



## **AQUA: v6.70.02**

### **New in this Release - Major Enhancements/Areas to note:**

Media Management products – Phase I is ready in this release!

- Research Tool for Spot TV and Radio fully integrated with Nielsen Ratings data.
  - Contract addendum required for use. Contact your sales person for details.
  - Agency must be a Nielsen subscriber with valid/current Nielsen Contract.
- Vendor Invoice Matching with many automated features that make broadcast media analysis easy.

#### ***Desktop***

##### **Report Writer/Billing Worksheet**

Added the ability to filter by Client, Division, Product and Account Executive on the Load Criteria pane to be consistent with the Billing Command Center and the Billing Reports.

##### **Report Writer/Client P & L**

Added a new report option to include “Direct Expense from Expense Operating Only” on the Load Criteria pane. When selected, direct expenses will only include operating account types (9). This option is checked by default.

##### **Report Writer/Purchase Order Detail**

Added both Vendor Code and Vendor Name columns

#### ***Media***

##### **Broadcast Research Tool**

Spot TV – Fully integrated with Nielsen Ratings Data

- Ranker and Trend Reports
- Single book or multi-book reporting including projected books
- Single Day/Time or multiple Day/Time reporting
- Single or multi-demographic reporting
- Numerous metric options for data reporting
- Spill station identification
- Filtering of data available to narrow down delivered details
- Other options

Spot Radio – Fully integrated with Nielsen Ratings Data

- Ranker
  - Trend and Audience Composition Reports (will be released 2-3 weeks into Beta testing)
- Single and multi-book averaging
- Qualitative Data Options included
- Listening Location Options included



- Standard dayparts and hourly daypart options
- Single station or multi-station reporting
- Spill station identification
- Reporting including single dayparts or multiple dayparts for analysis
- Numerous metric options for data reporting
- Filtering of data available to narrow down delivered details
- Other options

#### Nielsen Data Automated Downloads

- Agency must be a Nielsen subscriber with valid/current Nielsen Contract.
- Advantage automatically downloads and populates your database with all purchased markets. Separate fees apply.

#### Media Manager – Vendor Invoice Approval and Broadcast Detail Matching

- Added the ability to Import and Match Invoices to Orders including an automated Matching features that finds the best fit when an order is not supplied by the vendor.
- All new Invoice Detail Matching for Broadcast Invoices that are imported using the standard 4A's format.
- Vendors can now Email the Agency broadcast invoices files (4A's format only) along with a matching PDF, and the Email Listener and related Advantage Services will process those files automatically including uploading of the related PDF to the final-approved invoice. See the Media Manager Users Guide for details on how this process works.

#### Media Manager – Other Enhancements

- Created new groups on the ribbon bar and rearranged options

#### Media Planning

- Added the ability to remove the Buyer from the Media Estimate.
- Updated the way budgets for Broadcast estimates are calculated using GRP's (Demo 1 & Demo 2) and CPP's which eventually will be brought into the Broadcast Worksheet for Goals when that application is released.

### ***Finance & Accounting***

#### Accounts Payable – Media Import

Added the following new features:

- Now support the 4A's standard import for Broadcast TV and Radio vendor invoices. Set the default import directory on the template and then use automated services to easily process invoices.
- Vendors can now Email the Agency broadcast invoices files (4A's format only) along with a matching PDF, and the Email Listener and related Advantage Services will process those files automatically including uploading of the related PDF to the final-approved invoice. See the Media Manager Users Guide for details on how this process works.



- Modified the import process to automatically display only those columns included in the imported file. For example, if importing invoices that are disbursed only to media orders, the Job and GL columns sections will not be displayed.
- Changed the Show All option to default to Unchecked based on the columns defined by the imported file. Clicking Show All will now be used to open up the other sections (e.g., Job, GL or Media) depending on the imported file.
- Modified the Column Chooser to save the user's selections and always omit the columns selected by the user. When using the Show All option, the omitted columns will not be displayed.
- Added a Match button that will find the closest order based on client, vendor, gross rate and length.
- Added Bottom Line numbers that will add up the totals for the order and month/year to be used when importing or validating amounts by order/month/year with no line detail.
- When the AP Approval Settings are activated in Agency Maintenance, imported media invoices will be placed in media approval status on Payment Hold similar to the Manual process.
- Added Client to AutoFill selections

#### Dashboards/Queries – Employee Time Utilization – Webvantage

Modified the display of information on the Fee Tab to now include Media Commission and Time marked as Time Against Media Commissions regardless of whether Income Only fee billing has occurred for the Client/Division/Product.

