

BMS Interface



Action Bar

Action buttons switch between features inside the connectors and perform actions such as save, refresh and export data to MS-Excel.

The action buttons differ depending on context.

Options

Filters can be saved and reused.

Click Option to save searches used frequently. You can name your saved filters and even set them as defaults.

Filters

These are the primary tool inside BMS connectors to locate the records to be edited. The filters are contextual and change based upon the location and task but function similarly.

The screenshot displays the BMS interface with several key components:

- Action Bar:** Located at the top, it contains buttons for 'Dashboard', 'Billing', 'Reports', 'Save', 'Discard', and 'Export To Excel'.
- Filters:** A central panel on the left with a search bar and various filter options like 'Scheduled Dates', 'Advertiser', and 'Campaign/Contract #'. It also includes a 'New Filter Set' dialog box.
- Sales Contract List:** A table with columns: Advertiser, Status, Campaign, Contract #, Cust. Ref. #, Primary Agency, Primary Account Exec., Start Date, and End Date. One row is highlighted in yellow.
- Record Editor:** A detailed view of a selected record, showing 'Billing Schedule', 'Invoice Schedules', and an 'Invoice' table with columns for Invoice #, Invoice Date, Due Date, Start of Period, End of Period, Media Net Amount, and Total Amount.
- Approval Status:** A small table at the bottom right showing 'Approved', 'Generated', and 'Invoice Number' columns.

Sort
Columns can be sorted.

Search results
The results of filter searches are shown in the upper right hand pane. Click a row to show its details below.

Record Editor
Drill into an edit the billing records that contribute to invoices.

Approval Status
Approved Generated Invoice Number

| Invoice | Status | Invoice # |
|---------|----------|-----------|
| | Approved | 01-10800 |