



**SNAILWORKS**  
*Direct Mail Insights & Solutions*

**USING YOUR SNAILWORKS  
DEMONSTRATION ACCOUNT**

# YOUR DEMO ACCOUNT

Your SnailWorks account includes a special sub-account with a couple of demo mailings already loaded. You may use these demo jobs to present the various mail tracking and multi-channel services you are able to offer to your clients and prospects. If you have a branded account, your brand and logo are included in the demo jobs.



# LOCATING YOUR DEMO ACCOUNT

**Select** the Demo Account at the bottom of the listing of your sub-accounts.

Your Demo Account will be listed at the bottom of your listing of sub-accounts.

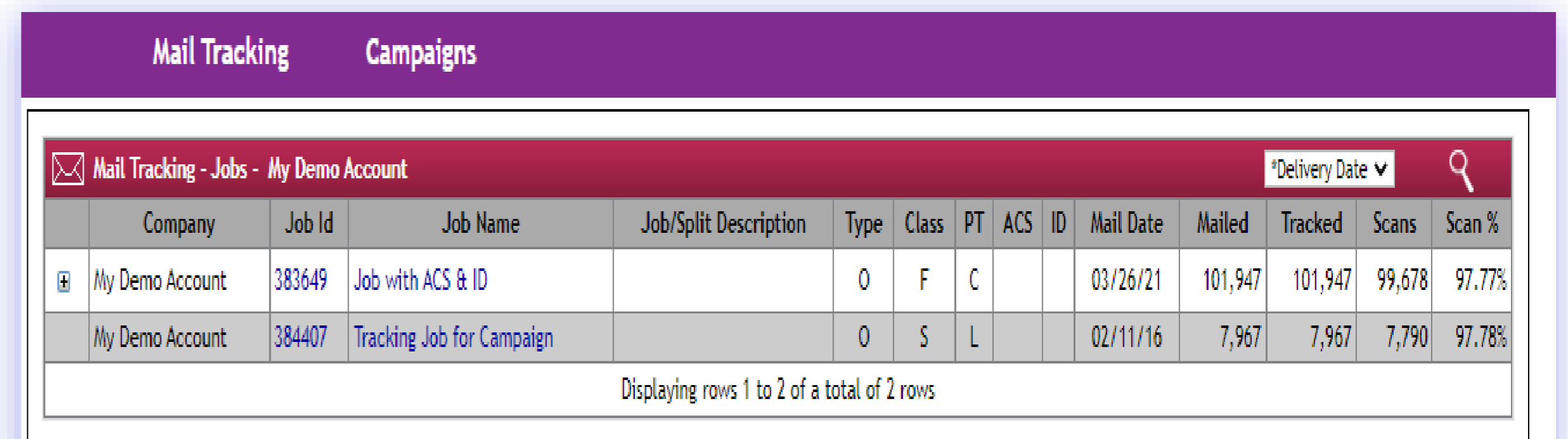


The screenshot shows a web application interface with a purple navigation bar containing the following menu items: Mail Tracking, Campaigns, New Campaign, Upload Files, Reports, Profile, and New Client. The main content area is titled "Clients" and contains a "Mail Tracking Client Summary" table. The table has columns for Account Id, Company Name, Job Cnt, Split Cnt, Total Mailed Qty, and Total Tracked Qty. The "Demo Account" is listed at the bottom of the sub-accounts list.

Account Id	Company Name	Job Cnt	Split Cnt	Total Mailed Qty	Total Tracked Qty
11200	Demonstration Account	0	0		
11204	First Class Delivery Job	1	1	10	10
15921	Newly Added Client	0	0		
11205	Standard Rate Account	0	0		
13810	The Mailing Group	2	4	250,000	250,000

# LOCATING YOUR DEMO JOBS

**Select** the Demo Job you would like to view. The ***Job with ACS & ID*** is ideal for demonstrating mail tracking functions and the ***Tracking Job for Campaign*** is perfect for reviewing the multi-channel features. To view the job you'd like to demonstrate **Click** on the job name or job number.



The screenshot shows a web interface with a purple header bar containing 'Mail Tracking' and 'Campaigns' tabs. Below the header is a table titled 'Mail Tracking - Jobs - My Demo Account'. The table has columns for Company, Job Id, Job Name, Job/Split Description, Type, Class, PT, ACS, ID, Mail Date, Mailed, Tracked, Scans, and Scan %. Two rows are visible: one for 'Job with ACS & ID' and one for 'Tracking Job for Campaign'. A search bar and a 'Delivery Date' dropdown are also present.

