

DMS User Manual



# **DMS Portal**

# **User Manual**





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# 1. Introduction

This user manual covers the usage of various features and functionality of the **DMS Portal** application. The user manual covers all the topics along with a number of window shots.

An attempt is made to maintain a good balance between the basics that every user needs to know while, working on the application and more complex topics that may appeal to advanced users.

## 1.1. Purpose

The purpose of **DMS Portal** user manual is to help the user to perform the tasks easily, get the accurate information about various features, and to save the time and cost.

### **1.2.** Audience

This document is prepared for the end-users of **DMS Portal** 

Abbreviation	Description			
DMS	DStv Media Sales			
GTT	Guaranteed Target Trade			
СРТ	Cost Per Thousand			
TVR	Television Viewership Rating			
СРР	Cost Per Point			
PO Number	Purchase Order Number			
ATL	Above The Line			
VAT	Value Added Tax			

### **1.3.** Definitions, acronyms and abbreviations





# 2. DMS Booking Poral

On latest version of any web browser like chrome, mozilla or safari browser use link,

<u>https://dmsbookingportaluat.multichoice.co.za/DMSWebBookingPortal/</u> to open DMS Booking Portal.

On the home page of DMS Booking Portal, system will display the below menu items,

- Available Channels Displays the list of channels which are available/ unavailable for booking but not yet contracting
- Buy Module to be used for viewing the packed and purchasing one or many.
- My Orders Module to be used for viewing old orders and tracking the orders placed with DMS
- Brief Us Link to be used to create a brief of specific requirements if any and share with DMS users
- Finance Module to view invoices and statements
- Admin Only for DMS Admin users to manage roles and rights
- Rate Card Link to be used to navigate to <u>http://www.dstvmediasales.com/rate-card</u> website of DStv Media sales to view the rate card
- Stats2Go Link to be used to navigate to <u>http://dstvstats2go.com/</u> website of DStv

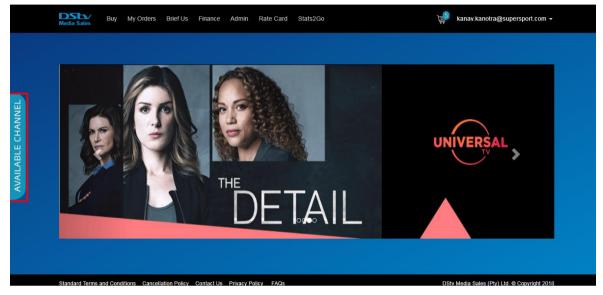




# 2.1. Available Channels

This section displays the list of channels which are available for Booking but not yet Contracting on month to month basis.

1. On Home page of DMS Booking Portal, click on 'Available Channels' button on the left.



2. System will open the list of channels

Channels available (for booking but not yet available for contracting)			×
		La	st updated on 14 Jun 2018, 8:34 A
Type to filter			Available Unavailable
Channels	Jun-18	Jul-18	Aug-18
1 MAGIC			-
BBC BRIT			
BBC EARTH			
BBC FIRST			
BBC LIFESTYLE			
BBC WORLD			
CHANNEL O			
CNN			
CRIME & INVESTIGATION			

## 2.2. Buy

This section provides information of different packages available for viewing and buying.

On Home page of DMS Booking Portal, click on 'Buy' button

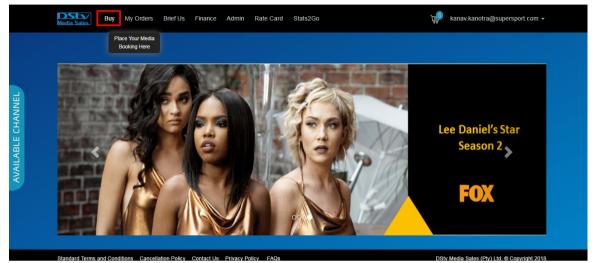




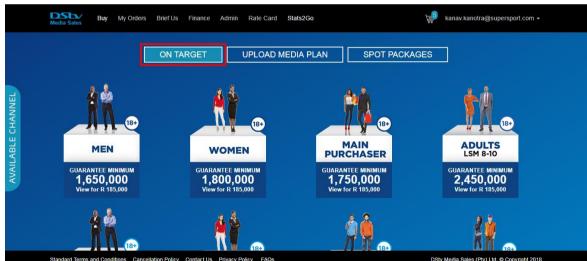
#### On Target

These are On Target or GTT (Guaranteed Target Trading) packages. These packages are primarily views based and offer minimum guaranteed views for selected target market.

3. Click **Buy** from the main menu.



4. Click **On Target** to view all the On Target packages available for purchasing.







5. Click on any/ desired packages from the list displayed to see a balloon displaying the details of the package;

Media Sales Buy My Order	s Brief Us Finance Admin Rate Card Si	tats2Go	🕌 kanav.kanotra@supersport.com 🗸
MEN GUARANTEE MINIMUN 1,650,000 View for R 185,000	Channel UPLOAD MED BBC BRIT BBC WORLD FOX FOX LPE HISTORY CHANNEL KYRNET ROUI MATEOLAG GEORAPHIC NATIONAL GEOGRAPHIC NATIONAL GEOGRAPHIC SONY MAX SUPERSPORT BLITZ TRAVEL CHANNEL CPT TVR'S CPP 112 23 6,515 Book	DIA PLAN SPOT PACKAO DIA PURCHASER GUARANTEE MINIMUM 1,750,000 View for R 185,000	CES ADULTS LSM 8-10 GUARANTEE MINIMUM 2,4,50,000 View for R 185,000
MEN LSM 8-10	WOMEN LSM 8-10	ADULTS LSM 7-10	ADULTS LSM 5-8
GUARANTEE MINIMUM		GUARANTEE MINIMUM	GUARANTEE MINIMUM 2 100 000

- 6. Click on 'Book' button on the balloon to open the page displaying
  - a. Campaign Details where user needs to enter value for below fields
    - i. Agency
    - ii. Advertiser
    - iii. Product
    - iv. Campaign Name
    - v. Campaign Period
      - Start Date
      - End Date
    - vi. Length (in sec)
    - vii. PO Number
    - viii. Flighting Code
      - ix. + Symbol to add more Flighting Code(s)
  - b. Package Details
    - i. Target Market System displayed as per the proposed and selected packages. There is an op
    - ii. Guaranteed Views System displayed as per the proposed and selected packages
    - iii. Budget (Rands) System displayed as per the proposed and selected packages
    - iv. Dayparts System displayed as per the proposed and selected packages
    - v. Channels Selected based on the package selected





vi. Mark Campaign as favorite – field with X displayed which can be selected to mark the campaign as favorite

There will be additional details displayed as below which might or might not different based on the selected packages;

- vii. Package (30 Sec Equivalent)
  - CPT 130
  - TVR's 37
  - CPP 4995

#### viii. Customized

- CPT 130
- TVR's 37
- CPP 4995
- ix. Price Total Price of the selected package

D	Buy dia Sales	My Orders Brief Us Finance Admin	Rate Card Stats2	Go	kanav.kanotra@supersport.com +		
		ON TARGET U	PLOAD MEDIA	PLAN SPOT PACKA	GES		
-							
	Campaign Details	s	Package Details	6			
	Agency *	NA	Target Market *	MEN 18+	Customise		
	Advertiser *	Enter Advertiser Name	Guaranteed Views*	1,850,000			
		70 characters allowed	Budget (Rands)	185,000	• 0		
	Product *	Enter Product Name	Dayparts *	Optimal Delivery			
		150 characters allowed	Channels *	BBC BRIT	P BBC WORLD		
	Campaign Name *	Enter Campaign Name		FOX	So worked ✓ FOX LIFE		
		150 characters allowed		HISTORY CHANNEL	KYKNET NOU!		
	Campaign Period *	Start Date		M-NET CITY     NATIONAL GEOGRAPHIC WILD	NATIONAL GEOGRAPHIC     SKY NEWS		
		End Date		SONY MAX	SUPERSPORT BLITZ		
	Length (in sec) *		Made Campaign as	TRAVEL CHANNEL Mark Campaign as favourite			
		30	wark campaign as				
	PO Number	Enter PO Number	PACKAGE (30 SE		: 8,151		
		50 characters allowed (# applicable)	CUSTOMISED	19R 5. 20 CPP	. 0,101		
	Flighting Code	Enter Code	CPT: 112	TVR's: 23 CPP	: 8,151		
		50 characters allowed (if Rotation Instruction (if available) applicable)			Price: R185,000		

- 7. User can customize/modify the 'Package Details' by clicking on the 'Customize' button and edit the below editable fields;
  - a. Budget (Rands)
  - b. Channels Different/ desired channel mix can be created by making selections using check boxes





<b>DSS</b> Media Sale	Buy My Orde	rrs Brief Us Finance Adm	in Rate	Card Stats2G	0	ſ	🎐 kanav kanotra@supersport.com 🖌
		ON TARGET	UPLC	DAD MEDIA F	PLAN SPOT	PACKAGE	S
Campa	aign Details			Package Details			
Campa	aigiri Detalis			r ackage Details			
Agency *	• NA	•		Target Market *	MEN 18+		v Customise
Adverts Product Cempaig	Enter Adver	rtiser Name		Guaranteed Views *	1,650,000		
		70 characters allowed		Budget (Rands)	185,000		• 3
Product	Enter Produ	uct Name		Devoarts *	Optimal Delivery		
<u> </u>		150 characters allowed			Optimal Delivery		
Campaig	ign Name * Enter Camp	aion Name			BBC BRIT		BBC WORLD
VAL		150 characters allowed			<ul> <li>FOX</li> <li>HISTORY CHANNEL</li> </ul>		PFOX LIFE KYKNET NOU!
	ign Period *	=			M-NET CITY		✓ NATIONAL GEOGRAPHIC
	Start Date	•			NATIONAL GEOGRAPHIC V	WILD	SKY NEWS
	End Date				SONY MAX		SUPERSPORT BLITZ
Length (	(in sec) *				TRAVEL CHANNEL		
	•	30		Mark Campaign as 1	tavounte 📉		
PO Num	mber Enter PO N	umber		PACKAGE (30 SEC	EQUIVALENT)		
		50 characters allowed (/f applicable)		CPT: 112	TVR's: 23	CPP: 8,15	и
Flighting	g Code Enter Code			CUSTOMISED CPT: 112	TVR's: 23	CPP: 8.15	
	50 characters a available)	allowed (if Rotation Instruction (if applicable)		CPT: TTZ	1985523	CPP: 8,15	
							Price: <b>R185,000</b>

- 8. After the customization is done, user can click on 'Preview' button to view the changes made
- 9. Or, can click on 'Reset' button to display the old information

