

H3.0 campaign stewardship system

Basic tutorials

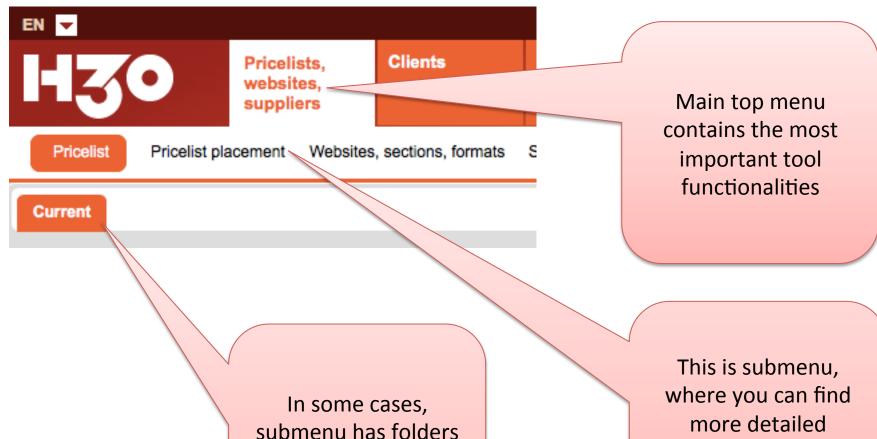


- OPERATING BASICS MENU + TABLES
- OPERATING BASICS CAMPAIGN MANAGEMENT
- HOW TO SET UP a CAMPAIGN
- DATA SOURCES CONNECTION
- POSTBUYS
- INSERT NEW PRICELIST ITEM



H3.0 OPERATING BASICS MENU + TABLES

Top menu

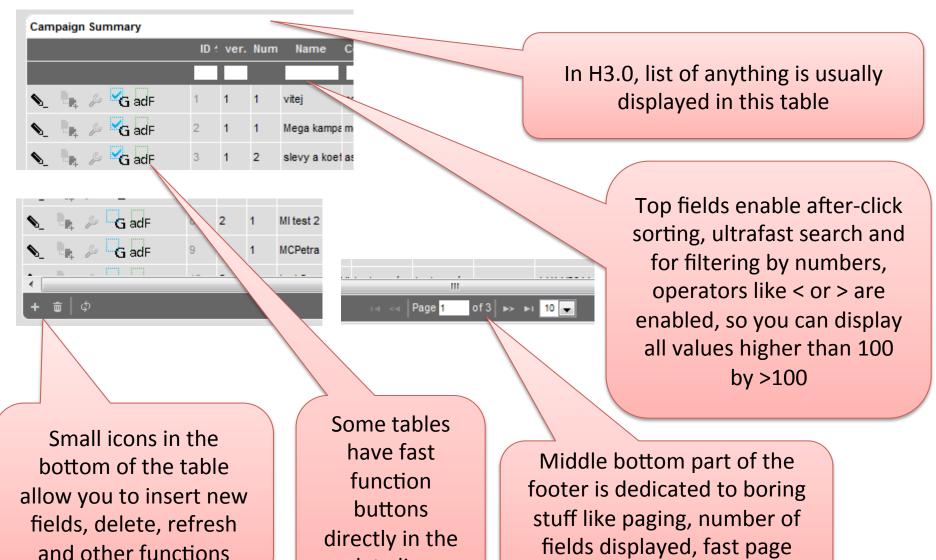


submenu has folders with more detailed information or tables sections of the main menu



