Tt RadioTraffic.com

Welcome to the new Premier

This guide explains enhancements and improvements to your RadioTraffic Premier service.

Release notes

Release Notes are easier to use and review. From the dashboard, click View > Release Notes. The window can be minimized and maximized. With the notes window open, you can also navigate throughout Premier so you can compare the notes to the software.

Сору

Copy status is now easily identifiable. Current copy appears in bold in the copy list, and expired copy is grayed out.

Customer							
						/	
Cart	Name	Length	Ad-ID	Start Date	End Date	Status	
- Custor	ner: 3M (10)						
\$999	Test Copy		30	3/7/2016	4/7/2017	OK	
\$999	Test Copy		30	3/7/2016	4/7/2017	OK	
\$999	Test Copy		30	3/7/2016	6/30/2017	OK	
\$999	Test Copy		30	3/7/2016	12/29/2018	OK	
11111	Minute cut		60	10/29/2015	12/31/2016	OK	
3370	Test #1		30	9/1/2015	12/31/2017	OK	
3371	Test #2		30	9/1/2015	12/31/2017	OK	
3390	Copy1		30	10/1/2015	11/30/2015	OK	
3398	Сору9		60	10/1/2015	11/30/2015	Trashed	· · · · · · · · · · · · · · · · · · ·
9999	Test copy 2		30	3/7/2016	3/7/2017	OK	
- Custor	mer: America's A	uto (4)					
2300	America's Au		30	1/1/2015	12/31/2016	OK	
2300	America's Au		30 ThisisanISCI	1/1/2014	12/31/2016	OK	
3361	Promo Test1		60	1/1/2014	12/31/2016	OK	
4001	Muffler Spec		60	9/24/2015	12/31/2019	OK	
- Curtos	mer: Bevond The	Pock (1)					

Removing Expired Copy

Premier now allows you to remove expired copy from your Copy list and place it in your system's Recycle Bin. Right click a piece of copy and select Trash. **Trashed copy is not deleted.**

С	ustomer 4	•							
Car	rt	Name	Length	Ad-II)	Start Date	End Date	Status	
Ŧ	Customer	: 3M (9)							
	\$999	Test Copy	30			3/7/2016	4/7/2017	OK	
	\$999	Test Copy	30			3/7/2016	4/7/2017	OK	
	\$999	Test Copy	30			3/7/2016	6/30/2017	OK	
	\$999	Test Copy	30			3/7/2016	12/29/2018	OK	
	11111	Minute cut	60		1	10/29/2015	12/31/2016	OK	
	3370	Test # 🗀	Open			9/1/2015	12/31/2017	OK	
	3371	Test # 📄	New			9/1/2015	12/31/2017	OK	
	3390	Copy1 🕁	Duplicate			10/1/2015	11/30/2015	OK	
	9999	Test co	Trash			3/7/2016	3/7/2017	OK	
Ŧ	Customer								
	2300	Americ 🗙	Delete			1/1/2015	12/31/2016	OK	
	2300	Americ 🚑	Print		anISCI	1/1/2014	12/31/2016	OK	
	3361	Promo 🔁	Print Preview			1/1/2014	12/31/2016	OK	
	4001	Muffler 🗳	Print Preview			9/24/2015	12/31/2019	OK	
Ŧ	Customer	: Beyond Th	e Rock (1)						
	1000	Test commer	30			9/1/2015	12/3/2015	OK	

Once a spot has been Trashed it can only be seen by going to View and selecting Trashed. A Trashed spot will appear with a strike-through.

	1	Trashed							
-	~	Trashed							
C	5	Reset							
Car		Refresh	F5	Length	Ad-ID	Start Date	End Date	Status	
Ŧ	Custo	omer: Bus	n's Brak	e Repair (2)					
	2301	Bush'	s Brake	. 30		1/1/2014	12/31/2016	OK	
	3346	Test	Promo 1	60		1/1/2014	12/28/2016	OK	
Ŧ	Custo	omer: Can	dys Can	pers (9)					
	3380	Copy	1	36	÷	$\frac{10}{1/2015}$	11/30/2015	Trashed	
	3381	Copy	2	15	7	10/1/2015	11/30/2015	Trashed	
	3382	Copy	3	15	,	10/1/2015	11/30/2015	Trashed	
	3383	Copy	4	36	+	10/1/2015	11/30/2015	Trashed	
	3384	Copy	5	15	j.	10/1/2015	11/30/2015	OK	
	3385	Сору	6	30		10/1/2015	11/30/2015	OK	
	3386	Сору	7	30		10/1/2015	11/30/2015	OK	
	3387	Сору	8	60		10/1/2015	11/30/2015	OK	
	3388	Сору	9	60		10/1/2015	11/30/2015	OK	
Ŧ	Custo	omer: Coli	n (1)						
	1001	Test		30)	1/1/2016	12/31/2016	OK	
+	Custo	omer: Cree	ed Creat	ive Cooking Su	pplies (3)				
	2301	Bush'	s Brake	. 30	0	1/1/2014	12/31/2016	OK	-

With View Trashed enabled in the copy window, right click the trashed spot and select Un-Trash to restore the copy to your active copy list.

C	ustomer	•							
ar	t	Name		Length	Ad-ID	Start Date	End Date	Status	
Ŧ	Custom	er: Bush's	s Brake	Repair (2)					
	2301	Bush's E	Brake	:	30	1/1/2014	12/31/2016	OK	
	3346	Test Pr	omo 1	(50	1/1/2014	12/28/2016	OK	
Ŧ	Custom	er: Candy	s Cam	pers (9)					
	3380	6	Oper	.		10/1/2015	11/30/2015	Trashed	
	3381	Ge 🧮	· ·			10/1/2015	11/30/2015	Trashed	
	3382	Ce 🗖	New			10/1/2015	11/30/2015	Trashed	
	3383	Ge 😲	Dupl	icate		10/1/2015	11/30/2015	Trashed	
	3384	Co 📷	Un-T	rash		10/1/2015	11/30/2015	OK	
	3385	Co 🗙	Dele	e		10/1/2015	11/30/2015	OK	
	3386	Co			_	10/1/2015	11/30/2015	OK	
	3387	Co 🛃	Print			10/1/2015	11/30/2015	OK	
	3388	Co 🛕	Print	Preview		10/1/2015	11/30/2015	OK	
Ŧ	Custom	er: Colm	1)						
	1001	Test		:	30	1/1/2016	12/31/2016	OK	
Ŧ	Custom	er: Creed	Creati	ve Cooking S	Supplies (3)				
	2301	Bush's B	Brake	1	30	1/1/2014	12/31/2016	OK	

The default layout of the copy window is grouped by customer, and includes a total number of pieces of copy.

Cu	stomer	•						
Cart		Name	Length	Ad-ID	Start Date	End Date	Status	
- (Custom	er: Beyond The I	Rock (1)					
	1000	Test commer	30		9/1/2015	12/3/2015	OK	
- (Custom	er: Bush's Brake	Repair (2)					
1	2301	Bush's Brake	30		1/1/2014	12/31/2016	OK	
3	3346	Test Promo 1	60		1/1/2014	12/28/2016	OK	
- (Custom	er: Candys Cam	pers (5)					
2	3384	Copy5	15		10/1/2015	11/30/2015	OK	
3	3385	Соруб	30		10/1/2015	11/30/2015	OK	
3	3386	Copy7	30		10/1/2015	11/30/2015	OK	
3	3387	Copy8	60		10/1/2015	11/30/2015	OK	
3	3388	Copy9	60		10/1/2015	11/30/2015	OK	
- (Custom	er: Colin (1)						
1	1001	Test	30		1/1/2016	12/31/2016	OK	
- (Custom	er: Creed Creati	ve Cooking Su	pplies (3)				
2	2301	Bush's Brake	30		1/1/2014	12/31/2016	OK	
2	2302	Creed's Crea	30		1/1/2014	12/31/2016	OK	
3	3347	Test Promo 1	60		1/1/2014	12/31/2016	OK	

Multi-Select

Multi-Select works in RadioTraffic in a similar manner as it does in Windows

- To select a consecutive group of files or folders, click the first item, press and hold down the Shift key, and then click the last item.
- To select non-consecutive files or folders, press and hold down the Ctrl key, and then click each item that you want to select.

