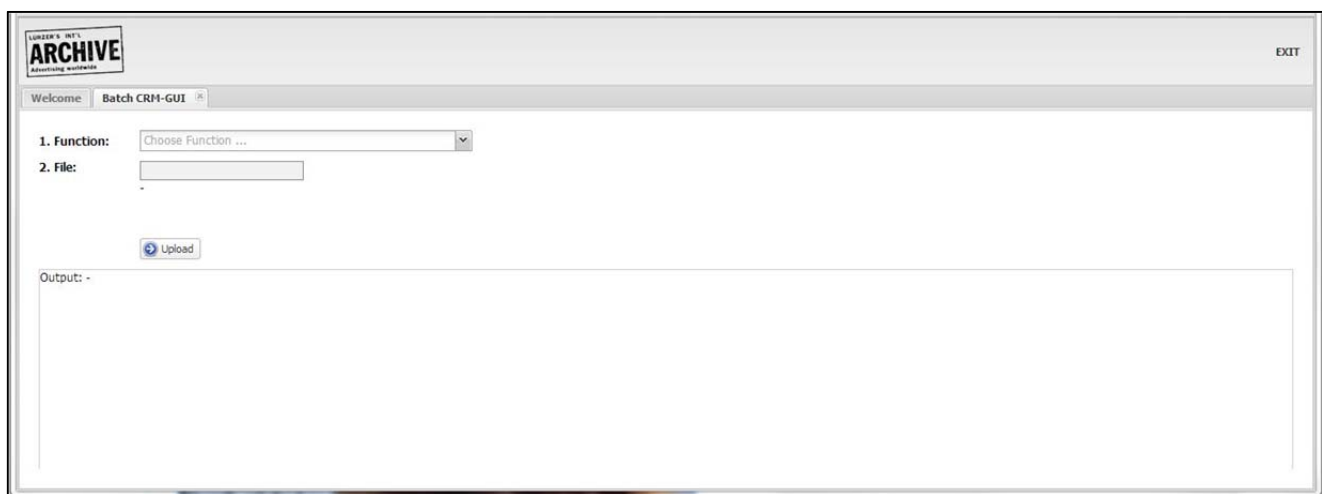
Double clicking a work opens the media detail view.

Welcome   Search Students   Search / Add - Contacts   Contact: 788					
Details   Employees   Representatives   Duplicates   Associated   Ranking   public profile settings   Log   Work in Archive					
photographer (2)					
Reload					
Type	Artwork	Media-ID	Archive	Client	Category
Print		1311	3.9815		sports
Print		1310	3.9815		sports

## 5.2 BATCH CRM WORKING

Here batch functions can be executed. Please choose a function and upload a .csv file.

Result: If the functions return result files, these files can be download after the execution of the function. If there is no result file, a confirmation message is shown. If there have been errors, they are also shown (wrong file-format etc.).



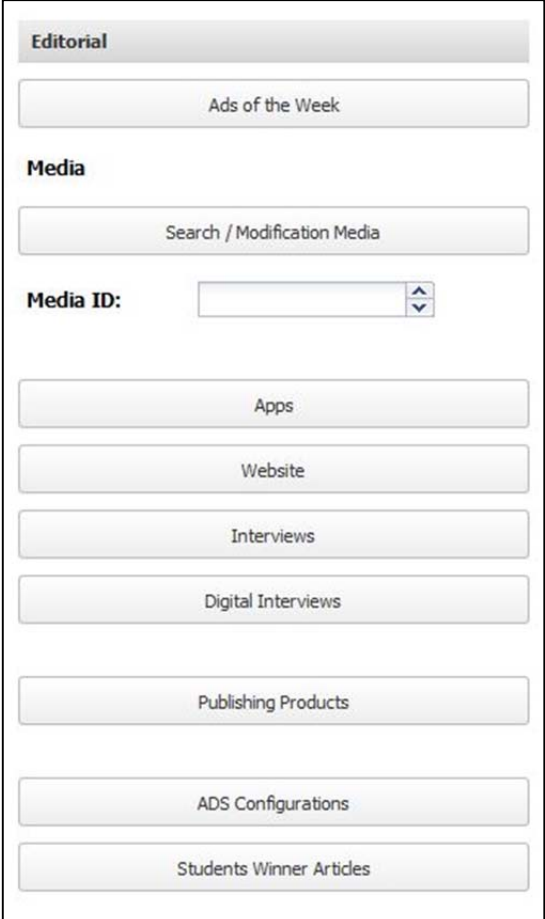
The screenshot shows a web application window titled "LÜRZER'S INT'L ARCHIVE". The interface includes a "Welcome" tab and a "Batch CRM-GUI" tab. Under "Batch CRM-GUI", there are two main sections: "1. Function:" with a dropdown menu labeled "Choose Function ..." and "2. File:" with a text input field. Below these is an "Upload" button with a circular arrow icon. At the bottom, there is an "Output: -" label followed by a large, empty text area for displaying results or errors.

## 6. EDITORIAL

The section „Editorial“ covers the following functions:

- Ads of the Week
- Search / Modification Media
- Apps
- Website
- Interviews
- Digital Interviews
- Publishing Products
- ADS Configuration
- Students Winner Article

**Media ID:** Quicksearch for Media-Records.  
Input ID and press Enter



The screenshot displays a web interface for the 'Editorial' section. It features a vertical stack of buttons and a search field. At the top is a grey header bar labeled 'Editorial'. Below it is a button for 'Ads of the Week'. A section titled 'Media' follows, containing a 'Search / Modification Media' button and a 'Media ID:' label next to a text input field with up/down arrow icons. Below this are several more buttons: 'Apps', 'Website', 'Interviews', 'Digital Interviews', 'Publishing Products', 'ADS Configurations', and 'Students Winner Articles'.

Editorial	
Ads of the Week	
<b>Media</b>	
Search / Modification Media	
Media ID:	<input type="text"/>
Apps	
Website	
Interviews	
Digital Interviews	
Publishing Products	
ADS Configurations	
Students Winner Articles	

## 6.1 ADS OF THE WEEK

Here you can find the overview of existing records and add new records. By double clicking a record, the configuration is opened.

