# ICTBroadcast

Enterprise Edition Admin Guide

Administrator Portal

This guide describes functions and usage of Administrator Portal for ICTBroadcast Software.

# Table of Contents

1. Overview	4
2. Roles	4
2.1.Administrator	4
2.2.User	5
3. Dashboard	6
3.1.Active Users	6
3.2.System status	6
3.3.Campaign Statistics	7
4. Campaigns	8
4.1.Campaign Management	
4.1.1.Add New Campaign	9
4.1.2.Voice => Message Campaign	10
4.1.3.Voice => Agent Campaign	12
4.1.4.Voice => Interactive Campaign	15
4.1.5.Voice => Inbound Campaign	
4.1.6.Voice => Survey Campaign	20
4.1.7.Fax Campaign	
4.1.8.SMS Campaign	25
4.2.Campaign Summary	27
5. Contacts	28
5.1.Contact Groups	
5.2.Contacts	29
5.3.DNC Contacts	31
6. Settings	31
6.1.Agent/Extensions	
6.2.Service Provider/ Trunks	
6.3.Inbound DIDs	33
6.4.Recordings	
6.4.1.Preparing Voice Recordings	
6.5.Fax Documents	
6.6.SMS Messages	36
7. User Management.	37
8. My Account	38
8.1.My Account	
8.2.Change Password	
8.3.License Upgrade	

# List of Illustrations

Illustration 1: Admin Portal Login Screen	4
Illustration 2: User Portal Login Screen	5
Illustration 3: Dashboard	
Illustration 4: Campaigns List View	8
Illustration 5: Add New Campaign	9
Illustration 6: Voice -> Message Campaign	
Illustration 7: Voice -> Agent Campaign	13
Illustration 8: Voice -> Interactive Campaign	16
Illustration 9: Voice -> Inbound Campaign	19
Illustration 10: Voice -> Survey Campaign	22
Illustration 11: Fax Campaign	24
Illustration 12: SMS Campaign	26
Illustration 13: Campaign Summary	27
Illustration 14: Contact Groups	
Illustration 15: Manage Contacts	30
Illustration 16: DNC Contacts	
Illustration 17: Agent/Extensions	32
Illustration 18: New Service Provider/Trunk	33
Illustration 19: DID	33
Illustration 20: Recordings	
Illustration 21: Text-to-speech in ICTBroadcast	
Illustration 22: Fax Documents	
Illustration 23: SMS Messages	36
Illustration 24: Resource Allocation	
Illustration 25: User Management	
Illustration 26: My Account	38
Illustration 27: Change Password	38
Illustration 28: License Upgrade	39

# 1. Overview

ICTBroadcast is multi-tenant Voice, SMS & Fax broadcasting software solution for SMB's and Service Providers. ICTBroadcast has smart autodialer and smart predictive dialer capabilities. It enables service providers to offer broadcasting services to their users. It can be scaled to blast thousands of simultaneous calls using either VoIP or PSTN. ICTBroadcast can handle most voice broadcasting scenarios. It is simple, reliable and easy to use and has user friendly web portal to manage.

# 2. Roles

There are two basic roles in ICTBroadcast:

## 2.1. Administrator

This role actually manages overall resources of system like managing users, configuring trunks, making payments, adding new destinations, setting routes and most importantly allocating available extensions, DIDs and channels to users.

СТВго	adcast Ei	nterprise Ed	ition			
Dashboard Campaign	Contacts Se	ttings User Managem	ent My Account			
Agents / Extensions		🥵 📔 inbound DiDs 📔	Recordings   FAX Documents	SMS Messages		
				user:admin sessions	started at : Wed, 17 Aug 2011 04:10:25 (GMT +0000)	logout
Action: 📑 New Trunk 4	Refresh					
			Trunk :: Browse			
List of Trunks						
Select Trunk	lame	Туре	Max Channels	Status	Operations	
nust		Asterisk	500	Active	[E dit]	
Delete Selected						
			a product of ICT Innovations ICT innovations			

Illustration 1: Admin Portal Login Screen

## 2.2. User

This role is enable user to manage his contacts, voice recordings and scheduling of campaigns. It also enables user to broadcast his message and interact with desired recipients by creating different type of campaigns and and view results/statistics.

	CTBroa	dcast	Enter	prise Eo	lition				
Dashboard	Campaigns	Contacts	Settings	My Account					
						us	ser:user	session started at : Wed, 17 Aug 2011 04:12:20 (GMT +0000)	logout
Action: 👔	Refresh								
					System Statistic	s :: View			
		Q			logged in succes	sfuly			
System Statu	ls								
т	otal Active Campaigns	s 0							
	Total Active Channels	s 0							
Active Camp	aigns Statistics								
Campaign Nar	ne		Owner	Dialed	Answered	Failed	Activ	ve Channels action	
					no item foun	nd			
					a product of ICT Inn ICT innovation				

Illustration 2: User Portal Login Screen

# 3. Dashboard

Dashboard is system monitoring page and It show important live statistics of overall system described below:

	CTBroad	lcast	Enter	prise Editi	o n					
Dashboard	Campaigns	Contacts	Settings	User Management	My Account					
							user:admin	session started at : Wed, 17 Aug 201	1 04:30:12 (GMT +0000)	logout
Action: 👔	Refresh									
				S	System Statistic	cs :: View				
		Q			logged in succe	ssfuly				
System Statu	is Total Logged-in Users	2								
	otal Active Campaigns	0								
	Total Active Channels	0								
Servers Stati	stics									
Node Name		Host		Active Channels		CPU Usage %		Memory Usage %		
Main Server		localhost		0		0.2000		81.8781		
Active Comm	aigns Statistics									_
Active Campa	aigns statistics									
Campaign Nan	ne		Owner	Dialed	Answered	Failed	Act	ive Channels	action	
					no item fou	nd				
					a product of ICT Inr					
					TCT INTO VELLO					

Illustration 3: Dashboard

### 3.1. Active Users

Shows currently active user that are using the ICTBroadcast

### 3.2. System status

System status shows the number of active campaigns and total number of active channels

## 3.3. Campaign Statistics

Campaign Statistics shows real time statistics of running campaigns with number of dialed , answers and failed calls

# 4. Campaigns

User can click on "Campaigns" tab on main menu bar to access this functionality. It has two menu items. That is Campaign Management and Campaign Summary. These two are described below.

