



• To find all the lineups in which a station appears, open Lineup Manager, select 'Station Search' from the Reports menu, select the Lineup Search tab, and select the checkbox next to 'All active lineups.' Type a station's call letter/band into the text field and press <Enter>.

To limit the number of lineups searched, select 'Pick from list...' and choose the lineups you want to search.

• To display additional columns in Lineup Manager, use the 'Lineup' menu. You can choose to show exact times (dayparts), spots, spot prices, clearances, and additional station information (e.g., format & owner, which are supplied by MStreet, BIA, Media Framework, or Kantar/SRDS if you subscribe to one of those services).

The 'Lineup' menu also lets you choose to show DMA or Metro markets and/or Hispanic market ranks or Black market ranks instead of Total market ranks. Finally, this is where you can find the setting to 'Sort [stations] as entered' if you want to return the list to its original order.

- Does ACT 1 Systems look a little blurry on your **Windows 10 system**? If so, the culprit may be DPI Scaling. To sharpen your text back up, right-click on the shortcut (or actual .exe file) for one of the ACT 1 programs (Lineup Manager, Affiliate System, Research, and Site Manager if you have access) and select "Properties" from the drop-down menu. On the Properties dialog, select the "Compatibility" tab. Select the checkbox next to "Disable display scaling on high DPI settings." Click the OK button. That should make text sharper for the program you selected. If that doesn't work, then please give us a call so we can suggest other solutions.
- There may be times when manually computing numbers don't appear to match ACT 1 results. This is often due to rounding. Nielsen Audio requires that we round audience prior to displaying it, but our software still retains the full precision behind-the-scenes for computing derived estimates (like GI, GRP, CPP, market totals, and demo groups). Here are some examples:
 - If you had three stations in a market with (rounded) audience of 9,200 AQH, 600 AQH and 0 AQH respectively, you may expect to see 9800 AQH for the market total (9,200+600+0). However, you may instead see ACT 1 reporting a market total of 9,900 because the unrounded AQH audience behind the scenes might be 9,209 + 608 + 37 = 9,854 which rounds to 9,900.
 - If you had national delivery of (rounded) 0.2 GRPs and had a \$1,500 spot/unit cost, you may expect to see a \$7,500 CPP (\$1,500/0.2). However, you may instead see ACT 1 reporting a different \$6,849 CPP, because the unrounded GRPs behind the scenes may be 0.219 (\$1,500/0.219 = \$6,849).
 - If you had AQH delivery of 31,500 for M18-24 and 50,300 for M25-34, you may expect to see 81,800 for the combined M18-34 demo group (31,500+50,300). However, you may instead see ACT 1 reporting a different 82,300 for M18-34, because the unrounded AQH behind the scenes is 31,790 for M18-44 and 50,510 for M25-34 (31,790+50,510=82,300 for M18-34).

You can call ACT 1 Systems at **(818) 347-6400** for unlimited free **phone or screen-sharing training** during our regular business hours from 7:30am–5:00pm Pacific Time. Call us as often as you need to get answers to your questions, no matter how complex or trivial. You may also send an **e-mail** to ACT 1 Systems any time for regular assistance. You can contact Rob (x10) at <u>rfite@act1systems.com</u>, Eric (x11) at <u>erosenberg@act1systems.com</u>, or David (x16) at <u>ddavidson@act1systems.com</u>.