

# AD MANAGEMENT SOFTWARE

This is a web based Advertising Management System, to be developed with ASP.net and MS SQL server database or any Free SQL. The object of this software is to control the advertisements for a community newspaper as well as generate invoices and maintain receivables.

Each user will have a unique User ID (eMail Address) and Password and the rights for each user will be set by the admin. Everything each user does will be flagged by his user ID. Once the user logs into the system he will have his pending quote visible from where he can convert them to full bookings. For all entries the user can set a reminder and auto-reminder will be set by the system for multiply item booking for which the user will be reminder for ad expiry prior to the last 2 ads

The user should be also be able to access (send & receive) his POP email from this application. This means that once the user has login with his user name and password he then can access his mail without having to go away from the application or login again. There are many API available which allow this to be possible. I have found some links and I am sure if you search the web there may be some that are virtually free. <http://www.quiksoft.com/sales/> <http://jmailbox.org/>

## CUSTOMER PROFILE - ADD CUSTOMER

*To avoid duplication it is important that a verification system be in place. Before a new customer can be added the system must give results of all existing files from a partial search.*

<b>SEARCH</b>		<input type="text" value="Rem"/>	<b>SUBMIT</b>	
<b>3 Results containing your search criteria "Remax"</b>				
#	CUSTOMER - TRADE	CITY	PROV/STATE	ACTION
1	Paul Sharma - Remax Select	Mississauga	Ontario	<a href="#">VIEW</a>
2	Mike Thomas - Reminton Recondition	Laval	Quebec	<a href="#">VIEW</a>
3	Paul Singh - Goremj Optical	Toronto	Ontario	<a href="#">VIEW</a>
<a href="#">ADD NEW CUSTOMER</a>				

### When "ADD NEW CUSTOMER" is selected

Customer Name:	<input type="text"/>	Price Level:	<input type="text" value="National"/> <b>v</b>
Trade Name:	<input type="text"/>	Billing Cycle:	<input type="text" value="Weekly"/> <b>v</b>
Address 1:	<input type="text"/>		
Address 2:	<input type="text"/>		
City:	<input type="text"/>		
Province / State:	<input type="text" value="Ontario"/> <b>v</b>		
Postal Code:	<input type="text"/>		
Country:	<input type="text" value="Canada"/> <b>v</b>		<b>ADD CUSTOMER</b>

- |  |  |
|--|--|
| 1. Customer Name                                 | 7. Postal Code   |
| 2. Trade Name                                    | 8. Country ( Pre-populated drop-down bar)                      |
| 3. Address line 1                                | 9. Pricing Level (National, Retail, Non-profit, Desi & Barter) |
| 4. Address line 2                                | 10. Billing Cycle (Weekly or Monthly)                          |
| 5. City:   |  |
| 6. Province/State ( Pre-populated drop-down bar) |  |

## CUSTOMER PROFILE - VIEW CUSTOMER

*To avoid duplication it is important that a verification system be in place. Before a new customer can be added the system must give results of all existing files from a partial search.*

<b>SEARCH</b>	<input type="text" value="Rem"/>	<b>SUBMIT</b>			
3 Results containing your search criteria "Remax"					
#	CUSTOMER - TRADE	CITY	PROV/STATE	ID #	ACTION
1	Paul Sharma - Remax Select	Mississauga	Ontario	<a href="#" style="color: red;">000587478</a>	<a href="#" style="color: red;">VIEW</a>
2	Mike Thomas - Reminton Recond	Laval	Quebec	<a href="#" style="color: red;">000555476</a>	<a href="#" style="color: red;">VIEW</a>
3	Paul Singh - Goremj Optical	Toronto	Ontario	<a href="#" style="color: red;">000588/66</a>	<a href="#" style="color: red;">VIEW</a>

### When "VIEW" is selected

<b>Customer Name:</b> Paul Sharma <b>Trade Name:</b> Remax Select <b>Address 1:</b> 123 Road Street <b>Address 2:</b> Unit 165 <b>City:</b> Mississauga <b>Province:</b> Ontario <b>Postal Code:</b> L5L 2M2 <b>Country:</b> Canada	<b>Price Level:</b> National <b>Billing Cycle:</b> Weekly  <div style="text-align: center; color: red;"><b>CUSTOMER SINCE 2005</b></div> <table style="width: 100%; border-collapse: collapse;"> <tr> <td>Sales 2005</td> <td style="text-align: right; color: red;"><u>\$18,252.00</u></td> </tr> <tr> <td>Sales 2006</td> <td style="text-align: right;">\$ 0</td> </tr> <tr> <td>Sales 2007</td> <td style="text-align: right; color: red;"><u>\$22,397.00</u></td> </tr> <tr> <td>Current Year</td> <td style="text-align: right; color: red;"><u>\$ 1520.00</u></td> </tr> </table>	Sales 2005	<u>\$18,252.00</u>	Sales 2006	\$ 0	Sales 2007	<u>\$22,397.00</u>	Current Year	<u>\$ 1520.00</u>
Sales 2005	<u>\$18,252.00</u>								
Sales 2006	\$ 0								
Sales 2007	<u>\$22,397.00</u>								
Current Year	<u>\$ 1520.00</u>								

1. Customer Since (Date of first contract from the system) activity for a calendar year then that year will show up as \$0.
2. Yearly Sales (Total sales shown by year) IE: If the customer has been dealing with us since 2005 then 2005 to 2008 will be listed with the total sales per year, for the current year it should show the cumulative current year's sales. If there is no
3. The yearly totals are clickable and expandable and linked to the booking & contract for that specific year. Once expanded it will show details of contract number with contract amount which must be linked to the original contract.