С	ustomer	•						
Car	+	Name	Length	Ad-ID	Start Date	End Date	Status	
Jai	3361	Promo Test1	-	50	1/1/2014	12/31/2016	OK	
	4001	Muffler Spec		50	9/24/2015	12/31/2019	OK	
Ŧ		r: Beyond The I		50	5/24/2015	12/31/2019	OK	
Ť	1000	Test commer		30	9/1/2015	12/3/2015	OK	
Ŧ		r: Bush's Brake		50	5/1/2015	12/5/2015	OK	
*	2301	Bush's Brake		30	1/1/2014	12/31/2016	OK	
	3346	Test Promo 1		50	1/1/2014	12/28/2016	OK	
-		r: Candys Cam			1/1/2011	12/20/2010	OR	
Ť	3384	Copy5		15	10/1/2015	11/30/2015	OK	
	3385	Copy6		30	10/1/2015	11/30/2015	OK	
	3386	Copy7		30	10/1/2015	11/30/2015	OK	
	3387	Copy8		50	10/1/2015	11/30/2015	OK	
	3388	Copy9		50	10/1/2015	11/30/2015	OK	
-		r: Colin (1)				,,		
	1001	Test		30	1/1/2016	12/31/2016	OK	
-	Custome	r: Creed Creati	ve Cookina S	Supplies (3)				
	2301	Bush's Brake	-	30	1/1/2014	12/31/2016	ОК	-

Contracts

While in the Contract window, you can use arrow keys to navigate between the customer list and contract list.

The Status column in the default view of the Contracts window shows the following statuses:

- **Pending** The contract is pending approval.
- Running Spots on the contract are placed on current logs.
- **Completed** All spots on the contract have aired and are on the invoice.
- Paid All related invoices for this contract has been paid.
- P. Canceled Pending Canceled
- Canceled Canceled during or after running
- Archived This contract has been trashed so it doesn't appear in the active contracts window.
- Aborted Canceled prior to start date

Customer	A A	Contracts	Projectio	ons								
3M		Con 🔻	Status	Start D	End Date	Reven	Reven	Revenue	Sales P	Primar	Estima	Product
America's Auto		38	1 Pending	4/25/2016			Trade2	40.00	[None]	Manufa		
Beyond The Rock) Aborted	9/1/2016				1570.00		Manufa		
Bush's Brake Repair			5 Completed						[None]	Manufa		
olin				3/13/2016						Commer		
reed Creative Cooking Supplies		34	9 Paid		5/15/2016			200.00	[None]	Manufa		
avid Bowie's B&B		34	1 Completed							Manufa		
vis' Barbeque 2014) Paid		5/8/2016			280.00	Eddie V	Manufa		
xample 2			9 Completed							Manufa		
xample 5			7 Completed							Manufa		
eneesis Grocery			3 Paid		9/9/2017					Commer		
ole Repair				3/11/2016						Commer		
ncubus New Age Shop	= ;			3/11/2016						Commer		
tegrated Sports	:		-	3/11/2016						Commer		
e's Italian Meat Market			1 Aborted	3/14/2016						Manufa		
orn Kleaner			3 Running							Commer		
nkin Park Prescriptions		23.	5 Kurining	5/11/2010	3/3/2017	Local A	Cash	23000.00	Sommy	commer		
legadeth Metal Supply												
ust Fill												
irvana's Hand Guns												
o Info												
asis Spa & Bath												
apa Roach's Bug Conrol												
BS												
ed Hot Chili Pepper Spices												
est												
(ray's Fiber Glass Supply	_	New										Close

Inactive contracts are grayed out so current contracts are easier to see.

You can also archive contracts, which speeds up load time for the Contract module.

Archived orders will be faded out and a strike-through them and can be seen by enabling View > Trashed.

RadioTraffic.com - Contract	ts											1000		×
File View Tools														
Drag 🗸 Trashed	up by that column		Contract	ts Projec	tions									
Custor Reset	 Agency 	Balance	Con •	Status	Start D	End Date	Reven	Reven	Revenue	Sales P	Primar	Estima	Product	
3M Refresh F5	rigency	2395.22	38:	1 Pending	4/25/2	5/20/2	Local A	Trade2	40.00	[None]	Manuf			
America's Auto		9426.00	380	Aborted	9/1/2016	2/4/2017	Local A	Cash	1570.00	[None]	Manuf			
Beyond The Rock	E TEST (Tras	0.00	375	5 Comple	4/25/2	5/20/2	Local A	Trade2	40.00	[None]	Manuf			
Bridgwater Pool & Spa	E_1231 (1103	0.00	374	4 Running	3/13/2	9/9/2017	Local A	Cash	22992.00	Sammy	Comme			
Bush's Brake Repair		0.00	373	3 Archived	5/1/2016	5/20/2	Local A	Trade2	180.00	{None}	Manuf			
Candys Campers		0.00	350	Archived	4/25/2	5/20/2	Local A	Trade2	240.00	[None]	Manuf			
Colin		412.50	349	9 Paid	4/20/2	5/15/2	Local A	Trade2	200.00	[None]	Manuf			
iompass Travel		412.50	348	8 Archived	5/2/2016	5/8/2016	Local A	Trade2	280.00	Sales Q	Manuf			
Computer HQ			343	7 Archived	5/2/2016	5/8/2016	Local Arr	Trade2	280.00	Sales Q	Manuf			
ountry Carpet & Furniture			34:	1 Comple	5/2/2016	5/8/2016	Local A	Trade2	280.00	Eddie V	Manuf			
reed Creative Cooking Supplies		1595.00	340) Paid	5/2/2016	5/8/2016	Local A	Trade2	280.00	Eddie V	Manuf			
avid Bowie's B&B		0.00	329	9 Comple	5/9/2016	5/15/2	Local A	Trade2	2583.00	Eddie V	Manuf			
	Gish Sherwoo		328	Archived	5/9/2016	5/15/2	Local A	Trade2	17.22	Eddie V	Manuf			
ELTA DENTAL	619h Sherwoo	0.00	323	7 Comple	5/9/2016	5/15/2	Local A	Trade2	17.22	Eddie V	Manuf			
lvis' Barbeque			323	3 Paid	3/11/2	9/9/2017	Local A	Cash	23068.00	Sammy	Comme			
		80.00	322	2 Running	3/11/2	9/9/2017	Local A	Cash	23068.00	Sammy	Comme			
Ivis' Barbeque 2014			319	9 Running	3/11/2	9/9/2017	Local A	Trade2	23068.00	Sammy	Comme			
xample 1		0.00	318	8 Running	3/11/2	9/9/2017	Local A	Cash	23068.00	Sammy	Comme			
xample 2		0.00	316	6 Archived	4/3/2016	4/9/2016	Local A	Gash	140.00	[None]	Manuf			
xample 3			26	1 Aborted	3/14/2	3/14/2	Local A	Cash		[None]	Manuf			
xample 4			253	3 Runnina	3/11/2	9/9/2017	Local A	Cash	23068.00	Sammy	Comme			
xample 5		0.00	24	4 Archived	1/1/2016	1/22/2	Local A	Gash	400.00	[None]	Manuf			
rey Communications Inc		0074.00		3 Archived	2/17/2	3/12/2	LD-Loc	Cash		Adminis	[None]			
eneesis Grocery		8874.00	243	2 Trashed		2/16/2				Adminis	-			
IDTV and Electronics				7 Archived		2/29/2			200.00	fNonel	Manuf			
Hole Repair		0.00				1/31/2				Sammy				
'm Soo Bad													Close	_
ncubus New Age Shop	EMPOWER M	0.00 -	New										Close	1

Informational glyphs call your attention to contract fields that are different from the customer defaults in the Contract and Line Item windows. In the following example the Agency and Primary conflict were changed from customer defaults.

stomer	3M		•	Age	ncy Commi	ssion %	10.	00	Revenue So	urce	Local A	geno	cy.	
ency	EMPOWER	R MEDIA	MKTG -	Sale	es Commiss	ion %	0.0	0	Revenue Ty	pe	Trade2			
les Person	None		•						Primary Con	flict	Manufa	ctur	ing (Trashe	ed)
timate #									Secondary (Conflict	None			
D. #									Billing Cycle		Calenda	ar		
oduct									Invoice Type	e	Detail			
mment														
Item (2) F	Rotation (1)	Notes												
ine Statio	n Avail T	vne	Start Date	End Date	Start T	End T	Len	Schedule		Rate	Qty		Total	Rotatio
		1PC												
1 WKRF 2 WKRF	P Comme			5/20/2016 5/20/2016	00:00:00	23:59	00:30	2,2,2,2,2,0,0		0.00 10.00		40	0.00 40.00	
	P Comme				00:00:00	23:59	00:30	2,2,2,2,2,0,0					*****	

