Would you like to know how to request new broadcasts. We will explain to you in three easy steps.

## What are Broadcasts & Promo Trailers

A broadcast play on top the current music being played.

A promo trailer is inserted into the playlist with backing music, similar to a radio advert.



## Requesting Broadcasts & Promo Trailers

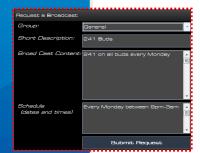
On the first screen select **CoverJock** then click **Import Voice-Overs**.

From the CoverJock main screen click **Request Broadcast** at the top of the live playlist.



## Request Broadcast/Promo Trailer

- 1. Choose Group for the request to go in.
- 2. Enter a short description i.e. 241 Buds
- 3. Enter Content; basically what you would like our DJ to say.
- 4. Type up when it is to be scheduled to play i.e. Every Monday between 9pm-1am.
- 5. Click Submit Request.





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