Company	Job Id	Job Name	Job/Split Description	Type	Class	PT	ACS	ID	Mail Date	Mailed	Tracked	Scans	Scan %
My Demo Account	383649	Job with ACS & ID		0	F	C			03/26/21	101,947	101,947	99,678	97.77%
My Demo Account	384407	Tracking Job for Campaign		0	S	L			02/11/16	7,967	7,967	7,790	97.78%

Displaying rows 1 to 2 of a total of 2 rows

To review the dashboard for multi-channel campaigns, remember to click on the “campaigns” tab in the purple bar!



# REVIEWING YOUR MAIL TRACKING DEMO JOB

The **Job with ACS & ID** allows you to view the mail tracking dashboard and all reports, including ACS and Informed Delivery reporting. You will not be able to access the scheduled reports tool.

When you view reports by State, SCF, NDC or Zip you will see the counts for Informed Delivery Ads delivered.



Mail Tracking Campaigns												
Mail Tracking - Job Summary						Scan Type: *Delivery Date	Report Type: -- View By State					
Company: SnailWorks / My Demo Account			Estimated Qty: 101,947			Date Created: 3/22/2021			eDocs			
Job Id/Name: (383649) Job with ACS & ID			Tracked Qty: 101,947			Campaign:						
Description:			Mail Class: First-Class Mail			Effort:						
Split Id/Name: All Splits			Piece Type: Cards			Total Scans: 99,677						
Split Description: Multiple			First Drop Date: 3/26/2021			Total Scan Pct: 97.77% - *Delivery Date						
Job Summary By STATE	Pieces Tracked	*Delivery Scans	% Scanned	ID Subscribers	ID Emails	Mon 03/29	Tue 03/30	Wed 03/31	Thu 04/01	Fri 04/02	Sat 04/03	Mon 04/05
**	2	2	100.0	1	1	1						
AK	155	152	98.1	35	32		66	12				
AL	2,147	2,131	99.3	439	437	279	374	37	8	373	8	2
AR	860	852	99.1	156	141	52	234	144		5		
AZ	2,242	2,157	96.2	576	563	1,009	8	11	1		1	1,10
CA	8,611	8,490	98.6	2,197	2,288	4,097	22	4			2	4,25
CO	1,586	1,567	98.8	363	357	11	697	44	1	1		56
CT	926	913	98.6	202	198	223	37	206	1		1	22
DC	164	157	95.7	45	45	50	42			1		6
DE	448	443	98.9	107	108	183	15		3			23
FL	9,891	9,734	98.4	2,531	2,499	1,051	2,039	892	586	20	278	1,5

# REVIEWING YOUR MAIL TRACKING DEMO JOB

**ACS Reporting** is accessed by your **Report Type** drop down menu. You will find ACS Summary reporting, Nixie reporting as well as your Change of Address reporting.

ACS is a great value added service to offer your clients! Ask your SnailWorks representative for details.



Mail Tracking - Job Summary Report Type: -- ACS Job Summary

Company:	SnailWorks / My Demo Account	Estimated Qty:	101,947	Date Created:	3/22/2021 eDocs
Job Id/Name:	(383649) Job with ACS & ID	Tracked Qty:	101,947	Campaign:	
Description:		Mail Class:	First-Class Mail	Effort:	
Split Id/Name:	All Splits	Piece Type:	Cards	Total Scans:	99,677
Split Description:	Multiple	First Drop Date:	3/26/2021	Total Scan Pct:	97.77% - *Delivery Date

Record Count: 4 ACS Job Summary Report

Split	Drop Date	Company	Mailed	Scanned	Scanned %	Delivered	Delivery %	COAs	COAs %	Nixies	Nixie %	Total ACS	Total ACS %
Split 1	3/26/2021	My Demo Account	24,945	24,945	100.00	24,945	97.99	482	1.95	288	1.15	545	2.21
Split 2	3/26/2021	My Demo Account	26,104	26,104	100.00	26,104	97.99	482	1.95	288	1.15	545	2.21
Split 3	4/02/2021	My Demo Account	25,152	25,152	100.00	25,152	97.99	482	1.95	288	1.15	545	2.21
Split 4	4/02/2021	My Demo Account	25,746	25,746	100.00	25,746	97.99	482	1.95	288	1.15	545	2.21
<b>Totals:</b>			<b>101,947</b>	<b>101,947</b>	<b>100.00</b>	<b>101,947</b>	<b>97.99</b>	<b>482</b>	<b>1.95</b>	<b>288</b>	<b>1.15</b>	<b>545</b>	<b>2.21</b>