The screenshot shows the 'Run That Town' app configuration page. The interface includes a top navigation bar with tabs: Welcome, Overview Apps, and Apps: 46. On the right, there are buttons for Reload, Unpublish, Publish, and Save. The main content area is divided into two columns. The left column, titled 'Settings', contains fields for State (Published), Magazine (Issue 3/2014), and a Preview Image (a colorful abstract image). Below these are buttons for Upload, Delete, Archive, Download, and Crop. The right column, titled 'Content', contains fields for Title (Run That Town), Long Description (Run That Town An iOS app simulating political involvement at local level in Australia while also accessing real census data.), Mark Pytlík (This superbly designed iOS app from Leo Burnett Sydney takes real census data from the Australian Bureau of Statistics and turns it into the foundation of a SimCity-feeling game that's genuinely fun to play. The attention to detail and the level of craft are what make it.), Link 1 (runthattown.abs.gov.au), Linktext 1 (runthattown.abs.gov.au), Link 2, and Linktext 2. The bottom of the page shows a status bar with the ID 1181957, Name: 1525.jpg, Size: 194.58 kB, and Dim: 1280 x 552 px.

Here you can choose a submission or an entry from the media database for each category (print, spot, classic spot).

The **two checkboxes** have the following functions:

- Must login: Website user has to be logged in to see this ads
- Active: ads are set active

Please input client, title(only if spot / classic spot) and

**Preview** shows a preview image of the ad.

**Buttons:**

- Open: opens the chosen Submission / Media Record
- Search: opens the Submission Search / Media Search
- Create film / print: creates a new submission of the chosen type (for the Steps please see Submission /Submission Detail)

Please save after all changes.

Welcome: **Ads of the week**

Overview: **Details 2014\_14**

Active ☐ Must login ☐ Year: 0 KW: 0 Save

**Print Ad of the week**

Submission ID: 0 Open Search Create Print Create Film

Media ID: 0 Open Search

Client:

Title:

Text:

Preview:

**Spot of the week**

Submission ID: 238585 Open Search Create Print Create Film

Media ID: 0 Open Search

Client: Durex

Title: #TurnOffToTurnOn

Text:

Preview:

**Classic spot of the week**

Submission ID: 0 Open Search Create Print Create Film

Media ID: 0 Open Search

Client:

Title:

Text:

Preview:

## 6.2 SEARCH / MODIFICATION MEDIA

Here you can find Media data.

By entering the parameter on the left, you can find records fast and efficient.

The results appear on the right side.

Welcome: **Search Media**

**Search Parameters**

Media Id:

Archive Nr.:  ✕ 🔍

Submission Id:

Overall:

Magazine:  ✕ 🔍

Artwork Type:  ✕ 🔍

Category:  ✕ 🔍

Country:  ✕ 🔍

Published:  📅  📅

Client Company:

Ad Agency:

Creative Director:

Director:

Copy Writer:

Illustrator:

Art Director:

Photographer:

Digital Artist:

Production Company:

Institute:

Typographer:

Reset Search

**Media**

ID	Archive	Media Type	Image	Title

## 6.3 APPS

Here you can find the overview of existing records and add new records. By double clicking a record, the configuration is opened.

On the left side (settings) you can choose the magazine and set the image.

Tab "Content": Please input title, description and optionally links and link texts.

Tab „Credits“: Here you can add Credits - click in the textfield and start typing - results appear automatically. Choose desired credits and save.

Tabs „Gallery“, „Preview“, „Social& SEO“ und „Log“ – please see „Features“.

You can save, publish and unpublish the record.

Content
Gallery
Credits
Preview
Social & SEO
Log

Save Credits

Client Company:
Australian Bureau of Statistics [188927] x

Art Director:
c/o Leo Burnett, Sydney Kieran Ots [188923] x
c/o Leo Burnett, Sydney Zaid Al-Asady [188924] x

Ad Agency:
Leo Burnett, Sydney Dani Simonds [18505] x

Creative Director:
c/o Leo Burnett, Sydney Andy Dilallo [94886] x
c/o Leo Burnett, Sydney Kieran Ots [188923] x

Production Company:

Copy Writer:
c/o Leo Burnett, Sydney Kieran Ots [188923] x
c/o Leo Burnett, Sydney Ayla Norris-Smith [188925] x

Director:
Kevin Brown [54259] x
c/o Leo Burnett, Sydney Adrian Gunadi [188926] x

Digital Artist:

Illustrator:

Photographer:



## 6.4 WEBSITE

Here you can find the overview of existing records.

For all options please see "Apps".

The screenshot displays the 'LÜRZER'S ARCHIVE' website management interface. The top navigation bar includes 'Welcome', 'Overview Website', and 'Websites: 268'. A secondary bar contains 'Content', 'Gallery', 'Credits', 'Preview', 'Social & SEO', and 'Log'. On the right, there are buttons for 'Reload', 'Unpublish', 'Publish', and 'Save'. The main content area is divided into two columns. The left column, titled 'Settings', contains fields for 'State' (set to 'Published'), 'Magazine' (set to 'Issue 3/2014'), and 'Preview Image' (showing a car). Below these are buttons for 'Upload', 'Delete', 'Archive', 'Download', and 'Crop'. The right column, titled 'Content', contains a 'Title' field (set to 'Volkswagen'), a 'Long Description' field (containing text about Volkswagen's online platform), and two 'Link' fields (both set to 'vw.com/new'). The interface is clean and professional, with a light gray background and clear labeling.

## 6.5 INTERVIEWS

Here you can find the overview of existing records.

Content: Please input name of the interviewee and interview text.

For all other tabs please see „Features“.

You can save, publish and unpublish the record.

## 6.6 DIGITAL INTERVIEWS

Here you can find the overview of existing records.

For all options please see "Interviews".

## 6.7 PUBLISHING PRODUCTS

Tab **Magazines**: Choose an existing magazine or add a new one

Tab **Specials**: Choose an existing magazine or add a new one

Tab **Config**: Set Name, Type, Description, Year, Edition and upload the cover image

Tab **Translations**: Upload the various translations as PDF

Tab **Submissions (Print, Film, Students)**: Display of the submitted work for this magazine. You can filter the records by clicking the respective button in the top navbar. („All“, „selected“, „preselected“)

Tab **Submission (Check)**: Overview of the selected submissions ordered by campaign.

