

CorporateAffiliations.com™ offers insight on over 1 million parent and subsidiary businesses worldwide, and in-depth details on directors, executives and their professional interactions. This User Guide will walk you through the searches and features available.

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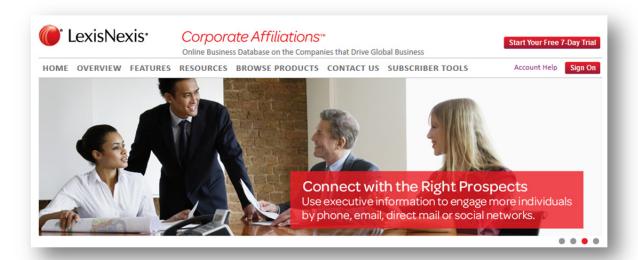
Project ID

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Getting Started



Click the Sign On button from the <u>CorporateAffiliations.com</u> homepage. This will bring you to the Sign On/Account Help screen.

Sign On

To sign on, enter your Username and Password in the assigned boxes, and then click Sign On:

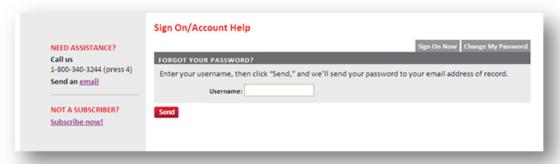
CarisNexis*	Corporate Affiliations Online Business Database on the Compar		oal Business	Start Your Free 7-Day Trial
HOME OVERVIEW FEATURES	RESOURCES BROWSE PRODUCTS	CONTACT US	SUBSCRIBER TOOLS	
	Sign On/Account Help			
NEED ASSISTANCE?			Forgot My Pass	word Change My Password
Call us	SIGN ON			
1-800-340-3244 (press 4) Send an email	Enter your username and password, t	then click "Sign On	1."	
Send all entall	Username:		Password:	
NOT A SUBSCRIBER?	Sign On			
Sign Up Today				
Free 7-day Trial	Not Ready to Subscribe?			
Already know what you want? Subscribe now!	Browse these free resources.			
	About Us		Sample Company Profile	

Note: If your login information is correct, you will be automatically directed to the "Quick Search" page. If your login information is incorrect, you will be re-directed back to the Sign On/Account Help previous screen. You should then use the options below to locate your correct login information.



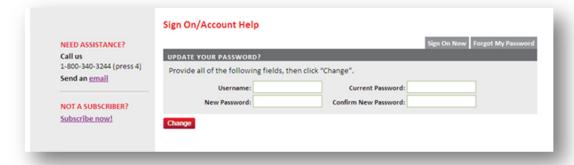
Forgot your password

If you have forgotten your password, click on the "Forgot My Password" tab. Enter your username in the assigned box, and then click Send. Our system will then send your password to the email address used for your account.



Update your password

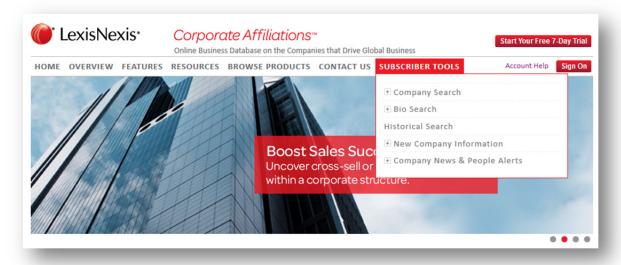
If you would like to change or update your password, click on the "Change My Password" tab. Enter your username and password, along with the new password of your choice. Re-enter the new password to confirm and click Change.





Navigating CorporateAffiliations.com

Now even easier to navigate, the latest update to *CorporateAffiliations.com* organizes all subscriber tools in one location. Simply click on the + symbol to access the company and bio search forms, news, alerts and more.



Search & Profile Page Tools

Company & Biographical Search Pages

Click the "Search" button to generate the results list.	Search
Use the "Add to My Searches" button to save a particular search to the My Saved Searches or My Saved Bio Searches page.	Add to My Searches
Use the "Select from List" links to populate search form fields with pre-defined search criteria, such as a State or SIC Code.	> Select from List



Search & Profile Page Tools continued

Company Profile Page

Click the "Print All" button to customize the information you want to print for easy, optimized viewing.	Print All
Click the "Search Results" button to return to your previous search results.	Search Results
Click the "Add to Alerts Cart" button to receive an email notification when significant changes are made to a company's profile. Alerts may be set up for a specific company by Industry, Company, Person or a combination of those settings.	Add to Alerts Cart
Click the "Breaking News" button to access current news stories featuring the Company and/or Parent Company being viewed.	View Breaking News for this Company
Use the drop-down menu to select a specific year or click on the "Compare All Years" button to view historical data since 1997.	Historical Data: [(View Year) ✓ Of Compare All Years
Click the "PDF" button to download company- specific PDFs which include Corporate Family information, the Ultimate Parent Company profile, NAICS Industry and Geographical Indexes.	POF
Click the "Envelope" icon to instantly access a mail-to link for executive email addresses.	\bowtie

Personnel Profile Page

Click the "People Like This" button to use our "Looks Like" search feature to select one executive or board member to find other individuals with similarities in background details.	People Like This
Click the "Add to Compare Cart" to save executives or board members from different searches for comparison.	Add to Compare Cart
Click the "Add to Alerts Cart" button to receive an email notification when significant changes are made to a person's profile.	Add to Alerts Cart
Click the "Search Results" button to return to your previous search results.	Search Results
Click the "Envelope" icon to instantly access a mail-to link for executive email addresses.	



Search & Profile Page Tools continued

Corporate Hierarchy

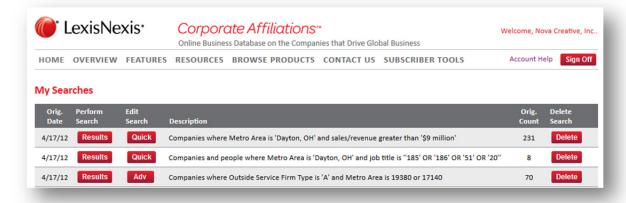
Click the "Select All" link to select all companies included in the corporate hierarchy for printing or download.	Select All
Click the "Deselect All" link to unselect all companies chosen.	Deselect All
Click the "Download" link to download companies in the hierarchy you've selected (checked).	Download
Click the "Print" link to view a printable listing of the companies in the hierarchy you've selected (checked).	<u>Print</u>
Click on one or more specific "Company Type" checkboxes to select which type(s) of companies you want to include in the hierarchy to print or download.	Parent Subsidiary Branch Division Group Joint Venture Unit Non-Operating Entity

Search Features

My Saved Searches & My Saved Bio Searches

When selected, the "Add to My Searches" button, available on all search pages, saves the results of your searches.

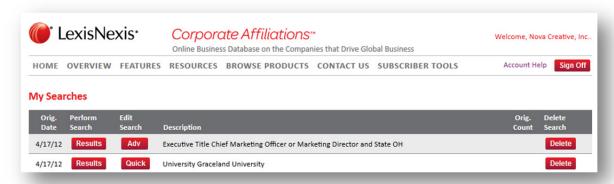
• **Company** searches are stored in Saved Searches page.





My Saved Searches & My Saved Bio Searches continued

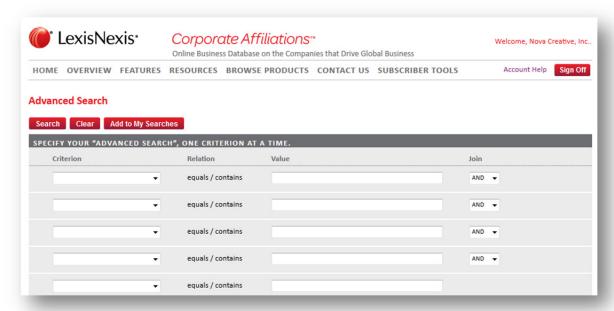
Personnel searches are stored in the My Saved Bio Searches page.



View the original search date, a description of the search, and the original search count results. To perform the search again, click the "Results" button. To edit the original search parameters, click the "Quick" button.

You also have options to edit or delete a search from your saved searches.

The screen will specify whether it was a **QUICK SEARCH** or **ADVANCED SEARCH** and clicking on the corresponding link will bring you back to the search screen.



Click on the "Delete" link; a notification opens to confirm that the entry should be deleted. Click "OK" to remove or "Cancel" to keep the search.

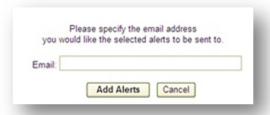




My Alerts Cart

Alerts for specific companies can be added from any of the Search Results pages by clicking on the **Add to My Alerts** link. On Profile pages, click on the "Add to Alerts Cart" button.

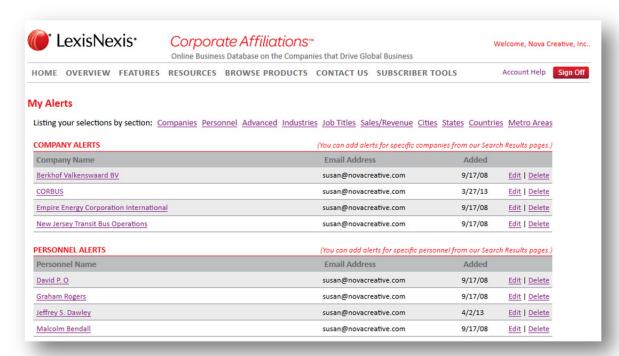
Enter the email address that selected alerts should be sent to. They will also be added to your My Alerts page.