	Media Sales Buy	My Orders Brief Us Finance Admin	n Rate Car	rd Stats2G	0	掉 kanav.kanotra@	supersport.com +
	Agency *	NA	Targ	et Market *	MEN 18+	Ŧ	Reset
	Advertiser *	Enter Advertiser Name	Guar View	ranteed	1,850,000		
		70 characters allowed	Budg	get (Rands)	185,000	•	0
	Product *	Enter Product Name	Days	parts *	Optimal Delivery		
	Campaion Name *	150 characters allowed	Char	nnels •	BBC BRIT	BBC WORLD	
22	Campaign Name *	Enter Campaign Name			FOX	FOX LIFE	
CHA		150 characters allowed			<ul> <li>HISTORY CHANNEL</li> <li>M-NET CITY</li> </ul>	<ul> <li>KYKNET NOU!</li> <li>NATIONAL GEOGRAF</li> </ul>	
<u></u>	Campaign Period *	Start Date			<ul> <li>NATIONAL GEOGRAPHIC WILD</li> </ul>	SKY NEWS	nic
ILAE		End Date			SONY MAX	SUPERSPORT BLITZ	
AVAILABLE CHANNEL	Length (in sec) *	30	Mari	k Campaign as	TRAVEL CHANNEL		
	PO Number	Enter PO Number		KAGE (30 SEC	EQUIVALENT)	CPP: 8,151	
	Flighting Code	50 characters allowed (/f applicable) Enter Code 50 characters allowed (/f Rotation instruction (/f		TOMISED	TVR's: 23	CPP: 8,151	
		available) applicable) .				F	Price: R185,000
	DISCLAIMER - Som	e Channels may not be available for this package or	Target Market.				
				Preview			

10. After user is happy with the campaign details and package details, click on Add to Cart button to move this package into cart and continue with either shopping and browsing with other options or one can checkout for making payments.





Media Sales Buy	y My Orders Brief Us Finance Admin	Rate Card Stats2	Go	kanav.kanotra@supersport.com +	
Agency *	NA	Target Market *	MEN 18+	▼ Customise	
Advertiser *	Enter Advertiser Name	Guaranteed Views	1,650,000		
	70 characters allowed	Budget (Rands)	185,000	• (?)	
Product *	Enter Product Name	Dayparts *	Optimal Delivery		
	150 characters allowed	Channels *	BBC BRIT	BBC WORLD	
Campsign Name *	Enter Campaign Name		Ø FOX	FOX LIFE	
Campaign Period *	150 characters allowed		HISTORY CHANNEL     M-NET CITY     NATIONAL GEOGRAPHIC WILD	KYKNET NOU!     NATIONAL GEOGRAPHIC     SKY NEWS	
	End Date		SONY MAX TRAVEL CHANNEL	SUPERSPORT BLITZ	
Length (in sec) *	30	Mark Campaign a	is favourite		
PO Number	Enter PO Number 50 characters allowed (// applicable)	PACKAGE (30 SE CPT: 112	EC EQUIVALENT) TVR's: 23 CI	PP: 8,151	
Flighting Code	Enter Code 50 characters allowed (/f Rotation Instruction (/f	CUSTOMISED CPT: 112	TVR's: 23 Ci	PP: 8,151	
	aveilable) applicable)			Price: <b>R185,000</b>	
DISCLAIMER - Som	ne Channels may not be available for this package or Ta	rget Market.			
		Add to C	Cart		

11. Once a campaign is added to the card, system will display a message "Campaign added to the card successfully!"

	Agency *	uy My Orders Brief Us Finance Admin RED PEPPER	Rate Card Sta	ts2Go MEN 18+	kanav kanotra@supersport.com +
	Advertiser *	1 GOAL Cam	paign added to	cart successfully!	
	Product *		ск ск	Optimal Delivery	
CHANNEL	Campaign Name *	150 characters allowed	Channels *	BBC BRIT	BBC WORLD     FOX LIFE
	Campsign Period *	6/17/2018		HISTORY CHANNEL     M-NET CITY     NATIONAL GEOGRAPHIC WILD	KYKNET NOU!     NATIONAL GEOGRAPHIC     SKY NEWS
AVAILABLE	Length (in sec) *	7/1/2018	Mark Campaign	SONY MAX TRAVEL CHANNEL	SUPERSPORT BUTZ
	PO Number	Werty20		SEC EQUIVALENT)	P. 8,151
	Flighting Code	50 characters allowed (// applicable) petpo 50 characters allowed (// Rotation (instruction (//	CUSTOMISED CPT: 112		P: 8,151
		available) applicable)	et Market.		Price: <b>R185,000</b>
			Add to	Cart	

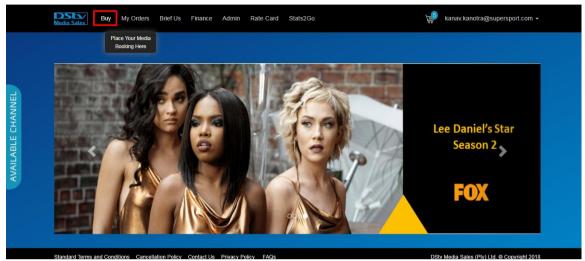




#### **Sports Package**

Sport packages are spot based and number of spots for selected sport category.

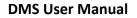
1. Click **Buy** from the main menu.



- 2. Click Spot Packages to view options as,
  - a. Sport
  - b. Multichannel



3. Click on Sport to view all the On-Target Sport Packages available to buy







	ledia Sales		ats2Go	kanav,kanotra@supersport.com +
Ш	<		DIA PLAN SPOT PACKAGES	>
AVAILABLE CHANNEL	<u>_</u>	<u>_</u>	PACKAGE JONE - AUGUST	PACKAGE PACKAGE
ά	PACKAGE JUNE JULY 26 SPOTS Tor 282 2000 30% off RATE CARD Includes 295 000	PACKAGE BUY 14 SPOTS for HDS 2000 29% OFF BATE CABD Includes 80 000	BUY The Abcolute FV, 3 a practice dealering, Gualifier, Build Up, and the CA Set associa- tion of the CA Set associa- tion of the CA Set associa- tion of the CA Set association Set as Set association of the CA Set association Includes 245 000	RACH - JUX 1 SPOT In Moto 5, 27 apoint for 1151 Stoc SSN OFF ART CAND Includes 75 000
	page Impressions on Supersport.com	page impressions on Supersport.com	Impressions on Supersport.com	page Impressions on Supersport.com

4. Click on sport related icons in the scroll bar, below On Target to view the selected sport related package available.

	Media Sales Buy My Orders	Brief Us Finance Admin	Rate Card Stats2Go	📢 kanav.kanotra@supersport.com 🗸
		ON TARGET	JPLOAD MEDIA PLAN	AGES
NEL			<b>%. <u>Å.</u> «</b>	
AVAILABLE CHANNEL	Contraction of the second seco			
		- Martine Defense Constant Ha Deimons D		

- 5. Click on desired package to open the page displaying
  - a. Campaign Details where user need to enter the below details
    - i. Agency
    - ii. Advertiser
    - iii. Product
    - iv. Campaign Name
    - v. Campaign Period
      - Start Date
      - End Date
    - vi. Length (in sec)
    - vii. PO Number





- viii. Flighting Code
- ix. + Symbol to add more Flighting Code(s)
- x. Price Price of the selected package
- b. Package Details displaying the details of the package
- 6. After user is happy with the campaign details and package details, click on Add to Cart button to move this package into cart and continue with either shopping and browsing with other options or one can checkout for making payments.

Agency* NA   Advertiser* Enter Advertiser Name  70 onarsiters allowed Product * Enter Product Name Enter Pro	
Enter Advertiser Name  T0 draraties allowed Product * Enter Product Name Enter Product Na	
Product * Enter Product Name Cury	
Produst * Enter Product Name	
1 SPOT	
to trialistele anned In Absolute FI,	
Campaign Name* Campaign Name Enter Campaign Name Enter Campaign Name	
150 datastare allowed 25% OPF RATE CARD	
Campaign Period * 8/1/2016 Includes 245 000 Impressions on	
831/2018	
Campaign Name* Enter Campaign Name  ItO characters allowed  Campaign Periot*  Campaign Periot*  Campaign Periot*  Ergth (n sec)*  Length (n sec)*  30	
PO Number Enter PO Number	
60 characters allowed (# applicable)	
Fighting Code Enter Code	
50 charasteria allowes (if Robitice terranscence) (if Robitice terranscence	
Price R490,875	
DISCLAIMER - Do not book if this is already part of your media plan.	
Add to Cart	

7. Once a campaign is added to the card, system will display a message "Campaign added to the card successfully!"

	Media Sales				🦆 kanav.kanotra@supersport.com 🖌
	Agency *	RED PEPPER		*	
	Advertiser *	1 GOAL	Cam	paign added to cart successfully!	<b>)</b>
	Product *	Kanav 3		ok	
NEL	Campaign Name*	Kanav C 1	150 characlers allokes	In Absolute FI, 3 x practice Sessie Gualifier, Build Up, the GP, 43 spect for # 450 FIS	and
E CHAN	Campaign Period *	6/1/2018	150 characters allowed	25% OFF RATE CA Includes 245 Of Impressions of	
AVAILABLE CHANNEL	Length (in sec) *	8/31/2018 B	5	Supersport.com	
	PO Number	89			
	Flighting Code	petpo ro	rs allowed (/f applicable) state to 50% ation instruction (/f wcable)		
		•			
	Price	R490,875			
	DISCLAIMER - Do	not book if this is already pa	rt of your media plan.		
				Add to Cart	

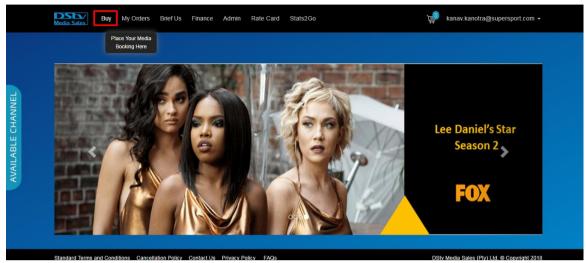




#### Multichannel Package

These are multichannel spot packages. These packages are spot based and number of spots for selected type of package.

