

# EXPORTING TO PROPOSAL XML

Save your schedule.  
 Select 'Actions' and Copy to Proposal.

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Move	Delete/Reset	On/Off		Daypart	Notes	Length	Average Rating
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Radio Total				0.5%
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	WALR-FM				0.5%
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Flight A - 2 wks (04/28, 05/12)				0.5%
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	One Week Total				0.5%
	<input type="checkbox"/>	<input checked="" type="checkbox"/>		M-F 6A-10A		5	\$500.00
	<input type="checkbox"/>	<input checked="" type="checkbox"/>				60	0.6%

Click the plus sign to add the advertiser.

TAPSCAN

Home | Research | Schedules | **Proposals** | Orders | Accounts

Advertiser: CBSNYC | Brand: | Start Date: 04/28/2014 | Length: 2 Weeks  
 Proposal: | Product: | End Date: 05/11/2014 | Hiatus: [v]

Details | Schedule | Goals | Export | Orders

Save | Undo | Delete | New Proposal | Copy Proposal

**Proposal Information**

\*Advertiser [v] Estimate # [ ] \*Start Date 04/28/2014  
 Proposal Name CBSNYC Job # [ ] \*End Date 05/11/2014  
 Brand [v] Status Pending Length 2  
 Product [v] Trade / Barter [ ] Hiatus [v]  
 Agency Name: [ ]

Click on the advertiser or click on 'Add New' to create a new account.

Advertiser Name	Advertiser Source	Advertiser Type	Agency Name
My Advertiser	Agency	Local	
Tina	Direct	Local	

OK  
Cancel

Add New

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**Add Advertiser** [Help](#)

\*Name:

\*Type:

**Primary Contact**

\*First Name

\*Last Name

Phone(Work)   
(000) 666-1212

Phone(Mobile)   
(000) 666-1212

Email

\*Required

Add the Advertiser's contact information. Fields with red asterisks are required.

Highlight the advertiser you selected and click OK. Click 'Save'.

TAPSCAN - Windows Internet Explorer

**TAPSCAN** Home Research Schedules Proposals Orders Accounts

Back to List Advertiser: My Advertiser Brand: CBSNYC Start Date: 04/28/2014 End Date: 05/11/2014 Length: 2 Weeks  
Proposal: CBSNYC Hiatus:

Details **Export** Orders

**Proposal Information**

\*Advertiser: My Advertiser  Estimate #:  \*Start Date: 04/28/2014

Proposal Name: CBSNYC Job #:  \*End Date: 05/11/2014

Brand:  Status: Pending  Length:

Product:  Trade / Barter:  Hiatus:

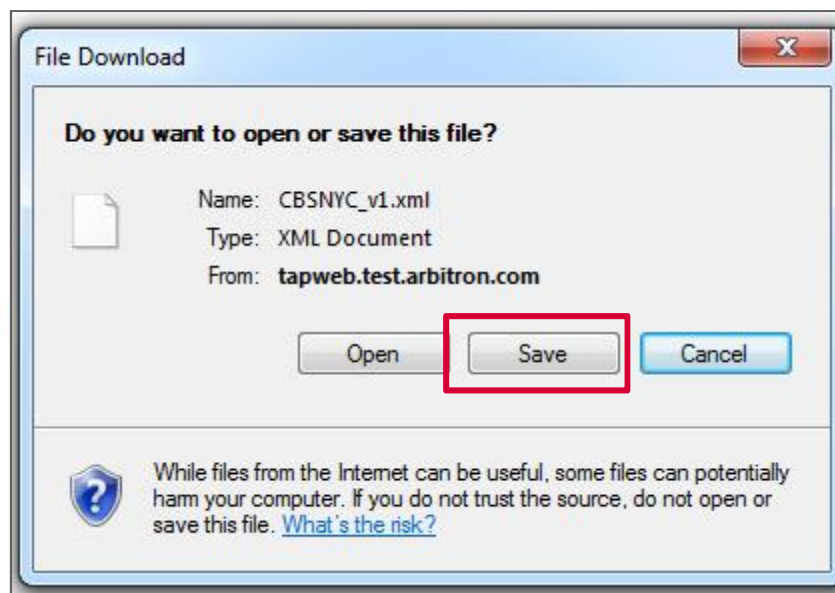
Agency Name:

Click on the 'Export' tab.

Enter the Company name and click 'Export to XML'.

The screenshot shows the TAPSCAN web application interface. At the top, there are navigation tabs: Home, Research, Schedules, Proposals, Orders, and Accounts. Below these, there are fields for Advertiser (My Advertiser), Brand (CBSNYC), Start Date (04/28/2014), End Date (05/11/2014), Length (2 Weeks), and Hiatus. The 'Export' tab is selected, and the 'Buyer Information' section is highlighted with a red box. The 'Company Name' field in the Buyer Information section is filled with 'Nielsen'.

Click on 'Save'.



Open your email and attach the saved file. It is recommended to also include a .pdf of your schedule.

NOTE: XML exports station ratings and rates. Demos and dayparts must match for it to import successfully. Combos, streams, and HD vendors will not export. Remove them from your schedule before you export to XML.