Alerts can be set for:

- Companies
- Personnel
- Advanced Used whenever you need to combine two or more criteria.
- Industries
- Job Titles

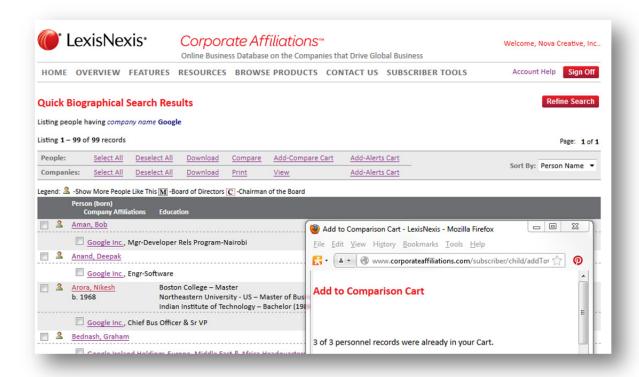
- Sales/Revenue
- Cities
- States
- Countries
- Metro Areas





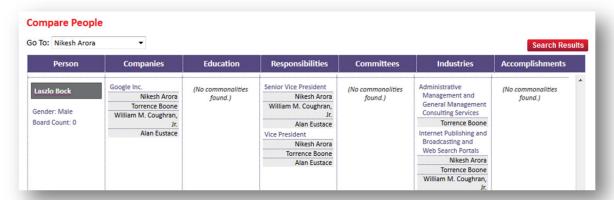
My Compare Cart

The Compare Cart tool may be used to retain executive or board member information from different searches for comparison at a later time. From Quick or Advanced Biographical Search Results page, select the individual(s) you'd like to compare and click on the <u>Add to My Compare Cart</u> link.



The Comparison Cart page also gives you access to the Background Comparison tool.

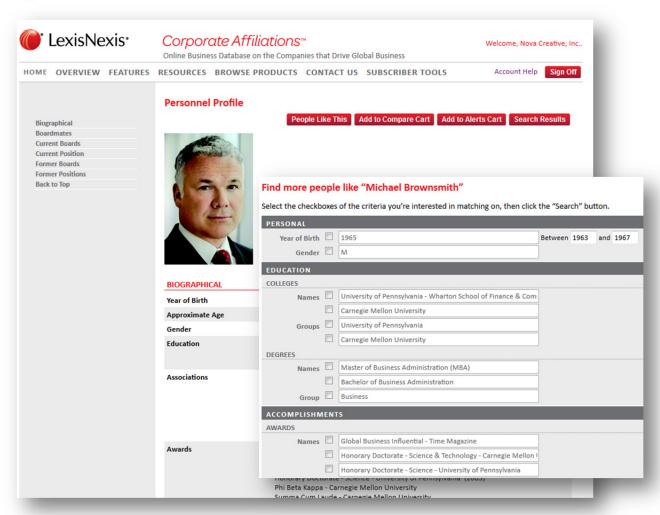
The Background Comparison tool allows you to select up to 20 executives or board members to identify any connections in their biographical details. Commonalities between individuals are highlighted for easy identification.





Similarity Search

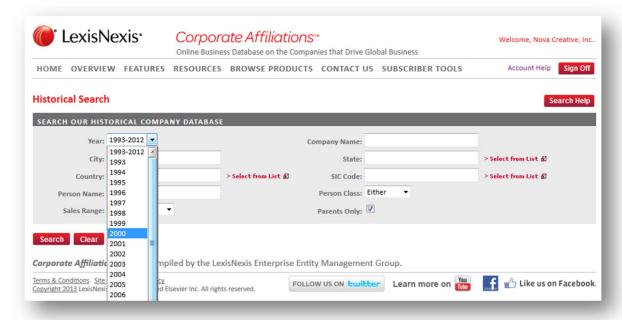
Click the "People Like This" button to search for other individuals with specific similarities in their background details.





Historical Search

The Historical Search feature allows you to locate past company or personnel information.



Search criteria include:

- Specific Dates or Date Range
- Company Name
- City
- State
- Country
- SIC Code

- Person Name
- Person Class Director, Executive or Both
- Sales Range
- Parent Company results only

Historical Data Results are listed for:

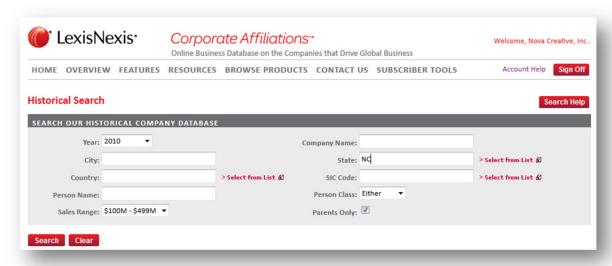
- Company Information
- Financials
- Products/Brands

- Industry Information
- Executives
- Directors

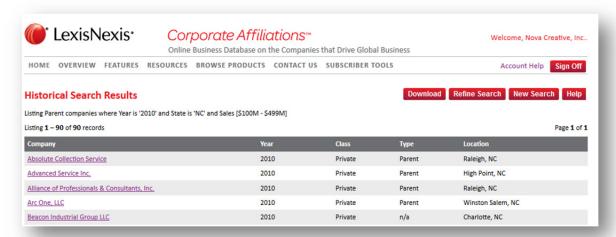


Historical Search continued

For example you want to find information from the year 2000 on companies located in North Carolina which have a Sales Range of 40M – \$59M and are Parent Companies only.



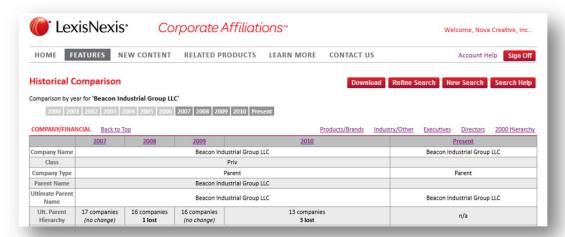
After entering the criteria, click the "Search" button.





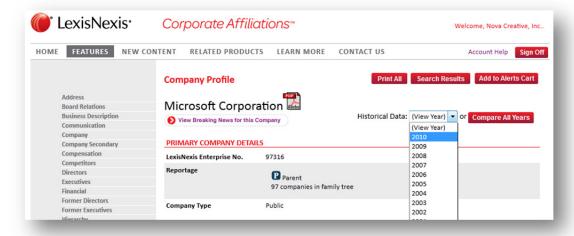
Historical Search continued

Click on a Company link to view its historical data. Company information along with the hierarchy is shown from the year chosen.



You may also choose to download your results, refine your search, create a new search or access a help document by clicking the appropriate button.

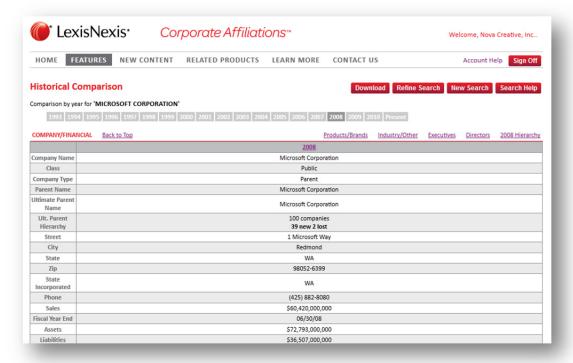
There is also a section to view **Historical Data** for a specific company. From the Company Profile screen, use the drop-down menu to search for a specific year or click the "Compare All Years" button to view historical data dating back to 1993.





Historical Search continued

For example searching for the year 2008 will bring up the following results. Note that the Company Hierarchy is shown for that specific year: **2008 Hierarchy**.



Historical Data is shown for:

- Company Information
- Financials
- Products/Brands

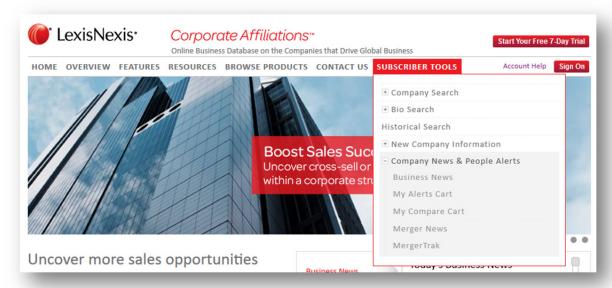
- Industry Information
- Executives
- Directors

Click the "Download" button to download specific the results. To modify search results, click the "Refine Search" button to go back to your original Quick Search page.

