

Traffic & Classification Functional Specification

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\\gtgstage\sites\DAP\Global_Docs \TandC.doc

TABLE OF CONTENTS

TRAFFIC & CLASSIFICATION FUNCTIONAL SPECIFICATION	1
1. INTRODUCTION	1
1.1. PROJECT OVERVIEW	1
1.1.1. Latest Related Project	1
1.1.2. Scope of This Functional Specification	1
1.2. PRODUCT OVERVIEW	1
2. PRODUCT SPECIFICATIONS	2
2.1. TRAFFIC & CLASSIFICATION (FIRST-TIME ENTRY) [5.0]	2
2.1.1. Page Name	2
2.1.2. Task Diagram	2
2.1.3. Screen Shots	2
2.1.4. Permissions Matrix	7
2.1.5. Form Field Definitions	7
2.1.6. Scenarios/Default Settings	12
2.1.7. Error Messaging	13
2.2. TRAFFIC & CLASSIFICATION (ASSET DETAILS) [5.1]	14
2.2.1. Page Name	14
2.2.2. Task Diagram	14
2.2.3. Screen Shots	15
2.2.4. Permissions Matrix	18
2.2.5. Form Field Definitions	18
2.2.6. Scenarios/Default Settings	20
2.2.7. Error Messaging	20
2.3. IMAGE PULLED LETTER [5.2]	21
2.3.1. Page Name	21
2.3.2. Task Diagram	21
2.3.3. Screen Shots	21
2.3.4. Permissions Matrix	21
2.3.5. Form Field Definitions	22
2.3.6. Scenarios/Default Settings	22
2.3.7. Error Messaging	22
2.4. STATUS NOTIFICATION FOR ADMIN (STATUS) [5.3A]	23
2.4.1. Page Name	23
2.4.2. Task Diagram	23
2.4.3. Screen Shots	23
2.4.4. Permissions Matrix	23
2.4.5. Form Field Definitions	23
2.4.6. Scenarios/Default Settings	23
2.4.7. Error Messaging	23
2.5. STATUS NOTIFICATION FOR ADMIN (INACTIVE DATE) [5.3B]	24
2.5.1. Page Name	24
2.5.2. Task Diagram	24
2.5.3. Screen Shots	24
2.5.4. Permissions Matrix	24
2.5.5. Form Field Definitions	24
2.5.6. Scenarios/Default Settings	24
2.5.7. Error Messaging	24
2.6. PRINTED IMAGE LABEL [5.4]	25

2.6.1.	<i>Page Name</i>	25
2.6.2.	<i>Task Diagram</i>	25
2.6.3.	<i>Screen Shots</i>	25
2.6.4.	<i>Permissions Matrix</i>	25
2.6.5.	<i>Form Field Definitions</i>	26
2.6.6.	<i>Scenarios/Default Settings</i>	26
2.6.7.	<i>Error Messaging</i>	26
2.7.	LCI LETTER [5.5].....	27
2.7.1.	<i>Page Name</i>	27
2.7.2.	<i>Task Diagram</i>	27
2.7.3.	<i>Screen Shots</i>	28
2.7.4.	<i>Permissions Matrix</i>	29
2.7.5.	<i>Form Field Definitions</i>	29
2.7.6.	<i>Scenarios/Default Settings</i>	29
2.7.7.	<i>Error Messaging</i>	29
2.8.	UPDATE/MODIFY MASTER IDS [5.6]	30
2.8.1.	<i>Page Name</i>	30
2.8.2.	<i>Task Diagram</i>	30
2.8.3.	<i>Screen Shots</i>	30
2.8.4.	<i>Permissions Matrix</i>	30
2.8.5.	<i>Form Field Definitions</i>	31
2.8.6.	<i>Scenarios/Default Settings</i>	31
2.8.7.	<i>Error Messaging</i>	31
APPENDIX A. SCREEN SHOT INDEX		32

REVISION HISTORY

Revision	Initials	Date	Change
0.1	KK	10/06/03	Created.
0.2	KK	03/23/04	Prepped for adding information (realigning after changes made to other docs, like the Metadata permission group)
0.3	KK	04/02/04	Added page titles
0.4	KK	04/05/04	Added placeholders for page screenshots
0.5	KK	04/06/04	Continued adding screenshot placeholders Inserted all screenshots and links Added all Permissions Matrices
0.6	KK	04/09/04	Added form field definitions for [5.0] main T&C page
0.7	KK	04/28/04	Added Task Diagram for 1 st -time entry of an asset in T&C.