1. Click **Buy** from the main menu.



#### 2. Click Spot Packages



3. Click **Multichannel** to view Multichannel On Target spot packages available to view and purchase







Media Sales Buy My Orden	Brief Us Finance Admin Rate Card Stats2Go ON TARGET UPLOAD MEDIA PLAN	Ra	nav kanotra@supersport.com +
		HIGH FLYER With a constraint of the second	
ZIYACHISA		MITEO PACKAGE OFFER IN NET CHANKE, SOI 1 WEEK	LIMITED PACKAGE OFFER ON HARTCHANNEL (0) 2 WEFK 2 BUEFK

- 4. Click on desired package to open the page displaying
  - a. Campaign Details where user need to enter the below details
    - i. Agency
    - ii. Advertiser
    - iii. Product
    - iv. Campaign Name
    - v. Campaign Period
      - Start Date
      - End Date
    - vi. Length (in sec)
    - vii. PO Number
    - viii. Flighting Code
      - ix. + Symbol to add more Flighting Code(s)
      - x. Price Price of the selected package
  - b. Package Details displaying the details of the package
- 5. After user is happy with the campaign details and package details, click on Add to Cart button to move this package into cart and continue with either shopping and browsing with other options or one can checkout for making payments.





Media Sales B	ny MyOrders BriefUs Finance Admin Rate	Card Stats2Go 🦃	kanav kanotra@supersport.com +
Agency *	NA	THE BIG MIDDLE	
Advertiser *	Enter Advertiser Name	20102	
	70 characters allowed		
Product *	Enter Product Name	ZWEEK	
	150 characters allowed	ILLY 270 SPOTS FOR R300 606 SPOTS SPEED ARCON THE FOLLOWING CAMPBELS TO LEFT THE FOLLOWING CAMPBELS	
Campsign Name *	Enter Campaign Name	H Cdg         H M Hank Allow         H M Hank Allow           Rapide Regic         Millionid (data)         Millionid (data)           Light/Section Regic         Millionid (data)         Millionid (data)           Light/Section Regic         Millionid (data)         Millionid (data)	
Campaign Name*	150 characters allowed	United Channel State	
Campaign Period *	Start Date		
ABLE	End Date		
Length (in sec) *	30		
PO Number	Enter PO Number		
	50 characters allowed (// applicable)		
Flighting Code	Enter Code S0 characters allowed (if Rotation Instruction (if applicable)		
	available) applicable)		
Price	R200,000		
DISCLAIMER - D	not book if this is already part of your media plan.		
		Add to Cart	
Standard Terms and	anditions Consollation Policy Contact Us Privous Policy 1	10c 0c	Nr Modia Salar (Bhà Litt & Consciont 2012

6. Once a campaign is added to the card, system will display a message "Campaign added to the card successfully!"

	Media Sales			kanav.kanotra@supersport.com	1 -
	Agency *	NEW CLICKS SOUTH AFRICA (PTY)	*	THE BIG MIDDLE	
	Advertiser *	1000 DRAWINGS			
	Product *	Kanav 3	Campaign added to cart successful		
	Campaign Name *	150 characters allow Kanav C 1		Normalia         Assesses for RF-scalar system           Tot X, T         CP         Assesses           Tot X, T         CP         Asses           Tot X, T         CP         Asses           Tot X, T         CP         Asses	
	Campaign Period *	150 characters allow			
		7/7/2018			
	Length (in sec) *	30			
	PO Number	34234			
		50 characters allowed (// applicab	10/e)		
	Flighting Code	asdkljsnd rotate to 50%			
		50 characters allowed (if Rotation Instruction (if available)			
		$\oplus$			
1		R200,000			
	DISCLAIMER - Do I	not book if this is already part of your media p	plan.		
			Add to Cart		

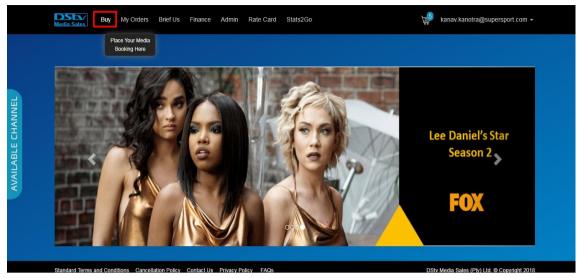
## 2.3. Upload Media Plan

This section provides information on how to upload a media plan and submit it to DMS.

1. Click **Buy** from the main menu.







2. Click Upload Media Plan to open Upload Media Plan page

	Media Sales Buy	y My Orders Brief Us Finance Admin	ate Card Stats2Go	🛁 kanav.kanotra@supersport.com 🗸
		ON TARGET U	LOAD MEDIA PLAN SPOT PA	ACKAGES
	Campaign Detail	IS	Package Details	
	Agency *	NA	Upload Media Plan	Upload File
<b>_</b>	Advertiser *	Enter Advertiser Name	Which of the following are included CATCH UP	d in this plan?
AVAILABLE CHANNEL		70 characters allowed	DSTV	
С Щ	Product *	Enter Product Name 150 characters allowed	SPORT	
ILABI	Campaign Name *	Enter Campaign Name		
AVA		150 characters allowed		
	Campaign Period *	Start Date		
		End Date		
	Length (in sec) *	30		
	PO Number	Enter PO Number		
	Flighting Code	50 characters allowed (if applicable)		
	r ngining Gode	50 characters allowed (if available) Rotation instruction (if applicable)		
	Standard Torms and Co	anditions Concellation Rollow Contact Lts Brivery Poli	5405	DSty Media Sales (Rhi) Ltd. @ Convident 2019

- 3. Below details will be displayed on upload media plan page,
  - i. Fill in all the Campaign details section displaying below fields
    - Agency
    - Advertiser
    - Product
    - Campaign Name
    - Campaign Period
      - a. Start Date
      - b. End Date
    - Length (in sec)
    - PO Number
    - Flighting Code





- + Symbol to add more Flighting Code(s)
- ii. Under Package details, click on 'Upload' to browse and upload media plan (Excel, CSV, PDF and Image files)
- iii. Add channels that are into Media Plan
  - CATCH UP, check box to select
  - DSTV, check box to select
  - SPORT, check box to select
- iv. Click on 'Add to Card' button add the media plan to the cart and continue with either shopping and browsing with other options or one can checkout for making payments.
- v. Once a campaign is added to the card, system will display a message "Campaign added to the card successfully!"

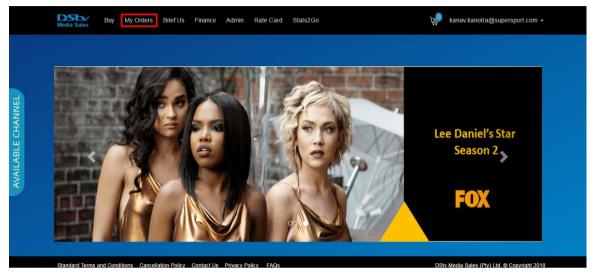
				kanav.kanotra@supersport.com 🗸	
	Campaign Detai	s	Package Details		
	Agency *	NEW CLICKS SOUT		Upload File	
	Advertiser *	1000 DRAWINGS	paign added to cart successfully!	ilan?	
	Product *		OK SPORT		
EL		Kanav 2 150 characters allowed			
AVAILABLE CHANNEL	Campaign Name *	Kanav C 2			
CH		150 characters allowed			
ABLE	Campaign Period *	6/19/2018			
WAIL		6/28/2018			
	Length (in sec) *				
	PO Number	Enter PO Number			
		50 characters allowed (if applicable)			
	Flighting Code	Enter Code S0 characters allowed (# available available			
		$\oplus$			
			Add to Cart		
				DStu Marija Salar /Phi) 1 til @ Casuriakt 2019	





# 2.4. My Orders

This section provides information about My Orders Module in DMS portal where all the orders which are placed with DMS will display. To open My Order module, click on 'My Order' menu item in the main menu



- 1. System will display My Orders page with all your past orders and will display below search options to filter from or search from the list, Search Options
  - a. Select Advertisers Dropdown field to select from existing Advertisers to which the logged in users have access to
  - b. Start Date
  - c. End Date
  - d. Order ID/ Campaign No./Product Name Free text fields where one can search from an existing Order ID and/ or Campaign No. and/ or Product Name
  - e. Select Status Dropdown fields to select from the list of statuses available in the system,
    - i. Confirmed
    - ii. Pending
    - iii. Cancelled
    - iv. Active
    - v. Favourite
- 2. Click on Search button to search based on the input parameters entered.





Media Sales Buy	My Orders Brief Us Finance Admi	n Rate Card Stats2Go	Ë	kanav.kanotra@supersport.com •
Select Advertiser	•		Order ID/Campaign No./P	roduct Name
Start Date	End Date			Select Status 🔻
		Search ×		
		1	Confirmed 61 Pen	ding 0 Cancelled
Order ID	Advertiser Name	Order Date	Status	
✓ ■ 1806-189	1 TIME AIRLINE	12 Jun 2018	0	2 0
Kanav 3	MULTICHANNEL sdas	Start Date: 15 Jun 2018	End Date: 29 Jun 2018	Pending V
$\Rightarrow$			THE BIG MIDDLE	
Package Type:	MULTICHANNEL		allas	
Campaign Name:	sdas		( Contraction of the second se	
Campaign No: PO Number:	606		A STATE	Clone
r o riumot.			2WEEK	Amend

- 3. Search Results will be displayed in the grid displaying below details,
  - a. Icon, there will be three legend icon buttons displayed with below color and numbers,
    - i. Confirmed Fields displayed in Green color with read only text field to display the number of orders which are confirmed
    - ii. Pending Fields displayed in Yellow color with read only text field to display the number of orders which are Pending
    - iii. Cancelled Fields displayed in Red color with read only text field to display the number of orders which are Cancelled
  - b. Followed by the legend icons fields there is a grid to display the details of the orders places. The grid will display the below columns
    - i. Arrow key dropdown to expand the Order ID and view details of the order placed
    - ii. Select Check box
    - iii. Order ID
    - iv. Advertiser Name
    - v. Order Date
    - vi. Status Status will be displayed based on the legends for Confirmed, Pending and Cancelled explained above





Selec	t Adv	ertiser			•		Orde	r ID/Campaign N	lo./Product Nar	ne	
Start [	Date		ē	End Date	Ē				Si	elect Status	
						Search ×					
						1	Confirmed	61	Pending	0	Cancelled
		Order ID		Advertiser Na	ame	Order Date		Status			
>		1806-189		1 TIME AIRLIN	E	12 Jun 2018			0	2	0
>		1806-187		1 TIME AIRLIN	E	08 Jun 2018			0	8	0
>		1806-182		1 GOAL		01 Jun 2018			0	1	0
>		1805-180		1 TIME AIRLIN	E	31 May 2018			0	2	0
>		1805-172		1+1 PIZZA		30 May 2018			0	1	0