### When a yearly total is selected

<b>Customer Name:</b> Paul Sharma	<b>Trade Name:</b> Remax Select	<b>Sales Summary 2005</b>			
#	IO	COSTOMER IO	CONTRACT \$	ID #	ACTION
1	B125856	PS225	\$1155.00	<a href="#" style="color: red;">000516554</a>	<a href="#" style="color: red;">VIEW BOOKING</a>
2	B126586		\$300.00	<a href="#" style="color: red;">000549884</a>	<a href="#" style="color: red;">VIEW BOOKING</a>
3	B126593	PS 300	\$1155.00	<a href="#" style="color: red;">000574125</a>	<a href="#" style="color: red;">VIEW BOOKING</a>
4	B126897		\$3028.00	<a href="#" style="color: red;">000598556</a>	<a href="#" style="color: red;">VIEW BOOKING</a>
5	B126900		\$1155.00	<a href="#" style="color: red;">000544848</a>	<a href="#" style="color: red;">VIEW BOOKING</a>
<a href="#" style="color: black;">&lt;&lt; PREVIOUS 5 RESULTS</a>   <a href="#" style="color: red;">NEXT 5 RESULTS &gt;&gt;</a>					

When "VIEW BOOKING" is selected the booking details will be displayed

## CUSTOMER PROFILE - MODIFY CUSTOMER

SEARCH

3 Results containing your search criteria "Remax"

#	CUSTOMER - TRADE	CITY	PROV/STATE	ID #	ACTION
1	Paul Sharma - <b>Remax</b> Select	Mississauga	Ontario	<a href="#" style="color: red; text-decoration: underline;">000587478</a>	<a href="#" style="color: red; text-decoration: underline;">MODIFY</a>
2	Mike Thomas - <b>Reminton</b> Recond	Laval	Quebec	<a href="#" style="color: red; text-decoration: underline;">000555476</a>	<a href="#" style="color: red; text-decoration: underline;">MODIFY</a>
3	Paul Singh - <b>Goremj</b> Optical	Toronto	Ontario	<a href="#" style="color: red; text-decoration: underline;">000588/66</a>	<a href="#" style="color: red; text-decoration: underline;">MODIFY</a>

When "MODIFY" is selected

Customer Name:	<input style="width: 90%;" type="text" value="Paul Sharma"/>	Price Level:	<input style="width: 80%;" type="text" value="National"/> <input checked="" type="checkbox"/>
Trade Name:	<input style="width: 90%;" type="text" value="Remax Select"/>	Billing Cycle:	<input style="width: 80%;" type="text" value="Weekly"/> <input checked="" type="checkbox"/>
Address 1:	<input style="width: 90%;" type="text" value="123 Road Street"/>		
Address 2:	<input style="width: 90%;" type="text" value="Unit 165"/>		
City:	<input style="width: 90%;" type="text" value="Mississauga"/>		
Province:	<input style="width: 80%;" type="text" value="Ontario"/> <input checked="" type="checkbox"/>		
Postal Code:	<input style="width: 80%;" type="text" value="L5L 2M2"/>		
Country:	<input style="width: 80%;" type="text" value="Canada"/> <input checked="" type="checkbox"/>		

## CUSTOMER PROFILE - DELETE CUSTOMER

SEARCH

3 Results containing your search criteria "Remax"

#	CUSTOMER - TRADE	CITY	PROV/STATE	ID #	ACTION
1	Paul Sharma - <b>Remax</b> Select	Mississauga	Ontario	<a href="#" style="color: red; text-decoration: underline;">000587478</a>	<a href="#" style="color: red; text-decoration: underline;">VIEW/DELETE</a>
2	Mike Thomas - <b>Reminton</b> Recond	Laval	Quebec	<a href="#" style="color: red; text-decoration: underline;">000555476</a>	<a href="#" style="color: red; text-decoration: underline;">VIEW/DELETE</a>
3	Paul Singh - <b>Goremj</b> Optical	Toronto	Ontario	<a href="#" style="color: red; text-decoration: underline;">000588/66</a>	<a href="#" style="color: red; text-decoration: underline;">VIEW/DELETE</a>

When "VIEW/DELETE" is selected

Customer Name:	<input style="width: 90%;" type="text" value="Paul Sharma"/>	Price Level:	<input style="width: 80%;" type="text" value="National"/> <input checked="" type="checkbox"/>
Trade Name:	<input style="width: 90%;" type="text" value="Remax Select"/>	Billing Cycle:	<input style="width: 80%;" type="text" value="Weekly"/> <input checked="" type="checkbox"/>
Address 1:	<input style="width: 90%;" type="text" value="123 Road Street"/>		
Address 2:	<input style="width: 90%;" type="text" value="Unit 165"/>		
City:	<input style="width: 90%;" type="text" value="Mississauga"/>		
Province:	<input style="width: 80%;" type="text" value="Ontario"/> <input checked="" type="checkbox"/>		
Postal Code:	<input style="width: 80%;" type="text" value="L5L 2M2"/>		
Country:	<input style="width: 80%;" type="text" value="Canada"/> <input checked="" type="checkbox"/>		

DELETION WILL MAKE CUSTOMER IN-ACTIVE  
 REPORTS CAN STILL BE GENERATED BUT WILL SHOW UP FLAGGED AS INACTIVE  
 CUSTOMER WILL NOT BE AVAILABLE FOR NEW ORDER BOOKING OR QUOTES

## AGENCY PROFILE - ADD AGENCY

*To avoid duplication it is important that a verification system be in place. Before a new agency can be added the system must give results of all existing files from a partial search.*

SEARCH

3 Results containing your search criteria "opti"

#	AGENCY	CITY	PROV/STATE	ACTION
1	Key <b>Optimedia</b>	Toronto	Ontario	<a href="#">VIEW AGENCY</a>
2	Option Media Planning	New Delhi	India	<a href="#">VIEW AGENCY</a>
3	Zenith <b>Optimedia</b>	Toronto	Ontario	<a href="#">VIEW AGENCY</a>

