



BPA Interactive Implementation Overview

Project Deliverables Schedule

In order to set up your BPA Interactive account and start to also report your web site's traffic data, the following list outlines the key steps, order, and responsibilities of deliverables by BPA Worldwide and the Member.

- **BPA Worldwide:**
 - Provide application for web site audit
- **Member:**
 - Sign membership application and return to BPA
 - Provide BPA a full list of Domains (to be tagged) & any sub-domains
 - Provide BPA a full list of the site's internal IP addresses (on application form)
 - Confirm if tag code for video streaming is also required
- **BPA Worldwide:**
 - Set up member's account
 - Email tagging code and instructions to Member
 - Provide a username and password to access the site's traffic data when it becomes available
- **Member:**
 - Apply tagging code to all pages of web site
 - Confirm with BPA implementation of tagging code on site
- **BPA Worldwide:**
 - Run code audit to identify any site pages missing tagging code
 - Alert member of any missed site tags
- **Member:**
 - Tag any missing pages
 - Implement code on streaming video content (if applicable)
- **BPA Worldwide:**
 - Confirm member's site data to be collecting properly
- **Member**
 - Begin accessing web site traffic data
- **BPA Worldwide Servicing & Support:**
 - BPA will provide a Help Desk to support Member's technical and procedural questions
 - Standard training and technical support hours: 9am EST – 4:30pm EST via BPainteractivesupport@bpaww.com

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