4. Click on the Arrow key dropdown to expand the result displayed in Search Result grid and view details an Order ID

Select Advertise	er	•			Order ID/Campaig	n No./Product N	ame	
Start Date	Ē	End Date	Ē.				Select Status	
				Search ×				
				1	Confirmed 61	Pending	0	Cancelled
Ord	ler ID	Advertiser Name		Order Date	State	15		
> 180	6-189	1 TIME AIRLINE		12 Jun 2018		0	2	0
> 🔲 180	6-187	1 TIME AIRLINE		08 Jun 2018		0	8	0
> 180	6-182	1 GOAL		01 Jun 2018		0	1	0
> 180	5-180	1 TIME AIRLINE		31 May 2018	_	0	2	0

- 5. Following details will be displayed for an Order ID
  - a. Name of the Campaign as entered by the user followed by details of the same
  - b. ON TARGET Details of the on-target test campaign, followed by number of views and Price
  - c. Start Date
  - d. End Date
  - e. Status as in if the order is Pending, confirmed, active or cancelled
  - f. List of channels selected in the campaign





g. Clone button

		1	Confirmed 61	Pending 0	Cancelled
Order ID	Advertiser Name	Order Date	e Stati	IS	
▶ 1806-189	1 TIME AIRLINE	12 Jun 201	3	0 2	0
Kanav 3	MULTICHANNEL sdas	Start Date: 15 Jun 2018	End Date: 29 Jun 2018	Pending	~
$\stackrel{\sim}{\sim}$					
Package Type:	MULTICHANNEL				
Campaign Name:	sdas				
Campaign No:	606		A CHIER MAN		Clone
PO Number:			2WEEK		Amend
Length:	30		BUY 270 SPOTS FOR \$200 000 seets shake across the relativitie cannels.		
Flighting Code: Price:	R200,000		R0 (FE         P/K         AnAFE 8.6E           R0 (FE         N (FE)         Mining (Experiment Station)           Manifer (Experiment Station)         Social Stations           Manifer (Experiment Stations)         Social Stations		
Kanav 3	ON TARGET ka	Start Date: 15 Jun 2018	End Date: 29 Jun 2018	Pending	~

6. For the orders displayed on the 'My Orders' screen below actions can be performed,

#### **Order Confirmation –**

a button to confirm the unconfirmed orders. Steps are,

- i. Select an order from the list
- ii. Select an order using the select check box

✓ ☑ 1803-102	1000 DRAWINGS	S 26 Mar 201	8	0 1	0
Kanav 1	ON TARGET Kanav C	C 1 Start Date: 02 Apr 2018	End Date: 15 Apr 2018	Pending	~
$\Rightarrow$					
Package Type:	ON TARGET	Your Order has below of	channels		
Campaign Name:	Kanav C 1	BBC WORLD			
Campaign No:	462	FOX			
PO Number:	102	NATIONAL GEOG			
Length:	40	M-NET CITY DON LIFETIME	ESTIC		Clone
Flighting Code:	40	DISCOVERY FAM	ILY		
Target Market;	MEN 18+	TRAVEL CHANNE	iL		
-		SKY NEWS			
Day Parts:	Optimal Delivery	DISCOVERY CHA	NNEL		
Views:	1,650,000	KYKNET NOU!	-		
Price:	R246,667	HISTORY CHANN SUPERSPORT BU			
		Order Confirmation E	xport Spot		

iii. Click on 'Order Confirmation' button to export the pdf displaying the details of the confirmed order. Note if an order with Pending status is opened then Order Confirmation pdf will be opened as blank. See below the report for Order with Pending status







iv. See below the screenshot of order confirmation pdf for orders with confirmed status

	636637064321799 t View Window	202.pdf - Adobe Read	er		interesting the s		the second second					- 0 ×
-					1 / 14	136% 🔻	5	<b>V</b>			Tools Fill & Sign	Comment
	Medi THE MEDIA Building B The Main S	a Sales A SHOP JHB traight Office P Cnr Portman R	ark		CLIENT. TBLA. PRODUCT. CONTRACT. ORDER DATE. PRINTED.	NEDBANK 300495 10-05-2018 04-06-2018	R HALF PA	IG		VAT Reg. N Reg. Numb	e, 2123 a 5. 06-04-2018 1	C
	Channel	Date	Prov Time	Day	Programme	Dur Line	Spot	Gross	Discount%	Net	Mk Good Remark	
	BBC BRIT	11-06-2018	17:40:29	Mon	EASTENDERS 18/19 (1) EP 57	45	15703410	1163.07	0.00	1163.07	0.00	
	BBC BRIT	12-06-2018	17:41:01	Tue	EASTENDERS 18/19 (1) EP 57	45	15703405	1163.07	0.00	1163.07	0.00	
	BBC BRIT	13-06-2018	19:35:50	Wed	POINTLESS (9) EP 28-EPISOD	45	15703393	1163.07	0.00	1163.07	0.00	- 1
	BBC BRIT	14-06-2018	17:41:20	Thu	EASTENDERS 18/19 (1) EP 57	45	15703253	1163.07	0.00	1163.07	0.00	- 1
	BBC BRIT	15-06-2018	12:31:43	Fri	RICHARD HAMMOND'S CRASH COURSE	45	15703236	1163.07	0.00	1163.07	0.00	





#### Export Spot –

Button to export the details of the selected order. Steps are,

i. Select an order using the Select Check box button and click on Export Spot button

	a Sales	My Orders Brief Us Finance Adm	in Rate Card Stats2Go	kanav.kanotra@supersport.com +
~	✓ 1803-102	1000 DRAWINGS	26 Mar 2018	
	✓ Kanav 1	ON TARGET Kanav C 1	Start Date: 02 Apr 2018 End Date: 15 Apr 2018	Pending V
8 0 8 8 1 7 7 7	Package Type: Campaign Name: Campaign No: PO Number: Length: Flighting Code: Target Market: Day Parts: Views: Price:	ON TARGET Kanav C 1 462 40 MEN 18+ Optimal Delivery 1,650,000 R246,667	Your Order has below channels BBC: WORLD FOX NATIONAL GEOGRAPHIC WILD M-NET CITY DOMESTIC LIFETIME DISCOVERY FAMILY TRAVEL CHANNEL SKY NEWS DISCOVERY CHANNEL KYYNEYS OHANNEL SIJEFRSPORT BI JTZ	Clone
			Order Confirmation Export Spot	
Stand	ard Terms and Condition	ons Cancellation Policy Contact Us Privad	cy Policy FAQs	DStv Media Sales (Pty) Ltd. © Copyright 2018

- ii. System will display the pop-up, "Please Select Report Format" with options
  - CSV
  - Excel,

> 🔲 1803-103	1000 DRAWINGS	26 Mar 2018	0 1	0
✔ 🕢 1803-102		Please Select Report Format	0 1	0
Kanav 1	ON TARGET	OK Cancel	Pending	~
Package Type: Campaign Name: Campaign Non PO Number: Length: Flighting Code: Target Market: Day Parts: Views Price:	ON TARGET Kanav C 1 462 40 MEN 18- Optimal Delivery <b>1,650,000</b> <b>R246,667</b>	Your Order has below channels BBC WORLD FOX NATIONAL GEOGRAPHIC WILD M-NET CITY DOMESTIC LIFETIME DISCOVERY FAMILY TRAVEL CHANNEL SKY NEWS DISCOVERY CHANNEL KYKNET NOUI HISTORY CHANNEL SUPERSPORT RUITZ		Clone
		Order Confirmation Export Spot		

iii. Select the desired format and click on Ok button to export the report for confirmed orders displaying spot information



#### DMS User Manual



AutoSave 💽 🗗 🔂 🗧 🗘 👻 Spot - Read	l-Only - Exce	4	\k K		$\sim$	ő XX-C	Ashish Pa	ndey 🖽	644		$\times$
File Home Insert Page Layout Formulas Data Review View Help 🖓 Tell m	e what you wa	int to do								िषिः	Sha
	eneral	*	Conditional	Eormat as	Cell	Insert Delete		∑ AutoSum ▼ Fill -	ΖŸ	P Find &	
V Format Painter	o * %o *	.00 <b>→</b> .0		r Table - S		* *	*	📌 Clear 🕶		Select *	
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channeldatedurationdayprogrammespotrtgsimps		-	-	_				-			T
2 BBCBRIT06-11-201845MonEASTENDERS 18/19 (1) EP 57157034100.0711817	•										
3 BBCBRIT06-12-201845TueEASTENDERS 18/19 (1) EP 57157034050.057642											
BBCBRIT06/13/201845WedPOINTLESS (9) EP 28-EPISOD157033930.2235968											
5 BBCBRIT06/14/201845ThuEASTENDERS 18/19 (1) EP 57157032530.069190											
BBCBRIT06/15/201845FriRICHARD HAMMOND'S CRASH COURSE157032360.034514											
BBCBRIT06/18/201845MonRICHARD HAMMOND'S CRASH COURSE157032320.023418											
BBCBRIT06/19/201845TueCRYSTAL MAZE: SET 01 (1) E157033220.0711495			¢								
BBCBRIT06/20/201845WedTBA157032630.022886											
0 BBCBRIT06/21/201845ThuEASTENDERS 18/19 (1) EP 57157032690.0610350											
1 BBCBRIT06/22/201845FriINSIDE JAGUAR: BUILDING THE CA157032370.034514											
2 BBCBRIT06/24/201845SunMICHAEL MCINTYRE'S BIG SHOW (1157034090.1421813											
3 BBC Lifest06-12-201845TueGREAT SOUTH AFRICAN BAKE OFF T157033000.046078											
4 BBC Lifest06/13/201845WedCOME DINE WITH ME SOUTH AFRICA157033050.046594											
5 BBC Lifest06/14/201845ThuMILLION DOLLAR AMERICAN PRINCE157033080.0813139											
BBC Lifest06/15/201845FriEXTREME MAKEOVER: HOME EDITION157034020.0711866											
7 BBC Lifest06/17/201845SunELIZABETH EP 4-EPISODE 4157032870.0914123											
BBC Lifest06/19/201845TueCOME DINE WITH ME: SUPERSIZED157032160.045917											
9 BBC Lifest06/20/201845WedCOME DINE WITH ME: SUPERSIZED157033470.057819											
0 BBC Lifest06/21/201845ThuELIZABETH EP 5-EPISODE 5157032330.069335											
BBC Lifest06/22/201845FriEXTREME MAKEOVER: HOME EDITION157034110.0711656											
2 BBC Lifest06/23/201845SatMADE IN CHELSEA (13) EP 5-157034190.1117815											
3 BBC Lifest06/24/201845SunELIZABETH EP 5-EPISODE 5157032880.0914123											
4 HIST06-11-201845MonANCIENT DISCOVERIES157032900.022902											
HIST06-11-201845MonMIIWALIKEE BLACKSMITH157035350 058335											
Spot 🕀			-								
Ready							E	四		+	1