[ADD NEW AGENCY](#)

**When "ADD NEW AGENCY" is selected**

Agency Name:	<input style="width: 95%;" type="text"/>	Website:	<input style="width: 95%;" type="text"/>
Address 1:	<input style="width: 95%;" type="text"/>		
Address 2:	<input style="width: 95%;" type="text"/>		
City:	<input style="width: 95%;" type="text"/>		
Province / State:	<input style="width: 95%;" type="text" value="Ontario"/> <input checked="" type="button" value="v"/>		
Postal Code:	<input style="width: 95%;" type="text"/>		
Country:	<input style="width: 95%;" type="text" value="Canada"/> <input checked="" type="button" value="v"/>		<input style="background-color: #f4a460; color: white; padding: 5px 15px; border: 1px solid black;" type="button" value="ADD AGENCY"/>

**When "VIEW AGENCY" is selected**

Agency Name:	Key Optimedia	CUSTOMER SINCE 2005	<b>AGENCY CUSTOMER</b>  <a href="#">Hyundai Canada</a> <a href="#">HSBC Canada</a> <a href="#">Toronto Zoo</a> <a href="#">Liberal Party of Canada</a> <a href="#">Walmart Canada</a>
Address 1:	65n Torberry Rd	Sales 2005	<u>\$32,650.00</u>
Address 2:	6th Floor	Sales 2006	<u>\$26,778.00</u>
City:	Toronto	Sales 2007	<u>\$42,558.00</u>
Province:	Ontario	Current Year	<u>\$ 6,778.00</u>
Postal Code	L5L 2M2		
Country:	Canada		
Website:	<a href="http://www.keyoptimedia.com">www.keyoptimedia.com</a>		

#	CONTACT	CITY	PROV/STATE	TELEPHONE	eMAIL	ACTION
1	Vanessa Wong	Toronto	Ontario	416-555-1212 x223	<a href="mailto:v.wong@Keyoptimedia.com">v.wong@Keyoptimedia.com</a>	<a href="#">VIEW CONTACT</a>
2	Gaven Barrett	Montreal	Quebec	514-555-1212 x223	<a href="mailto:g.barrett@Keyoptimedia.com">g.barrett@Keyoptimedia.com</a>	<a href="#">VIEW CONTACT</a>
3	David Inns	Toronto	Ontario	416-555-1212 x223	<a href="mailto:d.inns@Keyoptimedia.com">d.inns@Keyoptimedia.com</a>	<a href="#">VIEW CONTACT</a>

[ADD NEW CONTACT](#)

**When a customer under the "AGENCY CUSTOMER'S" menu is selected all booking details will be displayed for that particular customer in the booking details window**

**"ADD NEW CONTACT" is selected to add new contact within the agency**

When "VIEW CONTACT" is selected

Agency Name:	Key Optimedia	<b>CUSTOMER SINCE 2005</b>	<b>AGENCY CUSTOMER</b>
Address 1:	65n Torberry Rd	Sales 2005	<u>\$32,650.00</u>
Address 2:	6th Floor	Sales 2006	<u>\$26,778.00</u>
City:	Toronto	Sales 2007	<u>\$42,558.00</u>
Province:	Ontario	Current Year	<u>\$ 6,778.00</u>
Postal Code:	L5L 2M2		
Country:	Canada		
Website:	<a href="http://www.keyoptimedia.com">www.keyoptimedia.com</a>		

- [Hyundai Canada](#)
- [HSBC Canada](#)
- [Toronto Zoo](#)
- [Liberal Party of Canada](#)
- [Walmart Canada](#)

**Contact:** Vanessa Wong  
**Position:** Senior Buyer  
**Address 1:** 65n Torberry Rd  
**Address 2:** 6th Floor  
**City:** Toronto  
**Province:** Ontario  
**Postal Code:** L5L 2M2  
**Country:** Canada  
  
**Telephone 1:** 416-555-1212 x223  
**Telephone 2:**  
**Cellular:** 416-555-7777  
**Fax:** 416-555-2525  
**eMail:** [v.wong@Keyoptimedia.com](mailto:v.wong@Keyoptimedia.com)  
  
**Assistant:** Moreen Walsh  
**Telephone:** 416-555-1212 x227  
**Cellular:** 416-555-6666  
**Fax:** 416-555-2525  
**eMail:** [m.walsh@Keyoptimedia.com](mailto:m.walsh@Keyoptimedia.com)

**Vanessa Wong's CUSTOMERS**

<a href="#">Hyundai Canada</a>	<a href="#">#182536 i 10/10/2005</a>
<a href="#">Hyundai Canada</a>	<a href="#">#182536 i 07/04/2006</a>
<a href="#">Hyundai Canada</a>	<a href="#">#182536 i 07/11/2006</a>
<a href="#">Hyundai Canada</a>	<a href="#">#182536 i 03/05/2007</a>
<a href="#">Hyundai Canada</a>	<a href="#">#182536 i 01/10/2008</a>
<a href="#">HSBC Canada</a>	<a href="#">#182536 i 11/10/2005</a>
<a href="#">HSBC Canada</a>	<a href="#">#182536 i 08/22/2006</a>
<a href="#">HSBC Canada</a>	<a href="#">#182536 i 06/10/2007</a>
<a href="#">HSBC Canada</a>	<a href="#">#182536 i 01/10/2008</a>
<a href="#">Walmart Canada</a>	<a href="#">#182536 i 10/31/2007</a>
<a href="#">Walmart Canada</a>	<a href="#">#182536 i 12/10/2007</a>

**EDIT Agency and Agency contact is required. DELETION is not allowed**

## AD BOOKING PROFILE - BOOKING & QUOTE

**This section will have 2 functions. Create a customer quote or add an advertising booking. The difference between the 2 is the quote will remain pending until the user makes it active and booking will become active in the system immediately.**

## AD BOOKING PROFILE - STANDARD BOOKINGS

### STEP 1

The Advertising Booking (Standard & Agate) will be entered in 2 steps. Step 1; will collect all pertinent customers and agency information.