# 4.1. Campaign Management

When User click on Campaign Management menu, it will open a page as shown below. Here user have various options for campaign management.

shboa	rd Campaigns	Contacts	Settings	User Mar	nagement	My Account				
Campaigns Wanagement   Campaign Summery   user : admin session started at : Fri, 12 Aug 2011 10:36:19 (GMT -0800) logor										
							user : admin	session started at :	Fri, 12 Aug 2011 10:36:1	.9 (GMT -0800)
Action:	📑 Add new  🚷 Refr	resh								
						Compoint u List				
						Campaign :: List				
t of Ca	masigne									
	inpaigns									
	mpargns									
	Campaign Name			Туре	Status		Modify	Action	Monitor	Results
				Type Voice		2506 processed)	Modify [Edit]	Action [Stop] 💥	Monitor [Monitor] 🔍	Results
Select	Campaign Name			0.292						
Select	Campalgn Name			Voice	Running ( <i>122</i> Stopped (by t		[Edit] 🎾	[Stop] 💥	[Monitor]Q	[Results]
Select	Campaign Name			Voice Voice	Running (122 Stopped (by u Running (164	user)	[Edit]	[Stop] 💥 [Start] 📢	[Monitor] 🔍 [Monitor] 🔍	[Results] 🙇 [Results] 🙇
Select	Campaign Name			Voice Voice Voice	Running (122 Stopped (by u Running (164	user) 4959 processed)	[Edit] [Edit] [Edit]	[Stop] 💥 [Start] 📢	[Monitor] [Monitor] [Monitor]	[Results] 🔍 [Results] 🔍 [Results] 🔍
Select	Campaign Name			Voice Voice Voice Voice	Running (122 Stopped (by u Running (164 Running (245	user) 4959 processed) 9116 processed)	(Edit) [Edit] [Edit] [Edit]	[Stop] 💥 [Start] 📢 [Stop] 💥 [Stop] 💥	[Monitor] [Monitor] [Monitor] [Monitor]	(Results) (Resul
Select	Campaign Name			Voice Voice Voice Voice Voice	Running (122 Stopped (by u Running (164 Running (249 Completed	user) 4959 processed) 9116 processed) user)	[Edit] [Edit] [Edit] [Edit] [Edit]	[Stop] 💥 [Start] 📢 [Stop] 💥 [Stop] 💥	[Monitor] Q [Monitor] Q [Monitor] Q [Monitor] Q [Monitor] Q	(Results) (Resul
Select	Campaign Name			Voice Voice Voice Voice Voice Voice	Running (122 Stopped (by u Running (164 Running (249 Completed Stopped (by u	user) 4959 processed) 9116 processed) user) user)	(Edit) [Edit] [Edit] [Edit] [Edit] [Edit] [Edit]	[Stop] 💥 [Start] 📢 [Stop] 💥 [Stop] 💥 - 👘	[Monitor] [Monitor] [Monitor] [Monitor] [Monitor] [Monitor]	(Results) (Resul

Illustration 4: Campaigns List View

Add new: User can create a new campaign (see section 4.1.1. Add new campaign below)

Modify: Modify/Edit existing campaign parameters before it starts

Action: Start and Stop Campaigns manually

Monitor: Monitor Live calls of Campaign

Results: Call statistics of completed calls with data that called contact entered

Delete Selected button: Deletes selected campaigns

### 4.1.1.Add New Campaign

User can access this option from:

- 1. Click on "Campaign" tab.
- 2. Click on "Campaign Management" tab.
- 3. Click on "Add New"
- 4. Select the type of campaign (e.g. Voice, Fax and SMS)

ICTBroadcast provides all the campaigns into three main categories i.e. Voice, Fax and SMS. Voice Campaign is further categorized into Message, Agent, Interactive, Survey and Inbound campaign types.

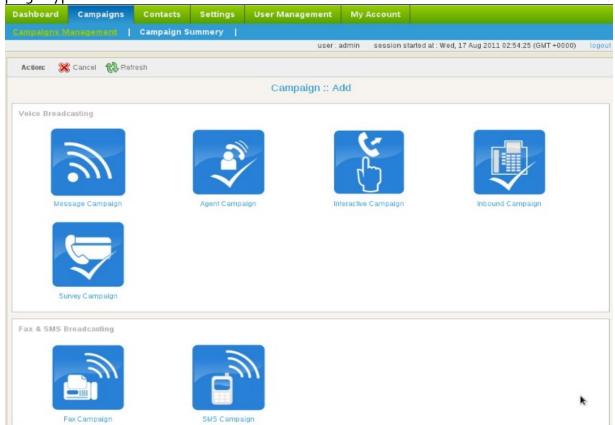


Illustration 5: Add New Campaign

A detailed overview of each of the campaigns shown in figure above is given below. This detail will highlight the purpose of the campaign, how to create it, and its important fields that should be filled.

### 4.1.2. Voice => Message Campaign

The purpose of this campaign is to broadcast a voice message. This type of campaigns dial numbers from contact list, on answer by the recipient, play recorded voice message and hangup. If user select "Message Campaign" from the figure above. This will open a form that lists all the options and settings for creating this campaign. The general parameters that user need to fill out for any type of campaign are:

#### Campaign Name:

Name of the campaign for identification

#### Contact Group:

Select contact group/List of phone numbers that this campaign will dial.

