

# Release Notes - April 13, 2019

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### **New Features**

#### **Campaign Management**

Bring related projects together in a single view to allow marketing teams to more effectively manage complex, multichannel initiatives without sacrificing seamless collaboration with their creative partners. Check with your Customer Success Manager to set up your forms to better support campaigns!

٥	Campaigns	Summer Scents Campaign	🔥 To Do 🛛 🗸		
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۲		D Email Campaign (Elimetrison)	Christy Drucker Gwen Derby Did you see the updates to the Instancem style quide?		

#### **ANY/ALL Logic on Tag Filters**

In reports and custom views, Team Members now have even more flexibility in how they filter and view work. Choose whether tag filters display results that match "Any" or "All" of the selected criteria to easily find the items you need.

Projects	P	Filter by Tag X						Add Project
My Projects All Projects Unassigned Archived	1-	Q. Search Any of the Selected Tags All of the Selected Tags						Columns ~
	Р	DIGITAL	NUMBER	STARTED	DUE	COMMENTS	FILES	TAGS
CUSTOM VIEWS	2	EMAIL FALL 2018						PRODUCT LAUNCH
Marcom Projects Product Marketing Projects	¢	FALL SCENTS		7/30/2018 8:00 am	11/30/2018 5:00 pm			PRODUCT LAUNCH
Project Overview	c	PRINT		3/11/2019 8:00 am	3/29/2019 5:00 pm			
+ Add View	c	PRODUCT LAUNCH						
	E	RETAIL		3/18/2019 8:00 am	4/19/2019 5:00 pm			
	E	SKETCH SOCIAL MEDIA		3/01/2019 8:00 am	3/15/2019 5:00 pm			
	E	SPRING						

#### **Default Custom Views**

Need to immediately see your active digital projects? Or overdue team work for a specific brand? With default views, you can now land on the custom view of your choice to take action even faster.



Projects	rojects Project Overview								
My Projects All Projects Unassigned	Tags (4) V Due Past 90 Days V	Set as Default View from Duplicate Delete Columns ~							
Archived	PROJECT NAME >	PROJECT NUMBER	STARTED	DUE	COMMENTS	FILES	TAGS C		
CUSTOM VIEWS	Sunflower Print Ads		2/01/2019 8:00 am	3/31/2019 5:00 pm	4	2	DIGITAL, SPRING SCENTS, P		
Narcom Projects Product Marketing Projects	TrueSoap Spring 2019 Campaign		1/02/2019 8:00 am	3/29/2019 5:00 pm	1	2	SPRING, SPRING 2019		
Project Overview				-					
+ Add View	1-2 of 2			< 1 →			20 per page 🗸		

#### LOE & Time Tracking Analysis

Keep track of how much time is being spent on a project in Project and Request custom views and reports with the new percentage of time tracked and aggregate LOE fields.

Projects	Project Overview					Add Proje	ect
My Projects All Projects	Add a filter					Save to V	liew
Unassigned Archived	1-20 of 29					Colun	nns 🗸
	PROJECT NAME	STARTED	DUE	LEVEL OF EFFORT -	TIME TRACKED (%)	TAGS	PROJE
CUSTOM VIEWS	Social Media Video - Sunflower	3/01/2019 8:00 am	5/31/2019 5:00 pm	116h 0m	8%	VIDEO	To D
Marcom Projects Product Marketing Projects	Clean House Marketing Launch	7/30/2018 8:00 am	11/30/2018 5:00 pm	27h 0m	22%	PRODUCT LAUNCH	To D
Project Overview	TrueSoap Spring 2019 Campaign	1/02/2019 8:00 am	3/29/2019 5:00 pm	27h 0m	48%	SPRING, SPRING 2019	In Pi
+ Add View	TrueSoap Fall Campaign	7/01/2019 8:00 am	8/31/2019 5:00 pm	17h 0m		FALL SCENTS	To E
	Sunflower Digital Ads	4/01/2019 8:00 am	5/31/2019 5:00 pm	9h 45m	15%	DIGITAL, SUMMER SCENTS	To D
	Sunflower Print Ads	2/01/2019 8:00 am	3/31/2019 5:00 pm	7h 45m	101%	DIGITAL, SPRING SCENTS, P	Con
	LiveWell - Half-page ad	8/03/2018 8:00 am	8/24/2018 5:00 pm	6h 0m	61%		Con

## Improvements

• Added **Archived** filter in custom saved views

Projects	Project Overview							Add Project	
My Projects All Projects	Archived Status 🗸 🕂								
Unassigned Archived	1-	×	UDER	STARTED DUE COMMENTS FLES	FILES	Columns v			
CUSTOM VIEWS Marcom Projects	Not Archived		NDER	SIANED	DUE	COMMENTS	11660	PRODUCT LAUNCH	¢
Product Marketing Projects	Clean House Marketing Launch			7/30/2018 8:00 am	11/30/2018 5:00 pm			PRODUCT LAUNCH	
Project Overview	Concepting			3/11/2019 8:00 am	3/29/2019 5:00 pm				5
+ Add View	Copy of Sunflower Social Media Video								
	Digital Ads			3/18/2019 8:00 am	4/19/2019 5:00 pm				ć
	Email Campaign			3/01/2019 8:00 am	3/15/2019 5:00 pm				ŝ
	Email Campaign - Fall								

- Request terminology updated from "Approve" to "Accept"
- Request forms may now include hyperlinks

Project Request - Vide	0
to complete after the request is accepte request form. Sections are divided into p	est quality and the fastest turnaround on your project. Video projects typically take two months d. Incomplete requests will be returned. Please provide direction by completing the project project identity, audience, creative purpose, creative preferences, technical specifications, t. You are encouraged to attach files and documents to this request.

• Attachments can now be required in a request form



Summer 2019 Campaign		Back to Requests
	Request Details	
	Request Form * Campaign Request  V	
	Due Date Set Due Date ~	
	Cempage Derroftion	
	Add tag	
	Audoments*     Drag and drop to attach files.	