The following contract fields can be changed at any time without Correction Mode:

In the main contract window

- Invoice Types
- Secondary Conflict

In the line items in the contract

- Placement
- Avail Type

4										?
ols										
зм		Age	ency Commi	ssion %	10.	00	Revenue Source	Local Ager	тсу	
Test (Trashed)	÷	Sale	es Commissi	ion %	12.	0 0	Revenue Type	Cash		
Sammy Hagar (T)	rashed) -	0					Primary Conflict	Commercia	4	
Contraction of the grant of the		~								
							Billing Cycle			-
							Invoice Type	Time/Rate	s	-
1 Commercial	3/13/2016	9/9/2017	06:00:00	15:00	00:30	3,3,3,3,3,0,0	12.00	1170	14040.00	100000
		End Data	Charle T	EndT	1.00	Cabaduda	Data	Ohi	Tabel	Rotation
1 Commercial	3/13/2016	9/9/2017	06:00:00	15:00	00:30	3,3,3,3,3,0,0	12.00	1170	14040.00	
M Commercial							8.00	624		
			00:00:00	23:59	00:30	2,0,2,0,2,0,0				
			00.00.00	22.50	00:20	2222200				
Off-Air Rever	1Ue						#2534 (22992.00), !:	378 (-2944.0	00) = 2156	(20048.00
	ation (3) Notr Avail Type Commercial	atlon (3) Notes Avail Type Start Date Commercial 3/13/2016 Commercial 3/13/2016 1 Commercial 3/13/2016	Age Test (Trashed) Image: Common state Sak Sammy Hagar (Trashed) Image: Common state Image: Common state Sak Avall Type Start Date End Date End Date Commercial 3/13/2016 9/9/2017 Gamercial Commercial 3/13/2016 9/8/2017 Commercial 3/13/2016 3/13/2016 9/8/2017 Gamercial 3/13/2016 3/13/2016 9/8/2017 Gamercial	Agency Commi Test (Trashed)	attorn (3) Notes Start Date End Date Start T End T 4 Commercial 3/13/2016 9/8/2017 12:30:00 18:00 4 Commercial 3/13/2016 9/8/2017 12:30:00 18:00 1 Commercial 3/13/2016 9/8/2017 12:30:00 18:00 1 Commercial 3/13/2016 9/8/2017 12:30:00 18:00 3/13/2016 9/8/2017 12:30:00 18:00 3/13/2016	Agency Commission % 10.1 Test (Trashed) Image: Sales Commission % 12.1 Sammy Hagar (Trashed) Image: Sales Commission % 12.1 ation (3) Notes Image: Sales Commission % 12.1 Avail Type Start Date End Date Start T End T 1 Commercial 3/13/2016 9/9/2017 06:00:00 15:00 00:30 4 Commercial 3/13/2016 9/8/2017 12:30:00 18:00 00:30 1 3/13/2016 9/8/2017 12:30:00 23:59 00:30	Agency Commission % 10.00 Test (Trashed) •	Agency Commission % 10.00 Revenue Source Test (Trashed) • • • Sales Commission % 12.00 • Revenue Source Sammy Hagar (Trashed) • • • • attion (3) Notes • • • • Avail Type Start Date End Date Start T End T Len Schedule Rate 1 Commercial 3/13/2016 9/8/2017 12:3000 18:00 00:30 2,2,0,2,2,0,0 8:00 . Commercial 3/13/2016 9/8/2017 12:3000 18:00 00:30 2,0,2,0,2,0,0 12:00 1 3/13/2016 9/8/2017 12:3000 18:00 00:30 2,0,2,0,0,0 12:00	ation (3) Notes Avail Type Start Date End Date Start T End T Schedule Rate Qty 4 Commercial 3/13/2016 9/8/2017 12:30:00 33:5,3,3,3,0,0 12:00 12:00 12:00 12:00 12:00 12:00 12:00 10:00	Agency Commission % 10.00 Revenue Source Local Agency Test (Trashed) Sales Commission % 12.00 Revenue Type Cash Sammy Hagar (Trashed) Sales Commission % 12.00 Revenue Type Cash Sammy Hagar (Trashed) Sales Commission % 12.00 Revenue Type Cash Sammy Hagar (Trashed) Sales Commission % 12.00 Revenue Type Cash Sammy Hagar (Trashed) Sales Commission % 12.00 Revenue Type Cash Secondary Conflict None Billing Cyde Weekly Invoice Type Tme/Rates Avail Type Start Date End Date Start T End T Len Schedule Rate Qty Total 4 Commercial 3/13/2016 9/8/2017 12:30:00 18:00 00:30 2,0,2,0,2,0,0 8.00 624 4992.00 4 Commercial 3/13/2016 9/8/2017 12:30:00 18:00 00:30 2,0,2,0,2,0,0 12.00 12.00 22 3024.00 4 Sammercial 3/13/2016 9/8/2017 12:30:00

Spot Detail

You can select multiple spots at once in the Spot Detail window as explained in the Copy – Multi-Select section above.

Station 🔺							1
Contract #	Line #	S.Target Date	Log Date	Inv Date	Spot Status	OAR	
- Station: K	EPD-FM (624)						
374		2 3/14/2016			Trash		
374		2 3/14/2016			Trash		
374		2 3/15/2016			Trash		
374		2 3/15/2016			Trash		
374		2 3/17/2016			Trash		
374		2 3/17/2016			Trash		
374		2 3/18/2016			Trash		
374		2 3/18/2016			Trash		
374		2 3/21/2016			Trash		
374		2 3/21/2016			Trash		
374		2 3/22/2016			Trash		
374		2 3/22/2016			Trash		
374		2 3/24/2016			Trash		

Customer List

The Balance column is shown in the customer list default view.

Customer	Balance	₩ 9	-	Contract	ts	Projectio	ins								
America's Auto		9426.00		Con T	-	tatus	_	End Date	Peven	Reven	Revenue	Sales P	Primar	Estima	Product
Geneesis Grocery		8874.00			_			5/20/2016				[None]	Manufa	Ladind	Froduct
зм		2438.42				-		2/4/2017			1570.00		Manufa		
Creed Creative Cooking Supplies		1595.00						5/20/2016				[None]	Manufa		
Example 2		787.57						9/9/2017					Commer		
Colin		412.50			49 Pa	-		5/15/2016				[None]	Manufa		
Nirvana's Hand Guns		375.00		-				5/8/2016					Manufa		
Test		200.00			40 Pa			5/8/2016					Manufa		
Elvis' Barbeque 2014		80.00		-				5/15/2016					Manufa		
Yandee's Gourmet Cookie Company		0.00						5/15/2016					Manufa		
Xray's Fiber Glass Supply		0.00			23 Pa			9/9/2017					Commer		
Red Hot Chili Pepper Spices		0.00						9/9/2017					Commer		
QBS		0.00	=			-		9/9/2017					Commer		
Papa Roach's Bug Conrol		0.00				-		9/9/2017					Commer		
Oasis Spa & Bath		0.00				-		3/14/2016				[None]	Manufa		
No Info		0.00						9/9/2017					Commer		
Must Fill		0.00					0,11,2010	5/5/2027	2002		20000100	,			
Megadeth Metal Supply		0.00													
Linkin Park Prescriptions		0.00													
Korn Kleaner		0.00													
Joe's Italian Meat Market		0.00													
Integrated Sports		0.00													
Incubus New Age Shop		0.00													
Hole Repair		0.00													
Example 5		0.00	-												
David Bowie's B&B		0.00				-								-	
Bush's Brake Repair		0.00	-	New.											Close

You can customize the Customer list in the Contracts window by using the Column Chooser.