#### Campaign Mode:

When selected to Normal, it stops campaign after processing all the contacts. When selected to Permanent, it allows campaign to keep running even after processing all the contacts and waiting for new contact in background.

#### Voice Message:

Select from list of already created / recorded messages.

#### Introductory Message:

When **enabled**, this field allows the campaign manager to select an introductory message. This introductory message will be played immediately when the recipient receives call.

#### DNC (Do Not Call) Action:

DNC could be enabled and disabled. When **disabled**, no action is taken. When **enabled**, it will set a key "9" for DNC action. This means that when recipient presses 9 on his phone, his number will be deleted from contact list.

#### AMD (Answering Machine Detection) Action:

- When it is **disabled**, it ignores Answering Machine.
- When **hang up** is selected, it detects AMD if found then hangup the call otherwise continue normally.
- Third option is to **leave message**, it detects AMD if found then play a different message and hangup. It has another field for Message recorded for answering machine.

#### Settings:

- Max. Concurrent Channels: Maximum number of concurrent channels that said campaign will support
- Max retries: Max number of retries to contact the said contact
- **Max call Duration**: Maximum allowed duration for each call. after this duration call will be disconnected automatically , If user is not sure about duration of call let it be

maximum number so that it does not effect call conversation.

#### Caller ID

- **Caller ID:** Enter Caller ID to use with outgoing calls.
- Caller Name: Enter caller name to use with outgoing calls

* Name	
* Contact Group	[Please select] V
Campaign Mode (	Normal T
Voice	
* Message Recording	recording1 •
	· · · · ·
General Options	
Introductory Message	[Disabled] •
	[Disabled] ▼
Action on AMD	
Action on AMD	[Disabled]
Settings	
* Max. Concurrent Channels	1
Max. Retries	[Disabled] V
* Max. Call Duration in seconds	600
* Max.ring time in seconds	45
Caller ID	
* Caller ID	11111111
Caller Name	
Campaign Schedule	
Start Campaign	Immediately T
Stop Campaign	On Completion
Stop Campaign	
	Illustration 6: Voice -> Message Campaign

### Campaign Schedule:

- **Start campaign:** Schedule campaign start it has following options
  - a) Immediately: Start campaign immediately just after creation
  - b) On Scheduled Time: Start campaign on selected data and time
- **Stop/Pause campaign:** Schedule campaign stop time it has following options
  - a) When Done: Stop campaign when every thing is completed
  - b) On Scheduled Time: Stop campaign on selected data and time

Click on "Save" button on top to start the campaign.

### 4.1.3. Voice => Agent Campaign

This type of campaign dial numbers from contact list and on answer by the recipient, directly forward call to agent/external call center/IVR system. When user selects this campaign, it will open a form that lists all the options and settings for creating this campaign. The general parameters that needs to fill out for this of campaign are:

#### Campaign Name:

Name of the campaign for identification

#### Contact Group:

Select contact group/List of phone numbers that this campaign will dial.

#### Campaign Mode:

When selected to Normal, it stops campaign after processing all the contacts. When selected to Permanent, it allows campaign to keep running even after processing all the contacts and waiting for new contact in background.

#### Voice Message:

Select from list of already created / recorded messages.

#### Introductory Message:

When **enabled**, this field allows the campaign manager to select an introductory message. This introductory message will be played immediately when the recipient receives call.

#### DNC (Do Not Call) Action:

DNC could be enabled and disabled. When **disabled**, no action is taken. When **enabled**, it will set a key "9" for DNC action. This means that when recipient presses 9 on his phone, his number will be deleted from contact list.

#### Agent Extensions:

This field shows extension on which calls will be placed. The extension may be forwarded to agents or external call center or any IVR system for further handling of call.

#### AMD (Answering Machine Detection) Action:

- When it is **disabled**, it ignores Answering Machine.
- When **hang up** is selected, it detects AMD if found then hangup the call

otherwise continue normally.

• Third option is to **leave message**, it detects AMD if found then play a different message and hangup. It has a field for Message recorded for answering machine

#### Settings:

- Max. Concurrent Channels: Maximum number of concurrent channels that said campaign will support
- Max retries: Max number of retries to contact the said contact

Action: 📊 Save 🥎 Reset 🖇	🔀 Cancel
	Campaign :: Add
Campaign	
* Name	
* Contact Group	[Please select] V
Campaign Mode (	Normal V
General Options	
Agent / Operator Extension	testextension V
Action on AMD	[Disabled]
Settings	
* Max. Concurrent Channels	1
Max. Retries	[Disabled] V
* Max. Call Duration in seconds	600
* Max.ring time in seconds	45
Caller ID	
* Caller ID	11111111
Caller Name	
Campaign Schedule	
Start Campaign	Immediately T
Stop Campaign	On Completion

#### Illustration 7: Voice -> Agent Campaign

• **Max call Duration**: Maximum allowed duration for each call. after this duration call will be disconnected automatically , If user is not sure about duration of call let it be maximum number so that it does not effect call conversation.

#### Caller ID:

- **Caller ID:** Enter Caller ID to use with outgoing calls.
- Caller Name: Enter caller name to use with outgoing calls

#### Campaign Schedule:

- **Start campaign:** Schedule campaign start it has following options
  - a) Immediately: Start campaign immediately just after creation
  - b) On Scheduled Time: Start campaign on selected data and time
- **Stop/Pause campaign:** Schedule campaign stop time it has following options
  - a) When Done: Stop campaign when every thing is completed
  - b) On Scheduled Time: Stop campaign on selected data and time

Click on "Save" button on top to start the campaign.