Tab **Interviews**: Display and setting of the interviews (regular and digital)

Tab **Apps**: Display of the apps, that are assigned to the magazine

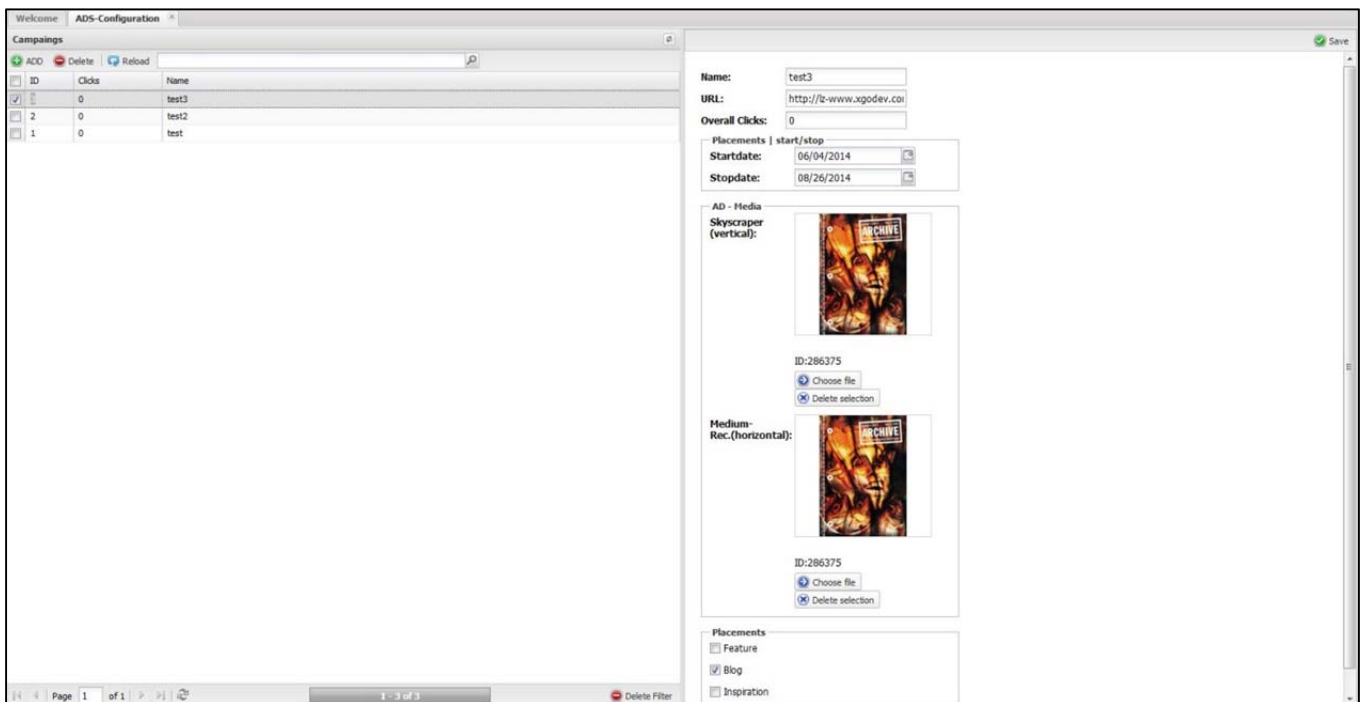
Tab **Web**: Display of the websites, that are assigned to the magazine

Tab **Publish**: Button to check the minimum requirements (enough submissions present, interviews present ...), and button to publish the whole magazine.

## 6.8 ADS-CONFIGURATION

This is the banner management tool.

You can add a new campaign by clicking the "Add" Button.



After double clicking a record, the settings are shown on the right side:

- Name – Title of the campaign
- URL – Link of the ad
- Overall Clicks – How many times was the ad already clicked
- Start/Stop: Start/End-Date of the campaign
- Ad Media: Upload of the default banners by size
- Placement: Please tick where the ad should be shown

If there is more than one campaign per placement, one of the campaigns will be shown randomly.

After making changes, please save.

## 6.9 STUDENTS WINNER ARTICLES

After clicking on „Students winner articles“ you will reach the overview of existing records. Here the texts and images concerning the student contest are administered (by year).

The screenshot shows a web application interface for managing student winner articles. At the top, there are navigation tabs: 'Welcome', 'Overview Students Winner Articles', and 'Students Winner Article: 160'. Below this is a sub-navigation bar with tabs: 'Settings', 'Content', 'Gallery', 'Preview', 'Social & SEO', and 'Log'. The 'Settings' tab is active, showing a 'Year' dropdown menu set to '2005'. The main content area is titled 'Title:' and contains the text 'International Student of the Year 2005 is ... Menno Kluin'. Below this is a 'Long Description:' section with a text area containing the following text: 'With the readers of Lürzer's Archive having since cast their votes, Lürzer's Archive is now able to present the very first "International Student of the Year Award" to this year's winner, Menno Kluin of the Miami Ad School Europe. Since 4-2004, each issue of Lürzer's Archive has been carrying double-page spreads featuring work produced by students in advertising schools around the world. Over the course of the year, editor-in-chief Michael Wienzetti selected 32 pieces of work out of the countless submissions sent in for presentation in Lürzer's Archive from over 100 universities and schools. Then it was the turn of our readers: The online votes – 2,565 in all – cast by our readers decided who was to win this year's "Students Contest": Dutch student Menno Kluin scooped the award with his ad for Hubba-Bubba chewing gum, his work having been considered the most compelling by our critical readers in agencies and production firms. This makes the graduate of the Miami Ad School Europe the first to claim the prestigious title of "Lürzer's Archive Student of the Year Award." The exciting news reached Menno Kluin as he was on his way to Saatchi & Saatchi in New York, where he was offered a job just weeks after graduating from Miami School. Together with Springer & Jacoby, the sponsor of the "Students Contest," Lürzer's Archive has made it possible for the first "Lürzer's Archive Student of the Year" to visit the YoungGun Awards 2005 in Sydney. At the Award Show staged during this international advertising festival for prizewinning young talents from throughout the ad scene, "Lürzer's Archive Student of the Year 2005" Menno Kluin will also receive his trophy: produced specially for the "Student of the Year Award," the "Lürzer's Archive Sapack" will be presented to this year's winner together with an "Award Certificate" in acknowledgement of his exceptional achievement. All students whose work made it onto this year's shortlist will receive a "Nominee Certificate" from Lürzer's Archive in appreciation of their efforts.'