File View Tools											
Customer	🔺 🔺 Cont	racts Projectio	ons								
3M	2↓ Sort Ascending	atus	Start D	End Date	Reven	Reven	Revenue	Sales P	Primar	Estima	Product
America's Auto	Z Sort Descending	nding		5/20/2016				[None]	Manufa		
Beyond The Rock	Clear Sorting	prted		2/4/2017			1570.00		Manufa		
Bush's Brake Repair		mpleted	4/25/2016					[None]	Manufa		
Colin	Croup By This Col	lumn nning		9/9/2017					Commer		
Creed Creative Cooking Supplies	👫 Show Group By Be			5/15/2016					Manufa		
David Bowie's B&B	Remove This Colu	moleted	5/2/2016					Eddie V			
Elvis' Barbeque 2014				5/8/2016				Eddie V			
Example 2	Column Chooser	mpleted	5/9/2016					Eddie V			
Example 5	🚍 Best Fit		5/9/2016					Eddie V			
Geneesis Grocery	Best Fit (all colum	ins)		9/9/2017					Commer		
Hole Repair	Filter Editor	ning		9/9/2017					Commer		
Incubus New Age Shop	j mer eutor		3/11/2016						Commer		
Integrated Sports	÷	2	3/11/2016						Commer		
Joe's Italian Meat Market		261 Aborted		3/14/2016				[None]			
Korn Kleaner			3/11/2016						Commer		
Linkin Park Prescriptions		Loo Hannig	0,11,2010	51512525	2000.7111		20000100	,			
Megadeth Metal Supply											
Must Fill											
Nirvana's Hand Guns											
No Info											
Oasis Spa & Bath											
Papa Roach's Bug Conrol											
QBS											
Red Hot Chili Pepper Spices											
Test											
Xrav's Fiber Glass Supply	Ne	ew									Close

Balance, Sales Person, and Agency columns are available.

Customer	A		Contracts	s Projectio	ns								
3M			Con 🔻	Status	Start D	End Date	Reven	Reven	Revenue	Sales P	Primar	Estima	Product
America's Auto						5/20/2016				[None]	Manufa		
Beyond The Rock			38	-		2/4/2017			1570.00		Manufa		
Bush's Brake Repair			37	5 Completed	4/25/2016	5/20/2016	Local A	Trade2	40.00	[None]	Manufa		
Colin						9/9/2017					Commer		
Creed Creative Cooking Suppli	es			9 Paid		5/15/2016				[None]	Manufa		
David Bowie's B&B				1 Completed							Manufa		
Elvis' Barbeque 2014				D Paid		5/8/2016					Manufa		
Example 2				9 Completed							Manufa		
Example 5				7 Completed					17.22	Eddie V	Manufa		
Geneesis Grocery				3 Paid		9/9/2017			23068.00	Sammy	Commer		
Hole Repair		_	32	2 Running		9/9/2017					Commer		
Incubus New Age Shop		=		-		9/9/2017					Commer		
Integrated Sports		:		-		9/9/2017					Commer		
Joe's Italian Meat Market				-		3/14/2016					Manufa		
Korn Kleaner			25			9/9/2017			23068.00	Sammy	Commer		
Linkin Park Prescriptions					-,,	-,-,							
Megadeth Metal Supply	Customization	x											
Must Fill	Agency												
Nirvana's Hand Guns		_											
No Info	Balance												
Oasis Spa & Bath	Sales Person												
Papa Roach's Bug Conrol	Status												
QBS													
Red Hot Chili Pepper Spices													
Test													
Xray's Fiber Glass Supply			New										Close

Customer Window

Double click on a customer to open the Customer Window.

File View Tools																×
Customer	Agency	Balance	Sales Person	Status	Contracts	Proie	ctions									
Antique Treasures Community center Garden Center Grandpas Groceries Jacksoms Hardware Mac and Dons Wenards Omni Theater PSAS/PROMOS TEST PREBILL WEEKLY	AB C Agency center Lin center Lin	1100.00 145.00 664.00 0.00 300.00 0.00 1328.00	Vicky W Vicky W Vicky W Sales Rep Vicky W Vicky W	Active Active Active Active Active Active Active Active Active Active	Con • 266 262	Status Aborted Running		6/28/2	Local D	Cash Cash	1850.00 1850.00	Vicky W Vicky W	Primar Hardw Hardw			RT
					New									ſ	Clos	e

From the Copy tab, you can Trash and Un-Trash that customer's copy.

istomer -	7									_		×
ame J	Jacksons	Hardware]	Status	Activ	/e		•
Contact I	Info S	cheduling E	Billing	Сору	Notes							
View												
Cart		Name	Leng	th	Ad-I	D	Start Date	End Date	2	Statu	JS	
1017		Sports Spon.	•		30		4/19/2016	5/31/20	16	OK		
1037		Memorial Da.			30		5/1/2016	5/27/20	18	OK		
1038		Spring Sale			30		2/15/2016	5/27/20:		ОК		
Nev												
							ОК		Cance	1	App	oly

Right-click on a piece of copy and select Trash to remove it from the list of active copy.

ustomer - 7						-		×
ame Jackso	ons Hardware				Status	Active		-
Contact Info	Scheduling Bi	lling Copy	Notes					
View								
Cart	Name	Length	Ad-ID	Start Date	End Date	e Stati	JS	٦
1017	Sports Spon		30	4/19/2016	5/31/20	16 OK		
1037	Memorial Da		30	5/1/2016	5/27/20:	18 OK		
1038	Spring Sale	en	30	2/15/2016	5/27/20	16 OK		
	iay Tra ➤ Del ᢙ Prin	w plicate sh lete nt nt Preview						
New								
				OK		Cancel	Арр	ly

Enable View > Trashed to see trashed copy in the copy list.

ustom	er - 7						_	[-
Name	Jackson	ns Hardwa	are			Status	Active		•
Conta	act Info	Schedulir	ng Billing C	opy Notes					
View	/								
	Trashed		Length	Ad-ID	Start Date	End Date		Status	
6	Reset		pon	30	4/19/2016	5/31/20	16 (ОК	
	Refresh	F5	Da	30	5/1/2016	5/27/20		DK	
1100		эрппу	Jale	30	2/15/2016	5/27/20	16 (DK	
	New]							
					OK		Cancel		Apply

Trashed copy appears in the list with a strike-through. Right-click and select Un-Trash to add copy to the list of active copy.

Imme Jacksons Hardware Status Active Contact Info Scheduling Billing Copy Notes View Cart Name Length Ad-ID Start Date End Date Status 1017 Sports Spon 30 4/19/2016 5/31/2016 OK 1037 Memoriz Copen 5/17/2016 6/30/2016 Trashed 1037 Memoriz Open 5/1/2016 5/27/2018 OK 1038 Spring f New 2/15/2016 5/27/2016 Trashed 1038 Spring f Print Print Print View	ustome	r - 7										>
View Cart Name Length Ad-ID Start Date End Date Status 1017 Sports Spon 30 4/19/2016 5/31/2016 OK 1037 Memoriz Construction 5/17/2016 6/30/2016 Trashed 1037 Memoriz Open 5/1/2016 5/27/2018 OK 1038 Spring E New 2/15/2016 5/27/2016 Trashed W Duplicate Memoriz Delete Print Print	ame	Jackso	ns Hardwa	re				Status	Activ	/e		
Cart Name Length Ad-ID Start Date End Date Status 1017 Sports Spon 30 4/19/2016 5/31/2016 OK 1031 testing CO 5/17/2016 6/30/2016 Trashed 1037 Memoria Open 5/1/2016 5/27/2018 OK 1038 Spring 4 New 2/15/2016 5/27/2016 Trashed W Duplicate Memoria Print Print Delete	Contac	t Info	Schedulin	g B	illing Copy	Notes						
1017 Sports Spon 30 4/19/2016 5/31/2016 OK 1031 testing 60 5/17/2016 6/30/2016 Trashed 1037 Memoria 0 0pen 5/1/2016 5/27/2018 OK 1038 Spring 6 Image: Contract of the system Image: Contract of the system 2/15/2016 5/27/2016 Trashed Image: Contract of the system Image: Contreact of the system <t< td=""><td>View</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></t<>	View											
1031 testing ≤0 5/17/2016 6/30/2016 Trashed 1037 Memoria Open 5/1/2016 5/27/2018 OK 1038 Spring € New 2/15/2016 5/27/2016 Trashed 1038 Un-Trash Delete Print Print Delete	Cart		Name		Length	Ad-ID	 Start Date	End Date	2	Statu	s	
1037 Memoria Open 5/1/2016 5/27/2018 OK 1038 Spring-5 New 2/15/2016 5/27/2016 Trashed 1038 Un-Trash Delete Print Print Print	1017		Sports S	Spon		30	4/19/2016	5/31/201	16	OK		
1037 Memoria Open 5/1/2016 5/27/2018 OK 1038 Spring £ New 2/15/2016 5/27/2016 Trashed 1038 Un-Trash Delete Print Print			testing			<u>60</u>	 5/17/2016	6/30/20 :	1 6			
Image: Constraint of the second se			Memoria		Open		5/1/2016	5/27/201	18			
Image: With the second seco	1038		Spring S		New		2/15/2016	5/27/201	16	Trash	ed	
Delete Image: Print				ψ	Duplicate							
Delete Image: Second sec				0	Un-Trash							
_					Delete							
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				<u> </u>	FILLFIEVIEV	v						
	N	ew										
New												
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New				-								
New							OK		Cance		Арр	ly

Log Editor

Use the delete key to bump an individual spot instead of adding a Bump column to the editor to reduce noise and conserve real estate of the Log Editor window.