### **Maintenance**

#### General/Advantage Services Settings

Added a new E-mail Listener setting for processing Accounts Payable Invoices that are presented in the 4A's Standard format that will provide the following:

- Automatically picks up 4A's Broadcast files and loads them into AP Import as invoice batches that can be validated, matched to orders and posted to Accounts Payable
- Allow Vendors to email agencies with a copy of the invoice as PDF along with the 4A's invoice files that is posted along with the invoice when approved.

Added a new Import for the 4A's Broadcast files template. To import processed files automatically, simply activate this service.

#### General/Integration Settings

Added a new Section for Nielsen that provides access to subscribed ratings data in the Broadcast Research Tool and Broadcast Worksheet applications. Agency must be a Nielsen customer with valid/current Nielsen Contract.

#### Media/Demographic

Added a new Demographic table where demos will be created and stored for all broadcast types. A number of standard demos have been set up in the system for convenience. New demos can be created based on Nielsen age parameters.



### Media/Invoice Matching Settings

Added a new Invoice Matching Settings where criteria is established for matching broadcast orders to the vendor invoice details. Criteria includes Gross Rate, Network ID, Schedule, Day, Time, Time Separation, Ad Number, Length, and Spots (more and less). Settings are saved by office and Time Separation is saved by Office and Spot Length. Overrides at the Worksheet level will be available in Phase II.

### Media/Market

Added the ability to instantly populate the Market list with Nielsen markets.



### Advantage Corrections

Menu	Module	QA ID	Description
Billing	Billing Command Center	3042	Corrected issue when Processing Invoices where the Confirm Options selected for both Production or Media could not be changed back to None.
Billing	Billing Command Center	2989	Corrected issue when modifying the Employee Time rate to three decimals where the error "Failed to Update Employee Time Detail" was generated
Billing	Invoice Printing	2951	Corrected issue where a Custom Media Invoice Template could be deleted when it was assigned to specific formats. Templates may only be deleted when they are not linked to any Agency, Client or One Time format.
Billing	Invoice Printing	2767	Corrected issue where the Invoice Title could not be modified when processing Draft Invoices.
Desktop	Report Writer/Employee Time Approval	2941	Corrected issue where partial day Holidays on the Calendar were displayed as Missing on the report.
Finance & Accounting	Accounts Payable	2979	Corrected issue where the AP Production comments were cleared after the initial modification to the Expense Report AP invoice.
Finance & Accounting	AP/AP Import	3015	Corrected issue where a duplicate invoice number could be posted to AP when the cases were different (e.g., 20170816ama-ex and 20170816AMA-EX. A warning will now be issued.
Finance & Accounting	Accounts Payable/Import	2939	Corrected issue when importing from the Generic template where the file could not be imported when a vendor code exceeded six characters.
Finance & Accounting	Reports/Service Fee Reconciliation	2925	Corrected issue where the Media Commission for Combo Invoices was not displayed on the report. All non-combo Assign By methods displayed correctly.
Maintenance	Billing/Rate Flag	2926	Corrected issue on the Billing Rate Details



	Structure Entry	2838	pane where the Auto Save was not working when flagging the row as Inactive.
Media	Media Manager	2980	Corrected issue when selecting Other User's Selection where an error message was generated when the selections were created by deleted users.
Media	Media Orders	2886	Corrected issue on Non-Broadcast orders where the Billed Amount and Amount to Bill columns were not displaying the cancelled order line amounts



### Webvantage Corrections

Menu	Module	QA ID	Description
Billing	Billing Approval	2205	Corrected issue where the Reconciled/Billed amounts in the Detail Section were updated when Rate Details was clicked.
Desktop	Alerts	2049	Corrected issue where the E-mail Listener was not picking up replies or attachments for automated alerts.
Desktop	Calendar	2322	Corrected issue on the Availability Tab where the Daily Summary Level was not available when the date range was less than 30 days.
Desktop	Report Writer/Employee Time Approval	2941	Corrected issue where partial day Holidays on the Calendar were displayed as Missing on the report.
Employee	Expense Reports	310	Corrected issue where the Paid status was not displayed when the imported AP invoice from a Webvantage expense report was modified prior to check processing.
Finance & Accounting	Dashboards/Queries	2158	Modified both the Employee Utilization and the Client Time Analysis to default to a year when not selected and issue a warning when the current year posting periods have not been created.
Maintenance	General/Advantage Services	2049	Corrected issue where the E-mail Listener was not picking up replies/attachments for automated alerts.
Project Management	Project Schedule	2279	Corrected issue where scrolling and expanding and collapsing the PMD menu resulted in the Options not displaying at the top of the window. This was an issue in Firefox only.
Workspace	Task List Objects	2361	Corrected issue where the colors displayed for the Task Due Dates were not accurate for future or tasks due today.