H3.0 browsing table

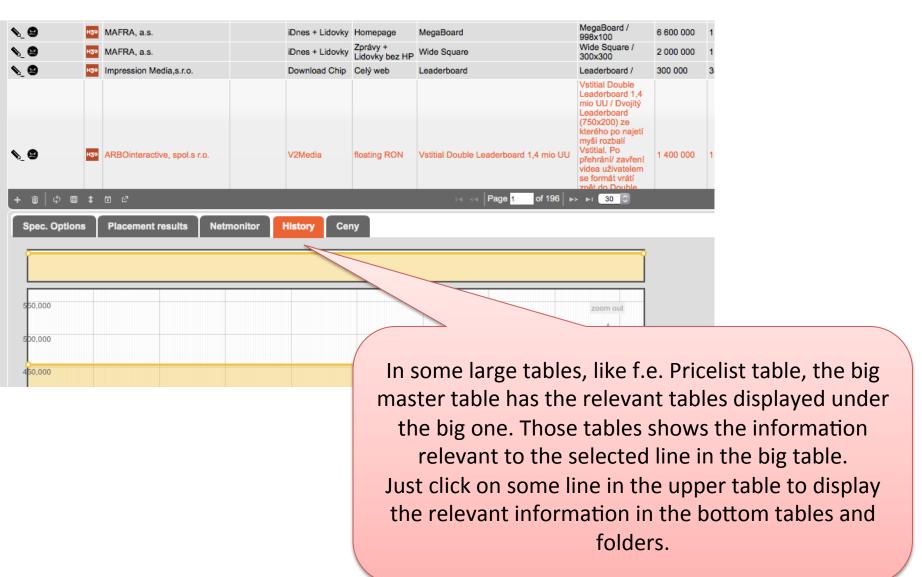
browsing



data line

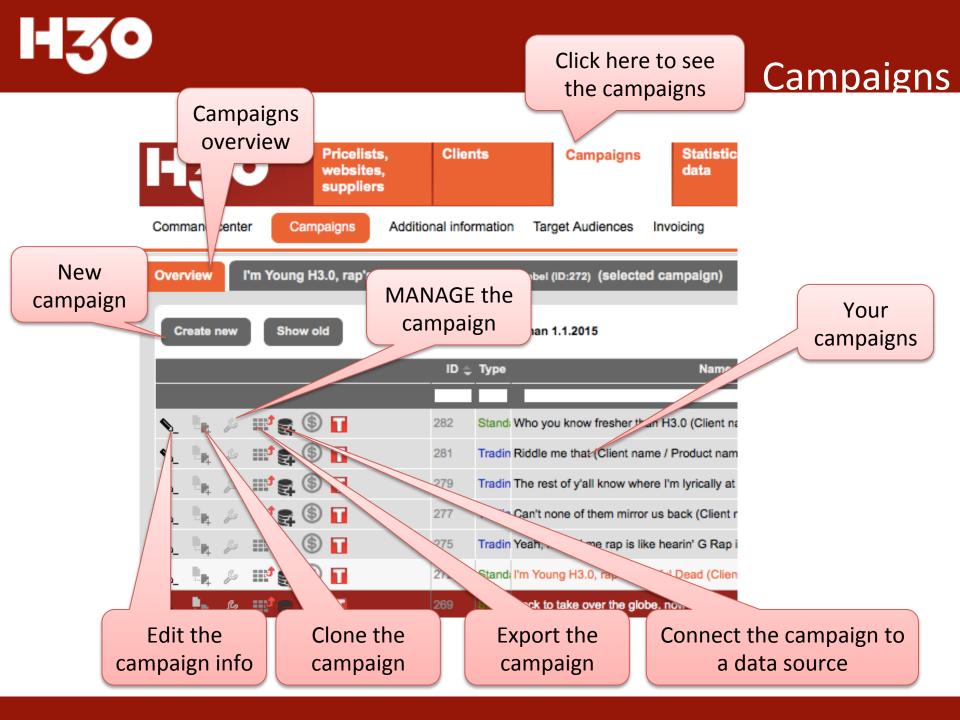


H3.0 browsing table





H3.0 OPERATING BASICS CAMPAIGN MANAGEMENT



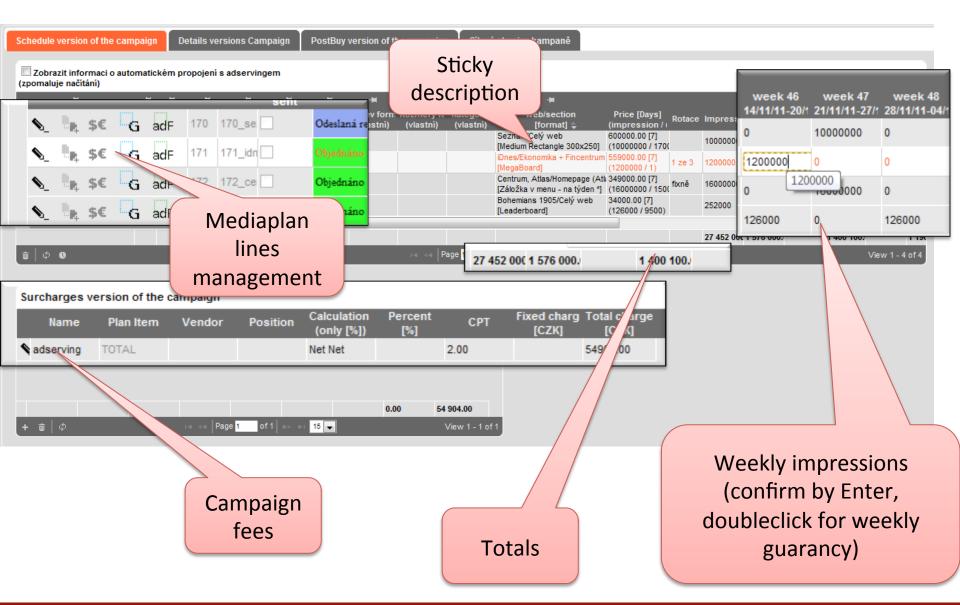
H30

Campaign editation Versions Create New Campaign Version I'm Young H3.0, rap's Grateful Dead v.4 - Client na 272) (selected campaign) status Version 4 Version 1 Version 2 Version 3 Version 5 Version 6 The New version Delete version Ella planner O 3D test Import TA to the campaign Building Blocks Add position into the mediaplan Current campaign statuses (click to choose the right one): The folders represent the Created Reservation Reservation confirmed sent additional campaign management fields: Target Audiences Charts Trafficking **Events** FTE BBlocks – manage campaign blocks PLAN BulkEdit **Postbuy** PLAN – edit plan Show the information about automatic connection with the adserving (slows down the loading) BulkEdit – edit various placement Price [Number of days] website/section columns Actions Rotation Social Ads (BDG 0 / DIFF -190 704) [Reserve] [Order] Details – place for all the ugly buttons Facebook/Newsfeed 349 000 [7] Reservation fixed (16 000 000 / 1 500 000) Postbuy - edit Postbuy Ilmage Ad 1 Performance (BDG 0 / DIFF -331 500) [Reserve] [Order] Performance Network/Floating 390 000 [7] Target Audiences – manage TA's Reservation [Various sizes] (2 000 000 / 320 000) Charts - Charts, Tables Display (BDG 0 / DIFF -347 650) [Reserve] [Order] 409 000 [7] YouTube/HomePage Trafficking – manage reservations/ [Big Board 1200x300] (2000000/1)Yahoo/Floating 100 [7] Reservation 1/5 bookings/ads evidence [Leader Board 790x210] confirmed (1/1)Events – view the relevant events Campaign FTE – assign people Edit placements Notes – write any comments placement Files – upload any file to particular

directories



Campaign editation

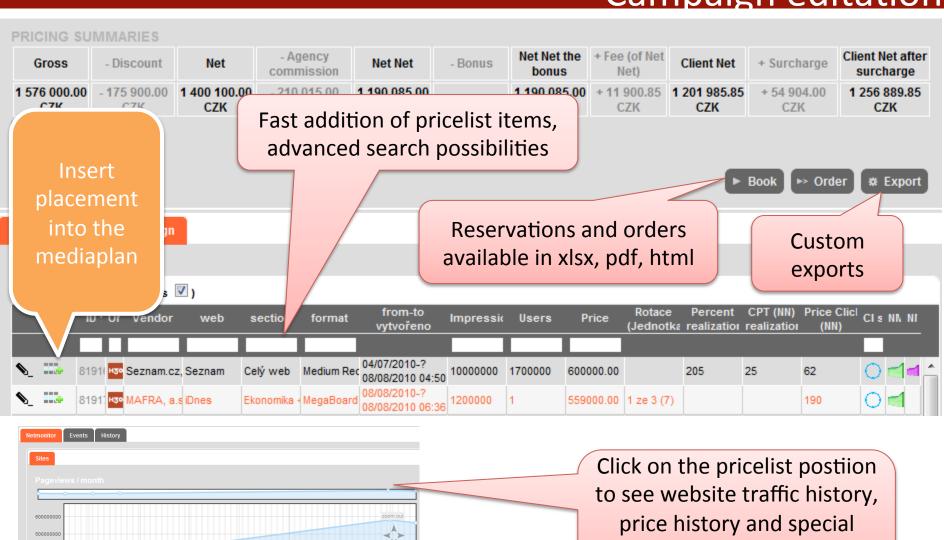




Campaign editation

discount offers valid in

campaign timing

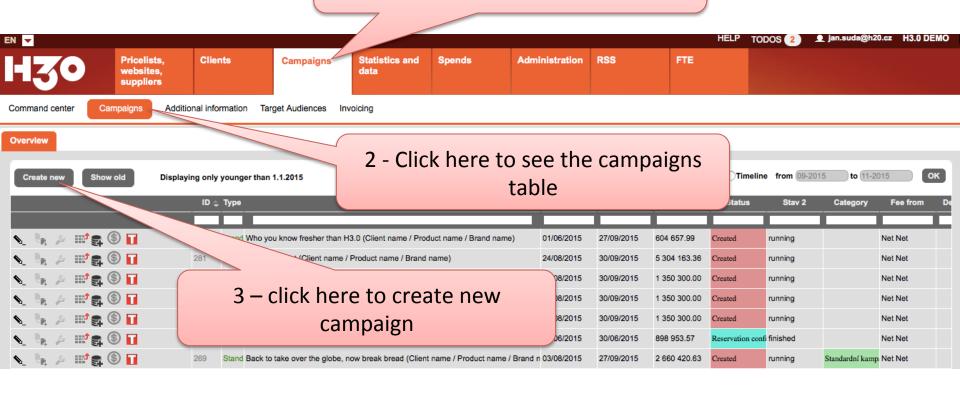




H3.0 OPERATING BASICS HOW TO SET UP A CAMPAIGN



1 - Click here to see the campaigns





3 – New campaign window will appear, please fill in the appropriate campaign information

After that, click Submit and then close this window, or click "Save and manage the campaign" to go directly to the campaign management page.

