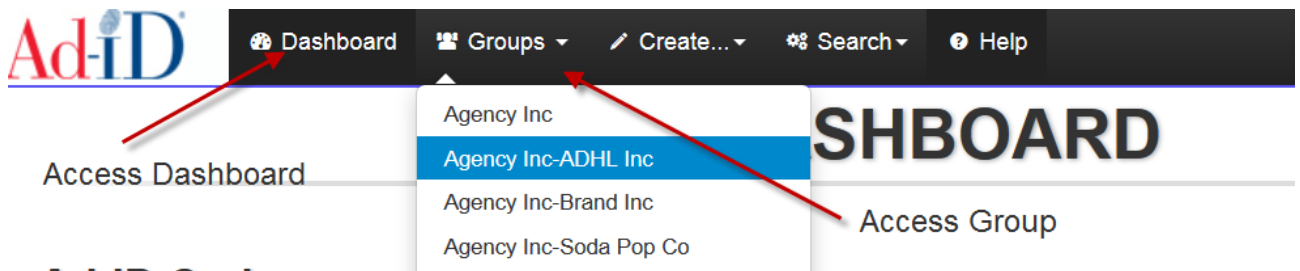


Editing Custom 7 Codes

Ad-ID codes are created at www.ad-id.org. For information on creating Custom 7 codes, please see the Creating Codes Using Custom 7 help information. Once codes have been created, you can edit the code information at any time. Please see the Editing Code Information help information for more details. For Custom 7 codes only, you can also edit the Ad-ID code, which will be outlined here.

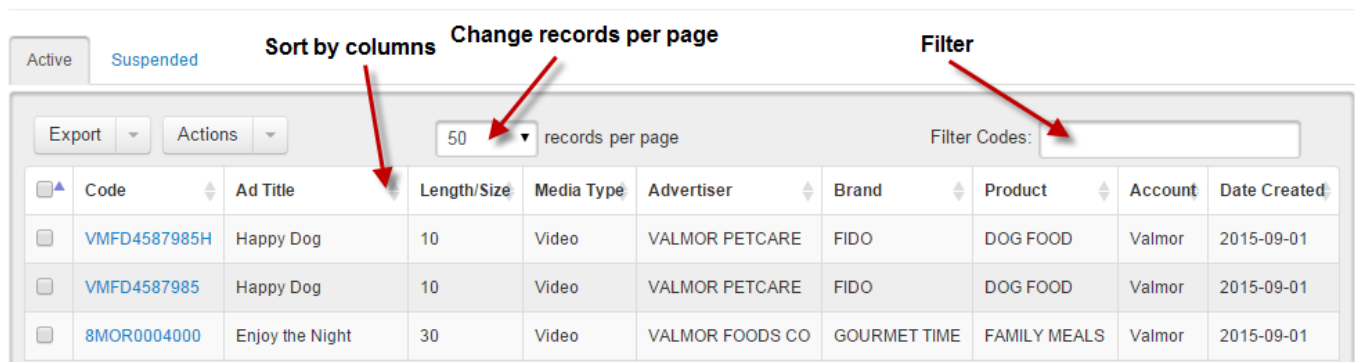
When a prefix is activated, there are various formats available to determine how the characters after the prefix will be created. Once a format is chosen for a prefix, it cannot be changed. The custom 7 option allows you to manually enter all 7 characters that follow the prefix.

1. The dashboard provides a list of your most recently created Ad-ID codes. This list shows up to 100 codes. To access a group, go to the Group list and click on a Group name. This list will show up to 1,000 codes.



2. The Ad-ID Codes table allows you to sort by the columns and also filter within the table. The filter works as a quick search, for instance, type in one of the titles and it will filter the table. You can also choose to see more or less records per page.

Ad-ID Codes - Ad-ID Codes recently created in this group (up to 1000).



Code	Ad Title	Length/Size	Media Type	Advertiser	Brand	Product	Account	Date Created
VMFD4587985H	Happy Dog	10	Video	VALMOR PETCARE	FIDO	DOG FOOD	Valmor	2015-09-01
VMFD4587985	Happy Dog	10	Video	VALMOR PETCARE	FIDO	DOG FOOD	Valmor	2015-09-01
8MOR0004000	Enjoy the Night	30	Video	VALMOR FOODS CO	GOURMET TIME	FAMILY MEALS	Valmor	2015-09-01

3. To edit the Custom 7 code, click directly on the code that you want to edit.
 - a. If editing code information such as the Ad Title or Version, multiple codes can be edited at one time.
 - b. If editing the actual Custom 7 Ad-ID code, you can only edit one at a time.

Active Suspended

Export Actions 50 records per page Filter Codes:

<input type="checkbox"/>	Code	Ad Title	Length/Size	Media Type	Advertiser	Brand	Product	Account	Date Created
<input type="checkbox"/>	VMFD4587985H	Happy Dog	10	Video	VALMOR PETCARE	FIDO	DOG FOOD	Valmor	2015-09-01
<input type="checkbox"/>	VMFD4587985	Happy Dog	10	Video	VALMOR PETCARE	FIDO	DOG FOOD	Valmor	2015-09-01

4. To edit, click on Edit on the right side.

Ad-ID - VMFD4587985H

Group Prefix Account

CODE ACTIONS

[Edit](#)

[Clone](#)

5. When editing a Custom 7 code, the Ad-ID Code field will be available on this screen for editing. After changing the code there will be an extra confirmation you must check to confirm you want to edit this code.
 - a. If you have already sent the code out, you should not edit the code. This feature should only be used if the code has not been slated, or otherwise distributed to outside entities.
 - b. Ad-ID is not liable for any errors occurring due to a user editing a code. It is the user's responsibility to ensure that the original code has not been referenced, or otherwise distributed before editing the code.

Ad-ID Code **Edit code**

Check to confirm

Please confirm you want to edit this Ad-ID code. Any changes to the Ad-ID code will not be applied unless you check this box. Ad-ID is not liable for any confusion or disputes arising from editing the code. *

6. If you are editing an HD or 3D code, the H or D will show at the end of the code and you will need to keep the H or D in the code. If you remove it when editing, the system will display an error.
 - a. If you have created matching SD, HD or 3D codes, when one of these codes is edited, this will change the code for all of the matching versions as well.
 - b. Note that this only applies to editing the Ad-ID code field. Editing the title or other fields does not update across all of the matching versions unless you select the “Also apply changes to the matching SD/HD/3D versions of this code” option.

Ad-ID Code Do not remove H or D in the 8th character.

Please confirm you want to edit this Ad-ID code. Ad-ID is not liable for any confusion or disputes arising from editing the code. *

7. When finished, click on Submit at the bottom of the screen.
 - a. If the code you have entered has already been used, the system will provide an error and you will need to enter a different code.

Notes

Also apply changes to the matching SD/HD/3D versions of this code

8. After you have edited a code, the original code that you changed can be created again. For example, if you originally created ABCD1234567 and changed it to ABCD7654321, code ABCD1234567 can be created again as it no longer exists in the Ad-ID system.

Please visit www.ad-id.org to access additional help instructions or contact Ad-ID Customer Relations at 704-501-4410 or cs@ad-id.org.