Mail Tracking - Job Summary Report Type: -- ACS COA

Company:	SnailWorks / My Demo Account	Estimated Qty:	101,947	Date Created:	3/22/2021 eDocs
Job Id/Name:	(383649) Job with ACS & ID	Tracked Qty:	101,947	Campaign:	
Description:		Mail Class:	First-Class Mail	Effort:	
Split Id/Name:	All Splits	Piece Type:	Cards	Total Scans:	99,677
Split Description:	Multiple	First Drop Date:	3/26/2021	Total Scan Pct:	97.77% - *Delivery Date

Record Count: 751

IMB	Move Effective Date	Move Type	Deliverability Code	Postal Service Site Id	Last Name	First Name	Prefix	Suffix	Address Type Old	Urb Name Old	Primary Number Old	Pre Directional Old	Street Name Old	Street Suffix Old	Post Directional Old
0051420238006550971760408177198	20200924	F	W	927	Lewis	Dave			S		598	N	WASHINGTON	ST	
0051420238006551176270665111107	20210307	I		927	Lewis	Dave			S		807		SUGAR MAPLE	LN	
0051420238006550939458278978872	20201208	F	W	927	Lewis	Dave			S		1772		22ND	ST	NE

Record Count: 1,317 ACS Data - Undeliverable Pieces

MID	Serial Number	Del Code	Deliverability Message	Postal Service Site Id	Cust Id	Name	Street	City	State	Zip	Postnet
000000	065511813	Q	Not deliverable as addressed/unable to forward/forwarding order expired	927	065511813	Dave Lewis	1 Main Street	Baton Rouge	LA	70805-5672	70805567235
000000	065507276	M	No mail receptacle	430	065507276	Dave Lewis	1 Main Street	Alger	OH	45812-8613	45812861319
000000	065513882	M	No mail receptacle	773	065513882	Dave Lewis	1 Main Street	Huffman	TX	77336-3306	77336330629
000000	065515867	M	No mail receptacle	992	065515867	Dave Lewis	1 Main Street	Clark Fork	ID	83811-0060	83811006002
000000	065516876	I	Insufficient address	799	065516876	Dave Lewis	1 Main Street	Ruidoso	NM	88345	88345

# REVIEWING YOUR MAIL TRACKING DEMO JOB

**Informed Delivery Reporting** is accessed by your **Report Type** drop down menu. You will find Informed Delivery Summary and detail reporting. You will also notice Informed Delivery counts are provided in your state and zip reports

Mail Tracking - Job Summary    Scan Type: \*Delivery Date    Report Type: -- ID Summary

Company:	SnailWorks / My Demo Account	Estimated Qty:	101,947	Date Created:	3/22/2021 eDocs
Job Id/Name:	(383649) Job with ACS & ID	Tracked Qty:	101,947	Campaign:	
Description:		Mail Class:	First-Class Mail	Effort:	
Split Id/Name:	All Splits	Piece Type:	Cards	Total Scans:	99,677
Split Description:	Multiple	First Drop Date:	3/26/2021	Total Scan Pct:	97.77% - *Delivery Date

**Informed Delivery Campaign Summary**

Campaign(s) for Job Job with ACS & ID										
Campaign Code	Campaign Title	Mailed Quantity	Subscribers		Emails Sent		Emails Opened		Emails Clicked	
			Quantity	%	Quantity	%	Quantity	%	Quantity	%
Demo ID Campaign 383649	Demo ID Campaign 383649	24,945	5,313	21.30%	5,275	21.15%	3,168	60.06%	97	1.83%
Demo ID Campaign 383649	Demo ID Campaign 383649	25,152	5,580	22.19%	5,535	22.01%	3,340	60.34%	96	1.72%
Demo ID Campaign 383649	Demo ID Campaign 383649	25,746	5,666	22.01%	5,563	21.61%	3,439	61.82%	92	1.62%
Demo ID Campaign 383649	Demo ID Campaign 383649	26,104	5,664	21.70%	5,632	21.58%	3,334	59.20%	83	1.47%

Mail Tracking - Job Summary    Scan Type: \*Delivery Date    Report Type: -- ID Detail