# iv. If an order with Pending status is selected, then system will display a message as "Records are not available for the order"

✓ 💌 1803-102		Records are not available for the order.		0
🖉 Kanav 1	ON TARGET		Pending	~
Ackage Type: Campaign Name: Campaign No: PO Number: Length: Flighting Code: Target Market: Day Parts: Views: Price:	ON TARGET Kanav C 1 462 40 MEN 18+ Optimal Delivery 1,650,000 R246,667	Your Order has below channels BBC WORLD FOX NATIONAL GEOGRAPHIC WILD M-NET CITY DOMESTIC LIFETIME DISCOVERY FAMILY TRAVEL CHANNEL SKY NEWS DISCOVERY CHANNEL KYKNET NOUI HISTORY CHANNEL SUPERSPORT BI ITZ		lone
		Order Confirmation Export Spot		





#### Clone –

This button provide feature to clone i.e. make a copy of the existing order

i. From the displayed list of order under My Order page, click on Clone button

Media Sales Buy I	My Orders Brief Us Finance Admin	Rate Card Stats2Go	掉 kanav.kanotra@supersport.com 🗸
Start Date	End Date		Select Status •
		Search ×	
		1 Confirmed	61 Pending 0 Cancelled
Order ID	Advertiser Name	Order Date	Status
Order ID  Cited and the second	1 TIME AIRLINE	12 Jun 2018	0 2 0
📄 Kanav 3	MULTICHANNEL sdas	Start Date: 15 Jun 2018 End Date: 29 -	Jun 2018 Pending V
Package Type: Campaign Name: Campaign No: PO Number:	MULTICHANNEL sdas 606		Cione
Length: Flighting Code: Price:	30 <b>R200,000</b>		
		unand fand <u>na</u>	

ii. System will navigate to Buy package page with details pre-filled as per selected order. User can continue with the filled details to clone the order and create a new one.

	Media Sales Bu	ny My Orders Brief Us Finance Admin	Rate Card Stats2Go	👷 kanav kanotra@supersport.com 🗸
	Campaign Detail	S	Spot Package Details	
	Agency *	NA		THE BIG MIDDLE
	Advertiser *	1 TIME AIRLINE		
AVAILABLE CHANNEL	Product *	70 characters allowed Kanav 3 150 characters allowed		
LABLE	Campaign Name *	sdas		FOCUPE         FOE         LINKET ALLE           RCQ         -Restricts Action         -Restricts Action           Next Stage         -Restricts Action         -Restricts Action           Scaleford         Scaleford         -Restricts Action           Scaleford         Scaleford         Non-State
AVAI	Campaign Period *	150 characters allowed		50% PR04 THE / 45% OF FRAM
	Length (in sec) *	7/4/2018		
	PO Number	Enter PO Number		
	Olandard Terms and C	conditions Cancellation Policy Contact Lis Privacy Po	liev EAOo	DStr Media Sales (Ptv) Ltd. @ Convright 2018





#### Cancel –

Already placed orders can also be cancelled provided, Orders are placed outside the 28 days cancellation period. If Start Date of the order is less than 28 days, then Cancel button is not visible to the end users

#### i. On My Order page, select the order and click on Cancel button

Media Sales Buy	My Orders Brief Us Finance Ad	nin Rate Card Stats2Go	🛒 kanav.kanotra	@supersport.com 🕶
		Search ×		
		1 Confirm	ed 65 Pending 0	Cancelled
Order ID	Advertiser Name	Order Date	Status	
Y 🔲 1806-190	1000 DRAWINGS	14 Jun 2018	0 4	0
Package Type: Campaign Name: Campaign No. PO Number: Length: Flighting Code: Price:	SPORT Kanav C 1 SPORT Kanav C 1 601 30 <b>R162,400</b>	Start Date: 20 Jul 2018 End D	Contraction of the second seco	lone ancel nend
📄 Kanav 3	MULTICHANNEL Kanav C 1	Start Date: 23 Jun 2018 End D	ate: 07 Jul 2018 ending	~
Standard Terms and Conditi	ions Cancellation Policy Contact Us Prive	acy Policy FAQs	DStv Media Sales (Pty	r) Ltd. © Copyright 2018

ii. System will display a pop up as displayed below with option as, Yes and No

			Search ×			
		Did we disapp	oint you? Are you sure yo Please contact 011 9	ou want to cancel the order 993 8000.	? ding 0	Cancelled
Order ID	A		Yes No			
✓ ■ 1806-190	1000	DRAWINGS	14 Jun 201	8	0 4	0
TOYOTA T360	SPORT	Kanav C 1	Start Date: 20 Jul 2018	End Date: 22 Jul 2018	Pending	~
*						
Package Type:	SPORT			Sige 1		
Campaign Name:	Kanav C 1					
Campaign No:	601			PACKAGE		one
PO Number:					Ca	incel
Length:	30			for R162 400	An	nend
Flighting Code:				20% OFF RATE CARD		
Price:	R162,400			Includes 80 000 page impressions on Supersport.com		

iii. Click on Yes button view the pop up with free text box asking reason for cancellation.





			Search ×		
		Please p	rovide reason for cancellation	× ding	Cancelled
Order ID	,	Cancellation Reason *			
✓ ■ 1806-190			1500 characters all	lowed 4	0
🔲 ТОУОТА ТЗ	60 SPORT		Su	ibmit Pending	~
$\stackrel{\wedge}{\sim}$					
Package Type:	SPORT		Sige -		
Campaign Name:	Kanav C 1		PACKAGE		Clone
Campaign No:	601		PACKAGE		
PO Number:			14 SPOTS		Cancel
Length:	30		for R162 400		Amend
Flighting Code:			20% OFF RATE CARD		
Price:	R162,400		Includes 80 000 page impressions on		

iv. Enter the reason in the free text box field and click on submit button to submit the request for cancellation. System will cancel that order and navigate back to My Orders page displaying the order with status as Cancelled and legend color red.

Start Date	End Date			Se	elect Status
		Search			
			1 Confirmed	64 Pending	1 Cancelled
Order ID	Advertiser Name	Ord	er Date	Status	
✓ ■ 1806-190	1000 DRAWINGS	14 Ji	un 2018	0	3 1
TOYOTA T360	SPORT Kanav C 1	Start Date: 20 Jul 2018	End Date: 22 Jul 20	018 🔳 Cano	elled V
$\Rightarrow$			•		
Package Type:	SPORT		<u>}</u>		
Campaign Name:	Kanav C 1				
Campaign No:	601		PACKAGE		_
PO Number:			14 SPOTS		Clone
Length:	30		for R162 400		
Flighting Code:			20% OFF RATE CARD		
Price:	R162,400		Includes 80 000 page impressions on		





#### Amend –

User can click on Amend button to amend the details of the order placed with DMS.

On My Orders page, for an order already placed, click on Amend button

Media Sales Buy	My Orders Brief Us	Finance Admin	Rate Card Stats2Go		kanav.kanotra@su	ipersport.com ▼
Kanav 3	MULTICHANNEL	Kanav C 1	Start Date: 23 Jun 2018	End Date: 07 Jul 2018	Pending	~
Package Type: Campaign Name: Campaign No: PO Number: Length: Flighting Code: Price:	MULTICHANNEL Kanav C 1 613 34234 30 asdkijsnd <b>R200,000</b>	rotate to 50%			Cie Amé	
Kanav 2	MEDIA PLAN	Kanav C 2	Start Date: 19 Jun 2018	End Date: 28 Jun 2018	Pending	>
📄 Kanav 2	ON TARGET	Kanav C 3	Start Date: 24 Aug 2018	End Date: 07 Sep 2018	Pending	>
✓ ■ 1806-189	1 TIM	EAIRLINE	12 Jun 201	8	0 2	0

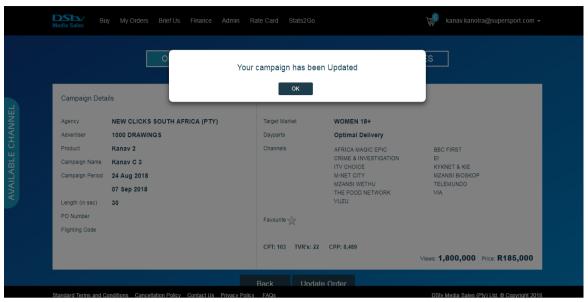
i. System will open Buy page displaying already filled details. Modify the required editable fields and click on Preview button

	Media Sales Buy	My Orders Brief Us Finance Admin F	Rate Card Stats20	Go	🦆 kanav.kanotra@	supersport.com +	
	Agency *	NEW CLICKS SOUTH AFRICA (PTY)	Target Market *	WOMEN 18+	•	Reset	
	Advertiser *	1000 DRAWINGS	Guaranteed Views *	1,800,000		]	
		70 characters allowed	Budget (Rands)	185,000	•	0	
	Product *	Kanav 2	Dayparts *	Optimal Delivery		1	
		150 characters allowed	Channels *			1	
S	Campaign Name *	Kanav C 3	Charnela	<ul> <li>AFRICA MAGIC EPIC</li> <li>CRIME &amp; INVESTIGATION</li> </ul>	BBC FIRST		
IAN		150 characters allowed		ITV CHOICE	KYKNET & KIE		
AVAILABLE CHANNEL	Campaign Period *	8/24/2018		M-NET CITY	MZANSI BIOSKOP		
<b>ABL</b>				MZANSI WETHU THE FOOD NETWORK	TELEMUNDO VIA		
ALL		9/7/2018		VUZU			
A	Length (in sec) *	30	Mark Campaign as	s favourite			
	PO Number		PACKAGE (30 SE				
		Enter PO Number 50 characters allowed (if applicable)	CPT: 103	TVR's: 22	CPP: 8,489		
	Flighting Code	Enter Code	CUSTOMISED				
		50 characters allowed (if Rotation Instruction (if applicable)	CPT: 103	TVR's: 22	CPP: 8,489	rice: R185,000	
		Ð			F	nce: K185,000	
	DISCLAIMER - Som	e Channels may not be available for this package or Target	Market.				
			Preview	N			
			Treview				

- ii. System will open the summarized view of the updated order with options to,
  - Back Click on this button to go back to buy page to edit any further information
  - Update Order Click on this button to update the order placed and view confirmation pop up message on the screen







# 2.5. My Cart

This section provides information of all the items added to the cart.

1. To open click on cart icon highlighted in the below screenshot,



2. System will open screen displaying;

### Cart

Cart displays all the items i.e. packages added for purchase. See below the screenshot. Click on arrow to expand the items displayed.