**IMPORTANT NOTE:** for every contract there can be zero or many ad agencies and agencies contacts, each of them have a different role in the deal. It is not necessary that a specific agency contact will have the same role all the time. One time the contact could be an ad buyer and in another booking be an ad planner.

TYPE:  TASK:  DATE:  [Calendar](#)

CUSTOMER:  [Add New Customer](#)

CONTACT NAME:  OUR IO:

CONTACT TEL:  CUSTOMER IO:

EMAIL:

AGENCY:  ROLE:  [REMOVE](#) | [ADD ANOTHER](#)

ROLE:  [REMOVE](#) | [ADD ANOTHER](#)

ROLE:  [REMOVE](#) | [ADD ANOTHER](#)

### STEP 2

In the second step the information gathered in the first step will be locked and moved to the second screen from where the booking info will than be collected

TYPE: **Booking** TASK: **NO** DATE: **01-12-08**

CUSTOMER: **Paul Sharma - Remax Select**

CONTACT NAME: **Mo Sharma** OUR IO: **B45899554**

CONTACT TEL: **416-355-3535** CUSTOMER IO: **2008/444ddesa-ecsa**

EMAIL: **mosharma@hotmail.com**

AGENCY: **Key Optimedia - Vanessa Wong** ROLE: **BUYER**

**Crimson Advert - Remesh Sharma** ROLE: **PLANNER**

**Key Optimedia - David Inns** ROLE: **ARTWORK**

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STANDARD SIZE  **STANDARD SIZE**  **AUTO SELECT**

PUBLICATION	ADVERTISEMENT	TYPE
TORONTO	1/2 PAGE INSERT	COLOR

RATE	# INSERT	TYPE COST	TOTAL	PAGE	SECTION
\$1171.80	2	\$648.72	\$2812.32	ANY	NEWS

EDITION	ADVERT	TYPE	SEC	PAGE	DATE	RATE	
TORONTO	1/2 PAGE INSERT	CLR	NEWS	ANY	01/18/2008	\$1171.80	<a href="#">REMOVE</a>
TORONTO	1/2 PAGE INSERT	CLR	NEWS	BACK	02/08/2008	\$ 967.50	<a href="#">REMOVE</a>
TORONTO	1/2 PAGE INSERT	BW	NEWS	BACK	01/04/2008	\$ 967.50	<a href="#">REMOVE</a>
MONTREAL	FULL PAGE INSERT	BW	BOLLY	2	01/04/2008	\$1953.00	<a href="#">REMOVE</a>
TORONTO	1/2 PAGE INSERT	CLR	NEWS	2	01/18/2008	\$1171.80	<a href="#">REMOVE</a>

TOTAL	GST	PST	OTHER TX	GTOTAL
\$ 6231.60	\$ 373.90	\$0	\$0	\$ 6605.50

BOOKING NOTES

Friday	01/04/2008
Friday	01/11/2008
Friday	01/18/2008
Friday	01/25/2008
Friday	02/01/2008
Friday	02/08/2008
Friday	02/15/2008
Friday	02/22/2008
Friday	02/29/2008
Friday	03/07/2008
Friday	03/14/2008
Friday	03/21/2008
Friday	03/28/2008
Friday	04/04/2008
Friday	04/11/2008
Friday	04/18/2008
Friday	04/25/2008
Friday	05/02/2008

a) Booking method (Standard or Agate)

b) Edition, Ad Size and Type are entered and the pricing from the data base is returned in the line below. If the type tab is selected then the % surcharge will also be calculated.

**IMPORTANT:** Rate and Type (TY) charges can then be modified by the user a per special discounts given

c) Insertion dates are selected from the scrolling calendar. The calendar always displays 2 years of edition date. Dates appear as per the publications editions profile. If in the profile the edition is slated to publish on Fridays then ONLY Friday's dates will be available. If "AUTO SELECT" is checked then the system will automatically select the consecutive insertion dates. IE: If 4 insertions are select the next 4 consecutive insertion dates will be selected if "AUTO SELECT" is NOT checked the user can then selected that dates manually.

d) When the "ADD" button is selected the booking entries will be added below. A "REMOVE" link next to each entry will delete the entry is clicked

E) Running Grand Total F) Once submitted the order is entered in to the system

**IMPORTANT NOTE:** For report purposes all details will be listed and stored in the database in inch # Column & Height.

# AD BOOKING PROFILE - AGATE LINE BOOKINGS

## STEP 1

The Advertising Booking (Standard & Agate) will be entered in 2 steps. Step 1; will collect all pertinent customers and agency information.

**IMPORTANT NOTE:** for every contract there can be zero or many ad agencies and agencies contacts, each of them have a different role in the deal. It is not necessary that a specific agency contact will have the same role all the time. One time the contact could be an ad buyer and in another booking be an ad planner.

