



## Flights

This page is designed to help you search and find any information about flights that you have created.

**TV/Radio/Network TV** – Select which tab you would like to see flights for. This is divided up into TV (which pertains to regional buys), Radio, and Network TV (which is for national buys)

**Select Status** – This is a filter to search between submitted, unsubmitted, or pending buys. If you'd like to see *all* buys, you can leave this field blank.

**Other Search Fields for TV and Radio** – You can narrow your search here by adjusting Start/End Dates, ISCI, Region, Market, Tags, Media Buy Name, Media Buy Station, or by Estimate Number.

The screenshot shows the Comcast Technology Solutions interface with the 'FLIGHTS' tab selected. The navigation bar includes 'MEDIA CALENDAR', 'FLIGHTS', 'MARKET ATTRIBUTES', 'TACTICS', and 'REPORTING'. Below the navigation, there are tabs for 'TV', 'RADIO', and 'NETWORK TV'. The search filters include: 'Select Status' (dropdown), 'Start Date' (calendar icon, value: 08/20/2019), 'End Date' (calendar icon, value: 08/25/2019), 'Enter Tactic ISCI or Title', 'Enter Special Tactic ISCI or Title', 'SELECT REGION' (dropdown), 'SELECT MARKET' (dropdown), 'SELECT TAGS' (dropdown), 'Enter Media Buy Name', 'Enter Media Buy Station', and 'Enter Estimate #'. At the bottom right, there are 'RESET' and 'SEARCH' buttons.

**Network TV Search Filters** – The search filters for the Network TV tab are slightly different. Here you can search by Traffic Dates, ISCI, by Network, Estimate Number, or Media Buy Name.

The screenshot shows the Comcast Technology Solutions interface with the 'FLIGHTS' tab selected and the 'NETWORK TV' tab active. The search filters include: 'Status' (dropdown, value: UN-SUBMITTED), 'Traffic Dates' (two date inputs, values: 08/20/2019 and 08/31/2019), 'Tactic ISCI or Title' (input field), 'Special Tactic ISCI or Title' (input field), 'Media Buy Name' (input field), 'Estimate #' (input field), and 'Networks' (dropdown, value: SELECT NETWORKS). At the bottom right, there are 'RESET' and 'SEARCH' buttons. Below these are two additional buttons: 'CLEAR SELECTED' and '+ UPDATE SELECTED FLIGHTS'.

**Editing a Flight** – From the list of flights that come up in your search, click on the edit button on the flight you'd like to adjust. This will open a new window where parts of the flight can be adjusted. You can change the traffic note, add billboard copy, add / remove spots from the flight, adjust rotation for a tactic, or add a special traffic consideration.

EST. #: 2295    MARKET NAME: ALBUQUERQUE - SANTA FE    FLIGHT DATE RANGE: 08/19/2019 - 09/08/2019    TRAFFIC DATE RANGE: 08/20/2019 - 09/08/2019

Status: **Un-Submitted**    [SUBMIT NOW](#)    [SAVE AND EXIT](#)    [CANCEL](#)

**Media Buy Attributes**    [+ SHOW DETAILS](#)

**TRAFFIC NOTES**    [✓](#)

Enter notes here...  
Test flight for Scott

**BILLBOARD COPY:**    [✓](#)

[+ ADD COPY](#)

**Viewing the Change Log** – In the upper righthand corner, click on View Change Log to see how many changes have been made to the flight, which user made the change, and at what time.

**Mass Editing Flights** – If you needed to make an update to all flights in your search, you can check the select all button and then click the Update Selected Flights button.

TV    RADIO    NETWORK TV    [- Hide Filters](#)

Un-Submitted    Start Date: 08/20/2019    End Date: 08/25/2019    Enter Tactic ISCI or Title    Enter Special Tactic ISCI or Title    SELECT REGION

SELECT MARKET    SELECT TAGS    Enter Media Buy Name    Enter Media Buy Station    Enter Estimate #

[X RESET](#)    [Q SEARCH](#)

<input checked="" type="checkbox"/>	EDIT	MARKET	IS SPLIT	ESTIMATE #	MEDIA BUY NAMES	MEDIA BUY STATIONS	START DATE	END DATE	STATUS	TACTIC ISCI & TITLE	SPECIAL TRAFFIC ISCI & TL...
<input checked="" type="checkbox"/>	<a href="#">✕</a>	ALBUQUERQUE - SANTA FE	No	2295	COM_VDO_TV_19_3_2295_SPOT_BAUO	KWBQ-TV KSYNACME TELEVISION KDAT-TV KOB-TV LIN TELEVISION CORPORATION KRQE-TV	08/19/2019	09/08/2019	Un-submitted	1235668 : Demo Test	
<input checked="" type="checkbox"/>	<a href="#">✕</a>	BOSTON (MANCHESTER)	No	820	CHCP_VDO_HTV_19_3_820_BAU TV	WJAZ-TV WJTF-TV	08/05/2019	09/01/2019	Un-submitted		
<input checked="" type="checkbox"/>	<a href="#">✕</a>	MONTEREY - SALINAS	No	807	CHCP_VDO_HTV_19_2_807_Q2 UD WC	KMUU TELEMUNDO 23 TV	08/19/2019	08/25/2019	Un-submitted		

1 - 3 of 3 Items

[CLEAR SELECTED](#)    [+ UPDATE SELECTED FLIGHTS](#)

This will open a new window where you can select which attributes you'd like to update for ALL flights. For example, if you only want to adjust the traffic notes, you would enter in your changes and make sure the Traffic Notes button was set to ON. You would then turn OFF the other buttons. You would then click Update & Replace Flights. Click Cancel if you do not want to make these changes

☰ Flight Details

✓ UPDATE & REPLACE FLIGHTS    ✕ CANCEL

3 SELECTED ▾

Please Note: Any section of the flight details page below that is turned "ON" will overwrite the existing data for that section. This overwrite will apply to all selected flights.

ADD TRAFFIC NOTES ⓘ  ON

TRAFFIC NOTES ⌵

Enter notes here...

ADD BILLBOARD COPY ⓘ  OFF

NON-SUBSCRIBER

ADD PLAN NON-SUBSCRIBER MESSAGING ⓘ  OFF

ADD NON-SUBSCRIBER TACTICS ⓘ  OFF

ADD NON-SUBSCRIBER SPECIAL TRAFFIC CONSIDERATIONS TACTICS ⓘ  OFF