	Add Record		×						
	Advertiser	Please select a clie	Inserted in Basecamp						
	Product	Please select a clie 🗘	Basecamp URL						
	Brand	Please select a clie	Next check						
	Client	Please select a clie	Budget total						
1	Туре	Standard	Postclick measuring						
r	Name		Action name #1						
t	Booking Code		Action name #2						
F	Spends Research Name		Action name #3						
	Beginning		Action name #4						
	End		Action name #5						
ì	VAT (%)		Planned visibility						
۲	Category	No category	Planned time visible						
(I	Fee								
v	Fee from	Net Net							
8	Owner	jan.suda@h20.cz 🗘							
	Account Manager	💠							
je c	Description								
(The target url								
***		☐ Save and manage the campaign ☐ Submit X Cancel							
t	2 / bla bla bla / hup sem)		04/05/2015 31/05/2015 1 020 829.17 Cn						

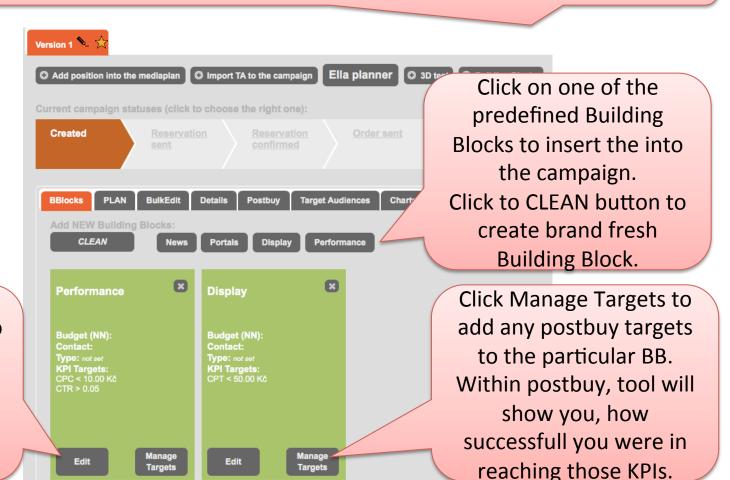




If you want to go to the campaign management from the campaign list, please browse the campaigns for yours and click to Manage selected campaign button – visually identical to mechanical key (or how the blue collar workers think the mechanical key looks like :-)

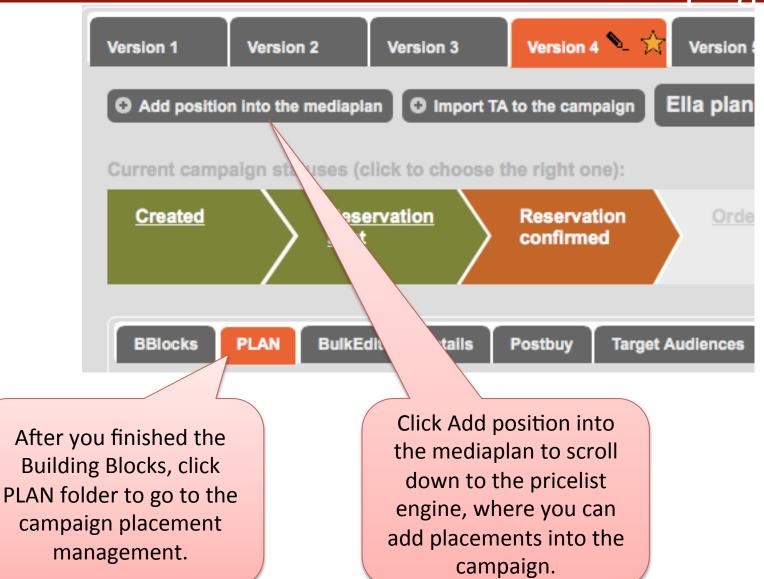


You are on the campaign management page now. If this is the new campaign, you shall be in the Building Blocks folder.



Click Edit button to edit BB budget, name, description, responsible person.





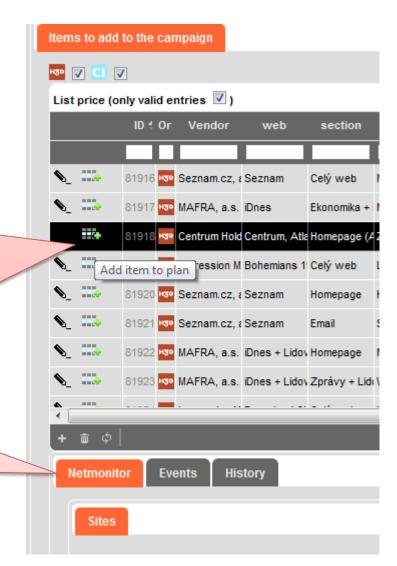


Browse the pricelist table and click on the icon on the left to insert particular position into the mediaplan.