1. Introduction

1.1. Project Overview

1.1.1. Latest Related Project

DAP 4.1:

http://gtgstage/sites/devprojectsite/projects/dap/dap_release_41.asp

1.1.2. Scope of This Functional Specification

This spec outlines the contents, elements and functionality of the following pages:

- Traffic & Classification (first-time entry) [5.0]
- Traffic & Classification (asset details) [5.1]
- Image Pulled letter [5.2]
- Status Notification for Admin (status) [5.3a]
- Status Notification for Admin (inactive date) [5.3b]
- Printed Image label [5.4]
- Update/Modify Master IDs [5.6]

Please refer to the sitemap for placement of new pages within the structure.

1.2. Product Overview

See [Global DAP Elements.doc](#) for system requirements, localization information, email addresses, and invalid characters.

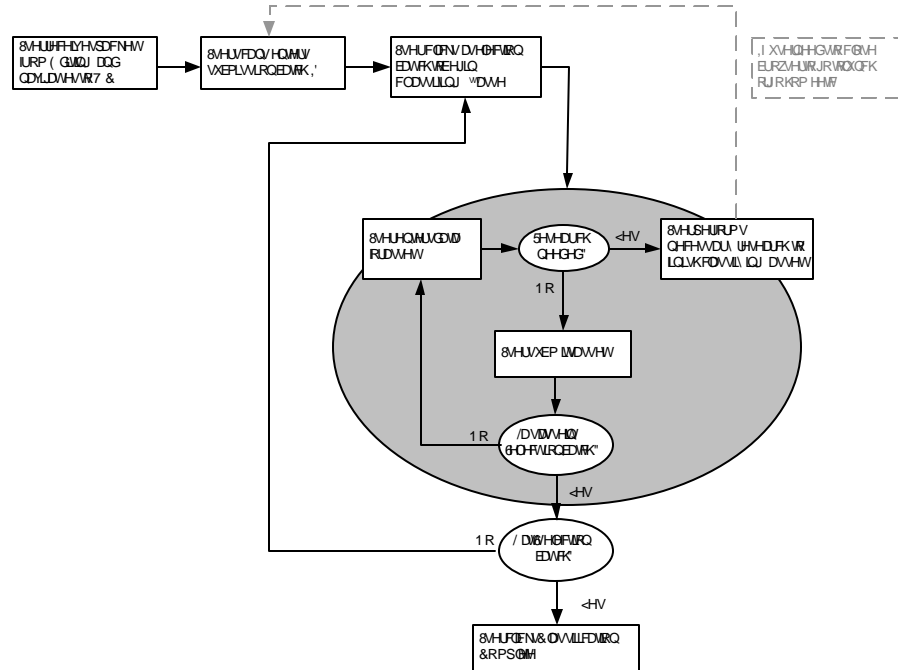
2. Product Specifications

2.1. Traffic & Classification (first-time entry) [5.0]

2.1.1. Page Name

/Source/TC/TCInitial.aspx

2.1.2. Task Diagram



2.1.3. Screen Shots

In Traffic & Classification

Classify Assets | Update/Modify Master IDs | Credit Line Management

Enter a submission batch to modify:

Figure 1: Default T&C page

(see also [screenshots\tc_default.gif](#))

In Traffic & Classification

[Classify Assets](#) | [Update/Modify Master IDs](#) | [Credit Line Management](#)

Selection Batches

[SL-10036231](#)

Batch Details:

Submission ID:
Artist Submission Ref:
Credit Line:
Contract:
Collection:
Sub-collection:
Total collection assets:

Figure 2: Regular submission batch entered
(see also [screenshots\tc_regular_sb.gif](#))

In Traffic & Classification

Classify Assets | Update/Modify Master IDs | Credit Line Management

Selection Batches

SL-10036218

Batch Details:

Submission ID: SB-10034995
Artist Submission Ref:
Credit Line: Bryan Mullennix
Contract: DAP10111
Collection: Photodisc
Sub-collection: Photodisc Red
Total collection assets: 2
Current Record: 1 of 2

For This Image:

Create sister to existing series

Master ID:

Assign Classification for Individual Asset:

Asset Status:

Pulled Reason:

Future Inactive Date:

Submission Batch ID: SB-10034995

Selection Batch ID: SL-10036218

Collection:

Sub-collection:

Artist Name: Bryan Mullennix (1377)

Contract:

Credit Line:

DP Batch ID:

Alias ID:

Artist Asset Reference:

Original Type:

Film Format:

Original Status:

Return Originals to Artist: Yes No

Media Type:

Shoot Type:

Catalogue Use: Yes No

Caption:

Sub-Caption:

Composite: Yes No

Dupe Available:

Keyword Nominations:

Model(s) Age:

Model Age Range:

Model(s) Ethnicity:

Artist Restrictions:

End Date of Restrictions:

Release Status:

Product Possible: Available: Selected:

Catalog:

VCDs:

Return Notes:

Notes:

Web Active:

Price Code: PDIR-SI-001

Save record as incomplete

Figure 3: Classify first asset in a selection batch (regular submissions; T&C user version)

(see also [screenshots\tc_classify_1st_asset_tcuser.gif](#))

In Traffic & Classification

Classify Assets | Update/Modify Master IDs | Credit Line Management

Selection Batches
SL-10036231

Batch Details:
Submission ID: SB-10035008
Artist Submission Ref:
Credit Line: A Stone
Contract: 101436;STD P2;Allen S Stone/Standard
Collection: Taxi
Total collection assets: 15
Current Record: 1 of 15

For This Image:

Create sister to existing series

Master ID:

Assign Classification for Individual Asset:

Asset Status:

Pulled Reason:

Future Inactive Date:

Submission Batch ID: SB-10035008

Selection Batch ID: SL-10036231

Collection:

Sub-collection:

Artist Name: Allen Stone (3650)

Contract:

Credit Line:

DP Batch ID:

Alias ID:

Artist Asset Reference:

Original Type:

Film Format:

Original Status:

Return Originals to Artist: Yes No

Media Type:

Shoot Type:

Catalogue Use: Yes No

Caption:

Sub-Caption:

Composite: Yes No

Dupe Available: Yes No

Keyword Nominations:

Model(s) Age:

Model Age Range:

Model(s) Ethnicity:

Artist Restrictions:

End Date of Restrictions:

Release Status:

Product Possible:

Available:	Selected:
<input type="button" value="AD Fav q1 2004"/> <input type="button" value="v"/> <input type="button" value="AD Fav q2 2004"/> <input type="button" value="v"/> <input type="button" value="AD Fav q3 2004"/> <input type="button" value="v"/> <input type="button" value="AD Fav q4 2004"/> <input type="button" value="v"/>	<input type="button" value=">>"/> <input type="button" value="<<"/>
<input type="button" value="AD Fav q1 2004"/> <input type="button" value="v"/> <input type="button" value="AD Fav q2 2004"/> <input type="button" value="v"/> <input type="button" value="AD Fav q3 2004"/> <input type="button" value="v"/> <input type="button" value="AD Fav q4 2004"/> <input type="button" value="v"/>	<input type="button" value=">>"/> <input type="button" value="<<"/>

VCDs:

Return Notes:

Notes:

Web Active:

Price Code: FPG-SI-001

Save record as incomplete

Figure 4: Classify first asset in a selection batch (regular submissions; Admin user version)

(see also [screenshots\tc_classify_1st_asset.gif](#))

In Traffic & Classification

[Classify Assets](#) | [Update/Modify Master IDs](#) | [Credit Line Management](#)

Selection Batches

[SL-10036231](#)

Batch Details:

Submission ID: SB-10035008
Artist Submission Ref:
Credit Line: A Stone
Contract: 101436;STD P2;Allen S Stone/Standard
Collection: Taxi
Total collection assets: 15
Current Record: 2 of 15

Master ID 200130176-001 has been created.

Add Next Image:

- Use Last Set of data
- Create unique image
- Create sister to previous
- Create sister to existing series

Master ID:

Assign Classification for Individual Asset:

Asset Status:

Figure 5: Classify second asset in selection batch (regular submissions) - cropped

(see also [screenshots\tc_classify_2nd_asset.gif](#))

In Traffic & Classification

[Classify Assets](#) | [Update/Modify Master IDs](#) | [Credit Line Management](#)

Selection Batches

[SL-10036232](#)

[SL-10036233](#)

Batch Details:

Submission ID:
Collection:
Sub-collection:
Total collection assets:

Figure 6: Third-party submission batch entered

(see also [screenshots\tc_3pb_sb.gif](#))