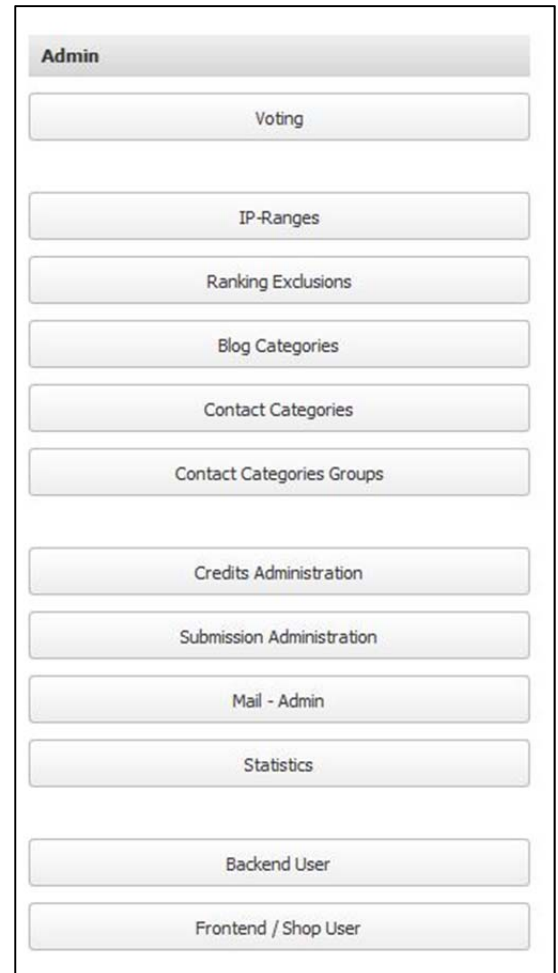
Please choose the year on the left side - for the explanation of the other tabs please see „Interviews“.

Please save after all changes.

## 7. ADMIN

The section „Admin“ covers the following functions:

- Voting
- IP-Ranges
- Ranking Exclusions
- Blog Categories
- Contact Categories
- Contact Categories Groups
- Credits Administration
- Submission Administration
- Mail – Admin
- Statistics
- Backend User
- Frontend/Shop User



## 7.1 VOTING

The top menubar shows the overview over the existing voting types (Special, Print, Film, Students) and the overview over the voting-users (tab Users).

After choosing a voting-type, the corresponding options will open as tabs (general options, reports and the listing of all voting users (if it is a 2-step voting, there will be two tabs, one for "step 1 users" and one for "step 2 users").

In this user view, if the checkbox in the „selected“ column is checked, this user is attached to this voting.

If the checkbox in the „showdetails“ column is checked, this user can see submission details when voting (credits).

The column "x1-permission" is only relevant for specials - if it is checked, this user has the right to set a minimum "n" count of votes to move all work with "n-1" votes to the next step.

Only for the type "special" the view is divided into 2 columns - in the left column you can add / delete new votings - in the right column you will see details of the special-voting.

### Options for „Special“- general:

- Active: voting is aktive
- Magazine typ: type of special
- Product: exact product of the chosen special type
- Submission ID Start: voting starts from this submission ID
- Submission ID End: voting ends with this submission ID
- Type: type of the submissions

### Tab Reports

Overview of the voting results.

**Overall:** Overview of the submissions with the corresponding sum of votes and the distribution for submitter / country.

**Voted:** Overview of the votes per submission, submitter and country

**By Submissions:** Overview of the votes per submissions: here you can see how which voting user has voted.

**By Voters:** Overview by voting user (how many times „accepted“, how many times „not accepted“, how many not voted etc.

After all Step 1-Voter have voted, you can define a limit in the reports-tab under „detailed“.

This limit determines from what count of "yes" votes, work will be included in the voting for Step 2.

Enter the limit as numeric value in the text field and press the button "Process Limit" set.

Once this step has been performed, the voter with the above stated X1 permission can see in his voting overview all work with n-1 votes and can take them to step 2.

Then the first stage of voting is completed by clicking the button "Close Step 1".

The Step 2 works on the same principle as step 1, but via the checkbox "Votes 1+2" you can choose, that the votes of the two voting stages are summed.

The view below is updated and it can be decided how the limit should be set for the transfer to the status of "Preselected". The status will change for the submissions once the button "Process Limit" is clicked.

Once the button "Close Step 2" is clicked, this voting has ended. Previously the voter with the X1 Permission is able to set all work with n-1 votes to the state of "Preselected".

The screenshot shows a web application interface for 'Voting'. At the top, there's a 'Welcome' message and a 'Voting' tab. Below this, there's a 'Prepare Sampledata for testing' section with buttons for 'Specials', 'Print', 'Film', 'Students', and 'Users'. A table lists submissions with columns for 'ID', 'Product-Name', and 'Date'. The table contains two rows: ID 4 with '200 Best Ad Photographers Test Test' and ID 5 with '3/2033'. To the right of the table is a 'Voting - Details' panel with various configuration options: 'Active' (set to 'Active'), 'Magazine-Type' (set to '200 Best Ad Photographers'), 'Product' (set to '200 Best Ad Photographers Test Test'), 'Submission-ID START' (set to '230764'), 'Submission-ID END' (set to '239700'), and 'Type' (set to 'Special'). A 'Save' button is located at the bottom right of the details panel.

ID	Product-Name	Date
4	200 Best Ad Photographers Test Test	
5	3/2033	

**Voting - Details**

Active:

Magazine-Type:

Product:

Submission-ID START:

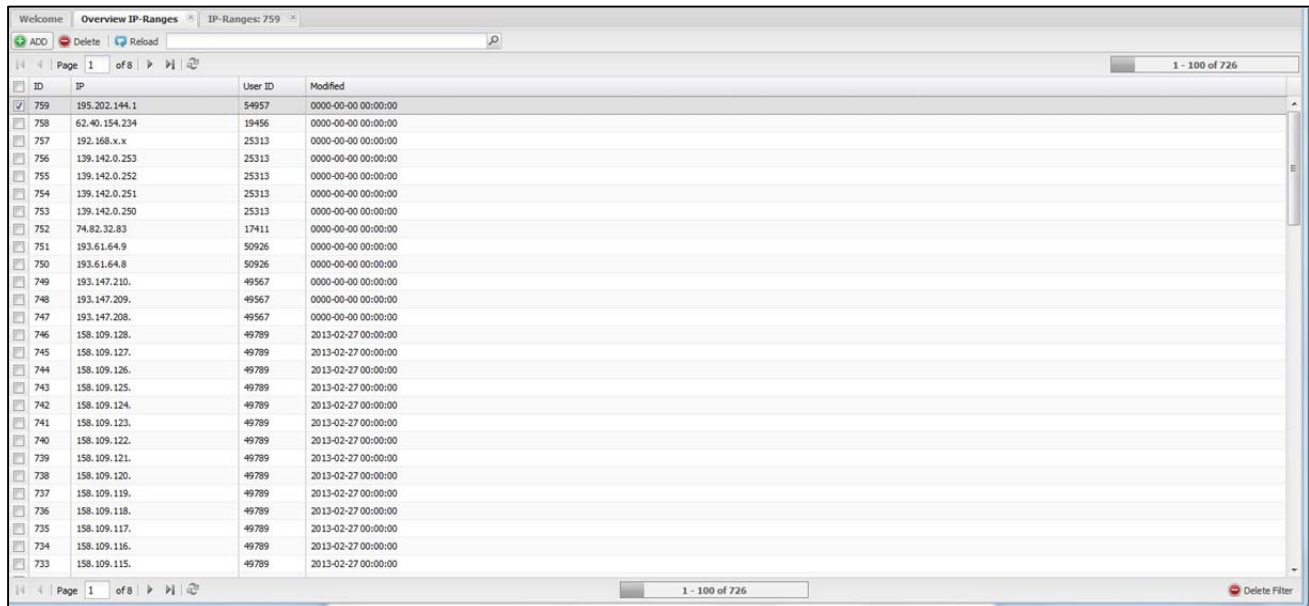
Submission-ID END:

Type:



## 7.2 IP RANGES

Via „IP Ranges“ you reach the overview of existing ip's, that have free access (without submission) to all sections of the website (schools, universities, ..).




The screenshot shows a web application interface with a table titled 'Overview IP-Ranges'. The table has four columns: ID, IP, User ID, and Modified. The table contains 26 rows of data, showing various IP addresses and their corresponding user IDs and modification timestamps. The interface includes a search bar, a 'Delete' button, and a 'Reload' button. The table is paginated, showing 'Page 1 of 8' and '1 - 100 of 726' items.

ID	IP	User ID	Modified
759	195.202.144.1	54957	0000-00-00 00:00:00
758	62.40.154.234	19456	0000-00-00 00:00:00
757	192.168.x.x	25313	0000-00-00 00:00:00
756	139.142.0.253	25313	0000-00-00 00:00:00
755	139.142.0.252	25313	0000-00-00 00:00:00
754	139.142.0.251	25313	0000-00-00 00:00:00
753	139.142.0.250	25313	0000-00-00 00:00:00
752	74.82.32.83	17411	0000-00-00 00:00:00
751	193.61.64.9	50926	0000-00-00 00:00:00
750	193.61.64.8	50926	0000-00-00 00:00:00
749	193.147.210.	49567	0000-00-00 00:00:00
748	193.147.209.	49567	0000-00-00 00:00:00
747	193.147.208.	49567	0000-00-00 00:00:00
746	158.109.128.	49789	2013-02-27 00:00:00
745	158.109.127.	49789	2013-02-27 00:00:00
744	158.109.126.	49789	2013-02-27 00:00:00
743	158.109.125.	49789	2013-02-27 00:00:00
742	158.109.124.	49789	2013-02-27 00:00:00
741	158.109.123.	49789	2013-02-27 00:00:00
740	158.109.122.	49789	2013-02-27 00:00:00
739	158.109.121.	49789	2013-02-27 00:00:00
738	158.109.120.	49789	2013-02-27 00:00:00
737	158.109.119.	49789	2013-02-27 00:00:00
736	158.109.118.	49789	2013-02-27 00:00:00
735	158.109.117.	49789	2013-02-27 00:00:00
734	158.109.116.	49789	2013-02-27 00:00:00
733	158.109.115.	49789	2013-02-27 00:00:00

Add, Delete, ... work in the same way as described above.

IP's will be linked to a user.



The screenshot shows a web application interface for editing an IP range. It has a header with 'Welcome', 'Overview IP-Ranges', and 'IP-Ranges: 759'. Below the header, there are two input fields: 'IP:' with the value '195.202.144.1' and 'FE-USER:' with the value '54957'. There are 'Reload' and 'Save' buttons at the top right.

## 7.3 RANKING EXCLUSION

Adding and removing of users, who will not be shown in the ranking.

Welcome Overview Ranking Exclusions

ADD Delete Reload

Page 1 of 1 1 - 19 of 19

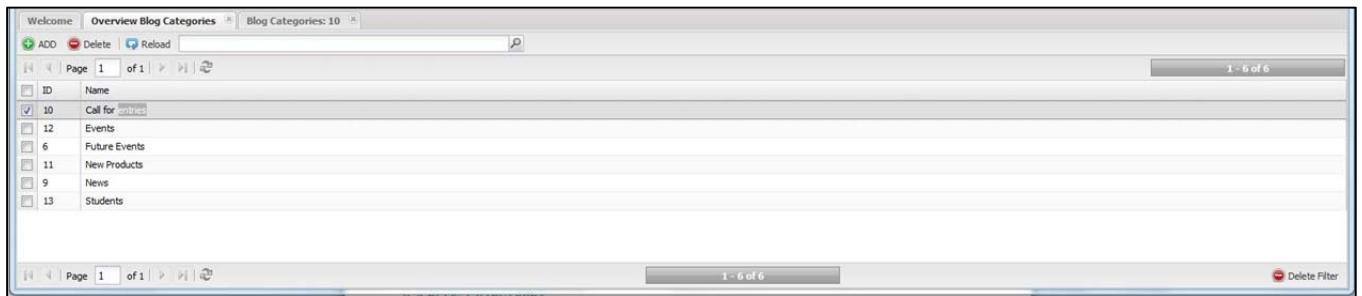
ID	Contact ID	Notes	Modified
19	183473		2014-08-22 06:12:23
18	176600		2014-08-22 06:12:23
17	133151		2014-08-22 06:12:23
16	133029	Fake account for design for music	2014-08-22 06:12:23
15	133033	Fake account for packaging design	2014-08-22 06:12:23
14	133081	Fake account for Public Events	2014-08-22 06:12:23
13	133082	Fake account for Social Environment	2014-08-22 06:12:23
12	133035	Fake account for client classics	2014-08-22 06:12:23
11	108907		2014-08-22 06:12:23
10	101881		2014-08-22 06:12:23
9	247		2014-08-22 06:12:23
8	64184	Bilderdienst	2014-08-22 06:12:23
7	90880		2014-08-22 06:12:23
6	81834		2014-08-22 06:12:23
5	30488		2014-08-22 06:12:23
4	23146		2014-08-22 06:12:23
3	11742		2014-08-22 06:12:23
2	11741		2014-08-22 06:12:23
1	3452		2014-08-22 06:12:23

Page 1 of 1 1 - 19 of 19 Delete Filter

## 7.4 BLOG CATEGORIES

Here you can add and remove blog-categories.

Please input the category name and click "save".