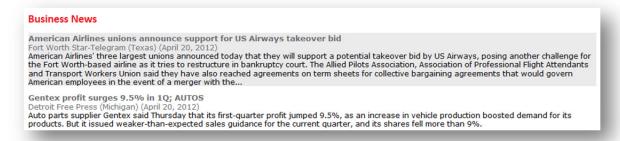


Business News

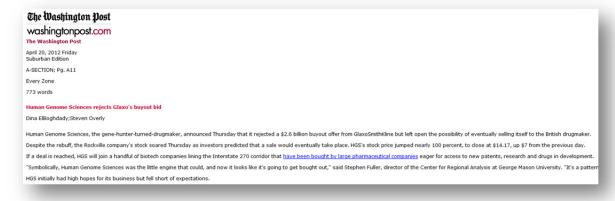
The latest news on major companies appears on the Home Page from the Business News section. You may also navigate to Company News & People Alerts from the Subscriber Tools.



To access a specific article, click on the news headline link.



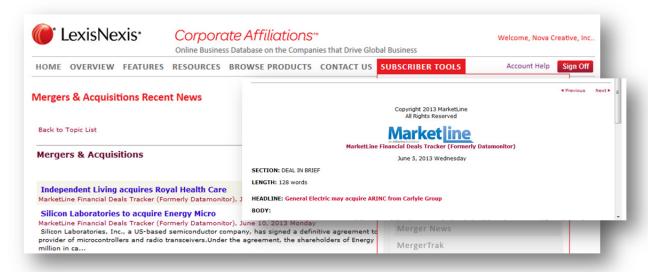
The article opens in a new window. In the article, click on ◀ Previous or Next ▶ to view articles from the original list. You can also click the "Back to Document List" link to return to the previous page.





Merger News

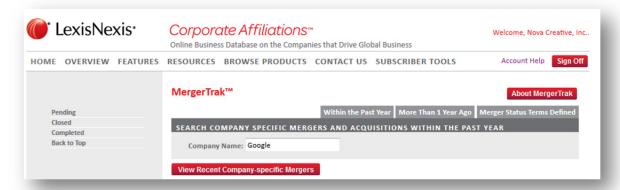
This section provides news on the latest mergers, spin-offs and acquisitions. To access a specific article, click on the news headline link. The article is shown.



Clicking on Next > or < Previous will allow you to move through the articles listed. You can also click Back to Document List to return to the previous page.

MergerTrak™

This process tracks and resolves mergers, spin-offs and acquisitions from the announcement date to resolution, provides post-merger organizational changes and gives you access to integrated corporate profile data.



Use the tabs on the left-hand side of the page to quickly navigate each section:

- Pending
- Closed
- Completed

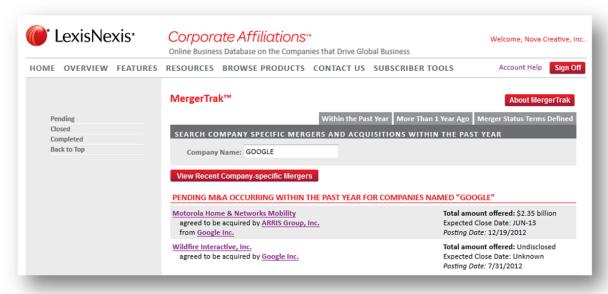
You are also able to perform searches using the tabs at the top of the screen.

Note: The "Merger Status Terms Defined" tab will provide definitions on each type of merger and acquisition activity.



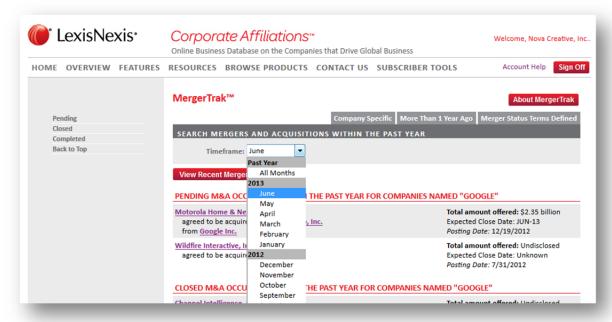
Search for Mergers and Acquisitions by Company

Click on the "Company Specific" tab and conduct a search by Company Name



Search for Mergers and Acquisitions within the Past Year

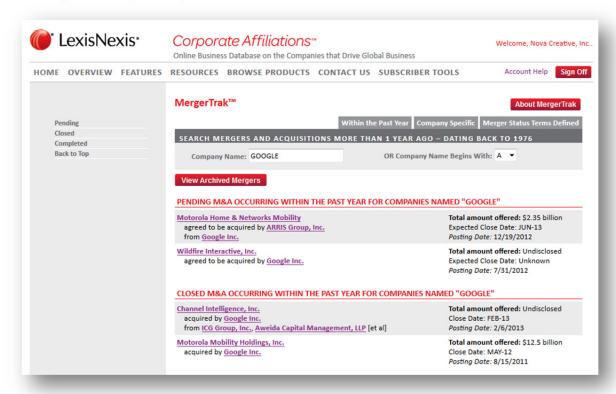
Or click on the "Within the Past Year" tab and conduct a search by Timeframe by using the drop-down list to select a specific or general timeframe.





Search for Activity more than 1 year ago dating back to 1976

Click on the "More the 1 Year Ago" tab and type in a specific company name or select companies whose names begin with a specific alpha value.





Company & Personnel Searches & Profiles

Four search interfaces can be used to find Company or Personnel information:

- Quick Search
- Advanced Search

- Quick Biographical (Bio) Search
- Advanced Biographical (Bio) Search

Company Searches

Search by Company

- Company Name
- Outside Service Firm Name/Type (Advanced Search option)
- NAICS Code
- SIC Code
- NAICS Industry Group

- SIC Industry Group
- Executive Title
- Number of Employees
- Sales/Revenue

Search by Location

- City
- State
- Zip Code

- Country
- Metro Area (Advanced Search option)

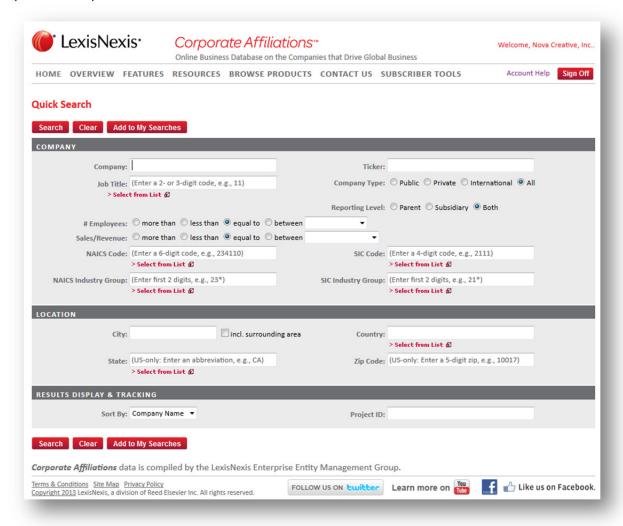
Search by Results Display & Tracking

- Sort your Search Results by Company Name, City, State or Sales/Revenue
- Enter a Project ID if you are interested in labeling and tracking your searches



Quick Search Page

Enter a value into as many of the seven search criteria fields. All of the search fields are joined together by the 'AND' operator.





Sample Quick Search

You are searching for **publicly-traded parent companies** with locations in **San Francisco**, **California**. To begin your search, click on the "Public" button for Company Type, as you want only public companies to appear. Then click on "Parent" for Reporting Level so only Parent companies will be provided.



Within the Location section, enter "San Francisco" in the City field.



Next, click the "Select from List" link to open a pop-up window with an alphabetical list of states. Click on the "California" link. A pop-up window will indicate that your selection or selections have been added to the search form.



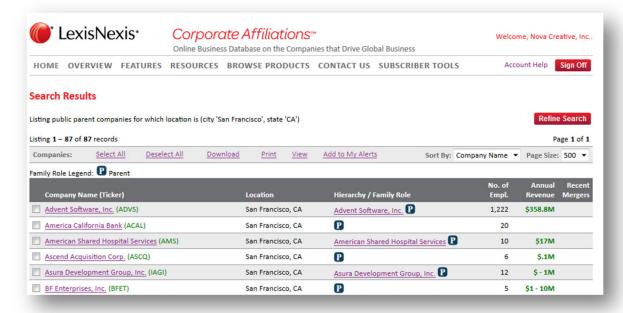
For results that include the San Francisco vicinity, click the check box next to "incl. surrounding area." The Metro Area to be searched will appear beneath the City field.





Sample Quick Search continued

Click the "Search" button located at the top or bottom of your screen. The Search Results page opens.



