

General MEplan Workflow Structure

The general MEplan workflow structure is as follows:

- A **'New Plan'** (Campaign) is created. The **'Plan' view houses a topline view of each medium's schedule** that has been created for that particular campaign/plan.
- The **Plan holds the schedules**. A user can see multiple mediums such TV, Digital, Radio etc. for that particular plan/campaign.
- **Plan Lines (The medium's line items) lie within the Schedule**. On the left of the schedule a user can create the **details of the booking/s** and on the right is a scheduler giving a month/day view option where the **dates and Booking Deals** are held.
- **Booking Deals holding the financial information** of the bookings are found by right clicking on the booking itself.

Revision #3

Created 15 December 2025 17:48:54 by Holly

Updated 20 January 2026 12:39:55 by Holly