## 7.5 CONTACT IMPORTER

Here contacts from a CSV File can be imported automatically. Die View is divided into the following 4 columns:

- **Archive:**

Here all former imports are listed - via "Upload" you can upload a new CSV File for importing.

- **Imported Contacts:**

Here the found contacts from the CSV file listed. If there is a exact match, the corresponding contact will be marked with the status "found". If the contact is not present yet, it will be marked with status "error". If you select the contact (via double-clicking), it's data will be shown in the left form of the next column("Imported vs. Similar) and similar contacts will be listed in the 4th column under "Similar Contacts".

- **Imported vs. Similar:**

If you choose a contact from "Imported Contacts" and a corresponding "Similar Contact", the data of the both contacts will be shown here.

- Button "update & import as new record":

The data from the left form (imported data plus added data) will be added to the database as a new contact.

- Button "Update chosen similar":

The data from the right form (data of the "similar Contact") will be updated in the database.

- **Similar Contacts:**

Here contacts, which are similar or identical to the chosen „Imported Contact" (first name, last name, email) are listed. Choose contact via double-click.

## 7.6 FE-USERS | PROFILES

This view is divided into 3 columns:

### **FE-Users:**

Here all present FE-users are listed. Via double-click you can choose a user - his data will be shown in the middle column in the left form; found similar contacts will be listed in the right column.

### **FE vs. Similar:**

Here the data from the FE-user (left form) and from the similar contact (right form) is presented. With the blue arrows you can copy data from left to right and vice versa. Via the button "link profile & fe user" you can link the FE-user to the corresponding chosen similar contact.

### **Similar Contacts:**

After choosing a FE-user from the left column, all similar contacts are listed here. Via double-click you can select a similar contact, who's data will be then shown in the middle column (right form), next to the data of the chosen FE-user (left form).

## 7.7 CONTACT LOG REPORT

Here records from the contact log can be shown by day.

Choose a day (button "select date") and you will be presented all records from the contact log for all users.

## 7.8 FE-SUBMISSION COMBINER

Here you can link submissions to a FE-user - so that after logging in, this user can see his submissions in his archive correctly.

To do so, please search for submissions (via lastname, company name and email(s)). You can then enter a FE-user ID, and click the button "merge" - the submissions will then be linked to this FE-user.

## 7.9 CONTACT CATEGORIES

Here you can add and remove contact-categories.

Please input the category name, link to group and click "save".

ID	Group	Name
668	Database	1305PhotoCredited
667	Database	2008AP Published
657	2008DA1213	2008DA1213 - published
647	2008DA1213	2008DA1213 - selected
707	2008DA1516	2008DA1516 - Selected
701	2008DA1516	2008DA1516 - Submitted
706	2008DA1516	2008DA1516 - Top100NotSubmitted
474	2008CM1112	2008CM1112 - Awards winners
359	2008CM1112	2008CM1112 - Nominated DirectMail
500	2008CM1112	2008CM1112 - VIP agencies
473	2008CM1112	2008CM1112 - Books
501	2008CM1112	2008CM1112 - D&AD Contacts
488	2008CM1112	2008CM1112 - Harrison Important Agencies
492	2008CM1112	2008CM1112 - Submitted
506	2008LL0506	2008LL0506 - published
306	2008LL0506	2008LL0506 - selected
454	2008LL0708	2008LL0708 - Illustration now book
72	2008LL0708	2008LL0708 - 30 under 30
246	2008LL0708	2008LL0708 - 3030 Book
56	2008LL0708	2008LL0708 - AS Illustration
120	2008LL0708	2008LL0708 - CA Illustration
181	2008LL0708	2008LL0708 - Call for Entry - 200 BIL 07/08
186	2008LL0708	2008LL0708 - Communication Arts 345
215	2008LL0708	2008LL0708 - Communication Arts 349
199	2008LL0708	2008LL0708 - Direct Nomination - Present
198	2008LL0708	2008LL0708 - Direct Nomination - Request
216	2008LL0708	2008LL0708 - Freistil 2
238	2008LL0708	2008LL0708 - Freistil 3

Category Name: 1305PhotoCredited

Group: Database

## 7.10 CONTACT CATEGORIES GROUPS

Here you can add and remove contact-categories-groups.

Please input the category-group name, link to group and click "save"

## 7.11 CREDIT ADMINISTRATIONS

Here you set can which credits will be used in which order (by product - magazine / specials).

Please choose a magazine on the left, and tick the desired checkboxes on the right side, to set the checked items active. To reorder credits, please drag and drop them.

Welcome
Credits Administration

Magazine Types

ID	Name	Prefix
	200 Best Ad Photographers	200a
11	200 Best Digital Artist	200d
10	200 Best Direct Marketing	200m
8	200 Best Illustrators	200i
9	200 Best Packaging Designers	200p
6	Catalogs and Brochures	cata
5	Commercial Illustration	ilu
-1	DAMAGED	
15	Digital APP	
14	Digital WEB	
1	Luerzers Archive	
12	Luerzers Archive Film	
3	Special Advertising Photography	adph
4	Special Design for Music	dfmu
2	Special Packaging Design	pack
13	Students	

Available Credits for : 200 Best Ad Photographers

ID	Description	Type-ID	Available	Sort
145	photographer	1	<input checked="" type="checkbox"/>	0
151	client company	7	<input checked="" type="checkbox"/>	1
146	ad agency	2	<input checked="" type="checkbox"/>	2
160	creative director	16	<input checked="" type="checkbox"/>	3
149	art director	5	<input checked="" type="checkbox"/>	4
147	copywriter	3	<input checked="" type="checkbox"/>	5
148	illustrator	4	<input checked="" type="checkbox"/>	6
157	typographer	13	<input checked="" type="checkbox"/>	7
158	digital artist	14	<input checked="" type="checkbox"/>	8
150	production company	6	<input type="checkbox"/>	9
154	customer	10	<input type="checkbox"/>	10
155	stuff	11	<input type="checkbox"/>	11
159	instructor	15	<input type="checkbox"/>	12
152	director	8	<input type="checkbox"/>	13
156	institute	12	<input type="checkbox"/>	14
153	representative	9	<input type="checkbox"/>	15



## 7.12 SUBMISSION ADMINISTRATION

Here you can specify which Issue is the current one (by product)

Afterwards please click save.