### 4.1.4. Voice => Interactive Campaign

This option enable user to create an interactive campaign. This type of campaign dials number from contact list, on answer by the recipient, play recorded message and if recipient presses desired key, it forwards recipient to a live agent for further call handling. When user selects this type of campaign, it will open a form that lists all the options and settings for creating this campaign. The general parameters that needs to fill out for this of campaign are:

#### Campaign Name:

Name of the campaign for identification

#### Contact Group:

Select contact group/List of phone numbers that this campaign will dial.

#### Campaign Mode:

When selected to Normal, campaign stops after processing all the contacts. When selected to Permanent, it allows campaign to keep running even after processing all the contacts and waiting for new contact in background.

#### Voice Message:

Select from list of already created / recorded messages.

#### Introductory Message:

When **enabled**, this field allows the campaign manager to select an introductory message. This introductory message will be played immediately when the recipient receives call.

### DNC (Do Not Call) Action:

DNC could be enabled and disabled. When **disabled**, no action is taken. When **enabled**, it will set a key "9" for DNC action. This means that when recipient presses 9 on his phone, his number will be deleted from contact list.

#### **Required Input Key:**

This defines on which key the system should transfer call to Agent/Extensions

#### Agent Extensions:

This field shows extension on which calls will be placed. The extension may be forwarded to agents or external call center or any IVR system for further handling of call.

#### AMD Action: (Answering Machine Detection)

- When it is **disabled**, it ignores Answering Machine.
- When **hang up** is selected, it detects AMD if found then hangup the call otherwise continue normally.
- Third option is to **leave message**, it detects AMD if found then play a different message and hangup. It has another field for Message recorded for answering machine

Campaign
* Name
Contact Group     [Please select] ▼
Campaign Mode ③ Normal ▼
Voice
Message Recording recording1
recording
General Options
Introductory Message [Disabled]
Action on DNC ② [Disabled] ▼
Required input key ③ [None] ▼
Agent / Operator Extension Testextension T
Action on AMD [Disabled]
Settings
* Max. Concurrent Channels 1
Max. Retries [Disabled] ▼
* Max. Call Duration in seconds 600
* Max.ring time in seconds 45
Caller ID
* Caller ID 11111111
Caller Name

*Illustration 8: Voice -> Interactive Campaign* 

#### Settings:

- **Max. Concurrent Channels**: Maximum number of concurrent channels that said campaign will support
- Max retries: Max number of retries to contact the said contact
- **Max call Duration**: Maximum allowed duration for each call. after this duration call will be disconnected automatically , If user is not sure about duration of call let it be

maximum number so that it does not effect call conversation.

#### Caller ID:

- **Caller ID:** Enter Caller ID to use with outgoing calls.
- **Caller Name:** Enter caller name to use with outgoing calls

### Campaign Schedule:

- **Start campaign:** Schedule campaign start it has following options
  - a) Immediately: Start campaign immediately just after creation
  - b) On Scheduled Time: Start campaign on selected data and time
- **Stop/Pause campaign:** Schedule campaign stop time it has following options
  - a) When Done: Stop campaign when every thing is completed
  - b) On Scheduled Time: Stop campaign on selected data and time

Click on "Save" button on top to start the campaign.

### 4.1.5. Voice => Inbound Campaign

This option enables user to create an inbound campaign. This type of campaign works like IVR system. User publishes incoming numbers (DIDs) and interested callers call this/these number and listen a prerecorded voice message. If caller presses desired key, the call will be forwarded to live agents for further call handling. When user selects this campaign, it will open a form that lists all the options and settings for creating this campaign. The general parameters that need to fill out for this of campaign are:

#### Campaign Name:

Name of the campaign for identification

#### Contact Group:

Select contact group/List of phone numbers that this campaign will dial.

#### Campaign Mode:

When selected to Normal, campaign stops after processing all the contacts. When selected to Permanent, it allows campaign to keep running even after processing all the contacts and waiting for new contact in background.

#### DID:

Direct Invard Dialing. This field allows user to select DID number which will handle incoming calls from contacts.

#### Voice Message:

Select from list of already created / recorded messages.

#### Introductory Message:

When **enabled**, this field allows the campaign manager to select an introductory message. This introductory message will be played immediately when the recipient receives call.

### DNC (Do Not Call) Action:

DNC could be enabled and disabled. When **disabled**, no action is taken. When **enabled**, it will set a key "9" for DNC action. This means that when recipient presses 9 on his phone, his number will be deleted from contact list.

#### **Required Input Key:**

This defines on which key the system should transfer call to Agent/Extensions

#### Agent Extensions:

This field shows extension on which calls will be placed. The extension may be forwarded to agents or external call center or any IVR system for further handling of call.

AMD Action: (Answering Machine Detection)

- When it is **disabled**, it ignores Answering Machine.
- When **hang up** is selected, it detects AMD if found then hangup the call otherwise continue normally.
- Third option is to **leave message**, it detects AMD if found then play a different message and hangup. It has another field for Message recorded for answering machine

Action: 📊 Save 🔦 Reset 💥 Cancel
Campaign :: Add
Campaign
* Name
Contact Group [Please select]
Campaign Mode 💿 Normal 🔻
DID
* DID Number testdid ▼
Voice
* Message Recording recording1 ▼
General Options
Introductory Message [Disabled] V
Action on DNC ① [Disabled] ▼
Required input key 🕖 [None] 🔻
Agent / Operator Extension Testextension
Action on AMD [Disabled] T

Illustration 9: Voice -> Inbound Campaign

Click on "Save" button on top to start the campaign.