TYPE:  TASK:  DATE:  [Calendar](#)

CUSTOMER:  [Add New Customer](#)

CONTACT NAME:  OUR IO:

CONTACT TEL:  CUSTOMER IO:

EMAIL:

AGENCY:  ROLE:  [REMOVE](#) | [ADD ANOTHER](#)

ROLE:  [REMOVE](#) | [ADD ANOTHER](#)

ROLE:  [REMOVE](#) | [ADD ANOTHER](#)

## STEP 2

In the second step the information gathered in the first step will be locked and moved to the second screen from where the booking info will than be collected

TYPE: **Booking** TASK: **NO** DATE: **01-12-08**

CUSTOMER: **Paul Sharma - Remax Select**

CONTACT NAME: **Mo Sharma** OUR IO: **B45899554**

CONTACT TEL: **416-355-3535** CUSTOMER IO: **2008/444ddesa-ecsa**

EMAIL: **mosharma@hotmail.com**

AGENCY: **Key Optimedia - Vanessa Wong** ROLE: **BUYER**

**Crimson Advert - Remesh Sharma** ROLE: **PLANNER**

**Key Optimedia - David Inns** ROLE: **ARTWORK**

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AGATE LINE  **STANDARD SIZE** AUTO SELECT

PUBLICATION	AGATE LINES (AG)	# of COLUMNS	TYPE (TY)
TORONTO	<input type="text" value="133"/>	<input type="text" value="2 Columns"/>	<input type="text" value="COLOR"/>

RATE	AG TL	TOTAL	TY COST	# INSERT	TOTAL	PAGE	SECTION
\$1.55	266	\$412.30	\$82.52	2	\$989.64	ANY	NEWS

EDITION	ADVERT	TYPE	SEC	PAGE	DATE	RATE
TORONTO	9.5 INCH x 2 COLUMNS	CLR	NEWS	CLR	01/18/2008	\$ 639.06
TORONTO	9.5 INCH x 2 COLUMNS	CLR	NEWS	CLR	02/08/2008	\$ 639.06

System will convert the Agate lines into inches

CALCULATION: 1 Inch = 14 typography agate

TOTAL	GST	PST	OTHER TX	GTOTAL
\$ 6231.60	\$ 373.90	\$0	\$0	\$ 6605.50

BOOKING NOTES

a) Booking method (Standard or Agate)

b) Edition, Ad Size and Type are entered and the AGATE pricing from the data base is returned in the line below. If the type tab is selected then the % surcharge will also be calculated. **IMPORTANT:** Rate and Type (TY) charges can then be modified by the user a per special discounts given

c) Insertion dates are selected from the scrolling calendar. The calendar always displays 2 years of edition date. Dates appear as per the publications editions profile. If in the profile the edition is slated to publish on Fridays then ONLY Friday's dates will be available. If "AUTO SELECT" is checked then the system will automatically select the consecutive insertion dates. IE: If 4 insertions are select the next 4 consecutive insertion dates will be selected if "AUTO SELECT" is NOT checked the user can then selected that dates manually.

d) When the "ADD" button is selected the booking entries will be added below. A "REMOVE" link next to each entry will delete the entry is clicked

E) Running Grand Total F) Once submitted the order is entered in to the system

**IMPORTANT NOTE:** For report purposes all details will be listed and stored in the database in inch # Column & Height.

## TASKS

On the main Booking screen if the "TASK" tab is selected to yes TASK:  then all the booking information is carried into a task. A task can be assigned to a group or an individual. Groups assignment will be by user category; Admin, Manager, Sales, Graphics or Accounting. Any user within the user category can pick up the Task which then will be assigned to that user and complete it.

Tasks can also be assigned without booking of the main menu.

**We require a simple Task method. Open, Closed & Pending. We need an easy method which is user friendly**

## MAIN PAGE - USER SCREEN

- HOME
- EMAIL 5 NEW
- CUSTOMERS
- BOOKING/QUOTE
- TASKS
- REPORTS
- CONTENT
- ROUTES
- ADMINISTRATION

DATE: JANUARY 01-2008

**MY QUOTES**

**MY TASKS**  
TO ME | BY ME

**SALES**

FASHION SHOP 05/10/2007  
MODIFY | MAKE ACTIVE | DELETE

WALLMART CANADA 06/18/2007  
MODIFY | MAKE ACTIVE | DELETE

ROGERS COMM 06/24/2007  
MODIFY | MAKE ACTIVE | DELETE

GRR ACCOUNTING 08/10/2007  
MODIFY | MAKE ACTIVE | DELETE

SILVER SPOON REST 09/30/2007  
MODIFY | MAKE ACTIVE | DELETE

<<< PREV 5 | NEXT 5 >>>

GRR ACCOUNTING ROBINDER  
VIEW | CLOSE | RE-ASSIGN

SILVER SPOON REST ROBINDER  
VIEW | CLOSE | RE-ASSIGN

GRR ACCOUNTING ROBINDER  
VIEW | CLOSE | RE-ASSIGN

SILVER SPOON REST ROBINDER  
VIEW | CLOSE | RE-ASSIGN

GRR ACCOUNTING ROBINDER  
VIEW | CLOSE | RE-ASSIGN

<<< PREV 5 | NEXT 5 >>>

RBC \$5966.25 JAZZ

HSBC \$8625.25 JAZZ

CALL CHEA \$ 722.54 ROBINDER

ALL SALES GENERATED  
FOR THE PAST 15 DAYS

CUSTOMER NAME DATE CREATED  
MODIFY | MAKE ACTIVE | DELETE

CUSTOMER NAME SALES AMOUNT SALESPERSON

**MY TASKS**  
TO ME | BY ME

GRR ACCOUNTING GRAPHICS  
VIEW | CLOSE | RE-ASSIGN

SILVER SPOON REST GRAPHICS  
VIEW | CLOSE | RE-ASSIGN

GRR ACCOUNTING SAJID  
VIEW | CLOSE | RE-ASSIGN

SILVER SPOON REST ACCOUNT  
VIEW | CLOSE | RE-ASSIGN

GRR ACCOUNTING GRAPHICS  
VIEW | CLOSE | RE-ASSIGN

<<< PREV 5 | NEXT 5 >>>

## MAIN PAGE - USER SCREEN

- HOME
- EMAIL 5 NEW
- CUSTOMERS
- BOOKING/QUOTE
- TASKS
- REPORTS
- CONTENT
- ROUTES
- ADMINISTRATION

DATE: JANUARY 01-2008

WELCOME: Jaz Marjara [LOG OUT](#)