✓ sadas					Check Out
sad	MEDIA PLAN	sdas	14 Jun 2018	22 Jun 2018	~
Length (in sec): PO Number: Flighting Code: Download Document: Adinsertion Exposure by	30 Channel by Territory - 29 Jan		Your Order has below channels CATCH UP		Delete Save For Later Add to Campaign Amend Campaign
2018_08_06_2018_07_4	1_46.xisx ON TARGET	Toyota is go aded car T3	ing to launch a fully lo 28 Jun 2018 60	12 Jul 2018	~
✓ 1+1 PIZZA					Check Out

i. System will display all the details of the items in the Cart. One can perform below operations on the same,

# Continue Buying –

Alternately, if you want to continue shopping, click on continue buying to go back to buy page.

✓ sadas					Continue Buying
sad	MEDIA PLAN	sdas	14 Jun 2018	22 Jun 2018	~
Length (in sec): PO Number: Flighting Code: Download Document Adinsertion Exposure 2018_08_06_2018_07	by Channel by Territory - 29 Jan		ur Order has below channels		Delete Save For Later Add to Campaign Amend Campaign
TOYOTA T360	ON TARGET	Toyota is going t aded car T360	to launch a fully lo 28 Jun 2018	12 Jul 2018	~





Delete –

a. Click on Delete button to delete the item from the cart.

<u>Cart</u>					Continue Buying
✓ sadas					Check Out
sad	MEDIA PLAN	sdas	14 Jun 2018	22 Jun 2018	~
Length (in sec): PO Number: Flighting Code: Download Documer Adinsertion Exposur 2018_08_06_2018_0	e by Channel by Territory - 29 Jan		our Order has below channels		Delete Save For Later Add to Campaign Amend Campaign
TOYOTA T360	ON TARGET	Toyota is going aded car T360	g to launch a fully lo 28 Jun 2018	12 Jul 2018	~
✓ 1+1 PIZZA					Check Out

### b. On Click of delete button system will display a pop up message confirming user the action

✓ sadas	Are you deleting from cart instead of checkout? Please contact 011 993 8000	Check Out
sad MEDIA F	Yes No	~
Length (in sec): 30 PO Number: Flighting Code:	Tour Under has below challness	Delete Save For Later
Download Document: Adinsertion Exposure by Channel by Territo 2018_08_06_2018_07_41_46.xlsx	ry - 29 Jan	Add to Campaign Amend Campaign
TOYOTA T360 ON TAR	SET Toyota is going to launch a fully to 28 Jun 2018 aded car T360	12 Jul 2018 🗸 🗸





c. Click on Yes to continue with Delete action, or No to go back to Cart

<u>Cart</u> ❤ sadas		Your package has been delet	ed from Cart.	Continue Buying Check Out
TOYOTA 1380 Target Market: Day Parts: Views: Price Length (in sec): PO Number; Flighting Code:	ON TARK MEN 18+ Optimal Delivery 1,650,000 R185,000 30	Your Order has below ch BBC BRIT HISTORY CHANNEL SKY NEWS TRAVEL CHANNEL FOX LIFE FOX SUPERSPORT BLITZ	annels BBC WORLD NATIONAL GEOGRAPHIC SONY MAX NATIONAL GEOGRAPHIC WILD M-NET CITY KYKNET NOUI	Delete Save For Later Add to Campaign Amend Campaign

# Save for Later –

Click on Save for Later button to move the package to Saved for Later section.

Cart				Continue Buying
✓ sadas				Check Out
тоуота тз60	ON TARGET	Toyota is going to launch a fully lo 28 Jun 2 aded car T360	018 12 Jul 2018	~
Target Market: Day Parts: Views: Price Length (in sec): PO Number: Filighting Code:	MEN 19+ Optimal Delivery 1,650,000 R185,000 30	Your Order has below chann BBC BRIT HISTORY CHANNEL SKY NEWS TRAVEL CHANNEL FOX LIFE FOX SUPERSPORT BLITZ	els BBC WORLD NATIONAL GEOGRAPHIC SONY MAX NATIONAL GEOGRAPHIC WILD M-NET CITY KYKNET NOUI	Delete Save For Later Add to Campaign Amend Campaign

Confirmation message on an item being marked for Save for Later





Media Sales					
<u>Cart</u> ✓ 1+1 PIZZA		Your pack	age has been saved for later. ок		Continue Buying Check Out
Saved For Late Sadas TOYOTA T360	PE ON TARG	3ET Toyota is going aded car T360	to launch a fully lo 28 Jun 2018	12 Jul 2018	~
	MEN 18+	Your Order has below channels	BBC WORLD		

# Add to Campaign –

for the displayed item in the cart, click on Add to Campaign button

Cart				Continue Buying
✓ sadas				Check Out
	ON TARGET	Toyota is going to launch a fully lo28 aded car T360	Jun 2018 12 Jul 2018	~
Target Market: Day Parts: Views: Price Length (in sec): PO Number: Flighting Code:	MEN 18+ Optimal Delivery 1,650,000 R185,000 30	Your Order has below of BBC BRIT HISTORY CHANNEL SKY NEWS TRAVEL CHANNEL FOX LIFE FOX SUPERSPORT BLITZ	hannels BBC WORLD NATIONAL GEOGRAPHIC SONY MAX NATIONAL GEOGRAPHIC WILD M-NET CITY KYKNET NOUI	Delete Save For Later Add to Campaign Amend Campaign

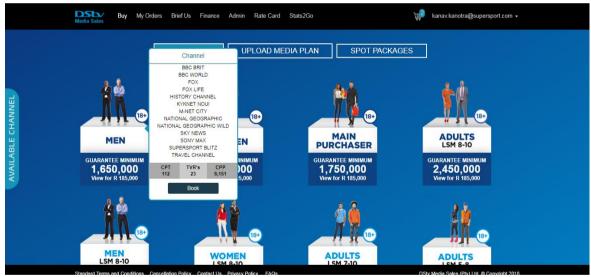




d. System will open the Buy page



# e. Select a package and click on it to open the balloon on which click on Book button



f. System will open the On Target page with prepopulated details of the selected campaign.







	<b>DSE</b> Media Sales	Buy My Orders Brief Us Finance Admin	Rate Card Stat	tts2Go	🚽 kanav.kanotra	a@supersport.com +
	Campaign Detai	ls	Package Detail	ls		
	Agency *	NA.	Target Market *	MEN 18+	¥	Customise
	Advertiser *	sadas	Guaranteed Views *	1,650,000		
		70 characters allowed	Budget (Rands)	185,000	•	0
INNE	Product *	TOYOTA T380	Dayparts *	Optimal Delivery		
AVAILABLE CHANNEL	Campaign Name*	150 characters allowed	Channels *	Ø BBC BRIT	BBC WORLD	
ABLE		Toyota is going to launch a fully loaded car T3( 150 characters allowed		FOX HISTORY CHANNEL	FOX LIFE KYKNET NOU!	
NAIL	Campaign Period *	6/28/2018		M-NET CITY     MATIONAL GEOGRAPHIC WILD	<ul> <li>NATIONAL GEOGRAF</li> <li>SKY NEWS</li> </ul>	PHIC
5		7/12/2018		SONY MAX	SUPERSPORT BLITZ	
	Length (in sec) *		Mark Campaign a	☑ TRAVEL CHANNEL Is favourite ☆		
	PO Number	Enter PO Number	PACKAGE (30 SE			
		50 characters allowed (if applicable)	CPT: 112 CUSTOMISED	TVR's: 23 CP	P: 8,151	
	Flighting Code	Enter Code 50 characters allowed (// applicable) available()	CPT: 112	TVR's: 23 CP	P: 8,151	Price: R185,000
		$\oplus$			F	Hite: 11103,000

g. Modify the desired details, set the Campaign End Date and click on Add to Cart button to add it to the cart and proceed with checkout.

	Media Sales	Buy My Orders Brief Us Finance Admin	Rate Card Stat	\$2Go	🚽 kanav.kanotra	a@supersport.com +
	Advertiser *	sadas	Guaranteed Views *	1,850,000		
		70 characters allowed	Budget (Rands)	185,000	•	0
	Product *	TOYOTA T380	Dayparts *	Optimal Delivery		
	Campaion Name •	150 characters allowed	Channels *	BBC BRIT	BBC WORLD	
NEL		Toyota is going to launch a fully loaded car T3( 150 characters allowed		FOX HISTORY CHANNEL	FOX LIFE	
НАИ	Campaign Period *	6/28/2018		M-NET CITY NATIONAL GEOGRAPHIC WILD	<ul> <li>NATIONAL GEOGRAF</li> <li>SKY NEWS</li> </ul>	PHIC
SLE C		7/12/2018		SONY MAX	SUPERSPORT BLITZ	
AVAILABLE CHANNEL	Length (in sec) *	30	Mark Campaign as	e TRAVEL CHANNEL		
A	PO Number	Enter PO Number	PACKAGE (30 SE			
	Flighting Code	50 characters allowed (if applicable)	CPT: 112 CUSTOMISED CPT: 112	TVR's: 23 CPP: . TVR's: 23 CPP: .		
		SO characters allowed (If Rotation Instruction (If applicable)	CPI: 112	TVR'S: 23 CPP::		Price: <b>R185,000</b>
	DISCLAIMER - Son	Channels may not be available for this package or Target	Market.			
			Add to C	art		

Amend Campaign -

Details of the item in the cart can be amended using this button

a. Click on Amend Campaign button to amend the details of the already added campaign in the cart.