### 4.1.6. Voice => Survey Campaign

The purpose of this campaign is to make survey/polls. This type of campaign dials number from contact list, on answer by the recipient, ask set of questions and their responses from recipient and prepares report for further analysis. When user selects this campaign, it will open a form that lists all the options and settings for creating this campaign. The general parameters that needs to fill out for this of campaign are:

#### Campaign Name:

Name of the campaign for identification

#### Contact Group:

Select contact group/List of phone numbers that this campaign will dial.

#### Campaign Mode:

When selected to Normal, campaign stops after processing all the contacts. When selected to Permanent, it allows campaign to keep running even after processing all the contacts and waiting for new contact in background.

#### Voice Message:

Select from list of already created / recorded messages.

#### Introductory Message:

When **enabled**, this field allows the campaign manager to select an introductory message. This introductory message will be played immediately when the recipient receives call.

#### DNC (Do Not Call) Action:

DNC could be enabled and disabled. When **disabled**, no action is taken. When **enabled**, it will set a key "9" for DNC action. This means that when recipient presses 9 on his phone, his number will be deleted from contact list.

#### AMD (Answering Machine Detection) Action:

- When it is **disabled**, it ignores Answering Machine.
- When **hang up** is selected, it detects AMD if found then hangup the call otherwise continue normally.
- Third option is to **leave message**, it detects AMD if found then play a different message and hangup. It has another field for Message recorded for answering machine

#### Survey Questions:

This field allows user to select number of questions in survey. At the moment, maximum of 10 questions are supported. Once user selected the number of questions, a question field is displayed that allows user to select recorded question and then

configure desired responses.

#### Settings:

- Max. Concurrent Channels: Maximum number of concurrent channels that said campaign will support
- Max retries: Max number of retries to contact the said contact
- **Max call Duration**: Maximum allowed duration for each call. after this duration call will be disconnected automatically , If user is not sure about duration of call let it be maximum number so that it does not effect call conversation.

### Caller ID:

- **Caller ID:** Enter Caller ID to use with outgoing calls.
- **Caller Name:** Enter caller name to use with outgoing calls

### Campaign Schedule:

- Start campaign: Schedule campaign start it has following options
   a) Immediately: Start campaign immediately just after creation
   b) On Scheduled Time: Start campaign on selected data and time
- Stop/Pause campaign: Schedule campaign stop time it has following options
   a) When Done: Stop campaign when every thing is completed
   b) On Scheduled Time: Stop campaign on selected data and time

Click on "Save" button on top to start the campaign.

Campaign	
* Name	
* Contact Group	[Please select] V
Campaign Mode 🧃	
ouripaign mode (	
Voice * Message Recording	1
message Recording	recording1 •
General Options	
Introductory Message	[Disabled] •
Action on DNC (	D[Disabled] V
Action on AMD	[Disabled]
Survey	
Survey Questions	2 🔻
Question #1	recording1  Options
Question # 2	recording1  Options
Settings	
* Max. Concurrent Channels	1
Max. Retries	[Disabled] •
* Max. Call Duration in seconds	600
* Max.ring time in seconds	45
Caller ID	

Illustration 10: Voice -> Survey Campaign

### 4.1.7. Fax Campaign

This option allows user to create Fax Campaign. This type of campaign dial numbers from contact lists and on answer by the recipient, transfers fax documents. When user selects this campaign, it will open a form that lists all the options and settings for creating this campaign. The general parameters that needs to fill out for this of campaign are:

#### Campaign Name:

Name of the campaign for identification

#### Contact Group:

Select contact group/List of phone numbers that this campaign will dial.

#### Campaign Mode:

When selected to Normal, campaign stops after processing all the contacts. When selected to Permanent, it allows campaign to keep running even after processing all the contacts and waiting for new contact in background.

#### Fax Document:

Select from list of already uploaded fax documents.

#### Settings:

- Max. Concurrent Channels: Maximum number of concurrent channels that said campaign will support
- Max retries: Max number of retries to contact the said contact
- **Max call Duration**: Maximum allowed duration for each call. after this duration call will be disconnected automatically , If user is not sure about duration of call let it be maximum number so that it does not effect call conversation.

#### Caller ID:

- **Caller ID:** Enter Caller ID to use with outgoing calls.
- **Caller Name:** Enter caller name to use with outgoing calls

#### Campaign Schedule:

- Start campaign: Schedule campaign start it has following options
   a) Immediately: Start campaign immediately just after creation
   b) On Scheduled Time: Start campaign on selected data and time
- **Stop/Pause campaign:** Schedule campaign stop time it has following options
  - a) When Done: Stop campaign when every thing is completed
  - b) On Scheduled Time: Stop campaign on selected data and time

#### ICTBroadcast, a product of ICTInnovations

#### Admin Guide

Action: 📊 Save 🦘 Reset 🖇	🔀 Cancel	
		Campaign :: Add
Campaign		
* Name		
* Contact Group	[Please select] ▼	
Campaign Mode (	D Normal	
FAX FAX Document		
PAX Document	test fax document ▼	
Settings		
* Max. Concurrent Channels	1	
Max. Retries	[Disabled] 🔻	
* Max. Call Duration in seconds	600	
* Max.ring time in seconds	45	
Caller ID		
* Caller ID	11111111	
Caller Name		
Campaign Schedule		
Start Campaign	Immediately T	
Stop Campaign	On Completion 🔻	

Illustration 11: Fax Campaign

Click on "Save" button on top to start the campaign.

### 4.1.8. SMS Campaign

This option allows user to create SMS Campaign. This type of campaign dials numbers from contact list and send SMS messages to all recipients. When user selects this campaign, it will open a form that lists all the options and settings for creating this campaign. The general parameters that needs to fill out for this of campaign are:

#### Campaign Name:

Name of the campaign for identification

#### Contact Group:

Select contact group/List of phone numbers that this campaign will dial.