The Log Editor allows you to make changes to your log templates. After modifying the structure of a log – such as adding a new break to every hour in a daypart – RadioTraffic will place an orange bar with the question "Apply the changes made to the structure of this log to future [DayOfTheWeek]?" If you check, this every DayOfTheWeek from then on will match changes you have made.

File View tation: W												
tation: W	3											
	VKRP 🔻	🗀 🔚 🔂 📥 🗎	~ × ×	1 IP 00	01 02 03 04	05 06 07 08	09 10 11 12 13 14	15 16 17 18 19 3	20 21 22 2	3		
Apply t	he changes made	to the structure of this	log to all futu	ire Saturdays	6?							
vail Time	▲ Format Name	Length (Cap) Le	ength (Avail) U	Jnit (Cap) l	Unit (Avail)							
00:00:00	Commercial	02:00	02:00	4	4							
00:00:00	Badger Minute	00:30										
00:15:00	Commercial	02:00	01:30	4	3							
Time	 Customer 	Rate	Length	Placement	Start Time	End Time	Product	P. Conflict	S	. Conflict		
00:15:0	00 Incubus New	Age Shop 10.0	00:3	0	5 00:00:00	23:59:59		Commercial (1n	n) (Commercial	(1m)	
00:30:00	Commercial	02:00	01:30	4	3							
Time	 Customer 	Rate	Length	Placement	Start Time	End Time	Product	P. Conflict	5	. Conflict		
00:30:0	0 America's Au	to (15m) 12.0	00:3	10	5 00:00:00	23:59:59		Commercial (1n	n) (Commercial	(1m)	
00:45:00	Commercial	02:00	02:00	4	4							
01:00:00		02:00	02:00	4	4							
01:15:00		02:00	02:00	4	4							
01:30:00		02:00	02:00	4	4							
01:45:00		02:00	01:30	4	3							
Time	 Customer 	Rate	Length	Placement	Start Time	End Time	Product	P. Conflict	5	. Conflict		_
Bumps (0)	Invalid Copy (0)	Aake Goods (36)									Filter By	Ava
ustomer	Rate	Length Plac	cement S	Start Time	End Time	Quantity	Contract #	Product	P.Conflict	Av	ail Type	

Use right and left arrow keys to switch between the Bumps, Invalid Copy, and Make Goods tabs at the bottom of your log editor window.

🞽 Log - DE	MO-FM - Wednesday 6	5/1/2016							- 0	
File View	Tools Log									
tation: DEN	10-FM 🗸 🗀 📙		• ×	1 1 00	01 02 03 04	05 06 07 08	3 09 10 11 12 13 14 1	5 16 17 18 19 20 21 2	2 23	
				-				5 10 11 10 15 20 21 2		
	cannot be locked due t					to help corre	ect this issue.			
	Format Name	Length (Cap) Len	igth (Avail) Uni	t (Cap)	Unit (Avail)					
00:00:00	Legal ID									
00:00:00	Commercial	03:00	03:00	6	6					
00:15:00	Commercial	03:00	02:50	6	5					
Time	 Customer 	Rate	Length	Placement	Start Time	End Time	Product	P. Conflict	S. Conflict	
00:15:00	Omni Theater (20m				5 00:00:00	23:59:59	SUMMER PACKAGE	Nursery (5m)		
00:30:00	Commercial	03:00	03:00	6	6					
00:45:00	Commercial	03:00	03:00	6	6					
01:00:00	Legal ID									
01:00:00	Commercial	03:00	03:00	6	6					
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	imercial ->	03:00	03:00	6	6					
	al ID									
02:00:00	Commercial	03:00	03:00	6	6					
	Invalid Copy (21)		113010						E Filte	er By A
Bumps (0)	Invalid Copy (21)	Make Goods (0)					1			
ales Person		Customer		Contrac	t#		Time	Reason		
icky W		Antique Treasures		264/1			16:30:30	No copy fou		
icky W		Antique Treasures		264/1			10:01:30	No copy fou		
/icky W		Antique Treasures		264/1			13:30:30	No copy fou		
/icky W		Antique Treasures		264/1			07:01:30	No copy fou		
/icky W		Antique Treasures		264/1			09:01:00	No copy fou		
icky W		Antique Treasures		264/2			14:31:00	No copy fou		
/icky W		Antique Treasures		264/2			09:31:30	No copy fou		
/icky W		Antique Treasures		264/2			17:31:00	No copy fou		
Vicky W		Jacksons Hardware		262/1			17:45:30	No copy fou	nd.	

In the Bumps, Invalid Copy, and Make Goods lists, select multiple spots at once by holding the shift or control key while clicking.

🖉 Log - WK	-		•																×
File View	Tools Log																		
tation: WKR	• •		1 🔓 🖨	ጎ ሰ	* *	1	00 0	1 02 03	04 05	06 07 08 0	9 10 1	1 12 13	14 15	16 17 18	19 20	21 22 23			
vail Time 🔺	Format Name	2	Length (Ca	p) Lengt	n (Avail)	Unit (Cap)	Un	it (Avail)											
07:45:00	Commercial		0	2:00	02:00		4		4										
08:00:00	Commercial		0	2:00	02:00		4		4										
08:15:15	Commercial		0	2:00	02:00		4		4										
08:30:00	Commercial		0	2:00	02:00		4		4										
08:45:00	Commercial		0	2:00	02:00		4		4										
09:00:00	Commercial		0	2:00	02:00		4		4										
09:15:00	Commercial		0	2:00	02:00		4		4										
09:30:00	Commercial		0	2:00	02:00		4		4										
09:45:00	Commercial		0	2:00	02:00		4		4										
10:00:00	Commercial		0	2:00	02:00		4		4										
10:15:00	Commercial		0	2:00	02:00		4		4										
10:30:00	Commercial		0	2:00	02:00		4		4										
10:45:00	Commercial		0	2:00	02:00		4		4										
11:00:00	Commercial		0	2:00	02:00		4		4										
Bumps (57) Invalid C	ODV (0)	A Make Go	ods (40)													🗌 Fi	ter By J	Av
Customer	Rate		ngth	Placeme	nt	Start Time		End Time		Quantity	Co	ontract #	Pr	oduct	P.(Conflict	Avail Typ	e	-
reed Creativ		10.00	-	60		12:00:00		18:00:00		*2,2,2,2,2,2		21/1				mmercial (1m)			
reed Creativ	-	10.00						1:00:00		*2,2,2,2,2,2,2		21/1				mmercial (1m)			
vis' Barbeque.		6.75		Resched	ule			:59:59		2,2,2,2,2,2,2,						mmercial (1m)			
vis' Barbeque.		6.75	01	Trash				:59:59		2,2,2,2,2,2,2						mmercial (1m)			
orn Kleaner (1	a)	8.25	_	30	05	00:00:00		23:59:59		*2,2,2,2,2,2,2		2/1				mmercial (1m)			
orn Kleaner (1	a)	8.25		30	05	00:00:00		23:59:59		*2,2,2,2,2,2,2		2/1				mmercial (1m)			
apa Roach's	·	9.00		30		00:00:00		23:59:59		*4,4,4,4,4,4		7/1				mmercial (1m)			
apa Roach's		9.00		30		00:00:00		23:59:59		*4,4,4,4,4,4		7/1				mmercial (1m)			
apa Roach's		9.00		30	05	00:00:00		23:59:59		*4,4,4,4,4,4	- C	7/1				mmercial (1m)			
apa Roach's		9.00		30		00:00:00		23:59:59		*4,4,4,4,4,4		/- 7/1				mmercial (1m)			
Senesis Grocer		12.00		30	05	00.00.00		23-59-59		*523352						mmercial (1m)			

With multiple spots selected, you can Reschedule ...

... Or Trash spots.