Company:	SnailWorks / My Demo Account	Estimated Qty:	101,947	Date Created:	3/22/2021 eDocs
Job Id/Name:	(383649) Job with ACS & ID	Tracked Qty:	101,947	Campaign:	
Description:		Mail Class:	First-Class Mail	Effort:	
Split Id/Name:	All Splits	Piece Type:	Cards	Total Scans:	99,677
Split Description:	Multiple	First Drop Date:	3/26/2021	Total Scan Pct:	97.77% - *Delivery Date

**Informed Delivery Campaign Detail**

Campaign Details for Job Job with ACS & ID												
First Name	Middle Name	Last Name	Full Name	Company	Zip	Campaign Title	Brand Name	Delivery Date	Emails	Opens	Non- Emails	Clicks > 10
Dave		Lewis	Dave Lewis	SnailWorks	34113-3230	Demo ID Campaign 383649	Brand 1	05-4-2021	1	0	0	0
Dave		Lewis	Dave Lewis	SnailWorks	34112-3748	Demo ID Campaign 383649	Brand 1	05-4-2021	1	1	0	0
Dave		Lewis	Dave Lewis	SnailWorks	33884-2764	Demo ID Campaign 383649	Brand 1	06-4-2021	1	1	0	0
Dave		Lewis	Dave Lewis	SnailWorks	33881-2722	Demo ID Campaign 383649	Brand 1	06-4-2021	1	0	0	0
Dave		Lewis	Dave Lewis	SnailWorks	33876-6619	Demo ID Campaign 383649	Brand 1	06-4-2021	0	0	0	0
Dave		Lewis	Dave Lewis	SnailWorks	33844-3259	Demo ID Campaign 383649	Brand 1	06-4-2021	0	0	0	0

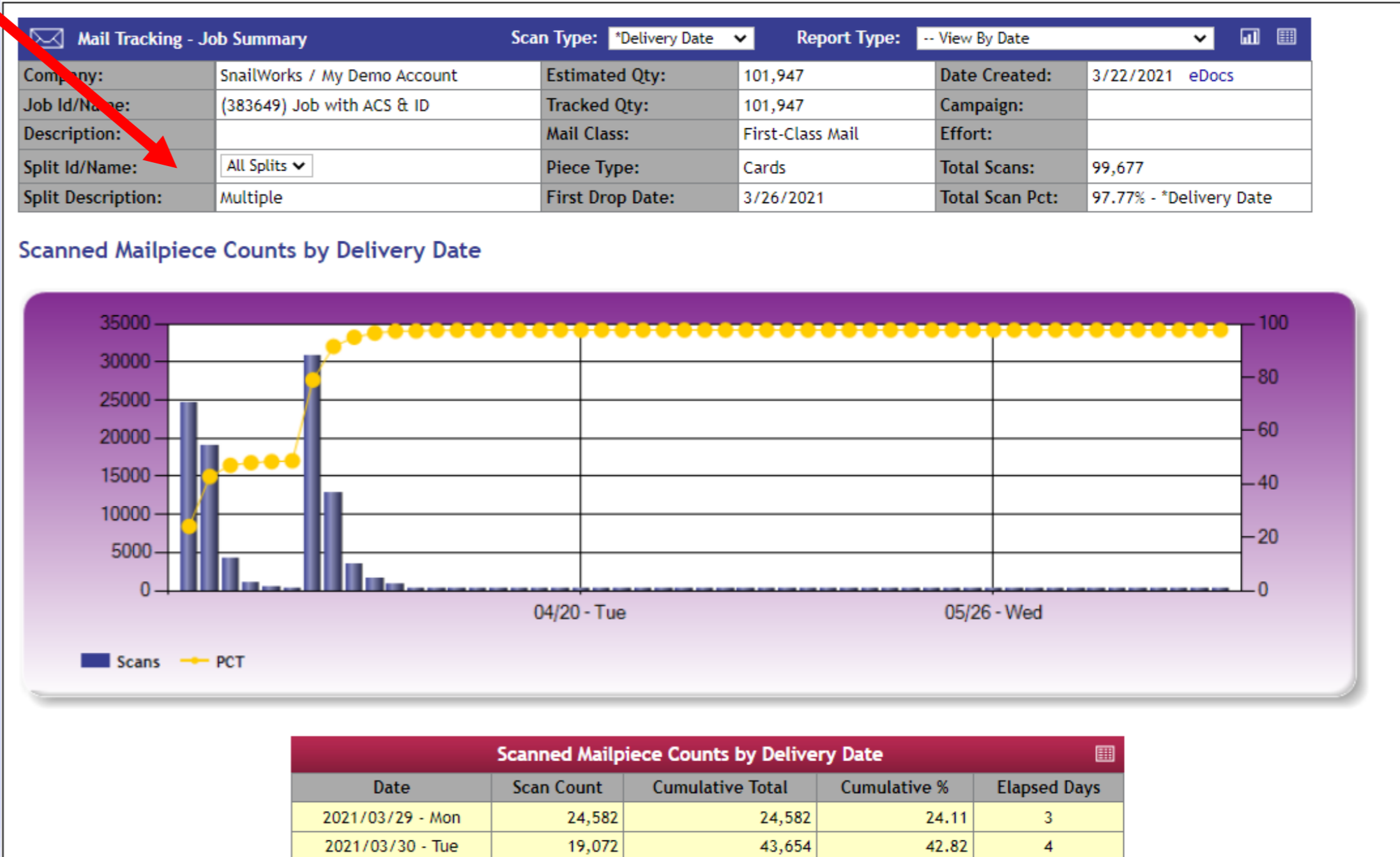
Mail Tracking - Job Summary    Scan Type: \*Delivery Date    Report Type: -- ID Summary