#### Campaign Mode:

When selected to Normal, campaign stops after processing all the contacts. When selected to Permanent, it allows campaign to keep running even after processing all the contacts and waiting for new contact in background.

#### SMS Message:

Select from list of already created SMS messages.

#### Settings:

- Max. Concurrent Channels: Maximum number of concurrent channels that said campaign will support
- Max retries: Max number of retries to contact the said contact
- **Max call Duration**: Maximum allowed duration for each call. after this duration call will be disconnected automatically , If user is not sure about duration of call let it be maximum number so that it does not effect call conversation.

#### Caller ID:

- **Caller ID:** Enter Caller ID to use with outgoing calls.
- **Caller Name:** Enter caller name to use with outgoing calls

#### Campaign Schedule:

- Start campaign: Schedule campaign start it has following options
   a) Immediately: Start campaign immediately just after creation
   b) On Scheduled Time: Start campaign on selected data and time
- **Stop/Pause campaign:** Schedule campaign stop time it has following options
  - a) When Done: Stop campaign when every thing is completed
  - b) On Scheduled Time: Stop campaign on selected data and time

#### ICTBroadcast, a product of ICTInnovations

#### Admin Guide

Action: 📊 Save 🔦 Reset 🗧	🔀 Cancel	
		Campaign :: Add
Campaign		
* Name		
* Contact Group	[Please select] 🔻	
Campaign Mode (	Dormal 🔻	
SMS		
* Text Message	sms ▼	
Settings		
* Max. Concurrent Channels	1	
Max. Retries	[Disabled] 🔻	
* Max. Call Duration in seconds	600	
* Max.ring time in seconds	45	
Caller ID		
* Caller ID	11111111	
Caller Name		
Campaign Schedule		
Start Campaign	Immediately 🔻	
Stop Campaign	On Completion <ul> <li>Image: The second se</li></ul>	

Illustration 12: SMS Campaign

Click on "Save" button on top to start the campaign.

# 4.2. Campaign Summary

Campaign Summary option provides user a chart view of campaign status. It shows the Answered calls, Not Answered calls, Failed, Not Called, congestion etc.

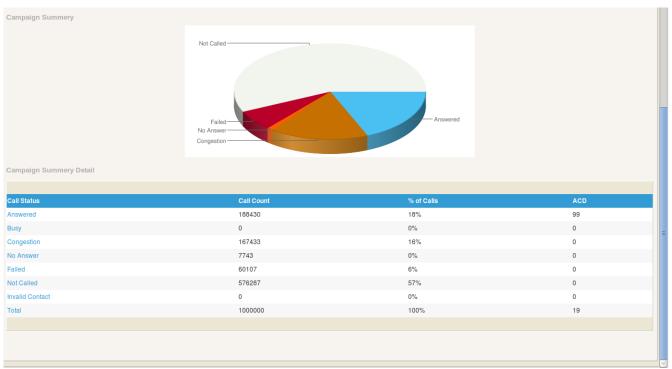


Illustration 13: Campaign Summary

# 5. Contacts

ICTBroadcast allows user to manage contacts. Contacts can be grouped together into a cantact group. Contacts are basically telephone numbers to be dialed. A contact group can have telephone numbers of multiple destionations/countries. User can also manage regions, countries, and destinations for call termination to a particular group or contact.

## 5.1. Contact Groups

Following figure shows required fields for creating a contact group into the system.

### Title:

Title allows user to distinguish between different contact groups.

### **Description:**

Description allows to further elaborate contact group if title is not enough meaning.

#### **Regions:**

Regions lists all the continents and major regions within those continents.

### Country:

user can select countries of his/her choice.

**Allowed Destinations:**This field shows user the allowed destinations from selected regions and country within that region. However, user can see all the allowed destinations if he/she select all regions and all countries option. user can select or remove any number of desired destinations for particular contact group. So that contact group will have only contacts to and from selected destinations.

Dashboard	Campaigns	Contacts	Settings	User Man	agement	My A	Account	
	ps   Contacts	Region	s   Coun	tries   De	stinations			
					user:a	admin	session started at : Wed, 17 Aug 2011 02:54:25 (GMT +0000)	logout
Action: 📄	Save 🥱 Reset	🔀 Cancel						
				Contac	t Group ::	Add		
Description								
	* Title							
	Description							
						11		
Destination R	lules							
	Region	[All Region	ns]	•				
	Country	[All Count	ries]		•			
*	Allowed Destinations					Sele	cted	
		Afghanista Afghanista	un (+93) un Mobile (+93)	75)				
		Afghanista	n Mobile ÁWC	C (+93700)	=			
			ın Mobile AWC ın Mobile Etisa					
			ın Mobile Etisa ın Mobile MTN					
		Afghanista	n Mobile Rosh	an (+93797)				
		Afghanista Albania (+	ın Mobile Rosh 355)	an (+93799)	•	-		
		select all	, ,			remo	ive all	
			Tlluct	ration 1/	1. Cont	act C	nounc	

#### Illustration 14: Contact Groups

## 5.2. Contacts

A contact is a phone number other personal information.

Dashboard	Campaigns	Contacts	Setting	s User	Management	My Account		
Contact Group	s <u>Contact</u>	<mark>s</mark>   Regio	ns   Co	untries	Destinations			
					user:	admin sessions	started at : Wed, 17 Aug 2011 02:54:25 (GMT +0000)	loj
Action: 📑 /	Add new 🔬 Im	port   86 Find	Duplicate	🗟 Find Invali	id 🚯 Refresh			
					Contact :: Lis	st		
Filter Settings								
Use	[All Users]	•						
Contact Grou	P [All Groups	] •						
Nam	e							
Phon	e							
	Search Re	eset						

Illustration 15: Manage Contacts

### Add new:

Allows user to enter a contact in a particular contact group by clicking on add new button.