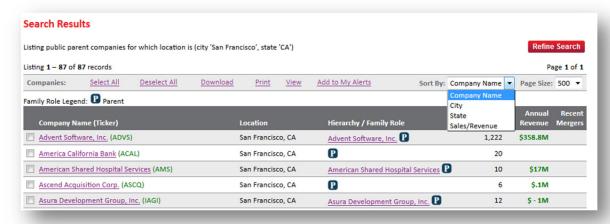
Company Search Results

The company names are listed alphabetically and provide:

- Company Name link to the Company profile
- Stock Ticker
- Location
- Hierarchy/Family Role –link to the Company Hierarchy (if applicable)

- Number of Employees
- Annual Revenue
- Recent Merger transactions view recent merger and acquisition news

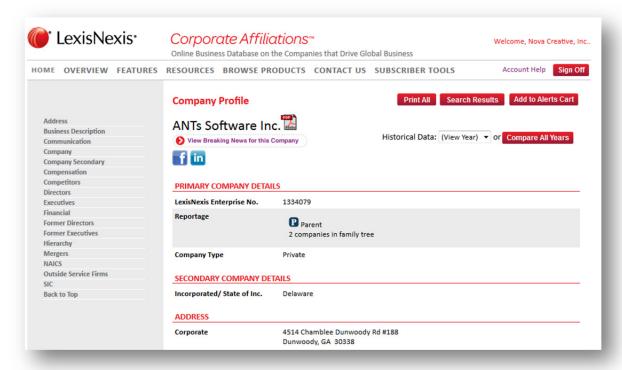
You can also sort the Company Results by certain criteria or change the number of results shown on each page.





Company Name

Clicking on the "Company Name" link will bring up a company profile



Hierarchy/Family Role

If companies have corporate hierarchies, these can be viewed by clicking on the "Company Name" link on the results page, under Hierarchy/Family Role.

The search results, Company Profile and Corporate Hierarchy page provide explanations of each company's Family Role and Reportage.

In this case, ANTS SOFTWARE is the parent company with one subsidiary (Inventa Technologies) which reports to it.



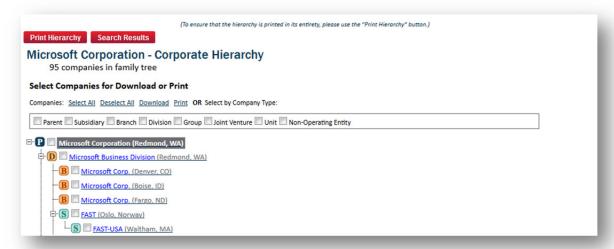


Hierarchy/Family Role continued

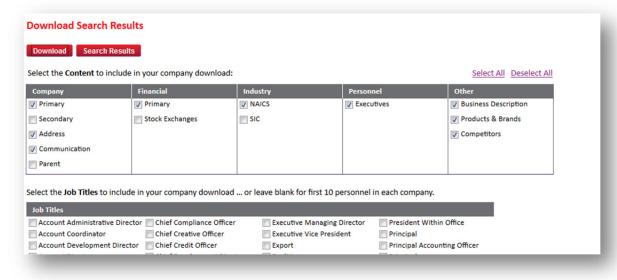
Depending on the company, there may be a range of company types within the hierarchy. A legend for the various company type icons is shown below the hierarchy.



On the Corporate Hierarchy screen you can also <u>Download</u> or <u>Print</u> content. Select by Company Type to handpick specific companies to include in your download or printed results. The types of companies will vary by hierarchy. Select any or all of the Company Types by clicking into each checkbox.



The Download Search Results screen allows you to customize the information you want to download, including Content and Financial information, as well as specific Job Titles/Job Responsibilities. The results will be provided in a spreadsheet.





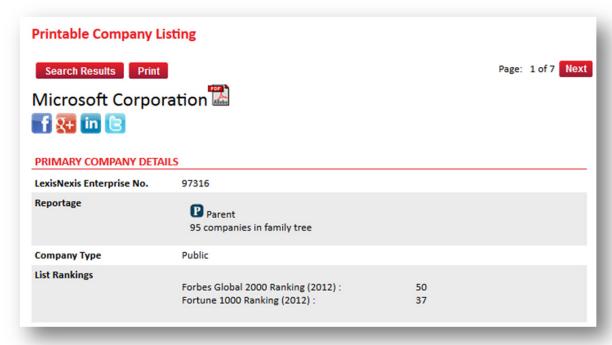
Hierarchy/Family Role continued

For printing the hierarchies, click the Print Hierarchy button at the top of the Company Hierarchy page to print the hierarchy in its entirety.



There is also an option to view a printable listing of companies by clicking on the <u>Print</u> link. First select one of more companies in the hierarchy for which you would like to view a printable listing. This can be done using the <u>Select All</u> link, the Select by Company Type checkboxes or choosing specific companies in the hierarchy listing.

The Print Search Results screen allows you to customize the information you want to download including Contact, Industry and Personnel information. The results will be provided in a printable listing.

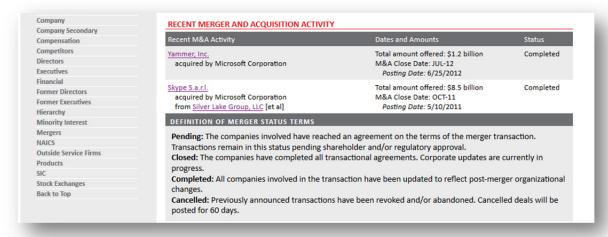


Click on the "Print" button to print all results included or the "Next" button to view all results.



Recent Mergers

If a company has been part of a Recent Merger the <u>Mergers</u> link will be present in the side navigation of the results page, and clicking on it will bring you to the latest merger and acquisition news for the company along with explanations of terms used.



Company Profiles

Our Company Profiles include information on:

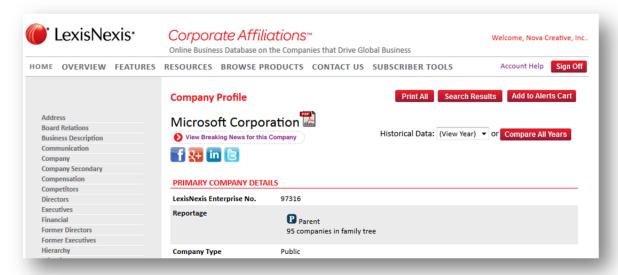
- Address
- Board Relations (Other boards individuals serve on)
- Brands with Product Descriptions
- Company Communication (Telephone Number, Fax, Toll-Free, Company Website)
- Competitor listings
- Enhanced Business Descriptions
- Executive Compensation
- Financials (Ticker Symbol, Latest Financial Data)
- Former Directors and Executives
- Mergers
- NAICS Industry Classifications

- Outside service firm relationships (Such as legal, audit, ad agencies and transfer agents)
- Personnel including executive email addresses
- Reportage (Company Type and Number of companies in Family Tree, listed under Primary Company Details)
- SIC Industry Classifications
- Stakeholder and Minority Interests
- Year Founded and Place of Incorporation (listed under Secondary Company Details)

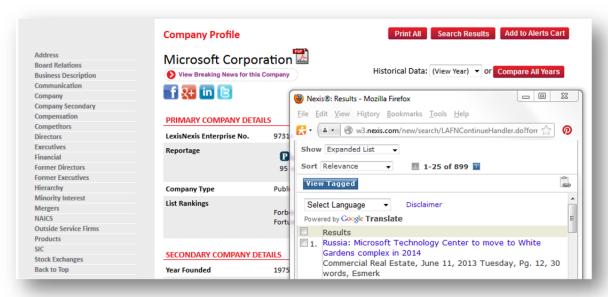


Company Profiles continued

The tabs on the left-hand side of the page will help you to quickly navigate each section.



Buttons appearing under the company name will bring you breaking company news.



To see the full article, click on the description of interest.





Company Profiles continued

When present, the PDF icon to the right of the company's name will direct you to company-specific downloadable PDFs. This icon is available for any company that has a corporate hierarchy available. (To download you must have Adobe Acrobat Reader installed.)

You will also find buttons linking you to the company's social media channels.



Company Information in the PDFs includes:

- Corporate Family
- Ultimate Parent Company Profile
- Companies in the Hierarchy

- NAICS Industry
- Geographical Indexes

Stakeholder and Minority Interest

Company Profiles also include Stakeholder and Minority Interest information.

Stakeholders are the entities that have a direct or indirect stake in a company. The primary stakeholders in a typical corporation are its investors or controlling organizations.





Stakeholder and Minority Interest continued

Minority interest outlines the portion of another company's stock or voting shares that is owned by the corporation. A company that appears in this section may have several minority stakeholders, but is ultimately owned or controlled by another entity.



Non-Operating Entities

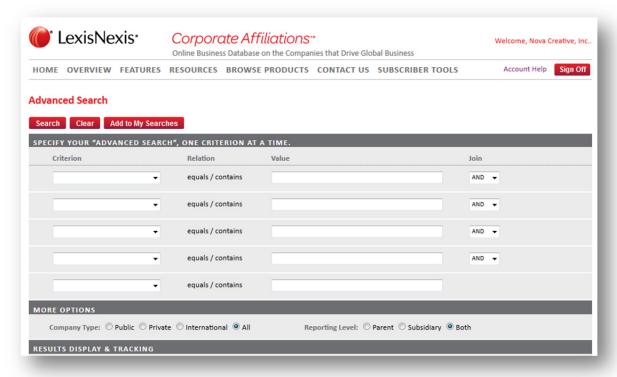
Company Profiles and Hierarchies now include legal Non-Operating Entities, also known as Shell Companies. These companies display at the bottom of their immediate Parent's hierarchy with a legend symbol of "N."





Advanced Search Page

The key differences between the Quick Search and the Advanced Search are that the Advanced Search allows you the ability to search on any four of the 23 available search fields.