In Traffic & Classification

[Classify Assets](#) | [Update/Modify Master IDs](#) | [Credit Line Management](#)

Selection Batches

[SL-10036232](#)

[SL-10036233](#)

Batch Details:

Submission ID: SB-10035009

Collection: FoodPix

Total collection assets: 6

Upload 3rd Party Asset Metadata

File Path:

Original Type:

Film Format:

Media Type:

Figure 7: Upload file for Third-party assets in first selection batch

(see also [screenshots\tc_classify_selection_3pb.gif](#))

2.1.4. Permissions Matrix

ADMIN	Functions as described
TRAFFIC	Functions as described except for the following fields: - Dupe Available options are hidden - Catalog fields (Available/Selected listboxes) hidden
CREATIVE	No access
AP	
DP	
SEARCH DATA	
SEARCH	
DOP	
ADQ	
AS READ-ONLY	
VCD Management	
Metadata	

2.1.5. Form Field Definitions

Subnav

In Traffic & Classification	HTML text display
Classify Assets	HTML text link to [5.0] main T&C page
Update/Modify Master IDs	HTML text link to [5.6] update/modify master IDs page
Credit Line Management	HTML text link to [10.3a] main CLM page

Batch ID entry

Enter a submission batch to modify	HTML text entry field. 20 characters displayed. Min: 8 characters; max: 11 characters. Only allows entry of up to 11 characters.
Modify	HTML form button. On click, submission batch is checked out to user and details are displayed as described below in place of entry field.

Submission Batch details (when ID has been entered)

Selection Batches	HTML text display and list of Selection Batch IDs link to display the Classify fields for assets in that batch.
Batch Details	HTML text display
Submission ID	HTML text display; dynamically displays data once user clicks a selection batch ID
Artist Submission Ref	HTML text display; dynamically displays data once user clicks a selection batch ID
Credit Line	HTML text display; dynamically displays data once user clicks a selection batch ID
Contract	HTML text display; dynamically displays data once user clicks a selection batch ID
Collection	HTML text display; dynamically displays data once user clicks a selection batch ID
Sub-collection	HTML text display; dynamically displays data once user clicks a selection batch ID
Total collection assets	HTML text display; dynamically displays data once user clicks a selection batch ID
Current Record: x of y	Dynamic HTML text display in red; only displayed once user has clicks a

	selection batch ID.
<i>Classify 1st asset in a selection batch (user clicks selection batch ID</i>	
For This Image	HTML text display
Create sister to existing series	HTML form radio button; selected by default
Master ID	HTML form text entry field. 22 characters displayed. Min: 8 characters; max: 11 characters. Only allows entry of up to 11 characters.
Classify	HTML form button. On submit, system sisters current asset with entered asset..
Assign Classification for Individual Asset	HTML text display
Asset Status	HTML form drop-down. Options are Select one..., In Progress [default], On Hold, Active, Pulled. Required.
Pulled Reason	HTML form drop-down menu. Only active if Pulled has been selected from the Asset Status drop-down. Options are: Select one... [default], Culled, Withdrawn-Technical, Withdrawn-Release, Withdrawn-Rights, Withdrawn-Contract, Secondary Return, Artist's Request, Withdrawn Sister/Similar. Required when active.
Future Inactive Date	HTML form drop-downs for Day, Month and Year. Options for day drop-down: DY [default], and 01-31. Options for month drop-down: MO [default], and 01-12. Options for year drop-down: YEAR [default], and 1980-2060.
Submission Batch ID: <i>batchID</i>	Dynamic HTML text display
Selection Batch ID: <i>batchID</i>	Dynamic HTML text display
Collection	HTML form drop-down menu. Options are: 3DClinic, Allsport Concepts, Altrendo, Beateworks, Botanica, Brand X, Comstock Images, Dex, Digital Vision, FoodPix, Hulton Archive, Illustration Works, Lonely Planet Images, National Geographic, Photodisc, Photographer's Choice, Queerstock, Reportage, Robert Harding World Imagery, Rubberball, Stone, Taxi, The Bridgeman Art Library,