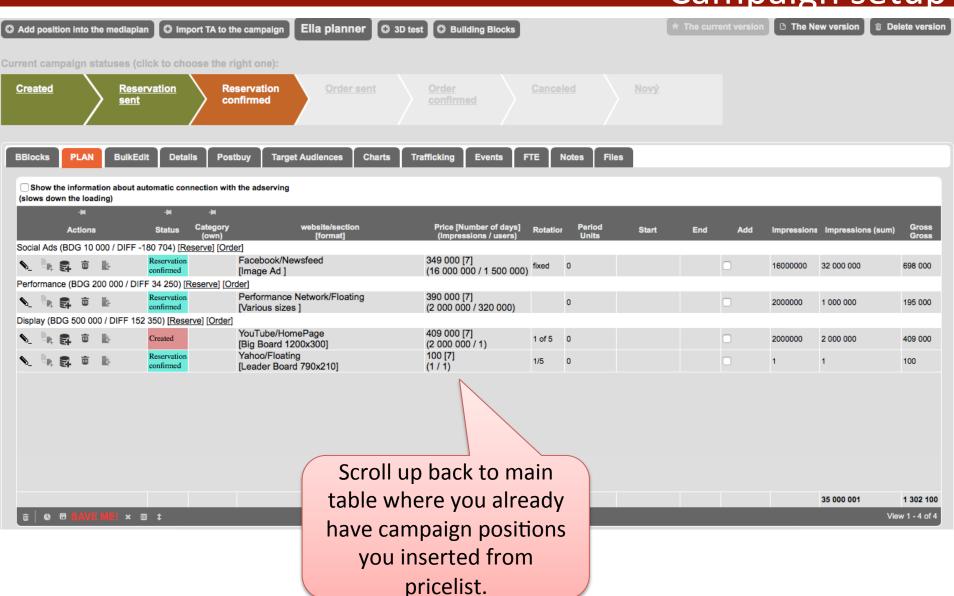
Feel free to use the tables search/ filtering functions at the top and the paging functionalities.

Add several positions into your mediaplan.

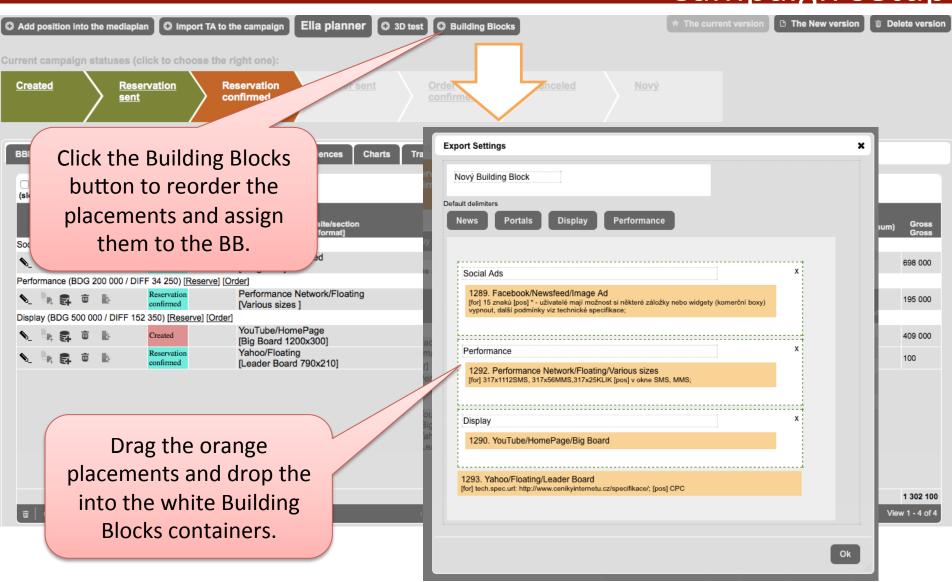
When a website is connected to the research data (a chart icon on the right in the position line), you can see the research data below the page.



