

Targeted Email *Campaign Process*

How to Set Up Your Campaign

Email Campaign Process

The email request portal can be accessed from the platform and at <https://nxstemailsupport.brandcdn.com/>

Nexstar Digital Marketing Services

[Request Email Count](#) [Book New Email Order](#) [Campaign Resources](#) [Training Resources](#)

Welcome to the Email Marketing Resource Portal.
From here you can request an email count for a new prospect, book a new email order or view reports.

Request a New Email Count

Book Sold Email Marketing Order

Get Campaign Report

Training Resources

[Click here](#) for our Nexstar Postal Capabilities Target List that outlines certain targets that we cannot release postal for.

To access reporting for campaigns prior to 6/20/22 you can use your previous logins at: <http://www.secure-response.net/login.php>

Questions? Email our support team at helpdesk@brandcdn.com

Request a New Email Count

- Station contact completes a [Request Email Count](#) form in the Email Portal.
- The completed form is emailed as a confirmation to the Station contact.
 - Confirmation email comes from: helpdesk@brandcdn.com
- Station contact receives a reply with the count request within 24 hours.

Book a Sold Order

- Station contact completes [Book New Email Order](#) form in the Email Portal.
- The completed form is emailed as a confirmation to the Station contact.
 - Confirmation email comes from: helpdesk@brandcdn.com

Approval and Deployment

- **Creative Approval:** If template or custom creative is requested in the order form, the creative proof is sent to the requester within 3-Business Days.
 - Confirmation email comes from: helpdesk@brandcdn.com
- **Test Seed (Email Proof):** Test seeds of the campaign are emailed to the requester to ensure all links are working and the email renders well.
 - Test seeds are sent 1- Business Day after order was received (if approved creative was provided) or 1-Business Day after the creative proof was approved.
 - Test seed comes from: postmaster@target-reporting.net
 - Rep provides approval in the confirmation email sent when the order was submitted.
- **Deployment:** Upon approval of the test seed, the campaign is scheduled and deployed.

Analytics Reporting

- Campaign reporting can be accessed: <http://target-reporting.net/login.php>
 - *For campaigns prior to 6/20/2022, reporting can be found at:*
<http://www.secure-response.net/login.php>
- Reporting credentials are provided for each market to the Station contact upon the deployment of the first campaign for the station. All email campaigns for the station can be accessed through those credentials.
- If Matchback files and postal files were requested, they are sent to the rep who submitted the order.