Company:	SnailWorks / My Demo Account	Estimated Qty:	101,947
Job Id/Name:	(383649) Job with ACS & ID	Tracked Qty:	101,947
Description:		Mail Class:	First-Class Mail
Split Id/Name:	All Splits	Piece Type:	Cards
Split Description:	Multiple	First Drop Date:	3/26/2021

Job Summary By STATE	Pieces Tracked	*Delivery Scans	% Scanned	ID Subscribers	ID Emails	Mon 03/29	Tue 03/30
**	2	2	100.0	1	1	1	
AK	155	152	98.1	35	32		6
AL	2,147	2,131	99.3	439	437	279	37
AR	860	852	99.1	156	141	52	23
AZ	2,242	2,157	96.2	576	563	1,009	
CA	8,611	8,490	98.6	2,197	2,288	4,097	22
CO	1,586	1,567	98.8	363	357	11	697

# REVIEWING YOUR MAIL TRACKING DEMO JOB

**Viewing** your mailing by split or panel. By default reporting is displayed on your entire job. By **accessing the Split ID** drop down menu, you may view your tracking reports by individual splits.





# REVIEWING YOUR MULTI-CHANNEL CAMPAIGN DEMO JOB

**Select** the Campaign tab located in the purple bar. There will be one Demo Campaign job to select from, **Click** on that campaign job name.

The screenshot shows the Mail Tracking interface. At the top, there is a purple bar with 'Mail Tracking' and 'Campaigns' tabs. Below this, a table lists jobs. A blue arrow points to the 'Campaigns' tab. Another blue arrow points to the 'Demo Campaign' entry in the 'Client Dashboard' table.

Mail Tracking - Jobs - My Demo Account													
Company	Job Id	Job Name	Job/Split Description	Type	Class	PT	ACS	ID	Mail Date	Mailed	Tracked	Scans	Scan %
My Demo Account	383649	Job with ACS & ID		0	F	C			03/26/21	101,947	101,947	99,678	97.77%
My Demo Account	384407	Tracking Job for Campaign		0	S	L			02/11/16	7,967	7,967	7,790	97.78%

Client Dashboard											
Id	Campaign	Estimated Quantity	Direct Mail Sent	Direct Mail Delivered	Email Sent	Email Bounced	Email Delivered	Email Opened	Email Clicked	Visits	Conversions
8451	Demo Campaign	7,967	7,967	7,790	5,731	214	5,517	444	13	437	17

# REVIEWING YOUR MULTI-CHANNEL CAMPAIGN DEMO JOB

The Campaign Dashboard offers a wealth of marketing data so clients can monitor each step of their campaign. Top level mail tracking information is available along with reporting for email, landing page visits and more.

Mail Tracking
Campaigns

Campaign Summary
Dashboard

		Sent	Delivered	Opened	Clicked	Visits	Conversions
Campaign Name:	Demo Campaign	Direct Mail: 7,967	7,790				
Company:	SnailWorks \ My Demo Account	Informed Delivery:				0	0
Campaign Id:	8451	PURLs:				47	6
Drop Date:	Feb 05, 16	QR Codes:				8	4
Estimated Qty:	7,967	Email:	5,731	5,532	444	13	68
		Web Links:				310	1
		Social Media:				4	1
<b>Totals:</b>						<b>437</b>	<b>17</b>