✓ sadas					Check Out
ТОУОТА Т360	ON TARGET	Toyota is going to launch a fully aded car T360	lo 28 Jun 2018	12 Jul 2018	~
Target Market: Day Parts: Views: Price Length (in sec): PO Number: Flighting Code:	MEN 18+ Optimal Delivery 1,650,000 R185,000 30	Your Order has be BBC BRIT HISTORY CHANNE SKY NEWS TRAVEL CHANNEI FOX LIFE FOX SUPERSPORT BLI	BBC WORLD EL NATIONAL GE SONY MAX L NATIONAL GE WILD M-NET CITY KYKNET NOUI	OGRAPHIC	Delete Save For Later Add to Campaign Amend Campaign
✓ 1+1 PIZZA					Check Out

b. System will open the details of the campaign which is editable,

	Media Sales Bu	y My Orders Brief Us Finance Admin F	ate Card Stats2	Go	🚽 kanav.kanotra@supersport.com +
	Agency * Advertiser *	NA	Target Market * Guaranteed	MEN 18+	v Rist
	Product *	sadas 70 characters allowed	Views * Budget (Rands)	185,000	• •
		TOYOTA T380 150 characters allowed	Dayparts *	Optimal Delivery  BBC BRIT	BBC WORLD
CHANN	Campaign Name *	Toyota is going to launch a fully loaded car T3f		FOX HISTORY CHANNEL	KOX LIFE     KOVINET NOU!
AVAILABLE CHANNEL	Campsign Period *	6/28/2018 E		M-NET CITY  NATIONAL GEOGRAPHIC WILD  SONY MAX	NATIONAL GEOGRAPHIC     SKY NEWS     SUPERSPORT BLITZ
AVAI	Length (in seo) *		Mark Campaign a	☑ TRAVEL CHANNEL s favourite ☆	
	PO Number	Enter PO Number 50 characters allowed (// applicable)	PACKAGE (30 SE CPT: 112	EC EQUIVALENT)	2.8,151
	Flighting Code	Enter Code 50 characters allowed (if ataliable)	CUSTOMISED CPT: 112	TVR's: 23 CPF	: 8,151 Price: <b>R185,000</b>
	DISCLAIMER - Son	⊕ ne Channels may not be available for this package or Target	Market.		rite. K 105juuu
			Previe	w	
		norfiliar Cancollation Policy Contact II- Driveny Policy	Thevic		DShi Hada Salar (Bhi) H.d. B.Canudaki 2019

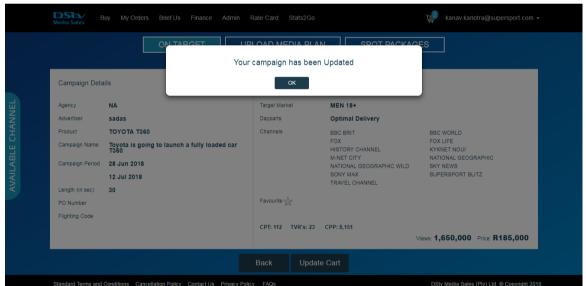
- c. Make desired changes to the details and click on Preview button, displayed in above screenshot to open preview page with options to either,
  - i. Back go back and make further modifications
  - ii. Update Cart Click on this button to update the package in the cart.





	ON TARGET		LOAD MEDIA PLA		SES
Campaig	ın Details		Package Details		
Agency	NA		Target Market	MEN 18+	
Advertiser	sadas		Dayparts	Optimal Delivery	
Product	TOYOTA T360		Channels	BBC BRIT	BBC WORLD
Campaign	Name Toyota is going to launch a fully T360	loaded car		FOX HISTORY CHANNEL	FOX LIFE KYKNET NOU!
Campaign	Period 28 Jun 2018			M-NET CITY NATIONAL GEOGRAPHIC WILD	NATIONAL GEOGRAPHIC SKY NEWS
	12 Jul 2018			SONY MAX TRAVEL CHANNEL	SUPERSPORT BLITZ
Length (in	sec) 30				
PO Numbe	r		Favourite		
Flighting C	ode				
			CPT: 112 TVR's: 23		Views: 1,650,000 Price: R185,000

d. Click on Update Cart button to get the confirmation of modified campaign being added to the cart.



# Checkout

Once all the changes to the items in the cart is done user can checkout to complete the buying process.

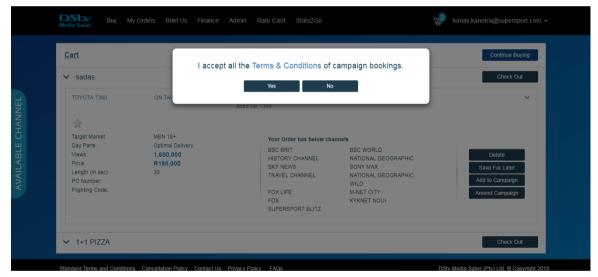
a. Click on Checkout button





<u>Cart</u>				Continue Buying
✓ sadas				Check Out
TOYOTA T360	ON TARGET	Toyota is going to launch a fully lo 28 Jun aded car T360	12 Jul 2018 12 Jul 2018	~
Target Market: Day Parts: Views: Price Length (in sec): PO Number: Flighting Code:	MEN 18+ Optimal Delivery 1,650,000 R185,000 30	Your Order has below cha BBC BRIT HISTORY CHANNEL SKY NEWS TRAVEL CHANNEL FOX LIFE FOX SUPERSPORT BLITZ	INNES BEC WORLD NATIONAL GEOGRAPHIC SONY MAX NATIONAL GEOGRAPHIC WILD M-NET CITY KYKNET NOUI	Delete Save For Later Add to Campaign Amend Campaign

 On click of checkout button system will open a pop up asking user to accept the terms and conditions



c. Click on Yes to send the order and an Order number will be generated and displayed for reference





Media Sales Buy My Orders Brie	ef Us Finance Admin Rate Card Stats2Go	😭 kanav.kanotra@supersport.com 🗸
Cart  1+1 PIZZA  Saved For Later  It is emptylli	Your order has been sent Order number for your refrence is "1806-192" OK Disclaimer - This order is subject to availability	Continue Buying Check Out
Standard Terms and Conditions Cancellation F		DShy Marila Sales (Phu) Hiti @ Convriniti 2018

#### Saved For Later

Saved for Later will display packages which are saved for future reference,

	Media Sales	Buy My Order	s Brief Us	Finance	Admin	Rate Card	Stats2Go		ц.	kanav.kanotra@supersport.com +
	<u>Cart</u>									Continue Buying
	Your Cart is empty	/! Add item to it now	- Continue Bu	ying						
<b>H</b>	Saved For La	ater								
AVAILABLE CHANNEL	✓ 1+1 PIZZ/	A								
SLE CI	TOYOTA T360	)	MULTICHANN	EL	Kanav	v C 2	26 Jun 2018	24 Jul 201	8	~
AILAF	$\Rightarrow$					ſ	HIGH FLYER			
A	Length (in sec PO Number:						4.			
	Flighing Code: Price:	R395,000								
							4WEEK BUY 650 SPOTS FOR R395 000 BYTS BREAR ALDORS THE POLLOWING COMMELLE INC. DHT. INC. Carth.			Delete Move To Cart
	Standard Terms and	d Conditions Can	ellation Policy	Contact Lis	Privacy P	Policy EAOs	Cir D DiChica Malifacti		ns	v Media Sales (Phy) Ltd. @ Convrint 2018

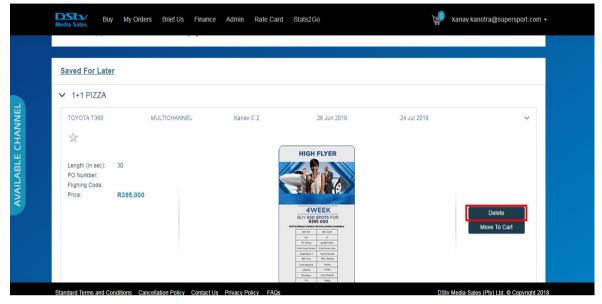
i. System will display all the details of the items present in Saved For Later. One can perform below operations on the same,





Delete –

a. Click on Delete button to delete the item from the cart.



Move to Cart –

a. Click on Move to Card button to move it back in the cart and checkout







### 2.6. Brief Us

This section provides users with an option to create and provide a brief of the desired campaign if the existing ones donot fulfil the need of the Advertiser or Agency. Steps to create and submit a brief are displayed below;

On Home page of DMS Booking Portal, click on 'Brief Us' button to open the blank page with below details,

	Media Sales Bt	uy My Orders <b>Brief</b> U	ls Finance Admin	Rate Card Stats:	2Go	kanav.kanotra@supersport.com	
	Campaign Detail	s		Brief			
	Agency *	NA	T	Budget (Rands) *	Enter Your Budget (Min 170,000)		
	Advertiser *	Enter Advertiser Name		Target Market *		•	
	Product *		70 characters allowed	Preferred Channels *	Enter Preferred Channels		
AVAILABLE CHANNEL		Enter Product Name	150 characters allowed	ATL/Sponsorship/ On Demand *	Enter ATL/Sponsorship/On Demand		
5 	Campaign Name *	Enter Campaign Name		Campaign Objective •	Enter Campaign Objective	150 characters allowed	
LABI	Campaign Period *		150 characters allowed	Objective *	Line oumpagn objecure	150 characters allowed	
	Campaign Period "	Start Date	ē	Genres of Content •	Enter Genres of Content	150 characters allowed	
		End Date	ē	Other insights /	Enter Other insights / information	150 characters allowed	
	Length (in sec) *	30		information *			
	PO Number	Enter PO Number				400 characters allowed	
	Flighting Code	Enter Flighting Code	50 characters allowed				
	0 0	Line Lighting Code	50 characters allowed				
				Submit			

- 1. Campaign Details
  - a. Agency
  - b. Advertiser
  - c. Product
  - d. Campaign Name
  - e. Campaign Period
    - i. Start Date
    - ii. End Date
  - f. Length (in sec)
  - g. PO Number
  - h. Flighting Code
- 2. Brief,
  - a. Budget (Rands) Enter the desired budget with a minimum value of R170,000
  - b. Target Market, of the campaign. Dropdown field to select from the list.
  - c. Preferred Channel, where the campaign should run. Dropdown field to select from the list.
  - d. ATL/ Sponsorship/ On Demand Enter the value



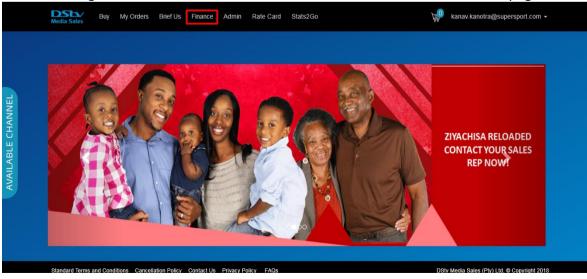


- e. Campaign Objective
- f. Genres of the Content
- g. Other insights/ information
- 3. After the details are filled, click on Submit button to view the confirmation of submission. Post submission of the brief a DStv media sales representative will get the email notification for action.