#### Import:

This option enables user to import contact list from external text or CSV file by clicking on "import" button. The format of external file needs to be in CSV (comma separated values) format as show below:

```
923330000000, First Name, Last name, <u>email@domain.com</u>, address, custome value 1, custome value 2, custome value 3, comments
92333111111, First Name, Last Name, <u>other@domain.com</u>, address, custome value 1, custome value 2, custome value 3, comments
```

• • •

First field is phone number that is mandatory while other fields are optional. Which means user can create a contact list simply using following format:

923300000000 92333111111

. . .

### Find Duplicate:

This option enable userto find duplicate contacts.

### Find Invalid:

This option enable user to find invalid contacts form list. Invalid contacts will be defined as contacts that does not match with pre-selected destinations of contact group.

# 5.3. DNC Contacts

DNC Contacts are the contacts that user do not want to call. User can apply this DNC list on original contact list and it will filter out and eliminate those contacts from contact list which

Dashboard	Campaigns	Contacts	Settings	Billing	User Management	My Account	Reports		
Contact Grou	ps   Contact								
				user:adm	nin 🛛 English, American 🔻	session started :	at : Fri, 27 Jan 2	012 06:30:30 (GMT +0000)	logout
Action:	Add new 🙀 Im	port 🚯 Refre	sh						
				C	DNC :: List				
List of DNC									
Select	First Name		Last Name		Phone	E-Ma	ail	Operations	
					41792599978			[Edit]	

Illustration 16: DNC Contacts

are present in the DNC list.

# 6. Settings

This is very important area of ICTBroadcast. It allows user to manage Extensions, Trunks, DIDs, Recordings, SMS and Faxes. All these options are required when user need to create a campaign. In other words, whenever user want to create a campaign of his/her choice, user first need to come to settings to upload some recordings, SMS or faxes, user may need to add trunks for call termination, user may need DIDs if he/she want to create inbound campaign etc.

# 6.1. Agent/Extensions

Agent/Extensions form allows user to enter extension name, password, SIP or IAX protocol, and forwarding. This setting is required for Agent Campaigns or Interactive Campaigns. User can forward any extension to external call center or IVR System.

Action: 📊 Save 🦄 Reset 🖇	X Cancel
	Extension :: Add
Extension	
* Extension Name	
* Secret / Password	
Settings	
SIP	Active <b>T</b>
IAX	Disabled <b>T</b>
Forwarding	Disabled <b>v</b>

Illustration 17: Agent/Extensions

# 6.2. Service Provider/ Trunks

Service Provider/Trunks is basically a call termination point. A trunk is an interface that enable users to connect with interested recipients using VOIP or PSTN networks. So user will provide trunk details here.

Trunk:

- Trunk Name: Name of the trunk
- Type: Inbound, Outbound, or Inbound and Outbound both
- Status: Active or Disabled

• Weight: weight sets priority of trunk. Trunks will lower values will be preferred from others while doing route selection

#### Settings:

- Gateway type: Asterisk for voip and Kennel for SMS
- Max Channel Capacity: Number of maximum channel allowed
- **Dial Prefix:** If any prefix required by this trunk

#### Trunk Configuration:

- **Protocol Type:** IAX or SIP
- **Register String:** Only if asked or required by trunk
- **Setting:** Type, host, user and password for connecting to this trunk
- Dial String(default):
  - SIP dial string: SIP/%phone/%trunk
  - IAX dial string: IAX/username/%trunk/%phone
  - Kannel dial string: to=%phone&smsc=%trunk

Trunk Name Type Outbound  Status Active  Weight  O  Settings  Sateway Type Asterisk  Voice  Fax  SMS = *Max Channel Capacity  I Dial Prefix  Protocol Type IAX  Register String  : example configuration (yearple configuration (ye		Trunk :: Add
Gateway Type Asteriisk  Voice  Fax  SMS = *Max Channel Capacity  1 Dial Prefix  Internet  Protocol Type IAX  Register String  Setting  I : example configuration type=peer host=a.b.c.d. host name or ip address of provider username=user	* Trunk Name Type Stalus	Active •
Voice Fax SMS * Max Channel Capacity ② 1 Dial Prefix ③ Trunk Configuration Protocol Type IAX ▼ Register String ③ Setting ④ Setting ④ Setting ④ Setting ④ Setting ④ Setting ④ Setting ④ Setting ④ Setting ⑤ Setting ⑤ Setting ⑤ Setting ⑥ Setting ⑥ Setting ⑥ Setting ⑧ Setting ⑧ Seting ⑧ Setting ⑧ Setting ⑧ Setting $Seting   Seting   Seti$	Settings	
Fax 5MS = * Max Channel Capacity ② 1 Dial Prefix ③ Trunk Configuration Protocol Type IAX ▼ Register String ③ Setting ③ ; example configuration type=peer host=a.b.c.d.; host name or ip address of provider useram==user		Asterisk *
SMS  * Max Channel Capacity ② 1 Dial Prefix ③  Trunk Configuration  Protocol Type IAX ▼  Register String ③  Settings ③ ; example configuration type=peer host=a.b.c.d, host name or ip address of provider username=user	Voice	R
* Max Channel Capacity ② 1 Dial Prefix ③ Frunk Configuration Protocol Type AX ▼ Register String ④ Settings ④ ; example configuration type=peer host=a.b.c.d, host name or ip address of provider username=user	Fax	4
Dial Prefix	SMS	1
Trunk Configuration Protocol Type IAX ▼ Register String ③ Settings ③ : example configuration type=peer host=a.b.c.d, host name or ip address of provider username=user	* Max. Channel Capacity	D 1
Protocol Type IAX  Pregister String  Settings  ; example configuration type=peer host=a.b.c.d.; host name or ip address of provider username=user	Dial Prefix	
	Protocol Type Register String	

Illustration 18: New Service Provider/Trunk

## 6.3. Inbound DIDs

DID number is the number that caller will dial and the system will receive that call. Following form allows user to enter DID number, its description, and the trunk name that will receive the inbound call for that DID.