**MY QUOTES**  
Select User: SAJID v

**MY TASKS**  
TO ME | BY ME  
Select User: SAJID v

**SALES**  
Select User: SAJID v

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On startup Admin sees his own details. Admin can select user from drop down to see users details

## ADMIN

### User Accounts Management

1- Admin profiled users will have full access

2- Manager profiled users will have full access without admin area

3- Sales profiled users will have access to customers and bookings

4- Graphics profiled users will have access to customers and bookings but will not be able to see any rates

5- Accounting profiled users will have access to customers and bookings & accounting

**NOTE:** All users will have access to "TASKS" assigned to them and by them. They will have full

USER type	<input type="text" value="SALES"/>	DATE:	<input type="text" value="01-12-08"/> <a href="#">Calendar</a>
NAME:	<input type="text" value="Robinder Makar"/>	USEReMail	<input type="text" value="robinder@canindia.com"/>
POSITIONL:	<input type="text" value="General Manager"/>	Password:	<input type="text" value="rob_password"/>
ADDRESS:	<input type="text" value="1224 Dixie Road, Suite 4458"/>		
CITY:	<input type="text" value="Mississauga"/>	PROVINCE:	<input type="text" value="Ontario"/>
COUNTRY:	<input type="text" value="Mississauga"/>	POSTAL CODE:	<input type="text" value="M4M 2T3"/>
HOME TEL:	<input type="text" value="416-555-5555"/>	STATUS:	<input type="text" value="ACTIVE"/>
CELLULAR:	<input type="text" value="416-555-5555"/>		
EMERGENCY TEL:	<input type="text" value="416-555-5555"/>		<input type="button" value="ADD USER"/>

access of all Tasks. There should be a page where all tasks "OPEN" are listed by user. Access to "CLOSED" Tasks are also required.

### Section Profile Management (will be populated by admin)

1. Section name
2. Section description

### Page Profile Management (will be populated by admin)

1. Page Type name
2. Page Type description

### Publication Profile Management

1. Publication Name
2. Publication Description
3. Day of Publication
4. Maximum Inch Width
5. Maximum Inch Height
6. Maximum Agate lines per page
7. Number of Columns
8. STANDARD SIZES AD PRICING
  - a. Advert (Name of ad, Example Full page or 1/4 page)
  - b. Advert description
  - c. Ad size in Inches Width & Height
  - d. STANDARD Pricing: Standard National, Standard Retail, Standard Non-profit, Standard Desi & Standard Barter) these are the names that will appear in the booking or quote area
9. AGATE SIZES AD PRICING
  - a. AGATE Pricing: Agate National, Agate Retail, Agate Non-profit, Agate Desi & Agate Barter) these are the names that will appear in the booking or quote area

### Color Surcharge Management (will be populated by admin)

- 1- Type
- 2- Type Percentage

### Tax Profile Management

GST % - PST % - Other Tax %

# ACCOUNTING & INVOICING

## 1- Invoicing (Weekly & Monthly)

Invoicing report is generated automatically as per the initial profile setup. For customers who are setup on a "WEEKLY" billing cycle invoices are generated by the day of publication and the "MONTHLY" are generated on the last day of the month. Invoices can be run on an earlier date but will reflect the same invoice date rules as above. Once invoices are run the ads then show up in the booking area as published.

Before the invoices are generated/printed an on screen detailed report will be generated from where any modification can be made to billing unit pricing and description.

There should be a method of allowing complementary advert. If an invoice is at ZERO then NO invoice will be generated but will still show as published in the system with a ZERO amount.

## 2- Invoice Payments

Allow searches for open invoice by customer name, invoice number or telephone number. Once invoice details are displayed invoice can then be flagged as paid. Details associated with the payment, such as check number, date paid and description of payment will be then stored in the database.

Provisions for multiple invoice payments with one check and part-payments should be possible.

## 3- Customer Invoice & Payment Journal

Online and print Journal report which show all history open and closed invoices, the online report will show all entries linked to the specific item.

## 4- Receivable summary and report

Online and print reports of open invoices details in columns by Current, 30days,60days, 90days and 120days+

**5- Collection report** Same as #4 but with customer contact information

## 6- Credit notes

A basic credit invoicing method to create a credit note for a specific customer. This credit amount can then be adjusted to a specific invoice at any future time. Deletion of invoices are not possible, credit notes will have to be used for this type of adjustment

**IMPORTANT NOTE:** *The accounting area should be a simple with this accounting system I do not want to get into chart of account just what to see what is pending and what's paid as well as generate receivable report.*

# REPORTS

## Insertion Report

INSERTION DATE	Friday 02/08/2008	▼				
CUSTOMER NAME	TYPE	# COLUMNS - W	HEIGHT	SECTION	PAGE	
<b>INSERTION BOOKING NOTES</b>						
SEARS CANADA - OPIUM ADVERTISING	BW	6	15.5	NEWS	3	
CONTACT JOANNE AT 514-555-9899 FOR AD MATERIAL						
GEG ACCOUNTING SERVICES	SPOT	3	7.5	ENTERTAINMENT	RI	
ROGERS CABLE - CRIMSON ADVERTISING	BW	4	3.5	NEWS	ANY	
TOP PLACEMENT REQUIRED						
					<a href="#" style="border: 1px solid red; padding: 2px 5px;">PRINT REPORT</a>	