You can also use operators of 'AND', 'OR', or 'NOT' between your search criteria.



Sample Advanced Searches

You are searching for **private companies** with locations in **Arizona**, **New Mexico**, or **Washington**. To begin your search, choose "State" as your criteria.

Then click on the "Select from List" link to choose the specific states that you want to search for.



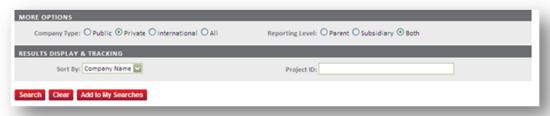
Choose state values for Arizona, New Mexico and Washington.



The following window will appear notifying you that the title has been added to your search; click "OK" when you have selected all the state values.



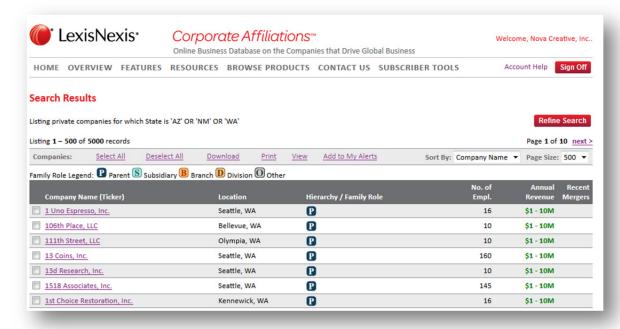
Next you want to ensure that the results are returning Private Companies only so click on the "Private" button under More Options.





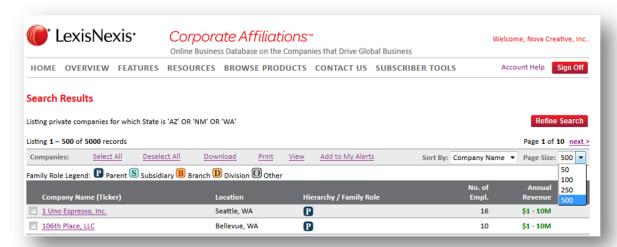
Sample Advanced Searches continued

Then click the "Search" button at the top or bottom of your screen. The search results will appear.



Just as in the "Quick Search" results, the companies are listed alphabetically and provide the Company Name, Stock Ticker (if applicable), Location, Hierarchy/Family Role, Number of Employees, Annual Revenue and if any Recent Merger transactions have occurred.

You can also change the number of results shown per page using the Page Size drop-down menu.



The <u>Companies</u> links allow you to manage your search results and have options of downloading, printing or viewing the company information, along with adding companies included in the results to your alerts.

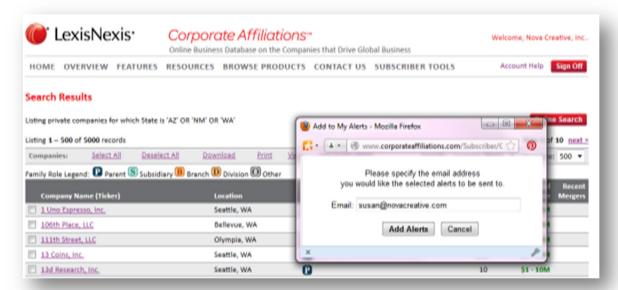


Add Search Results to Alerts

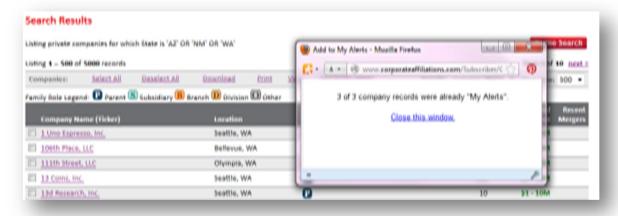
If you wanted to receive alerts for companies including in your search results, click on the checkboxes for the corresponding companies on the left of the Company Name link; then click on the" Add to My Alerts" link.



A pop-up window will appear asking you to verify what email address the Company alert will be sent to.



If correct, click the "Add Alerts" button. A new window will appear showing that the alert(s) has successfully been added.

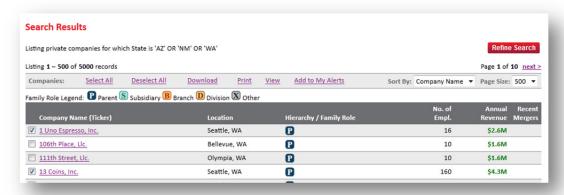




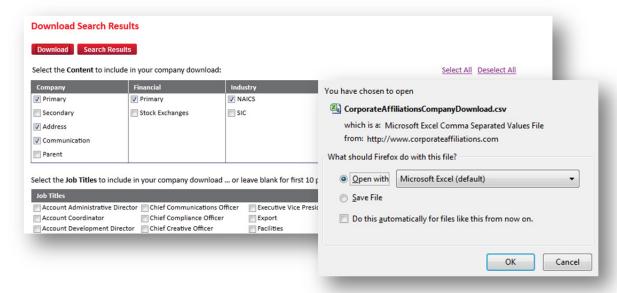
Download Search Results

Using companies included in your search results you can customized data field selections you are most interested in and download the results into a spreadsheet.

Click on the checkboxes next to the company name links (you can choose a single company or more than one company); then click on the "Download" link.



The Download Search Results screen allows you to customize what information you want to download including Content and specific Job Titles/Job Responsibilities. The spreadsheet of results can be opened immediately or saved.



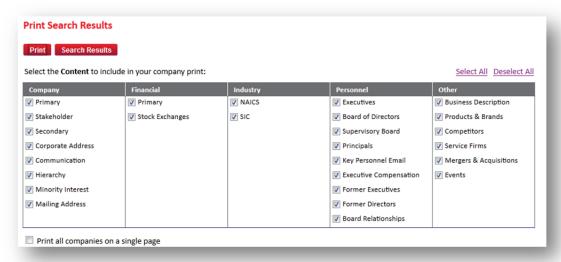


Print Search Results

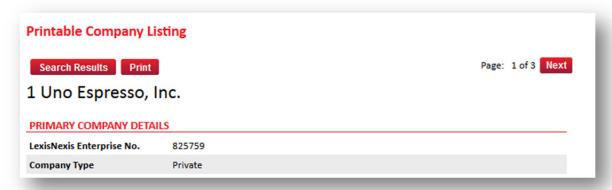
The Print feature allows you to customizable content for easy viewing using companies included in your search results. Click on the checkboxes next to the company name links (you can choose a single company or more than one company); then click on the "Print" link.



The Print Search Results screen allows you to customize what content you want to be printed and also gives you the option of printing companies selected on a single page.



Click the "Print" button to execute the print command based on your selected content. You will see a "Printable Company Listing."





Sample Advanced Searches continued

The Advanced Search is very helpful for searches featuring different criteria values such as Location, Company Type or Industry.

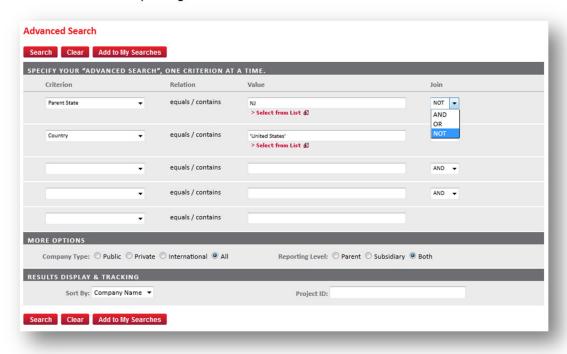
For example, used the Advanced Search to identify companies within the <u>same</u> Company Hierarchies but in different <u>locations</u>, such as Subsidiaries not located in the United States which have Parent Companies located in the United States.

Recommended search tip: To view all company results, search by each and every specific U.S. state you are looking for, and then combine all of the results together. If you were to just select "Parent Country" with a value of United States, the results will be limited to 5,000 companies.

In first field of the Advanced Search screen choose "Parent State" with a value of "NJ." This indicates that the Parent Company is located in the United States and in the State of New Jersey. Then select the Join Value of "NOT."

In the next field choose "Country" from the drop-down list and a value of "United States." Because "NOT" was selected as the Join Value, this indicates that the primary company (in this example the subsidiary company) is NOT located in the United States.

Also ensure that the Reporting Level is set on "Both."





Personnel Searches

Searching for key biographical information on directors and executives along with companies associated with them can be done through the Quick Bio and Advanced Bio searches.