📓 Log - Wi	KRP - Saturday 5,	/28/2016										- 🗆	\times
ile View	Tools Log												
tation: WK	RP 🔻	۵ 🗏 🌢	۵ ا	r × *	11	00 0	1 02 03 04 0	5 06 07 08 09	10 11 12 13 1	14 15 16 17 18	19 20 21 22 23		
vail Time 🔺	Format Name	Lengt	h (Cap)	ength (Avail)	Unit (Cap)	Un	it (Avail)						
00:00:00	Commercial		02:00	02:00		4	4						
00:00:00	Badger Minute		00:30										
00:15:00	Commercial		02:00	02:00		4	4						
00:30:00	Commercial		02:00	02:00		4	4						
00:45:00	Commercial		02:00	02:00		4	4						
01:00:00	Commercial		02:00	02:00		4	4						
01:15:00	Commercial		02:00	02:00		4	4						
01:30:00	Commercial		02:00	02:00		4	4						
01:45:00	Commercial		02:00	02:00		4	4						
02:00:00	Commercial		02:00	02:00		4	4						
02:15:00	Commercial		02:00	02:00		4	4						
02:30:00	Commercial		02:00	02:00		4	4						
02:45:00	Commercial		02:00	02:00		4	4						
03:00:00	Commercial		02:00	02:00		4	4						
03:15:00	Commercial		02:00	02:00		4	4						
03:30:00	Commercial		02:00	02:00		4	4						
🙈 Bumps (51) Invalid Copy	r (0) 🚕 Ma	ake Goods (36)								🗌 Filter B	By Avai
Customer	Rate	Length	Pla	cement	Start Time		End Time	Quantity	Contract #	Product	P.Conflict	Avail Type	
4ust Fill (0m)	C	.00	60	01	00:00:00		23:59:59	8,8,8,8,8,8,8,8	317/2		Commercial (1m)	Commercial	
Must Fill (0m)	C	.00	60	01	00:00:00		23:59:59	8,8,8,8,8,8,8	317/2		Commercial (1m)	Commercial	
Must Fill (0m)	C	.00	60	01	00:00:00						Commercial (1m)	Commercial	
Must Fill (0m)	C	.00	60	01	00:00:00		📧 Resche				Commercial (1m)		
Must Fill (0m)	C	.00	60	01	00:00:00		🥡 Trash				Commercial (1m)		
Must Fill (0m)	C	.00	60		00:00:00		23:59:59	8,8,8,8,8,8,8,8	317/2		Commercial (1m)		
Must Fill (0m)		.00	60		00:00:00		23:59:59	8,8,8,8,8,8,8,8	317/2		Commercial (1m)		
Must Fill (0m)	0	.00	60		00:00:00		23:59:59	8,8,8,8,8,8,8,8	317/2		Commercial (1m)		
Must Fill (0m)		.00	30		00:00:00		23:59:59	8,8,8,8,8,8,8,8	317/1		Commercial (1m)		

Log Elements can now be managed in the log.

File View	Tools Log									
		2 • •								
Station: DEM	~ 3				01 02 03 04	05 06 07 08	3 09 10 11 12 13 14 1	5 16 17 18 19 20 21 2	2 23	
Current log	🎲 Options	Q Automatio	n Commands.	" d Cop	y tab (below)	to help corre	ect this issue.			
Avail Time 🔺	Format Name	📘 💭 🛛 Log Notes.			Unit (Avail)					
00:00:00	Legal ID	🛛 👧 Programs								
00:00:00	Commercial	03:00	03:00	6	6					
00:15:00	Commercial	03:00	02:50	6	5					
Time	 Customer 	Rate	Length	Placement	Start Time	End Time	Product	P. Conflict	S. Conflict	
00:15:00	Omni Theater (20m)) 0.00	00:10)	5 00:00:00	23:59:59	SUMMER PACKAGE	Nursery (5m)		
00:30:00	Commercial	03:00	03:00	6	6					
00:45:00	Commercial	03:00	03:00	6	6					
01:00:00	Legal ID									
01:00:00	Commercial	03:00	03:00	6	6					
01:15:00	Commercial	03:00	03:00	6	6					
01:30:00	Commercial	03:00	03:00	6	6					
01:45:00	Commercial	03:00	03:00	6	6					
02:00:00	Legal ID									
02:00:00	Commercial	03:00	03:00	6	6					
02-15-00	Commercial	03-00	03:00	6	6					_
Bumps (0)	🔊 Invalid Copy (21)	Make Goods (0)							🛄 Filter E	3y Avai
Sales Person		Customer		Contract	:#		Time	Reason		
Vicky W		Antique Treasures		264/1			16:30:30	No copy fou	nd.	
Vicky W		Antique Treasures		264/1			10:01:30	No copy fou	nd.	
Vicky W		Antique Treasures		264/1			13:30:30	No copy fou	nd.	
Vicky W		Antique Treasures		264/1			07:01:30	No copy fou		
Vicky W		Antique Treasures		264/1			09:01:00	No copy fou	nd.	
Vicky W		Antique Treasures		264/2			14:31:00	No copy fou		
Vicky W		Antique Treasures		264/2			09:31:30	No copy fou		
Vicky W		Antique Treasures		264/2			17:31:00	No copy fou		
Vicky W		Jacksons Hardware		262/1			17:45:30	No copy fou	nd.	

Reduction of noise on non-avail log items.

rile	view	Tools Log									
Stati	ion: WKF	хр 🔻 🗀) 🗐 🙆 🚔 🗠 1) (* × ×)	1 🎼 00	01 02 03 04	05 06 07 08	09 10 11 12 13 14	15 16 17 18 19 20 2	21 22 23	
٩vail	Time 🔺	Format Name	Length (Cap)	Length (Avail)	Init (Cap)	Unit (Avail)					
00	0:00:00	Commercial	02:0	0 02:00	4	4					
00	0:00:00	Badger Minute	00:3	0							
E 00	0:15:00	Commercial	02:0	0 01:30	4	3					
	Time	 Customer 	Rate	Length	Placement	Start Time	End Time	Product	P. Conflict	S. Conflict	
	00:15:00	Incubus New Ag	je Shop	10.00 00:3	30	5 00:00:00	23:59:59		Commercial (1m)	Commercial (1m)	
3 00	0:30:00	Commercial	02:0	0 01:30	4	3					
	Time	 Customer 	Rate	Length	Placement	Start Time	End Time	Product	P. Conflict	S. Conflict	
	00:30:00	America's Auto ((15m)	12.00 00:3	30	5 00:00:00	23:59:59		Commercial (1m)	Commercial (1m)	
00	0:45:00	Commercial	02:0	0 02:00	4	4					
	1:00:00	Commercial	02:0		4	4					
	1:15:00	Commercial	02:0		4	4					
	1:30:00	Commercial	02:0		4	4					
	1:45:00	Commercial	02:0		4	3				• ·	
	Time	 Customer 	Rate	Length	Placement	Start Time	End Time	Product	P. Conflict	S. Conflict	
	01:45:00	Papa Roach's Bu	ig Conr	9.00 00:3	30	5 00:00:00	23:59:59		Commercial (1m)	Commercial (1m)	
Bur	mps (0)	Invalid Copy (0)	Aake Goods (36) 🔏)						Eib	er By Ava
	omer	Rate	Length	Placement	Start Time	End Time	Quantity	Contract #	Product P.	.Conflict Avail Ty	pe
										read in the second seco	

Accounts Receivable

Current transactions in the Accounts Receivable window are dark black, while concluded or pending items are grayed out, drawing your eye to only transactions that require your attention.

The Balance column is included in the default view of the A/R window.

Use right and left arrow keys to toggle between the Customer and Transaction lists.

Debit and Credit columns in the Transaction list are cleaner with only numbers in the appropriate columns instead of showing zero-dollar values.