Action: 📊 S	Save 🥎 Reset 🖇	🗙 Cancel
		DID :: Add
DID	* DID Number Description	
Settings	Trunk	nust T

Illustration 19: DID

## 6.4. Recordings

This is an area where user will upload recordings. These recordings could be messages, survey questions, introductory message etc. If user don't have recordings. Don't worry, system also provides user with TTS (text-to-speech) feature. Select recording type to Text and write text that user want to play. System will create its recording and that message will be played. System also provides user with a feature to play the sound that user uploaded or written text.

Action: 📊 Save 🥎 Reset 💥 🤇	Cancel
	Recording :: Add
Recording * Recording Name Description	
	Voice ▼ Choose File No file chosen

Illustration 20: Recordings

## 6.4.1. Preparing Voice Recordings

The required format of sound file need to 8 Khz sampling rate , 16 bit mono and supported types is wav file. User can use one of following methods to create 8 khz 16 bit mono wav files

### a. Microsoft Windows built-in recording tool "Sound Recorder"

- 1. Click on "start" button on windows operating system.
- 2. Click on "All Programs"
- 3. Click on "Accessories"
- 4. Click on "Entertainment"
- 5. Click on "Sound Recorder"
- 6. Record your voice through mic using start and stop buttons
- 7. Click on File menu
- 8. Click on "Save as"
- 9. Enter proper file name
- 10. Select "Save as type" as wav file

- 11. Click on "Change" button to change format to 8khz 16 bit mono
- 12. Upload saved file to ICTBroadcast as new recording

#### b. TTS (Text-to-speech) programs

Open source solution like espeak, flite and festival and commercial solutions like cepstral, ispeech and voiceforge. This feature has been added to new version of ICTBroadcast using festival TTS program. Now user just writes text, its audio will be created by system.

Illustration 21: Text-to-speech in ICTBroadcast

- c. Open source software audacity for audio recording and editing
- d. Professional voice overs from professionals from providers like voice123

## 6.5. Fax Documents

This is an area where user will manage **fax** documents. User can also preview fax documents once they are uploaded.

Action: 📊 Save 🔦 Reset 💥 Cancel	
document :: Add	
Document  * Document Name Description	
FAX Document  File Name  Choose File No file chosen	

Illustration 22: Fax Documents

## 6.6. SMS Messages

This is an area where user manages SMS messages. Following form is simple and just requires Text Title for message, description if any, and SMS message that user want to broadcast.

Action: 📊 Save 숙 Reset 🖇	🔇 Cancel
	text :: Add
Text	
* Text Title	
Description	
SMS Message	
* SMS Message	
	6 segments and 0 character is remaining

Illustration 23: SMS Messages

# 7. User Management

ICTBroadcast Enterprise edition has two basic user roles i.e. Administrator and User. Administrator has all the privileges where as User has some restrictions which includes user management, trunks management, Extensions, DIDs, regions, countries and destination management etc. Following form shows User Management area for Administrator. Administrator can manage user and assign resources to users like Assign Extensions and Assign DIDs.

Dashbo	oard Ca	mpaigns (	Contacts S	ettings User M	anagement	My Aco	count	
					us	ser : admin	session started at : Wed, 17 Aug 2011 02:54:25 (GMT +0000)	logo
Action	n: 📑 New	User 🚯 Refre	esh					
				ι	Jser :: Brov	wse		
List of U	leare							
Select	Username	<b>First Name</b>	Last Name	Email	Balance	Role	Operations	
	admin	Administrator	admin	none@none.com	0.0000	admin	[Edit]💋 [Assign Extensions] 🍋 [Assign DIDs]	
	admin user	Administrator User	admin user	none@none.com none@none.com	0.0000	admin user	(Edit) [20] (Assign Extensions) [20] (Assign DIDs) [20] [Edit] [20] (Assign Extensions) [20] (Assign DIDs) [20]	
_								

Illustration 24: Resource Allocation

Following form below shows the fields required to create a role.

Action: 📊 Save 🔦 Reset	X Cancel
	User :: Add
User	
* User Name	
* User Role	user T
* Max Allowed Channels	1
Status	Active
Password	
Password	••••
Retype Password	
Personal Contact Info	
First Name	
Last Name	
Phone	
Mobile	
Street Address	
Locale Settings	
* Timezone offset	Sunday, August 14, 2011 21:43 (GMT -11:00) 🔻
Language	English T
Theme	Default <b>*</b>

Illustration 25: User Management

# 8. My Account

# 8.1. My Account

This form provides account status, personal information, contact information, and time zone settings.

	Account :: View
Account Status	
Balance	0.0000
Channels	50
Status	Active
Personal Infomation	
First Name	Administrator
Last Name	admin
Contact Information	
Phone	
Mobile Number	
Email	none@none.com
Address	
Country	Pakistan
Settings	
Time Zone	Monday, August 15, 2011 08:45 (GMT)
Language	
Theme	Default

Illustration 26: My Account

# 8.2. Change Password

User can change password in My Accounts -> Change Password form as shown below.

New Password	
* New Password	
* Verify Passowrd	

Illustration 27: Change Password

# 8.3. License Upgrade

If user have received our License Key, he/she can upgrade it to the system.

Action: 📊 Register 🔌 Reset			
	License :: Register		
Registered to			
* Name / Company			
* E-Mail Address			
* Main network			
License			
* License Key			

Illustration 28: License Upgrade