Search by Biographical Details

- First/Middle/Last Name
- Gender

Search by Company Affiliations

- Company Name
- Ticker
- Executive Title

Search by Education

- College or University Name
- Degree

Search by Certifications, Associations and Awards

Search by Chronological Options

 Return data from the current week, last week or 2 to 4 weeks ago

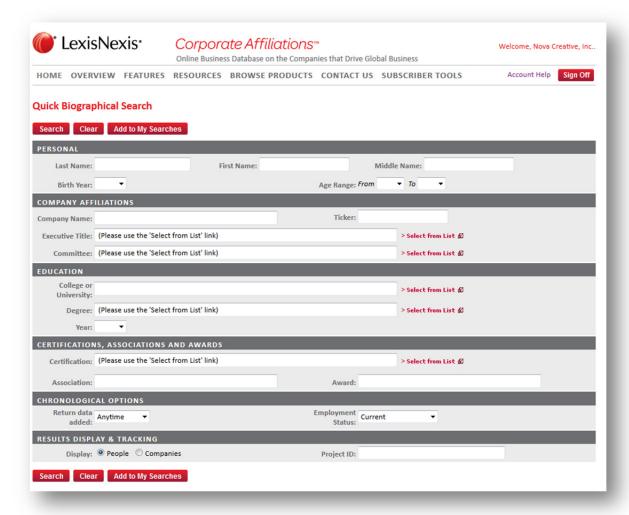
Search by Results Display & Tracking

• View your Search Results by Company Profiles or Personnel Profiles

- Year of Birth
- Age Range (Quick Bio search option)
- Committee
- NAICS Code (Advanced Bio search option)
- Area of Study (Advanced Bio search option)
- Year Attended or Year Degree was obtained
- Search for current, former or current and former positions
- Enter a Project ID if you are interested in labeling and tracking your searches



Quick Bio Search



The Quick Bio Search includes the most popular biographical search options.

To search, enter a value into as many of the six search criteria fields as needed. All of the search fields are joined together by the 'AND' operator.

You must enter a value into at least one field before the search will execute.

For example, you can search for a specific individual by Last and First Name.





Quick Bio Search continued

Another Quick Bio Search option is to enter criterion with multiple values along with other criteria.

For example, click the "Select from List" link to search for individuals who have the Executive Title of "Chairman of the Board of Directors" OR "Chief Financial Officer. "



A pop-up window opens with a list of Title Values. Select the first title and click the "OK" button to continue selecting titles; when done selecting titles, click the "Cancel" button.



Then click the "Select from List" link to further narrow the search to executives who serve on a Committee as a "Member" of the Audit Committee OR a "Member" of the Finance Committee.



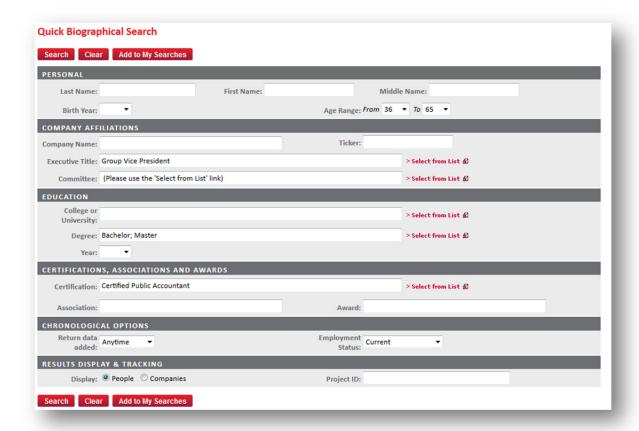


Quick Bio Search continued

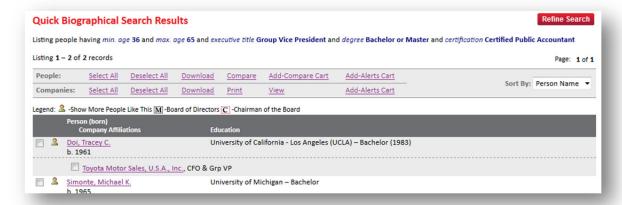
You may also enter a value into as many of the six search criteria fields as needed. For example, if you want to find information on individuals:

- Ages 35 to 65
- Executive Title of Group Vice President
- Master OR Bachelor Degree

 Certification of Certified Public Accountant



Click the Search button to see results.





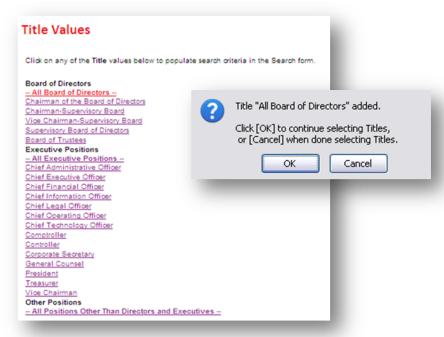
Quick Bio Search Example

You want to find information on an individual named Barry Allen who is a Member of the Board of Directors for several companies.

To begin your search, enter the "Last Name" and "First Name" of the individual into the search fields under the Personal section. Move to the Company Affiliations section, and click the "Select from List link to choose an "Executive Title."

A pop-up window opens with a list of Title Values. Select <u>All Board of Directors</u> rather than a specific title for this search.

A pop-up window appears to notify you that the title has been added to your search. Click the "Cancel" button since this is the only title needed.



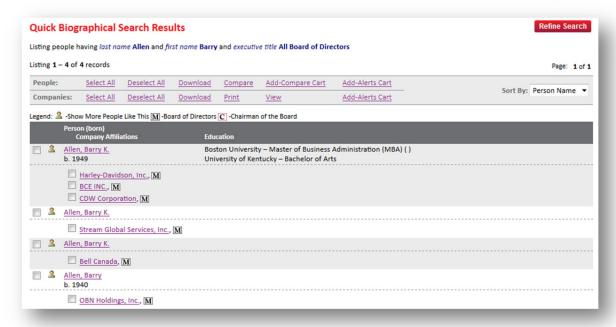
The Executive Title of "All Board of Directors" now appears in the search field.





Quick Bio Search Example continued

Then click the "Search" button at the top or bottom of your screen. The search results will appear.



Biographical Search Results

Personnel names are listed alphabetically and provide:

- Person Name including Year of Birth
- Education including College name and Degree obtained
- Company Affiliations including Company name and Role

You can sort the results by Name, Birth Year or Company Affiliations and also change the amount of results shown on each page.

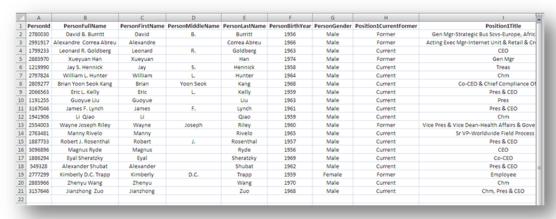
The Personnel links allow you to manage your search results and choose between downloading, printing or viewing the personnel profiles.



Download Search Results

Using personnel included in your search results, you can customized data field selections you are most interested in and download the results into a spreadsheet.

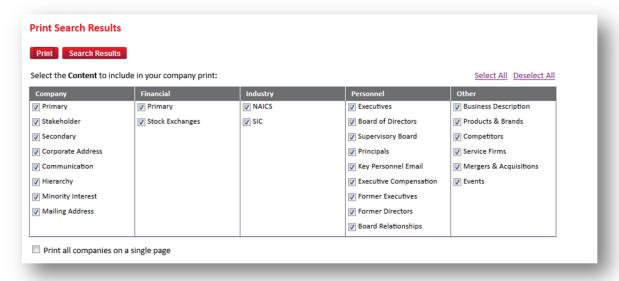
Click on the checkboxes next to the personnel name links (you can choose a single record or more than one). Then click on the **Download** link. The results will then be provided in a spreadsheet.



Print Search Results

The Print feature allows you to customize content for easy viewing using personnel included in your search results.

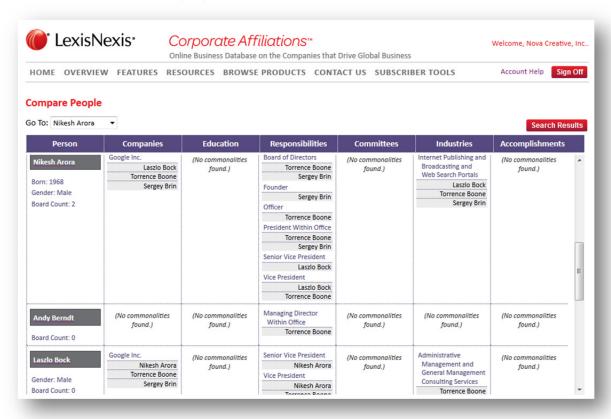
Click on the checkboxes next to the personnel name links (you can choose a single record or more than one). Then click on the <u>Print</u> link. The Print Search Results screen allows you to customize what content you want to be printed and also gives you the option of printing records on a single page.



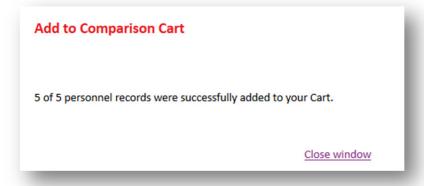


Compare Selected People & Comparison Cart

This feature is a side-by-side background comparison tool in which you are able to compare up to 20 executives or board members people at once.



You can also save the executives or board members from different searches for comparison by adding them to your Comparison Cart. Select the personnel to save to your Comparison Cart and click the Add Selected People, Companies to Comparison Cart link. A pop-up window will confirm that the records have been saved to your cart.

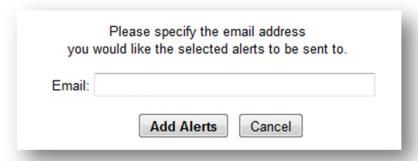




Add Selected People and/or Companies to Alerts Cart

You can also choose to receive an alert when significant changes are made to a company or individual. Select the personnel to save to your Alerts Cart and click the Add Selected People, Companies to Alerts Cart link.