	The Image Bank, Thinkstock, Time & Life Pictures. Default selection is determined by collection assigned to selection batch in Editing. Required.
Sub-collection	HTML form drop-down menu. Only active if Photodisc or Stone are selected in the Collection drop-down. Options for Photodisc are: Select one... [default if just changed], Photodisc Red, Photodisc Green, Photodisc Blue. Options for Stone are: Select one... [default if just changed], Stone, Stone+. Required if active.
Artist Name: <i>firstname lastname (oracleID)</i>	Dynamic HTML text display
Contract	HTML form drop-down menu. Options are: Select one... [default if collection has been changed], and a list of contracts available for the selected artist and collection. Required.
Credit Line	HTML form drop-down menu. Options are: Select one... [default if collection or contract have been changed], and a list of credit lines available for the selected artist and collection. Required.
DP Batch ID: <i>batchID</i>	Dynamic HTML text display
Alias ID: <i>aliasID</i>	Dynamic HTML text display
Artist Asset Reference	HTML form text entry field. 27 characters displayed. Max: 100 characters.
Original Type	HTML form drop-down menu. Options are: Select one... [default], Digital, Print, Transparency, Negative. Required.
Film Format	HTML form drop-down menu. Only active if Digital, Transparency or Negative are selected in the Original Type drop-down. Options are: Select one... [default], 35mm, Medium Format, 10x8, Vector. Required if active for Transparency or Negative.
Original Status	HTML form drop-down menu. Options are: Select one..., In Progress [default], Returned to Source Office, Returned to Artist, Sent (Booked to) User, Sent (Booked to) Other, Sent to Originals Library, Received by Originals Library.

Return Originals to Artist	HTML form radio buttons. Options are Yes, No [default].
Media Type	HTML form drop-down menu. Options are: Select one..., Photography [default], Illustration, Fine Art. Required.
Shoot Type	HTML form drop-down menu. Options are: Select one... [default], Random (RAN), Solicited (SOL), Art Directed (DIR), Commissioned (COM), Wholly Owned (WHO). Required.
Catalog Use	HTML form radio buttons. Options are Yes [default], No.
Caption	HTML form textarea. 2 rows and 22 columns displayed. Min: 1 character; max: 70 characters. (3PB max character limit is 250 characters.)
Sub-Caption	HTML form textarea. 3 rows and 22 columns displayed. Max: 500 characters.
TIB Imprint	2 HTML form text entry fields. Only displays if The Image Bank is the selected collection. 21 characters displayed for each. Max: 22 characters per field.
Composite	HTML form radio buttons. Options are Yes, No [default].
Dupe Available	HTML form radio buttons. Options are Yes, No [default].
Keyword Nominations	HTML form text entry field. 26 characters displayed for each. Max: 120 characters.
Model(s) Age	HTML form text entry field. 26 characters displayed for each. Max: 100 characters.
Model Age Range	HTML form drop-down. Options are: Select one..., Above 18, Above 21, Above 25, Above 30, Under 18, Unknown [default].
Model(s) Ethnicity	HTML form text entry field. 26 characters displayed for each. Max: 100 characters.
Artist Restrictions	HTML form textarea. 2 rows and 22 columns displayed. Max: 2000 characters.

End Date of Restrictions	HTML form drop-downs for Day, Month and Year. Options for day drop-down: DY [default], and 01-31. Options for month drop-down: MO [default], and 01-12. Options for year drop-down: YEAR [default], and 1980-2060.
Release Status	HTML form drop-down. Options are: Select one..., Model Released (MR), Property Released (PR), Model and Property Released (MR&PR), Not Release (NR) [default]. Required.
Product Possible	HTML form listboxes for Available and Selected, with 2 button in the middle to move selections back and forth between listboxes. The Available listbox includes a complete list of active products. (For RF images, the label displays "Project Possible")
Catalog	HTML form listboxes for Available and Selected, with 2 button in the middle to move selections back and forth between listboxes. The Available listbox includes a complete list of active products.
VCDs	Dynamic HTML text display (will always be blank for Create view)
Return Notes	HTML form textarea. 3 rows and 22 columns displayed. Max: 1000 characters.
Notes	HTML form textarea. 3 rows and 22 columns displayed. Max: 1000 characters.
Web Active	Dynamic HTML text display of date when asset goes active (will always be blank for Create view)
Price Code	Dynamic HTML text display
Save record as incomplete	HTML form checkbox. Unselected by default.
Enter Record	HTML form button. On submit, moves user on to next record in the selection batch.

2.1.6. Scenarios/Default Settings

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2.1.7. Error Messaging

User enters a valid master ID in the Master ID field for sistering current asset to a series. Page redraws with red messaging at top of section.

Sistering with existing series: *masterID*