	DSb/ Media Sales	Buy My Orders Brief Us Finance Admin			kanav.kanotra@supersport.com +
	Campaign Detai Agency * Advertiser *		Information has	been submitted.	
CHANNEL	Product *	TOYOTA T380	Preferred Channels *	Enter Preferred Channels	
	Campaign Name*	Toyota is going to launch a fully loaded car T380	ATL/Sconsorship/	BBC EARTH RRC LIFESTYLE	
AVAILABLE	Campaign Period *	6/21/2018	On Demand Campaign Objective	asaisa	150 characters allowed
	Length (in sec) *	0/29/2018	Genres of Content *	sdesd	150 pharacters allowed
	PO Number	FC2	Other insights / information *	\$8000).S.	150 characters allowed
	Flighting Code	50 characters allowed			400 pharacters allowed
			Submi	t	

#### 2.7. Finance

This section provides information about generating Invoices and Statements in in DMS portal



On Login to DMS Web Portal click on Finance menu item on the Home page

1. System will display page with option to either search from two report types,





a. Invoices, selected by default

b.	Statements
ы.	Statements

Media Sales	Buy My	Orders	Brief Us	Finance	Admin Ra	ite Card S	Stats2Go			掉 kan	av.kanotra@supe	rsport.com +
Report Type:	O Invoice	e Osi	tatement					Month	Jun 2018	Ē	Jun 2018	ē
NA				•	Product				Order			
Select Advertiser					Campaign Nam	ne			Campaign N	Number		
Invoice Number												
						Sear	rch ×					
Standard Terms and	d Conditions	Cancel	lation Policy	Contact Us	Privacy Policy	FAQs				DStv Med	ia Sales (Pty) Ltd. ©	Copyright 2018

- 2. Enter Search Parameters using any of the following and click on Search button to view the details in the grid
  - a. Agency's Name Role based and read only for all users except for Admin
  - b. Advertiser dropdown to select from
  - c. Product
  - d. Campaign
  - e. Order
  - f. Campaign Number
  - g. Date From
  - h. Date To

DS Media	Sales Buy	My Orders Brief	Us Finance	Admin Rate Card Stats2Go			掉 kanav	.kanotra@superspor	t.com ·
Repo	ort Type: 🔘 Invo	oice O Statement			Month	Apr 2018	Ē	Jun 2018	Ē
THE N	VEDIA SHOP JHB		•	Product		Order			
Select Advertiser				Campaign Name Cam			ampaign Number		
Invoice	e Number								
				Search ×					
	Order Number	Invoice Number	Invoice Date	Advertiser	Product			Campaign Number	Can
		22734661	23/04/2018	τογοτά	τογοτά	ISIBAYA SPONSOF	1	0	тоу
		22734691	24/04/2018	MAHINDRA	MAHIND	RA SURVIVOR SA \	/	0	MAH
		22735281	30/04/2018	MAHINDRA	MAHIND	RA BRAND		276625	MAH
								270025	
		22735282	30/04/2018	MAHINDRA	MAHIND	RA BRAND		277325	MAH
		22735282 22735283	30/04/2018 30/04/2018	MAHINDRA BRAVO GROUP	MAHINDI	RA BRAND			MAH
						RA BRAND		277325	
		22735283	30/04/2018	BRAVO GROUP	SEALY	RA BRAND		277325 290964	SEA
		22735283 22735284	30/04/2018 30/04/2018	BRAVO GROUP BRAVO GROUP	SEALY	RA BRAND		277325 290964 290965	SEA SEA
		22735283 22735284 22735285	30/04/2018 30/04/2018 30/04/2018	BRAVO GROUP BRAVO GROUP BRAVO GROUP	SEALY SEALY SEALY SEALY	RA BRAND		277325 290964 290965 290966	SEA SEA SEA





- 3. For the displayed results in the grid, user can perform the following operations
  - a. Export Click on Export button to export the invoices in an excel format on the local machine

Med	ia Sales	My Orders Brief	Us Finance	Admin Rate Card Stats2Go	ل <b>يا</b> kanav.kano	otra@supersport.com +	
IIII	ice number			Search ×			
•	Order Number	Invoice Number	Invoice Date	Advertiser	Product	Campaign Number	
		22734661	23/04/2018	τογοτα	TOYOTA ISIBAYA SPONSOR	0 TOY	
		22734691	24/04/2018	MAHINDRA	MAHINDRA SURVIVOR SA V	0 MAH	
		22735281	30/04/2018	MAHINDRA	MAHINDRA BRAND	276625 MAH	
		22735282	30/04/2018	MAHINDRA	MAHINDRA BRAND	277325 MAH	
		22735283	30/04/2018	BRAVO GROUP	SEALY	290964 SEA	
		22735284	30/04/2018	BRAVO GROUP	SEALY	290965 SEA	
		22735285	30/04/2018	BRAVO GROUP	SEALY	290966 SEA	
		22735286	30/04/2018	BRAVO GROUP	SEALY	290967 SEA	
	Total:						
4						•	
				Export Generate			

b. Generate – Select records from the search result grid and click on Generate button to generate the pdf version for the invoices

				Search ×			
	Order Number	Invoice Number	Invoice Date	Advertiser	Product	Campaign Number	Cam
•		22734661	23/04/2018	τογοτα	TOYOTA ISIBAYA SPONSOR	0	TOY
		22734691	24/04/2018	MAHINDRA	MAHINDRA SURVIVOR SA V	0	MAH
		22735281	30/04/2018	MAHINDRA	MAHINDRA BRAND	276625	MAH
		22735282	30/04/2018	MAHINDRA	MAHINDRA BRAND	277325	MAH
		22735283	30/04/2018	BRAVO GROUP	SEALY	290964	SEA
		22735284	30/04/2018	BRAVO GROUP	SEALY	290965	SEA
		22735285	30/04/2018	BRAVO GROUP	SEALY	290966	SEA
		22735286	30/04/2018	BRAVO GROUP	SEALY	290967	SEA
		22735287	30/04/2018	TIGER BRANDS	TIGER BEACON EASTER	291354	TIGE
		22735288	30/04/2018	LOREAL	D&L HC MAGIC RETOUCH	291508	D&L
	Total:						
4							÷



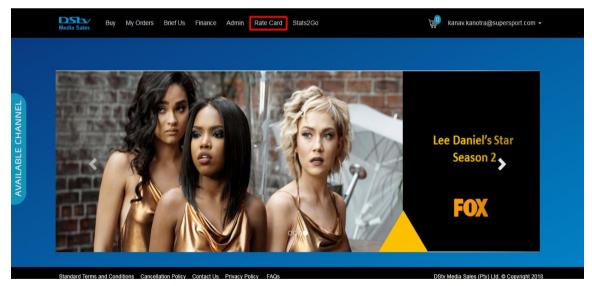


c. Sample pdf of the generated invoice is displayed below

×	DMS_FIN_INVOICE_RPT ×	DMS	×		-				1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	Same Party	Ast	ish	- 0
C Secure   https://	dmsbookingportaluat.multi	choice.co.za/DMSW	/ebBookingPo	rtal/as	sets/pdf,	/Invoice	636637209418	558784	1.pdf			☆	6
IN_INVOICE_RPT				1	/ 11						¢	Ŧ	ē
	DS Media Sal		DStv Media S 4210153039 95/01791/07 144 Bram Fis P.O. Box 297 Pinegowerie South Africa	scher   4 ,2123		1	Mzikazi Ebrahin	Tyelo Nabi	ies - Please contact: +27 (0) 11 329-5054 +27 (0) 11 329-5054 +27 (0) 11 329-5158				
		[	ADVERTISER		GLASFIT								
		[	PRODUCT		GLASFIT C	ONSUM	R FOCUSED						
			VAT REG NO.		427016863	8	ACC. EXEC.						
		1	REF. NO.				CAMPAIGN NO		287647				
			INVOICE NO.	2	22725763	N	START DATE	-	2018/01/17				
		ĺ	INVOICE DATE		2018/01/3	145	END DATE		2018/01/30				
			TAX	INV	OICE								
	SPOT CHANNE	L PROGRAM	DATE	DAY	TIME	ORD	COPY	RATE	REMARK				
	14678035	COUNT ARTHUR STRONG	2018/01/21	Sun	21:31:09	30	GLSS/30/124/E/H	54.44					
	14677154	THE VOICE UK (S2).	2018/01/28	Sun	11:16:56	30	GLSS/30/123/E/H	54.44					
	14677574	THE VOICE UK (S2).			17:44:11		GLSS/30/125/E/H						#
	14677522	THE VOICE UK (S2).		Mon	21:15:37	30	GLSS/30/125/E/H	54.44					
	14678037	THE DOCTOR BLAK MYS	2010/01/27	Sat	21:28:43	30	GLSS/30/127/E/H	54.44					+
	14677228	PAUL O'GRADY: FO TH	R 2018/01/29	Mon	12:26:44	30	GLSS/30/122/E/H	54.44					-
	14677492	THE DOCTOR BLAK	E 2018/01/27	Sat	13:57:29	30	GLSS/30/123/E/H	54.44					Ξ
	14677235	JUDGE RINDER'S CRIME	2018/01/23	Tue	09:51:50	30	GLSS/30/123/E/H	54.44					
	14677161	THE VOICE UK (S2).	2018/01/27	Cat	23:34:59	20	GLSS/30/126/E/H	64.44					

#### 2.8. Rate Card

Click on this menu item on the home page of Booking portal to navigate to RateCard page of DStv Media Sales website's login page



Click on Rate Card menu item to be navigated to DStv Rate Card website





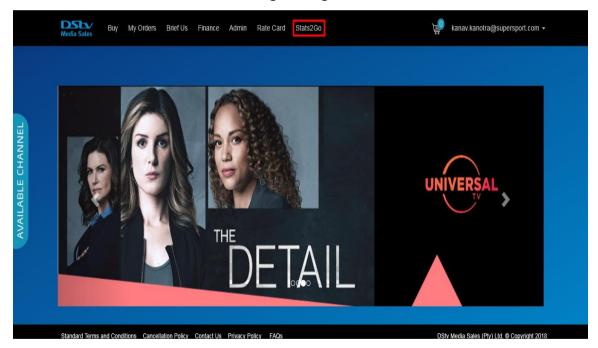
#### Dstv Rate Card website



	Sb/	
100 C	a Sales	
Email		
Email Address		
Username or Email Address Password	Remember Me	

#### 2.9. Stats2Go

Click on this item from menu to get navigated to DStvStats2Go website







## DstvStats2go website

DISTY Stats2Go « Log In X	- Book State of State	Ashish 🗕 🖬 🗙
$\leftarrow \  ightarrow \ \mathbf{C} \ \ \mathbf{O}$ Not secure   dstvstats2go.com/wp-login.php		☆ 🕄 📕 :
	Username or Email Address	•
	Password	EXPLORE OUR S
	Remember Me Log In	
	ie to	
	Change Password	
	- Back to DSTV State260	At a Channel Lev
	SIAIS 2 GU	WE EXPLORE VIEWERS
	This site is "cut and paste" friendly so you can take graphics to use in	Socio-demographic profiles     Viewing behaviour
	your presentations and to develop your own insights.	Most watched programmes     Viewing preferences
		Headspace
	We've also provided a definition and glossary page that explains the tables and analyses used, but one each page, you can hover	
	over key words for a pop-up explanation. Have fun exploring your	