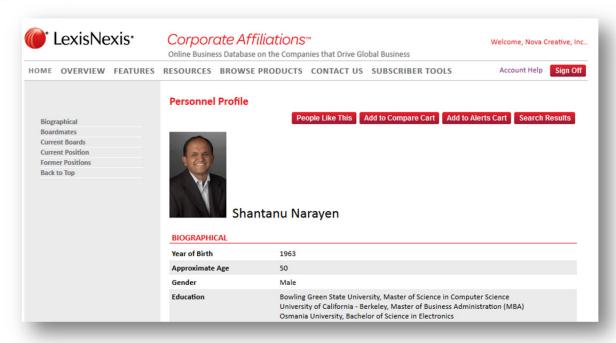
A pop-up window will appear asking you to verify what email address the Personnel alert will be sent to.



If correct, click the "Add Alerts" button. A new window will appear showing that the alert(s) has successfully been added.

Biographical Search Results Page

On the Biographical Search Results page, clicking on the person's name link allows you to view their personnel profile.





Biographical Search Results Page continued

Use the tabs on the left-hand side of the page to quickly navigate to each section:

- Biographical Details
- Current Boards
- Current Positions

- Position History
- Boardmates

Buttons at the top of the Personnel Profile page support additional research tasks.



- The "People Like This" button uses the "Looks Like" search feature to identify other individuals with similarities to the selected person in their background details.
- The "Add to Comparison Cart" button saves executives or board members from different searches for future comparison.
- The "Add to Alerts Cart" button saves a person or company to your cart so that when significant changes are made to a profile, you receive an email notification.

Clicking "People Like This" brings you to the "Find More People Like..." search screen.

CarisNexis*			Corporate Affiliations ¹¹⁸ Online Business Database on the Companies that Drive Global Business					Welcome, Nova	Welcome, Nova Creative, Inc	
HOME OVER	VIEV	V FEATURES	RESOURCES	BROWSE PRODUCTS	CONTACT US	SUBSCRII	BER TOOLS	Account Help	Sign Off	
Find more pe	ople	e like "Shanta	anu Narayen	"						
elect the checkb	oxes	of the criteria ye	ou're interested	in matching on, then click	the "Search" but	ton.				
PERSONAL										
Year of Birth		1963			Between 1961	and 1965				
Gender		M								
EDUCATION										
COLLEGES										
Names		Bowling Green St	tate University							
		University of Cali	fornia - Berkeley							
		Osmania Univers	ity		ĺ					
Group		University of Cali	fornia		ĺ					
DEGREES										
Names		Master of Science	e							
		Master of Busine	ss Administration	(MBA)	1					
		Bachelor of Scien	nce		ĺ					
Group		Business			1					
STUDY AREAS										
Names		Computer Science	e		1					



Biographical Search Results Page continued

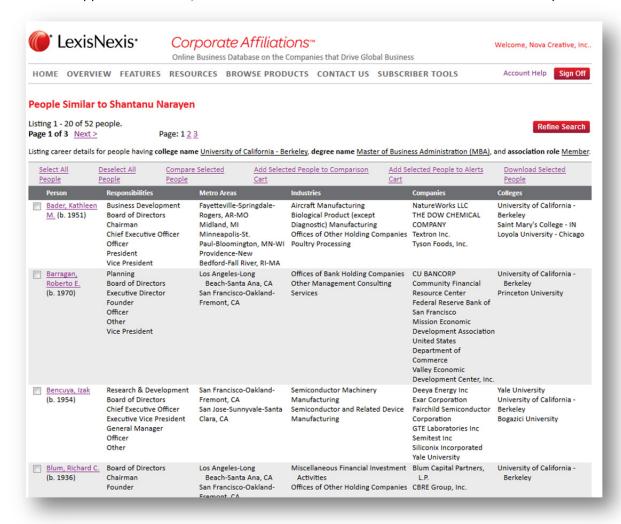
You can then select the checkboxes of the criteria you're interested in matching on.

Search by:

- Personal information Year of Birth or Gender
- Education Universities/Colleges, Degree or Area of Study
- Accomplishments Awards or Certifications
- Career Professional Affiliations, Board Memberships or Positions
- Companies Locations, NAICS Codes or Financial

For example, we want to search for more people like Shantanu Narayen who attended **University of California - Berkeley**, studied **Business Administration** and are a **Board Member** of an **Association**. Choose the relevant criteria checkboxes and click the "Search" button.

The results appear. In this case, individuals are shown who have also attended UC - Berkeley.

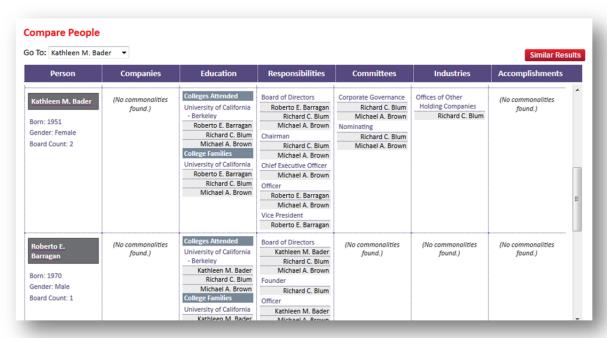




Biographical Search Results Page continued

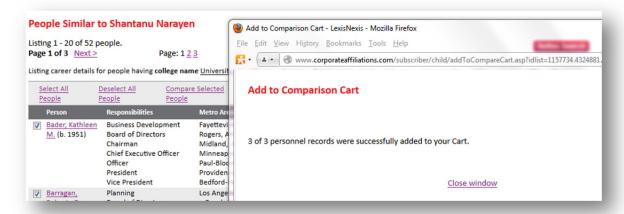
The "Compare Selected People" link will help you to further identify any connections in biographical details for up to 20 executives or board members included in your search results.

Choose the personnel records you want to compare by selecting the checkboxes next to their names. Then click on the **Compare Selected People** link.



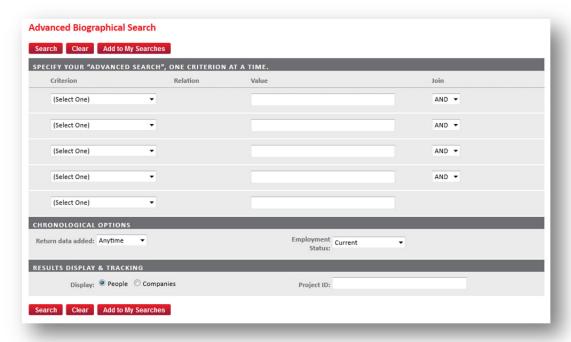
If you want to save the individuals that you chose for later viewing, you may also select the <u>Add to My</u> <u>Compare Cart</u> link. The results show:

- Comparisons for All People selected
- Comparisons for each Individual including their Year of Birth, Gender and Board Count





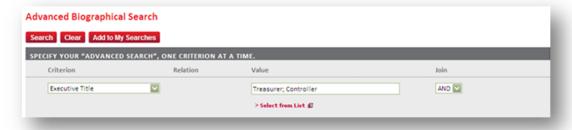
Advanced Bio Search Page



The key difference between the Quick Bio Search and the Advanced Bio Search is that the Advanced Bio Search allows you to search based on up to six of the available search fields. You can also use the operators of 'AND' or 'OR' between your search criteria.

You only have to enter one value into a search criteria field for the search to execute. If needed, you can select the same search field with different criteria values.

For example, you can search for Executive Titles of Treasurer OR Controller.



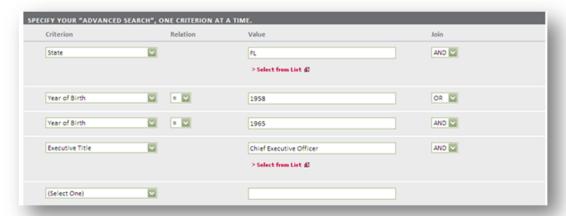


Advanced Bio Search Page continued

With Advanced Bio Searches you can also enter up to five different criteria.

For example finding records with:

- Company locations in the state of Florida
- AND Birthdates of 1965 OR 1958
- AND Executive Titles of Chief Information Officer.



Another search option would be to enter criterion with multiple values along with other criteria. For example, searching for records in:

- Country locations of the United States, Ireland, AND Switzerland
- AND Certifications of Certified Grant Writer OR Certified Public Accountant.





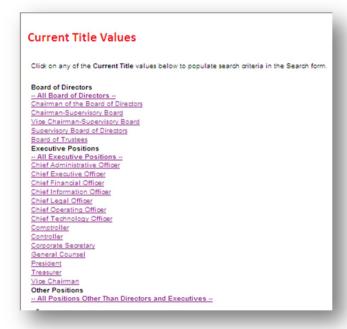
Advanced Bio Search Example

You want to find information on individuals with

- Executive Titles of Chief Executive Officer or Vice Chairman
- AND who are part of **Companies** located in **Baltimore** or **Boston**
- AND who have obtained Degrees of Master of Business Administration (MBA) or Master of Science.