Direct Mail Delivery

InHomeDate	Count	% Complete
Tue Feb 16, 16	28	0.4
Wed Feb 17, 16	963	12.1
Thu Feb 18, 16	554	7.0
Fri Feb 19, 16	781	9.8
Sat Feb 20, 16	626	7.9
Mon Feb 22, 16	1,312	16.5
Tue Feb 23, 16	2,504	31.4
Wed Feb 24, 16	579	7.3
Thu Feb 25, 16	207	2.6
Fri Feb 26, 16	70	0.9
Sat Feb 27, 16	54	0.7
Mon Feb 29, 16	15	0.2
Tue Mar 01, 16	15	0.2
Wed Mar 02, 16	14	0.2
Thu Mar 03, 16	7	0.1
Fri Mar 04, 16	7	0.1
Sat Mar 05, 16	1	0.0
Tue Mar 08, 16	1	0.0
Wed Mar 09, 16	36	0.5
Thu Mar 10, 16	13	0.2
<b>Total:</b>	<b>7,790</b>	<b>98.10</b>

e-Mail Delivery

Email Status	Count
Clicked:	13
Forwarded:	0
HardBounced:	199
Opened:	444
OptedOut:	15
Sent:	5,731
SoftBounced:	0
<b>Total:</b>	<b>0</b>

Landing Page Visits

Date	Count	% Complete
Thu Feb 18, 16	2	0.0
Fri Feb 19, 16	13	0.2
Mon Feb 22, 16	2	0.0
Tue Feb 23, 16	24	0.3
Wed Feb 24, 16	31	0.4
Thu Feb 25, 16	27	0.3
Fri Feb 26, 16	27	0.3
Sat Feb 27, 16	19	0.2
Sun Feb 28, 16	4	0.1
Mon Feb 29, 16	18	0.2
Tue Mar 01, 16	10	0.1
Wed Mar 02, 16	4	0.1
Thu Mar 03, 16	7	0.1
Fri Mar 04, 16	10	0.1
Sat Mar 05, 16	8	0.1
Sun Mar 06, 16	6	0.1
Mon Mar 07, 16	7	0.1
Tue Mar 08, 16	12	0.2
Wed Mar 09, 16	7	0.1
Thu Mar 10, 16	6	0.1
<b>Total:</b>	<b>437</b>	<b>5.80</b>

Conversions

Date	Count	% Complete
Thu Feb 18, 16	1	0.0
Fri Feb 19, 16	1	0.0
Tue Feb 23, 16	3	0.0
Wed Feb 24, 16	3	0.0
Thu Feb 25, 16	2	0.0
Fri Feb 26, 16	1	0.0
Mon Feb 29, 16	1	0.0
Wed Mar 02, 16	1	0.0
Fri Mar 11, 16	1	0.0
Fri Mar 18, 16	1	0.0
Sun Apr 03, 16	1	0.0
Fri Apr 08, 16	1	0.0
<b>Total:</b>	<b>17</b>	<b>0.00</b>

Link Summary

Content Type	Count
PDF	0
Video	0
Audio	0
Web	0
Social	0
Word Doc	0
Excel Doc	0
Other	0
<b>Total:</b>	<b>0</b>

Alternative Channels

Channel	Count
Printed Ads	0
Remarketing	0
IP Targeting	0
Phone Calls	0
Inbound Mail	0
Search/Display Ad	0
<b>Totals:</b>	<b>0</b>

Social Media

Source	Count
LinkedIn	0
Facebook Post	0
Twitter	0
GooglePlus	0
Email Share	0
Social Other	4
<b>Total:</b>	<b>4</b>

SNAILWORKS™

# QUICK NOTES

## ABOUT YOUR DEMO ACCOUNT

**GREAT FOR SALES CALLS**

**GREAT FOR TRAINING NEW STAFF**

**SUPPORT & TRAINING PROVIDED**

**CO-PRESENTATIONS**

### **GREAT FOR SALES CALLS**

Use your demo account to show clients the reporting you offer for their direct marketing efforts. Particularly value added services.

### **GREAT FOR STAFF TRAINING**

New staff members? The demo account is a great place to show them the power and capabilities of SnailWorks.

### **SNAILWORKS PROVIDED SUPPORT & TRAINING**

Unsure how to demonstrate these services? Not a problem, your SnailWorks representative will walk you through the process.

### **CO-PRESENTATIONS**

At your request, your SnailWorks sales representative can co-present these services with you to your clients and prospects.

QUESTIONS?

We love to hear  
from our clients!



**SNAILWORKS**  
*Direct Mail Insights & Solutions*



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