Customer	Balance	Transactions	Statement							
M	2895.42	Date	Transaction	Status	Invoice	Station	Sales Person	Debit	Credit	Balance
merica's Auto	540.00	12/31/2016	Invoice	Gathering	44-1	WRP	Sammy Hagar (4344.00	cicuit	
eyond The Rock	0.00	12/31/2016	Invoice	Cathering	45-2	WKRP	Sammy Hagar (635.00		
ish's Brake Repair	0.00	5/31/2016	Invoice	Galifern	370-1	KEPD-FM	Sammy Hagar (0.00	Added	
indys Campers	0.00	5/31/2016	Invoice	Gathering	272-10	WR7VR-AM	Sammy Hagar (242.25	Added	
alin	412.50	5/29/2016	Invoice	Gathering	371-7	KLMI-FM	Frankie Valen	67.50		
eed Creative Cooking Supplies	1595.00	5/19/2016	Credit Adjustment	care in the			TTOTICE PERCIT		382.50	0.00
vid Bowie's B&B	0.00	5/19/2016	Credit Adjustment			Ga	athering invoices		382.50	0.00
is' Barbeque 2014	80.00	5/19/2016	Credit Adjustment				are italicized.		382.50	0.00
ample 2	0.00	5/19/2016	Credit Adjustment				are naneizea.		395.25	0.00
ample 5	0.00	5/19/2016	Credit Adjustment						395.25	0.00
neesis Grocery	8874.00	5/19/2016	Credit Adjustment						331.50	0.00
le Repair	0.00	5/19/2016	Credit Adjustment						395.25	0.00
cubus New Age Shop	0.00	5/19/2016	Credit Adjustment						382.50	0.00
tegrated Sports	0.00	5/19/2016	Credit Adjustment						191.25	0.00
e's Italian Meat Market	0.00	5/19/2016	Credit Adjustment			· · · · · · · · · · · · · · · · · · ·			382.50	0.00
rn Kleaner	0.00	5/19/2016	Credit Adjustment			mportant items			1080.00	0.00
kin Park Prescriptions	0.00	5/19/2016	Credit Adjustment			are bold can			540.00	0.00
gadeth Metal Supply	0.00	5/19/2016	Credit Adjustment			easily seen.			1147.50	0.00
ist Fill	0.00	5/19/2016	Credit Adjustment			outly been.			1417.50	0.00
vana's Hand Guns	375.00	5/19/2016	Credit Adjustment		/ -		-		1080.00	0.00
Info	0.00	5/19/2016	Credit Adjustment		/				1215.00	0.00
isis Spa & Bath	0.00	5/19/2016	Credit Adjustment	K /					0.00	0.00
pa Roach's Bug Conrol	0.00	5/17/2016	Invoice	Printed	29-11	WKNR-AM	Sammy Hagar (Tra	191.25		0.00
IS	0.00	5/15/2016	Invoice	Printed	324-2	KEPD-FM	Sammy Hagar (Tra			0.00
d Hot Chili Pepper Spices	0.00	5/6/2016	Invoice	Print	140-7	KLMI-FM	Frankie Valen	540.00		0.00
st	0.00	5/6/2016	Invoice	Printed	371-6	KLMI-FM	Frankie Valen	540.00		540.00
ay's Fiber Glass Supply	0.00							52219.25	46389.50	540.00
ndee's Gourmet Cookie Comp	0.00							52219.25	40.389.50	540.00
	14771.92								Add Payment	Add Adjustment

The use of color in the A/R window is only to highlight invoices under the following conditions:

- An invoice highlighted in yellow means it has past the end date for that billing cycle by up to 10 days.
- An invoice highlighted in orange means is past ten days.
- An invoice highlighted in red means you have a significant problem. Please call Tier II support directly at 817-400-4335 for assistance.

You can Trash and Un-Trash customers from the A/R window. Again, **the customer is not deleted**, **but removed from your list of active customers** to improve loading times of the Accounts Receivable module.

Right-click a customer and select Trash.

Customer	Balance	▲	Transaction	s State	ment					
зм	2438.42		Date	Transa	Status	Inv	Station	Sales P	Debit E	Balance
America's Auto	9426.00		5/3/2016	Payment						0.00
leyond The Rock	0.00		10/2/2015	Payment			WKRP			0.00
Bush's Brake Repair	0.00		8/31/2015				WKRP			0.00
Colin	412.50		8/10/2015				WKRP			0.00
Creed Creative Cooking Supplies	1595.00		8/3/2015				WKRP			0.00
David Bowie's B&B	0.00		8/3/2015	Payment			WKRP			0.00
lvis' Barbeque 2014	80.00		8/3/2015	Payment			WKRP			0.00
ixample 2	787.57	=	8/3/2015	Payment			WKRP			0.00
xample 5	0.00		8/3/2015	Payment			WKRP			0.00
Geneesis Grocery 🦾 Open	8874.00		7/28/2015	Payment			WKRP			0.00
lole Repair 📄 New	0.00		7/28/2015	Payment			WKRP			0.00
ncubus New Age 🥡 Trash	0.00		7/28/2015	Payment			WKRP			0.00
ntegrated Sports	0.00		7/28/2015	Payment			WKRP			0.00
Joe's Italian Meat Market	0.00		3/31/2015	Invoice	Printed	8-1	WKRP	Sammy	103.50	0.00
Korn Kleaner	0.00		12/2/2015	Invoice	Printed	8-10		Sammy	28.75	0.00
inkin Park Prescriptions	0.00		4/30/2015	Invoice	Printed	8-2	WKRP	Sammy	511.75	0.00
legadeth Metal Supply	0.00	_	5/31/2015	Invoice	Printed	8-3	WKRP	Sammy	534.75	0.00
Must Fill	0.00		6/30/2015	Invoice	Printed	8-4	WKRP	Sammy	517.50	0.00
Nirvana's Hand Guns	375.00		7/31/2015	Invoice	Printed	8-5	WKRP	Sammy	523.25	0.00
lo Info	0.00		8/30/2015	Invoice	Printed	8-6	WKRP	Sammy	454.25	0.00
Dasis Spa & Bath	0.00								3277.50	0.00
Papa Roach's Bug Conrol	24188.49							ld Payment		diustment.

Enable View > Trashed. Trashed customers appear on the list with a strike-through. Rick-click on a trashed customer and select Un-Trash to restore it to the list of active customers.

😸 RadioTraffic.com - Accounts Receivable											
File View Tools Reports											
Customer	Balance	-	Transaction	Staten	nent						
America's Auto	9426.00		Date	Transa	Status	Invoice 🔺	Station	Sales P	Debit	Balance	
Beyond The Rock	0.00	=									_
Bridgwater Pool & Spa	-										
Bush's Brake Repair											
Candys Campers											
Colin	412.50										
Compass Travel											
Com: 🗁 Open											
Cour 🕞 New											
Cree Un-Trash	1595.00										
David come a con	0.00										
DELTA DENTAL	0.00										
E-WKNR AM ESPN All Night											
Elvis' Barbeque											
Elvis' Barbeque 2014	80.00										
Example 1	0.00										
Example 2	787.57										
Example 3											
Example 4											
Example 5	0.00										
Frey Communications Inc											
Geneesis Grocery	8874.00								0		0
HDTV and Electronics							Add D	ayment	Add Ad	justment	
	24188.49	•					Add P	ayment	Add Ad	jusunent	

Use the balance column to filter out transactions you don't need to see for a cleaner A/R window.

🍰 Radio Traffic.com - Accounts Receivable									- = x
File View Tools Reports									
Customer	Balance	Transaction	ns Stater	ment					
зм	2438.42	Date	Transa	Status	Invoice 🔺	Station	Sales P	Debit	Balance
America's Auto	9426.00	7/31/2015	Invoice	Printed	32-1	WKNR-AM	Sammy	204.00	204.00
Beyond The Rock	0.00	8/31/2015	Invoice	Printed	32-2	WKNR-AM	Sammy	1175.25	1175.25
Bush's Brake Repair	0.00	9/30/2015	Invoice	Printed	32-3	WKNR-AM	Sammy	1282.50	1282.50
Colin	412.50	11/30/2	Invoice	Printed	32-5	WKNR-AM	Sammy	1282.50	1282.50
Creed Creative Cooking Supplies	1595.00	12/31/2	Invoice	Printed	33-13	WKNR-AM	Sammy	1325.25	1325.25
David Bow Filter Editor	×	3/31/2016	Invoice	Printed	33-16	WKNR-AM	Sammy	1325.25	42.75
	~	4/30/2016	Invoice	Printed	33-17	WKNR-AM	Sammy	1282.50	1282.50
Example 2 And O		3/31/2016	Invoice	Printed	36-6	WKRP	Sammy	1224.00	1127.25
Geneesis ([Balance] Is greater than 0.00 🖉 🙁		4/30/2016	Invoice	Printed	36-7	WKRP	Sammy	1152.00	1152.00
Hole Repai		9 2							
Incubus Ne									
Integrated									
Joe's Italia Korn Klean			· ۱	Less N	oise				
Linkin Park									
Megadeth									
Must Fill									
Nirvana's H									
No Info									
Oasis Spa								10253.25	8874.00
Papa Roac OK Cancel	Apply	× 🔽 [Bala	ncel > '0.0	0' ~					Edit Filter
OBS	0.00		incej > 0.0	U Ý					Eurchiter
	24188.49					Add P	ayment	Add Adj	ustment

Using the Column Chooser, you can add Agency, Aging, Sales Person, and Status to your Customer list in the A/R window.