## REVENUE REPORT

REPORT START DATE:	Friday 02/08/2008	<a href="#">Calendar</a>	REPORT END DATE:	Friday 03/08/2008	<a href="#">Calendar</a>
ALL CUSTOMERS	<input type="checkbox"/>	SELECT CUSTOMER:	GEG ACCOUNTING SERVICES ▼		
DATE: 02/08/2008 TO 03/08/2008 CUSTOMERS: ALL					
CUSTOMER NAME	TYPE	# COLUMNS - W	HEIGHT	NET	
SEARS CANADA - OPIUM ADVERTISING	BW	6	15.5	1875.00	
GEG ACCOUNTING SERVICES	SPOT	3	7.5	65.00	
ROGERS CABLE - CRIMSON ADVERTISING	BW	4	3.5	775.00	
			TOTAL	2712.00	
					<a href="#" style="border: 1px solid red; padding: 2px 5px;">PRINT REPORT</a>

# CONTENT MANAGEMENT

## CONTENT - ENTRY

The EDITION is selected from dropdown which will result with the available insertion Publication Dates

CATEGORY = content category. The user can enter new categories as needed by clicking "Add New Category"

HEADLINE = Story Headline

SUB HEADLINE 1 & 2 = Optional user may use one, both or none


WRITER: Story writer name & email A new Writer can be added with "Add New Category" which will prompt for Writer's name and Email Address (Optional). Once new entries are added they will be available in the drop down bar for all future use. A method is required to make inactive when no longer needed

STORY= Story Content


PICTURES browsed with its caption. After the pictures and caption have been added they are visible below in picture thumbnail and captions.

**IMPORTANT NOTE:** *There should be a way to EDIT and DELETE once the story content is submitted*


EDITION:	Toronto <input type="button" value="v"/>	PUBLICATION DATE:	01/11/2008 <input type="button" value="v"/>
CATEGORY:	SOUTH ASIAN <input type="button" value="v"/> <a href="#">Add New Category</a>	PRIORITY:	HIGH <input type="button" value="v"/>
HEADLINE:	Pakistan awaits election decision		
SUB HEADLINE 1:	Bhutto's party chose her son and husband on Sunday to succeed her		
SUB HEADLINE 2:			
WRITER:	Jaz Marjara - jaz@canindia.com <input type="button" value="v"/> <a href="#">Add New Writer</a>		
STORY:	<p>ISLAMABAD, Pakistan: Pakistani electoral officials hold an emergency meeting on Monday to decide whether to go ahead with a January poll in a nation plunged into crisis by the assassination of opposition leader Benazir Bhutto. Bhutto's party chose her son and husband on Sunday to succeed her, but doubts grew about whether the parliamentary election aiming to shift Pakistan from military to civilian rule would take place as planned on Jan. 8. Her 19-year-old son Bilawal, introduced at a news conference in Naudero in the south as Bilawal Bhutto Zardari, said the party's long struggle for democracy would avenge her death. "My mother always said, democracy is the best revenge," he said. Bhutto's killing in a suicide attack on Thursday stoked bloodshed across the country</p>		
PICTURE 1:	C: mydocuments/pictures/bhutto1.jpg	<input type="button" value="BROWSE"/>	
CAPTION 1:	Asif Ali Zardari (L) and Bilawal Bhutto Zardari, husband and son of slain opposition leader Benazir Bhutto, with party's vice chairman Makhdoom	<input type="button" value="ADD"/>	
PICTURE 2:	C: mydocuments/pictures/bhutto2.jpg	<input type="button" value="BROWSE"/>	
CAPTION 2:	A TV frame grab taken on December 30, 2007 from footage by an amateur cameraman shows a suspected gunman (within circle, wearing sun-	<input type="button" value="ADD"/>	
PICTURE3:	C: mydocuments/pictures/bhutto3.jpg	<input type="button" value="BROWSE"/>	
CAPTION 3:	Asif Ali Zardari (L) and Bilawal Bhutto Zardari, husband and son of slain opposition leader Benazir Bhutto, attend a news conference in Naudero	<input type="button" value="ADD"/>	



**PICTURE 1**  
[bhutto1.jpg](#)



**PICTURE 2**  
[bhutto2.jpg](#)



**PICTURE 3**  
[bhutto3.jpg](#)

## CONTENT - Main Menu

The EDITION is selected from dropdown which will result with the available insertion Publication Dates. Once the date is selected below the available stories for that date will appear.

Number next to the Category represents the available numbers of stories for publication

<b>HOME</b>	DATE: JANUARY 01-2008	WELCOME: Shaub Zak <a href="#">LOG OUT</a>
<b>EMAIL</b> 5 NEW	SELECT THE EDITION: Toronto <input type="button" value="v"/>	PUBLICATION DATE: 01/11/2008 <input type="button" value="v"/>
<b>CUSTOMERS</b>	Op-ED (6)	TRAVEL (2)
<b>BOOKING/QUOTE</b>	COMMUNITY (14)	WHEELS (3)
<b>TASKS</b>	INDIA (22)	FASHION (6)
<b>REPORTS</b>	SOUTH ASIA (23)	HEALTH (5)
<b>CONTENT</b>	DIAPORA (9)	BEAUTY (6)
<b>ROUTES</b>	WORLD (6)	REAL ESTATE (8)
<b>ADMINISTRATION</b>	BOLLYWOOD (17)	FINANCE (6)
	HOLLYWOOD (6)	INVESTMENT (9)

## CONTENT - VIEW

Once a number is selected next to the category a new page will launch with the "OPEN" and "CLOSED" stories become available

OPEN - Denotes stories that are available for publication and have not yet been used

CLOSED - Denotes stories which have been used

## CONTENT - VIEW DETAILS

Once a story link is selected the story will be displayed. IT IS IMPORTANT THAT ALL TEXT BE DISPLAYED UNFORMATTED TEXT (ASCII)

After the story is used the user then clicks on "PUBLISH" which then flags the story as CLOSED.