The screenshot shows a web browser window with the title 'Submission Administration'. At the top, there are two buttons: 'Reload Configuration' and 'Save Configuration'. Below these, there are several dropdown menus for selecting the current issue for different products:

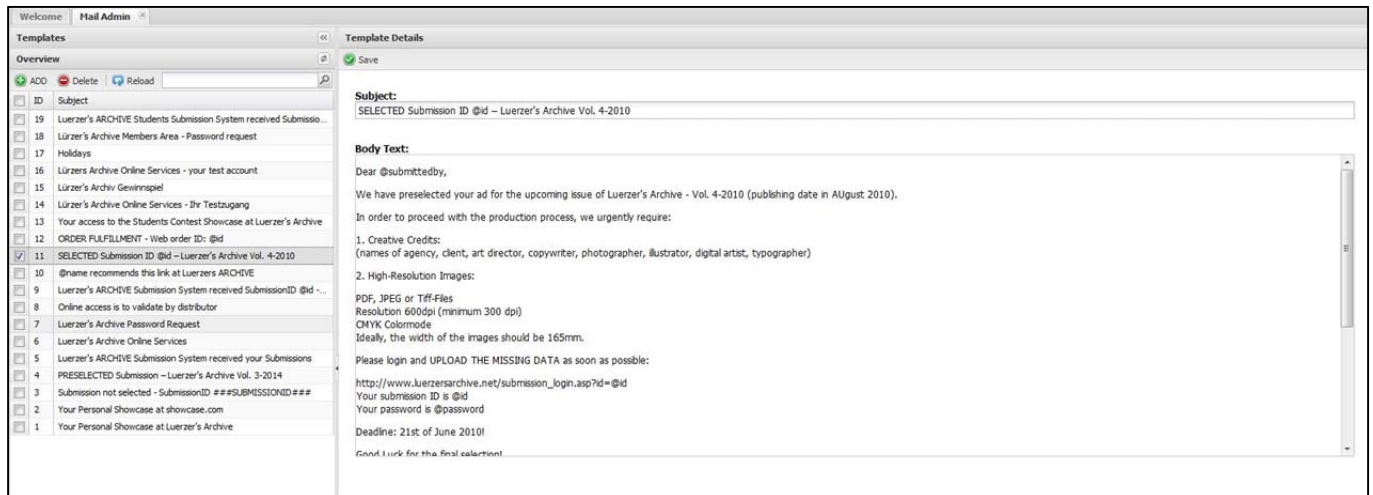
- Print:** Issue 2/2014
- Film:** Issue 4/2014
- Students:** Issue 3/2014
- 200 Best Ad Photographers:** 200 Best Ad Photographers Worldwide 2014/2015
- 200 Best Illustrators:** 200 Best Illustrators 11/12
- 200 Best Packaging:** 200 Best Packaging Design 10/11
- 200 Best Digital Artist:** 200 Best Digital Artists worldwide 13/14

## 7.13 MAIL ADMIN

Here you can add, delete or modify mail templates.

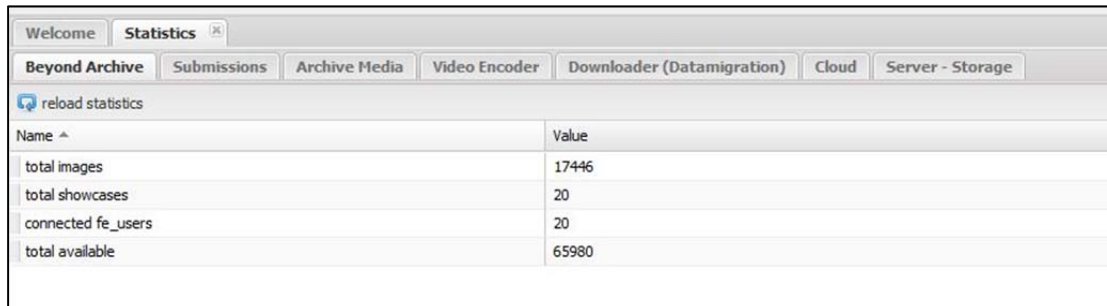
Via double clicking a record, it's configuration is shown on the right side (subject, text).

Afterwards please click save.



## 7.14 STATISTICS

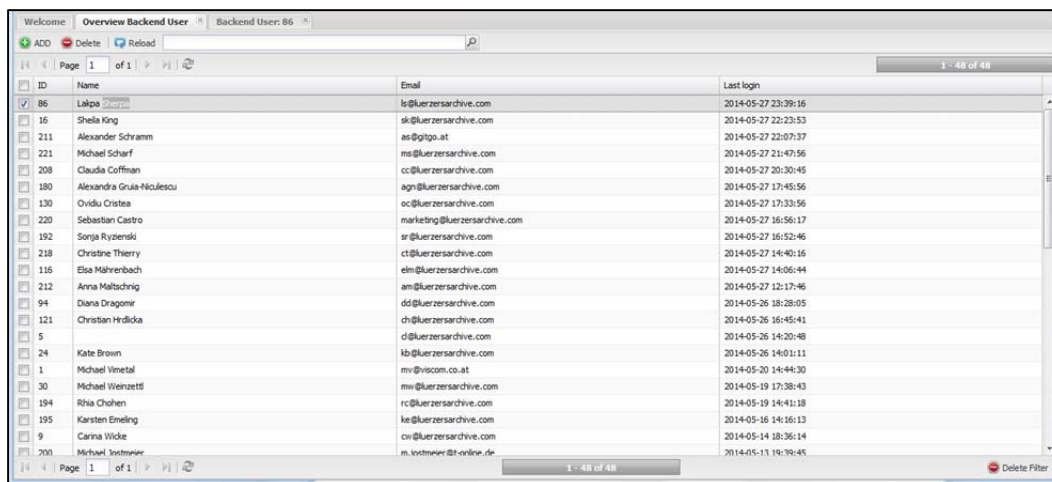
Here you can find various statistics (disk usage, S3 upload, cronjobs, ..).



Name	Value
total images	17446
total showcases	20
connected fe_users	20
total available	65980

## 7.15 BACKEND USER

Here you can find an overview of all backend users.