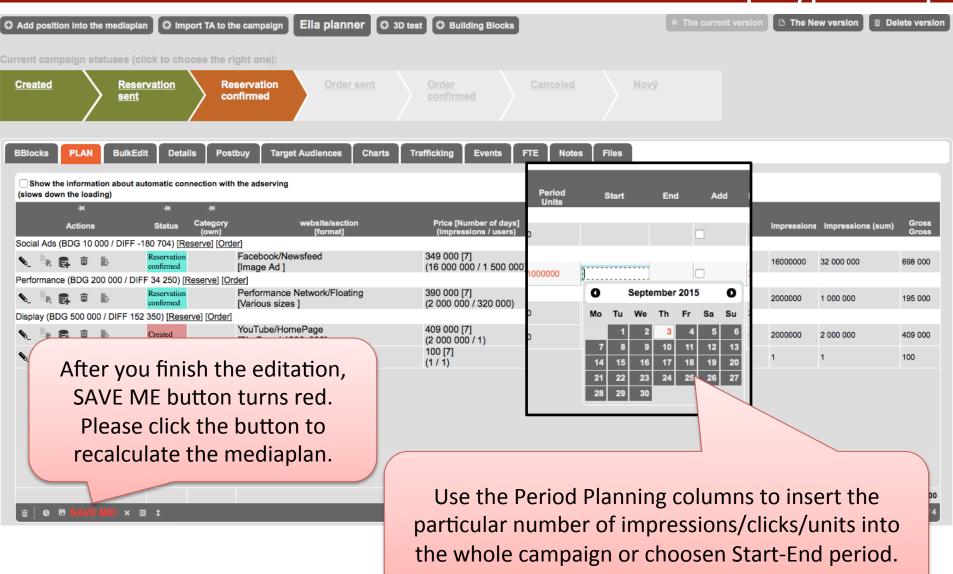




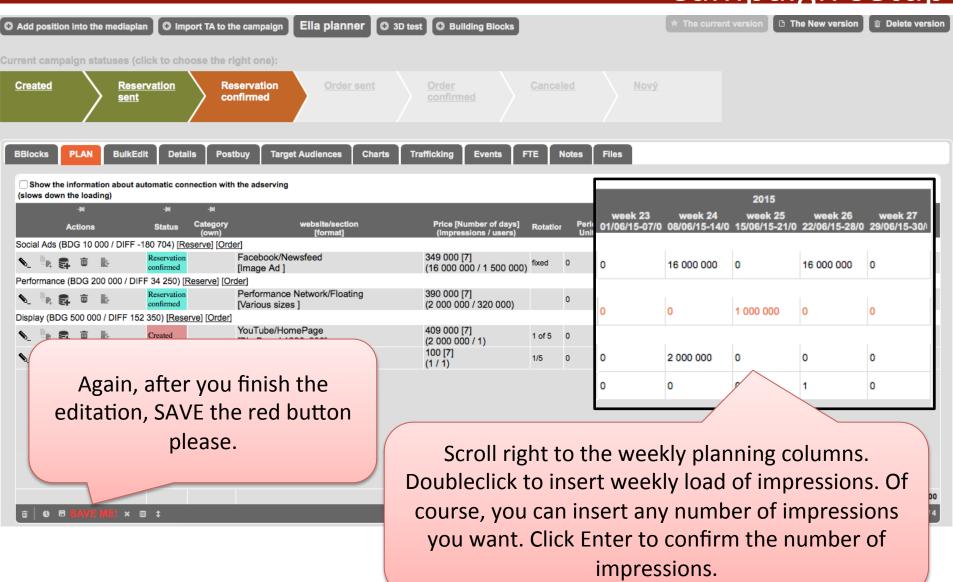




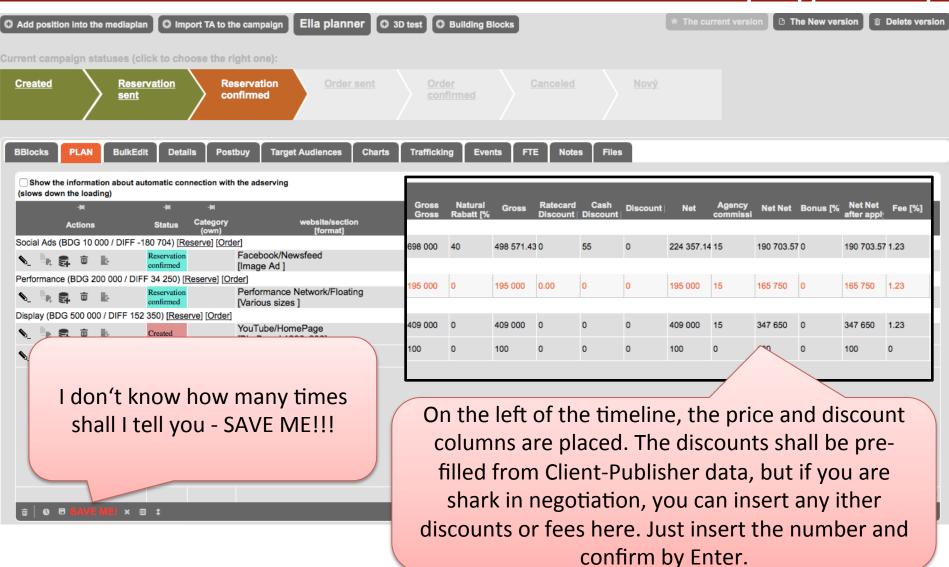








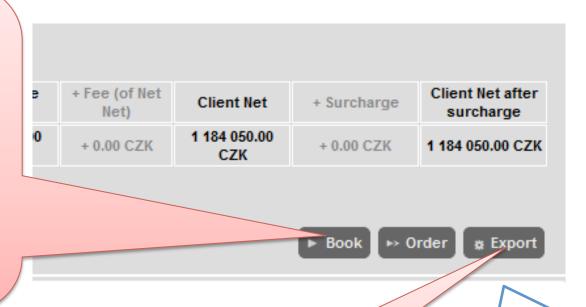






Now you are ready to Book(sent Reservation) or Order your campaign. After pressing one of those buttons, a window will appear for you to select suppliers for sending Email reservations/orders.

(Please don't confirm this window in demo mode as we don't want to make an order



Click on Export button to see which exports H3.0 can produce.

You can have ANY export you need, just define it.

Additionally, there are some predefined exports like Tech

Specs sheet (technological specifications) or Buying export

(for invoicing software).

Please remember, that H3.0 will export to any sheet template you will need.

Note: if you have some frequently used exports, you can reach them immediaelly here. Just set them in your personal Settings.



H3.0 OPERATING BASICS DATA SOURCES CONNECTIONS



Timing: from 01/12/20
Version:
Vendor: All vendors

Trafficking_ID

162_cenikyinternetu.cz_celyweb jan.suda@h20
163_hotel_celyweb

161_bleskprozeny_celyweb

NOTE: if you want to connect the adserving in the most effective way, you have to create a trafficking sheet when ordering the adserving of the campaign.