All CLOSED items will then be available for the web on our website CanIndia.com

Stories will only appear on the date of publication and for a period of 7 days which then be automatically replaced by new ones.

There should also be a ARCHIVE where closed stories past stories after 7 days can all be visible

We require a method to display a formatted web version by way of ASP includes or a Java Applet

[<<< back to categories](#)

Category: SOUTH ASIA OPEN [23](#) | CLOSED [2](#)

**10 of 23 Results from OPEN content**

#	HEADLINE	WORD COUNT	PRIORITY
1	<a href="#">Pakistan awaits election decision</a>	225	HIGH
2	<a href="#">Pakistan in turmoil</a>	1185	HIGH
3	<a href="#">Pakistani TV shows pictures of Bhutto "attackers"</a>	85	HIGH
4	<a href="#">PPP chooses name over age</a>	295	MED

[<<< PREV 10](#) | [NEXT 10 >>>](#)

EDITION:  PUBLICATION DATE:

CATEGORY:  PRIORITY:  SUBMITTED BY:


HEADLINE:

SUB HEADLINE 1:

SUB HEADLINE 2:


WRITER:

STORY:




Asif Ali Zardari (L) and Bilawal Bhutto Zardari, husband and son of slain opposition leader Benazir Bhutto, with party's vice chairman Makhdoom Amin Fahim

PICTURE 1  
[bhutto1.jpg](#)



A TV frame grab taken on December 30, 2007 from footage by an amateur cameraman shows a suspected gunman (within circle, wearing sunglasses)

PICTURE 2  
[bhutto2.jpg](#)



Asif Ali Zardari (L) and Bilawal Bhutto Zardari, husband and son of slain opposition leader Benazir Bhutto, attend a news conference in Naudero December 30,

PICTURE 3  
[bhutto3.jpg](#)

Op-ED (6)

COMMUNITY (14)

INDIA (22)

SOUTH ASIA (23)

DIAPORA (9)

WORLD (6)

BOLLYWOOD (17)

HOLLYWOOD (6)

TRAVEL (2)

WHEELS (3)

FASHION (6)

HEALTH (5)

BEAUTY(6)

REAL ESTATE(8)

FINANCE (6)

INVESTMENT (9)

### SOUTH ASIA

[Pakistan awaits election decision](#) READ STORY

[Pakistan in turmoil](#) READ STORY

[Pakistani TV shows pictures of Bhutto "attackers"](#) READ STORY

[PPP chooses name over age](#) READ STORY

All available stories appear on the same page

Menu generated automatically from categories of available stories

Op-ED (6)

COMMUNITY (14)

INDIA (22)

SOUTH ASIA (23)

DIAPORA (9)

WORLD (6)

BOLLYWOOD (17)

HOLLYWOOD (6)

TRAVEL (2)

WHEELS (3)

FASHION (6)

HEALTH (5)

BEAUTY(6)

REAL ESTATE(8)

FINANCE (6)

INVESTMENT (9)

### Pakistan awaits election decision

Bhutto's party chose her son and husband on Sunday to succeed her

By: Jaz Marjara - jaz@canindia.com

ISLAMABAD, Pakistan: Pakistani electoral officials hold an emergency meeting on Monday to decide whether to go ahead with a January poll in a nation plunged into crisis by the assassination of opposition leader Benazir Bhutto. Bhutto's party chose her son and husband on Sunday to succeed her, but doubts grew about whether the parliamentary election aiming to shift Pakistan from military to civilian rule would take place as planned on Jan. 8. Her 19-year-old son Bilawal, introduced at a news conference in Naudero in the south as Bilawal Bhutto Zardari, said the party's long struggle for democracy would avenge her death. "My mother always said, democracy is the best revenge," he said. Bhutto's killing in a suicide attack on Thursday stoked bloodshed across the country and rage against President Pervez Musharraf, casting doubts on nuclear-armed Pakistan's stability and its transition to civilian rule. Pakistan's stocks were expected to tumble on Monday when trading resumes after three days of mourning. The political turmoil and violence risk frightening off foreign investors and damaging the economy. A former ruling party official said the election in Pakistan, a key U.S. ally against terrorism, was likely to be delayed for up to two months but Bhutto's party vowed to take part and another opposition party said it probably would too. The Election Commission, which meets on Monday, said on Saturday its offices in 11 districts in Sindh province in the south of the country had been burned and voting material including electoral rolls destroyed.



Asif Ali Zardari (L) and Bilawal Bhutto Zardari, husband and son of slain opposition leader Benazir Bhutto, with party's vice chairman Makhdoom Amin Fahim (R) attend a news conference in Naudero December 30, 2007.



A TV frame grab taken on December 30, 2007 from footage by an amateur cameraman shows a suspected gunman (within circle, wearing sunglasses)



Asif Ali Zardari (L) and Bilawal Bhutto Zardari, husband and son of slain opposition leader Benazir Bhutto, attend a news conference in Naudero December 30, 2007

Pictures in Thumbnail, once clicked will pop-up in a separate popup page with caption.

## ROUTES

Just require a simple database which will house our route information.

Our route is segregated by route area. Under Route Area there will be the details of each individual store location detailed by Name, Store Type, Contact Name, Address 1, Address 2, City, Province, Country, Postal Code, Telephone 1, Telephone 2, Route Qty1, Route Qty2, Route Qty2, Route Qty4 and Rout Qty5

For online report proposes the postal code should be linked to [www.mapquest](http://www.mapquest) or [www.mapblast](http://www.mapblast)

Print Reports can be generated by Store Type and Route Qty (1 or 2 and so on) with a route total at the end of the report