ID	Name	Email	Last login
86	Lalpa	ls@luerzersarchive.com	2014-05-27 23:39:16
16	Shela King	sk@luerzersarchive.com	2014-05-27 23:23:53
211	Alexander Schramm	as@gitgo.at	2014-05-27 23:07:37
221	Michael Scharf	ms@luerzersarchive.com	2014-05-27 21:47:56
208	Claudia Coffman	cc@luerzersarchive.com	2014-05-27 20:30:45
180	Alexandra Grusa-Niculescu	agn@luerzersarchive.com	2014-05-27 17:45:56
130	Ovidiu Cristea	oc@luerzersarchive.com	2014-05-27 17:33:56
220	Sebastian Castro	marketing@luerzersarchive.com	2014-05-27 16:56:17
192	Sorga Ryzewski	sr@luerzersarchive.com	2014-05-27 16:52:46
218	Christine Thierry	ct@luerzersarchive.com	2014-05-27 14:40:16
116	Elsa Mahrerbach	elm@luerzersarchive.com	2014-05-27 14:06:44
212	Anna Malschrig	am@luerzersarchive.com	2014-05-27 12:17:46
94	Diana Dragomir	dd@luerzersarchive.com	2014-05-26 18:28:05
121	Christian Hrdlicka	ch@luerzersarchive.com	2014-05-26 16:45:41
5		cl@luerzersarchive.com	2014-05-26 14:20:48
24	Kate Brown	kb@luerzersarchive.com	2014-05-26 14:01:11
1	Michael Vmetel	mv@viscom.co.at	2014-05-20 14:44:30
30	Michael Wienzettel	mw@luerzersarchive.com	2014-05-19 17:38:43
194	Rhia Chohen	rc@luerzersarchive.com	2014-05-19 14:41:18
195	Karsten Emeling	ke@luerzersarchive.com	2014-05-16 14:16:13
9	Carina Wicke	cw@luerzersarchive.com	2014-05-14 18:36:14
200	Michael 'schmuer' online.de	m.schmuer@t-online.de	2014-05-11 19:19:45

You can add / delete users and via double clicking a record, you will be taken to the data form, where name, email and password for the user can be set. Additionally you can set the user permissions (which sections can be edited by the user).

## 7.16 FRONTEND/SHOP USER

Here you can add, delete or modify frontend / shop users.

Welcome Overview Frontend / Shop User Frontend User: 59363

ADD Delete Reload

Page 1 of 580 1 - 100 of 57973

ID	E-Mail	Last Name	First name	Company	City	Country	Modified	Created
59363	dnicolas@tbwacolombia.com	nicolas	david	tbwa	Wien	COLOMBIA	2014-08-22 09:38:07	2014-08-22 03:46:25
59362	mafra@cyrk.com.br	Mafrá	Antonio Carlos	Cyrk	Wien	BRAZIL	2014-08-22 09:38:07	2014-08-21 21:40:37
59361	eugene.verigo@gmail.com	verigo	Eugene	JWT	Wien	RUSSIAN FEDERATION	2014-08-22 09:38:07	2014-08-21 17:23:49
59360	nlais@kpmg.com	Lais	Nadine	KPMG AG Wirtschaftsprüf...	Wien	GERMANY	2014-08-22 09:38:07	2014-08-21 16:18:30
59359	buchhaltung@marcellini.de	Paul	Alexander	Marcellini Media GmbH	Wien	GERMANY	2014-08-22 09:38:07	2014-08-21 16:11:14
59358	info@oyenundoyen.de	Erler	Steffi	Oyen + Oyen GbR	Wien	GERMANY	2014-08-22 09:38:07	2014-08-21 16:09:12
59357	steffreuter11@gmail.de	Erler	Steffi		Wien	GERMANY	2014-08-22 09:38:07	2014-08-21 16:03:11
59356	mario@wearthedifference...	Walker	Mario	WearTheDifference + Molt...	Wien	GERMANY	2014-08-22 09:38:07	2014-08-21 15:58:31
59355	geraldine.vitale@saatchi-c...	Vitale	Geraldine	Saatchi & Saatchi SA	Wien	SWITZERLAND	2014-08-22 09:38:07	2014-08-21 15:43:11
59354	info@selements.co	Gonzales	Ricardo	Selements GmbH	Wien	GERMANY	2014-08-22 09:38:07	2014-08-21 15:22:08
59353	roman.sterchi@bluewin.ch	Sterchi	Roman Michael		Wien	SWITZERLAND	2014-08-22 09:38:07	2014-08-21 15:21:59
59352	r.gonzales@selements.co	Gonzales	Ricardi	Selements GmbH	Wien	GERMANY	2014-08-22 09:38:07	2014-08-21 15:10:52
59351	david.klotz@hotmail.com	Klotz	David		Wien	AUSTRIA	2014-08-22 09:38:07	2014-08-21 14:49:22
59350	gw@scope-ffm.com	Walker	Gonzalez	FULSCOPEthinking Agentur ...	Wien	GERMANY	2014-08-22 09:38:07	2014-08-21 14:39:39
59349	lse@ues-pr.at	Retzek-Wimmer	Dr. Ilse	ÄoeS.PR	Wien	AUSTRIA	2014-08-22 09:38:07	2014-08-21 14:31:42
59348	gauravaganwal_16@yahoo...	AGARWAL	GAURAV	Megzealous	Wien	INDIA	2014-08-22 09:38:07	2014-08-21 12:53:59
59347	cp@fischerappelt.de	Pollak	Carmen	FischerAppelt, play GmbH	Wien	GERMANY	2014-08-22 09:38:07	2014-08-21 12:25:20
59346	margret.weiss@movemus.at	Krasser	Andy	Movemus	Wien	AUSTRIA	2014-08-22 09:38:07	2014-08-21 11:52:49
59345	sys.webpass@gmail.com	YUSUKE	SATOH		Wien	JAPAN	2014-08-22 09:38:07	2014-08-21 04:42:38
59344	atendimento@agenciadam...	Schiavinato	Helisson	Agência IMAM	Wien	BRAZIL	2014-08-22 09:38:07	2014-08-21 03:38:30
59343	gloopt@gmail.com	Kopit	Gustavo	Wieden + Kennedy London	Wien	UNITED KINGDOM	2014-08-22 09:38:07	2014-08-21 01:24:23
59342	damian777@gmail.com	Rane	Damian	Infinity	Wien	UNITED ARAB EMIRATES	2014-08-22 09:38:07	2014-08-20 23:23:20

Page 1 of 580 1 - 100 of 57973 Delete Filter

Via double clicking a record, it's configuration is shown and can be edited.

Afterwards please click save.

Welcome Overview Frontend / Shop User Frontend User: 59363

Reload Save

ID: 59363

Company: tbwa

Occupation (currently not used): 0

Occupation (other):

First Name: david

Last Name: nicolas

Street: Neustiftgasse 5 / 8

Zip: 1070

Country: COLOMBIA

Phone Code:

Phone:

Fax:

Email: dnicolas@tbwacolombia.com

Password: 10267610

Beyond Archive (Contact - ID): 0

Notes:

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## CONTACT

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