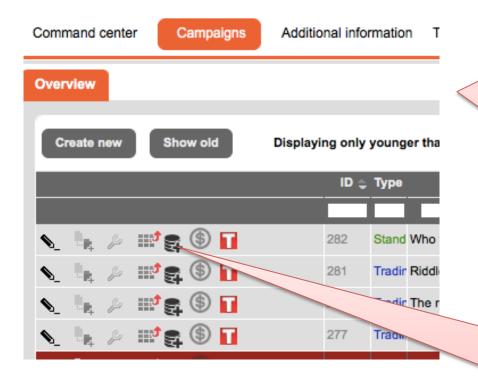
A trafficking sheet contains Trafficking IDs.

These IDs must be put into the adserving campaign positions comments and thanks to this, H3.0 can recognize statistics of a particular campaign position.

You can also connect campaign positions in H3.0 with adserving positions without using the trafficking IDs, but its more complicated







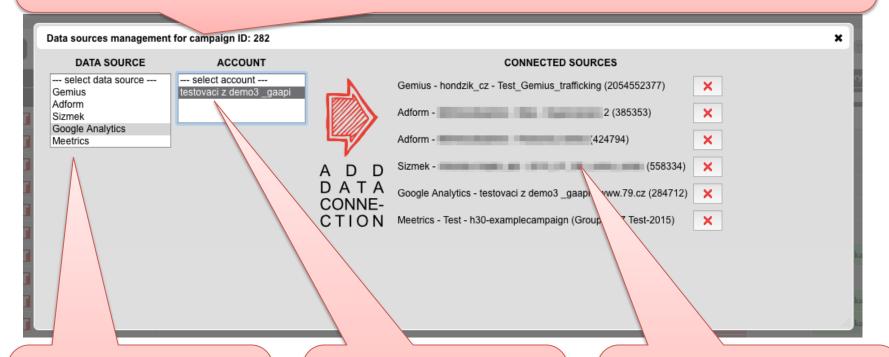
You can assign any number of Data Sources to the campaign.

The Data Sources provide additional information to the campaign, f.e. Adserving statistics, website statistics, visibility information, ...

Go to the Campaigns menu and in particular campaign line click the Connect Data Source to the Campaign button.



In the opened window, select the Data Source type and Account. Click the arrow Add Data Connection to go to the Data Source connection page.



Those are the data sources currently available through API.

Accounts=logins you can use for the selected

Data Source

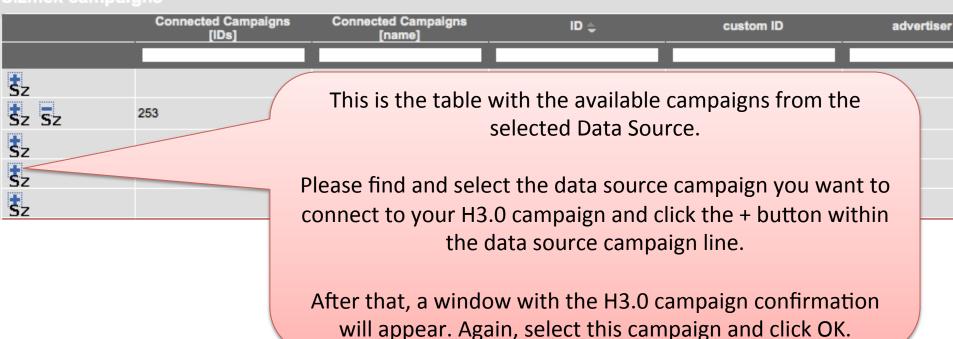
List od Data Sources already connected to this campaign. Click X to remove DS connection.



You link the campaign:

ID	Name	Booking/Reservation code		
282	Who you know fresher than H3.0	Meetrics test	→ MANAGE CAMPAIGN	
				Účet nastavení propojení Sizmek

Sizmek campaigns

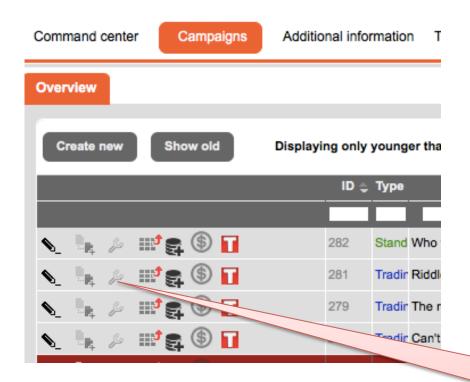




H3.0 OPERATING BASICS POSTBUY



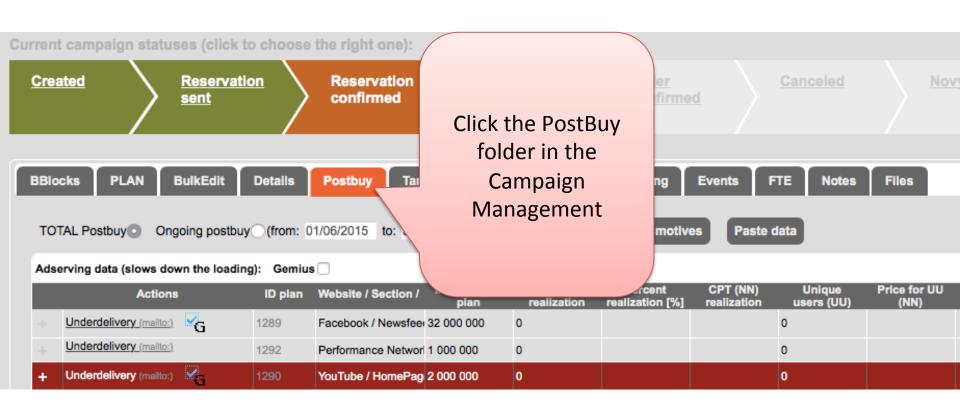
AdServing Connection



Go to the Campaigns list and in the particular campaign line click on the Manage selected campaign icon.

