

# COMCAST TECHNOLOGY SOLUTIONS EFFECTV UPLOAD STEPS

Comcast Technology Solution's Effectv product is a free self-registering product. Uploading to Comcast hubs is just a few simple steps:

LOGIN TO THE CTSuite FOR  
ADVERTISERS

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USE THE FORM BELOW TO ACCESS  
THE AD PLATFORM PORTAL

1. **REGISTER** your email at:  
<https://effectv.advertising.comcasttechnologiesolutions.com>  
Once registered you will immediately be able to upload using this Comcast Technology Solutions Product.

Submit View

### Client Information

Client Name \*  Producer/Company Name :

Agency Name \*  AdDelivery Lite Type

Brand Name \*

### Media Information

Title \*  ISCI/Ad-ID

Destination \*  Search  Duration 0:30

Description

Additional Recipients

Spot \*  Browse

2. **ENTER** Information - Enter the appropriate metadata in the fields provided:

- *Client Name* – The name of the advertiser.
- *Agency Name* – Agency. If you do not have one, put NA
- *Brand Name* – Type of product, or put NA
- *Title* – Spot Title
- *ISCI/Ad-ID* – These are assigned externally, if you don't know it, you can leave blank
- *Destination* – We have now consolidated into just one choice - Effectv Ops Center
- *Duration* – Length of the commercial. Note we need exact duration spots.
- *Description* – Any notes you want to enter here – optional.
- *Additional Recipients* – Email address of persons you want to notify.
- *Spot* – File you are uploading

3. **NOTIFY** Others: Use the Additional Recipients field to send a notification to any email address at the successful conclusion of your upload. **\*NOTE:** Please include your Account Executive's email address to notify them of your upload.

4. **UPLOAD SPOTS:** Browse for your spot and upload.

5. After you **SUBMIT**, scroll down to view the "Active Submits" section. This section allows you to monitor several process steps as it works through delivery. If you have more spots to upload, scroll back up and submit another spot. You can do this while others are still uploading.

6. **VIEW MEDIA:** Click the VIEW tab page to see account history that records delivered media.