File View Tools	Reports										
Customer		Balance		Transactio	ns Stater	ment					
3M		2438.42		Date	Transa	Status	Invoice 🔺	Station	Sales P	Debit	Balance
America's Auto		9426.00		5/3/2016	Payment						0.00
Beyond The Rock		0.00		2/29/2016	Payment			KLMI-FM	Sammy		0.00
Bush's Brake Repair		0.00		1/18/2016							0.00
Colin		412.50		1/18/2016	Payment			KLMI-FM			0.00
Creed Creative Cooking	Supplies	1595.00		12/31/2	Invoice	Printed	193-1	KLMI-FM	Sammy	30.00	0.00
David Bowie's B&B		0.00		1/31/2016	Invoice	Printed	193-2	KLMI-FM	Sammy	62.00	0.00
Elvis' Barbeque 2014		80.00		2/29/2016	Invoice	Printed	193-3	KLMI-FM	Sammy	58.00	0.00
Example 2		787.57	=	3/31/2016	Invoice	Printed	193-4	KLMI-FM	Sammy	62.00	0.00
Geneesis Grocery		8874.00		4/30/2016	Invoice	Printed	193-5	KLMI-FM	Sammy	60.00	0.00
Hole Repair		0.00		5/31/2016	Invoice	Gathering	193-6	KLMI-FM	Sammy	50.00	
Incubus New Age Shop		0.00									
Integrated Sports		0.00									
Joe's Italian Meat Marke	Customization	× 0.00									
Korn Kleaner	Agency	0.00									
Linkin Park Prescriptions	Aging	0.00									
Megadeth Metal Supply	e.Invoice	0.00									
Must Fill		0.00									
Nirvana's Hand Guns	e.Statement	375.00									
No Info	Sales Person	0.00									
Oasis Spa & Bath	Status	0.00									
Papa Roach's Bug Conro		0.00								322.00	0.00
QBS		0.00 24188.49							Payment		justment

Payment Window

You have the option restrict which invoices a payment can be applied to in the payment window. By changing the value in the Station, Revenue Source, Revenue Type, or Sales Person fields from Any, payments can only be applied to invoices with those exact values. We strongly recommend that you leave those values as Any.

Payment -	NEW						?	Х
Date	5/27/2016	•	Amount		Station	DEMO-FM	-	
Type	Check	•	Check #		Revenue Source	Any	•]
Comment				-	Revenue Type	Any	•]
					Sales Person	Any	-]
Date	Invoice	Description			Bala	rema	plied0 ining0 Applied).00).00
4/30/2016		May Auction			0000	150.00		0.00
5/26/2016		May Auction				950.00	(0.00
					OK	Cancel	Apply	1

When entering a payment amount, hit the Enter key to save the payment and close the window, bypassing the need to click OK.

Payment -	NEW										?	×
Date	5/27/2016		•	Amount	150	Enter_		ation	DEMO-F	м		r
Туре	Check		•	Check #		_		Revenue Sou	arce Any		•	•
Comment							*	Revenue Typ	e Any			•
								Sales Person	Any		•	-
							Ŧ					
									0 item(s) re) applied. emaining.	15	0.00
Date	Invoice	Descript	ion					E	Balance		Applied	
4/30/2016	5 260-1	May Au	ction						150.00	pay		0.00
5/26/2016	5 260-2	May Au	-tion						950.00	pay		0.00
								ОК	Car	ncel	Appl	y

Reports

Each station has its own Inventory Report to speed loading time and eliminate the need to filter out multiple stations.

Category 🔺								
ame	Description							
Make Good	Details contracts containing spots scheduled during the report period that need to be made goo							
Spot Rate	[beta] Details spot rates based on entered contracts running between two dates.							
 Category: Inventory 								
Inventory (WKRP)	Estimates how much of your broadcast inventory for WKRP is sold and/or unsold based on the							
Inventory (WKNR-AM)	Estimates how much of your broadcast inventory for WKNR-AM is sold and/or unsold based on t							
Inventory (KEPD-FM) Estimates how much of your broadcast inventory for KEPD-FM is sold and/or unsold based on t								
Inventory (WSM-AM)	Estimates how much of your broadcast inventory for WSM-AM is sold and/or unsold based on th							
Inventory (KLMI-FM)	Estimates how much of your broadcast inventory for KLMI-FM is sold and/or unsold based on th							
 Category: Log 								
After Aired	Print report showing customer spots on logs.							
Bump	Details all spots currently on the bump list during the report period.							
Log	Details each item that invoiced per customer scheduled for logs during the report period; include							
Log Time	Detail list of dates/times for each item that invoiced for each customer of what aired on logs dur							
Off Air Revenue	Details off air revenue that will bill (or have billed) during the report period.							
 Category: Sales 								
Commission	[beta] Details commission based on invoicing and collections.							
Revenue Projection	Details expected revenue over the next 3 months based on approved contracts.							
Revenue Projection (Accrual)	Details expected (accrual) revenue over the next 3 months based on approved contracts.							

Settings

In several of the Settings windows, you now have the column chooser to add a variety of columns.

The Dashboard

Tools

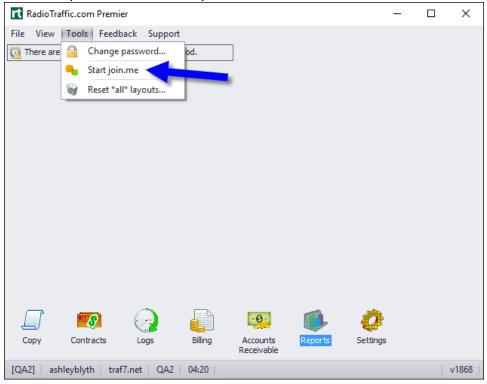
We have added the ability to change your password and sign into a support meeting via Join.me.

RadioTraffic.com Premier				_	×
File View Tools Feedback Support					
🔯 There are 🔒 Change password	od.				
🔩 Start join.me					
🗑 Reset *all* layouts					
			-		
L 💌 🕢		- <u>6</u> -)	U	Q	
Copy Contracts Logs		ccounts eceivable	Reports	Settings	
[QA2] ashleyblyth traf7.net QA2	04:20				v1868

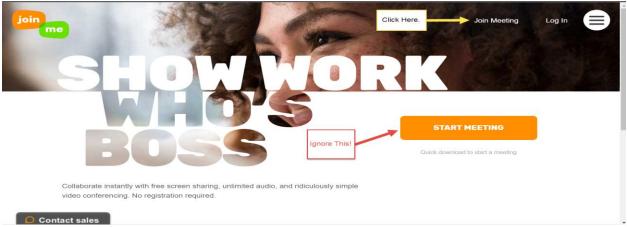
Change password allows you to change your RadioTraffic.com password. For your security and protection, your previous password must be entered before you can select a new password.

Change Password	7 🔀
Previous Password	•
New Password	•
Confirm Password	•
	OK

If we need to see your screen, we will ask you to navigating to Tools > Start Join.me from your RT dashboard. That will open a Web browser pointed to Join.me.



Click the white **Join Meeting** link at the top of the page.



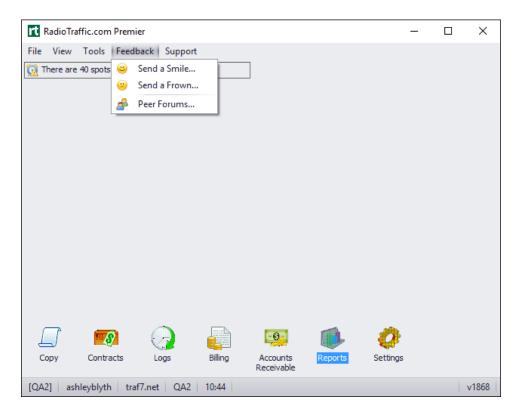
We will give you a 9-digit meeting code to enter in the Join box at the top of the page.



Feedback

Feedback is our new feature that allows you to directly contact us either via the Peer Forums or by sending us a Smile or a Frown.

Did you have a good day? Did RT contribute to that? Send us a smile to let us know! Had a a bad day? Did RT contribute to that? Send us a frown to let us know that as well!



- Send a Smile allows you to send us a note if we have done a good job or if you like a feature that helps you out.
- Also, when we address any questions you have or frowns we resolve, we will ask you to send us a smile to let the other members of our team to know that we finished helping you out.
- Send a Frown if you have a question or a problem; if you have multiple issues, please send us multiple frowns.
- **Peer Forums** is the place to share suggestions, feedback on new features, comments on the software, or general questions for your peers outside your own group. This also the place that where our developers look for general feedback from our customers for future improvements.