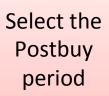


AdServing Connection





AdServing Connection



Check adserving button to load current adserving data into special columns

Click API data to download the data from data source automatically through API and save it into the Postbuy.

Paste data to Postbuy from any source within 3 clicks.



Adserving data (slows down the loading): Gemius

ı		Actions	ID plan	Website / Section /	Impressions plan	Impressions realization	Percent realization [%]	CPT (NN) realization	Unique users (UU)	Price for Ul (NN)
		Underdelivery (mailto:)	1289	Facebook / Newsfee	32 000 000	32 675 675	102.11	5.84	1 222 333	0.16
		<u>Underdelivery (mailto:)</u>	1292	Performance Network	1 000 000	0			0	
	+	Underdelivery (mailto:)	1290	YouTube / HomePag	2 000 000	2313098			0	
		<u>Underdelivery (mailto:)</u>	1293	Yahoo / Floating / Le		0	100.00		0	

a 000 001

Or simply enter any value in index cells.

Press Enter to confirm the value and to recalculate the postbuy and connected indexes.

After the postbuy is done, scroll down to Export and export to Postbuy sheet with all indexes in the table, charts and automatic text description.



H3.0 OPERATING BASICS INSERT NEW PRICELIST ITEM



Sometimes, you need to insert new pricelist position. This is usually done for special prices, special formats and internal pricelist items.

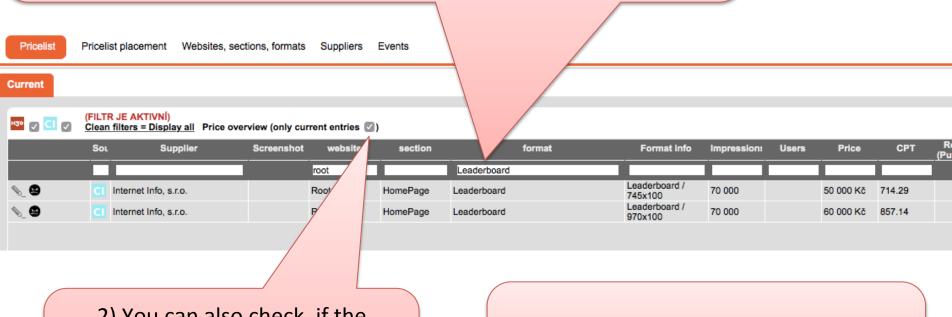
NOTE: This tutorial is for the insertion of one to several positions. For larger pricelist import please contact your H3.0 administrator.

NOTE2: your H3.0 pricelist will be as you make it. If you are messy, so your pricelist will be. Please always consider alternative ways how to have customised pricelist items (e.g. custom web, section, format, ... names within the campaign)



New pricelist item

 Before inserting new pricelist item, PLEASE search through the current pricelist and check if the item already exists.
 Use search fields in the table header to search through the pricelist.



2) You can also check, if the desired position has not already expired – uncheck this to see expired pricelist items.

If the pricelist item does not exist, click the + button on the table bottom line.

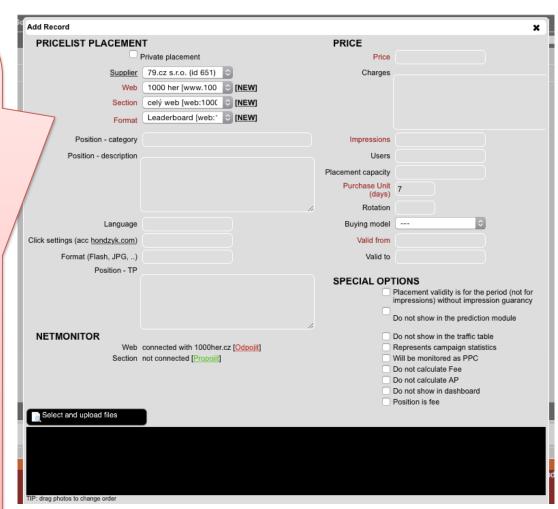


New pricelist item

A new window appears. Please enter data accurately. Remember that this item remains visible to your co-workers.

Notice:

- If you cant find the supplier, contact your administrator
- Position pull down usually choose
 NEW POSITION
- of impressions. So for 500 USD for 1 mio impressions fill in 500 to Price and 1000000 into Impressions. For CPT, insert CPT price into Price and insert 1000 into Impressions.
- Put Date valid since in the recent past so you can see this item as "current"





happy campaigning

H3.0 team