To begin your search, on the Advanced Bio page, click on the first criteria field and choose "Executive Title." Then to obtain your titles, click the "Select from List" link to choose from the title list.

A pop-up window opens with a list of Title Values. Select the values of <u>Chief Executive Officer</u> and <u>Vice Chairman</u>.





Advanced Bio Search Example continued

Then select your next criteria, "City" from the pull-down list and enter the city names in the corresponding field, separating the names with a semi-colon, or select "Metro Area" from the pull-down list and click the "Select from List" link to choose from the Metro Areas (CBSA's) list.

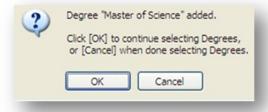


Next select "Degree" from the pull-down list. Using the "Select from List" link, choose the degrees of Master of Business Administration (MBA) and Master of Science.

You can either choose the alpha value from the top of the list or scroll down until you have found the degree names.



After selecting both degree names click "Cancel."



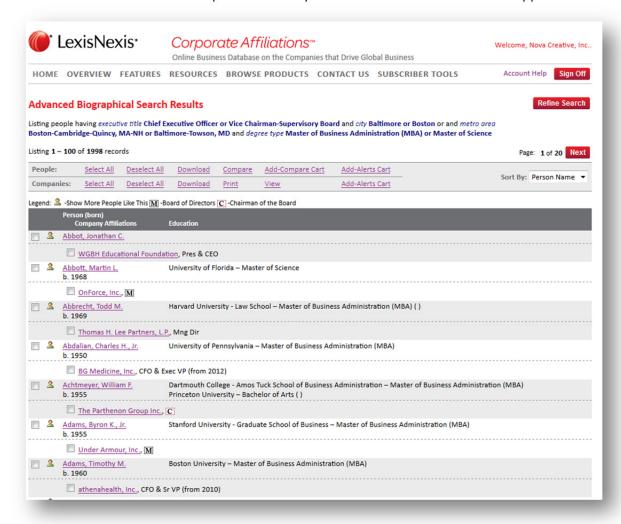


Advanced Bio Search Example continued

Finally, select "People" under the "Results Display & Tracking" option in order to locate individual results rather than company results.



Click the "Search" button at the top or bottom of your screen. The search results will appear.



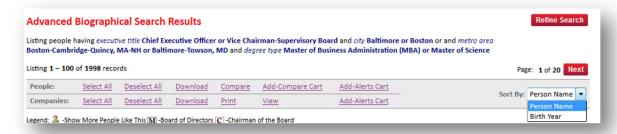


Biographical Search Results

Personnel names are listed alphabetically and provide:

- Person Name including Year of Birth
- Education including College name and Degree obtained
- Company Affiliations including Company name and Role.

Sort results by selecting Person Name or Birth Year from the drop-down list. Click the "Next" button to view the next page of results.



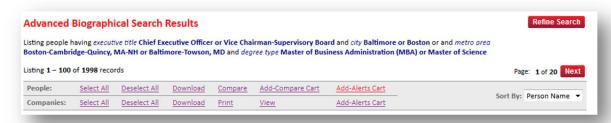
There are several features available from the results screen including:

- **Download** Loads the personnel profile(s) into a spreadsheet.
- Add to My Compare Cart Save executives or board members from different searches for comparing
- Add to My Alerts When significant changes are made to a person's profile; you will receive an email notification.

Add Search Results to Alerts

From the Biographical Search results pages (both Quick and Advanced) you are able to choose to receive alerts for Companies and/or People included in your results.

For **Company** alerts click on the checkboxes for the corresponding companies on the left of the Company Name link; then click on the "Add-Alerts Cart" link in the **Companies** section. For **Personnel** alerts, click on the checkboxes for the corresponding individuals on the left of the Person Name link; then click on the "Add to My Alerts" link in the **People** section.

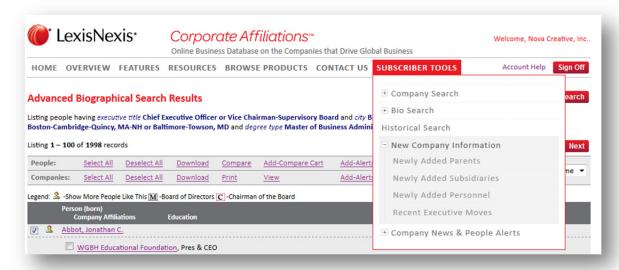


A pop-up window will appear asking you to verify what email address the Personnel alert will be sent to. If correct, click the "Add Alerts" button. A new window will appear showing that the alert(s) has successfully been added.



New Content

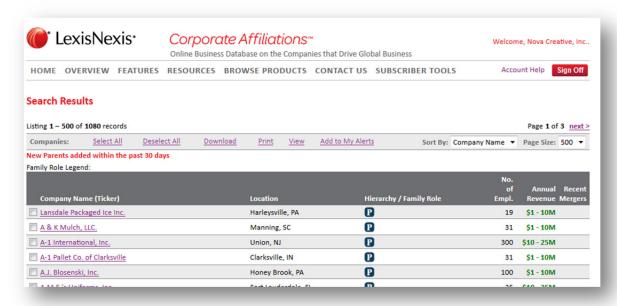
Corporate Affiliations perform additions, updates and deletions to our content each business day. The New Content section allows you to view the very latest company and personnel content.



New Content - Parents & Subsidiaries

The Parents and Subsidiary sections provide results of new parent and subsidiary companies which have been added in the past 30 days.

Just as in the Company Quick and Advanced search results, the companies are listed alphabetically and provide the Company Name, Stock Ticker (if applicable), Location, Hierarchy/Family Role, Number of Employees, Annual Revenue and if any Recent Merger transactions have occurred.



The <u>Companies</u> links allow you to manage your search results and have options of downloading, printing or viewing the company information, along with adding companies included in the results to your alerts.

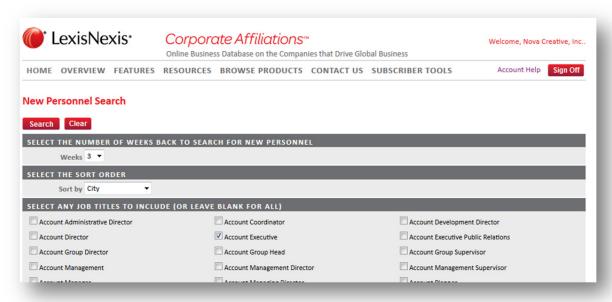


New Content - Personnel

Searches can be determined by:

- The number of weeks back to search for new personnel up to 4 weeks
- The sort order Executive Name, Company Name, Job Title, Country/State or City
- Job titles to include

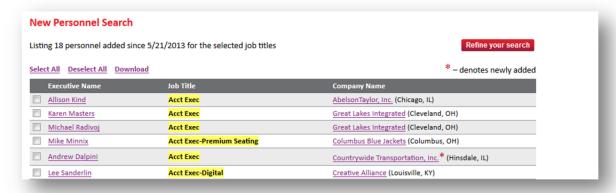
For example you are searching for new personnel content from 3 weeks back, you want the results to be sorted by City and have titles of Account Supervisors or Account Executives.



Click the "Search" button and the results are displayed.

The "Executive Name" links access Personnel Profiles and the "Company Name" links access Company Profiles.

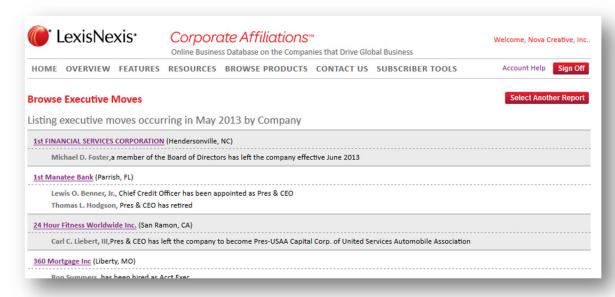
You also have the option of downloading your results into a spreadsheet using the **Download** link.



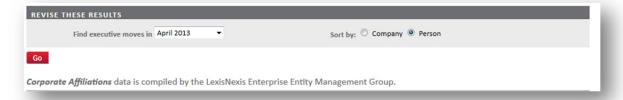


New Content – Executive Moves

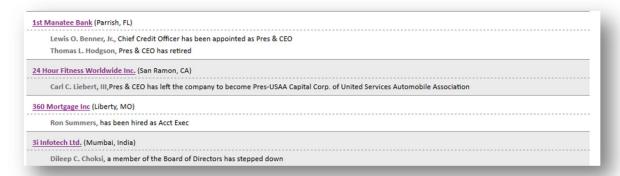
This section provides the most current executive move information. Executive Moves are displayed by Month going back to July 2007. Results can be viewed by Companies or People. The most current month is displayed by default when you enter this page.



Click on the "Select Another Report" button if you could like to view Executive Moves for a specific month or sort order, using the Revise These Results section.



For example, to view Executive Moves **for April 2013 by Person**, choose the date and Sort By type; then click the "Go" button to view results.



Click on the Company Name link to view the company's profile page.



New Content – Business News

Tips on Searching

Here are some tips for using any of the search features:

Get Values or Select from List

In selecting specific criteria for certain values each Search page has either Get Values or Select from List links that when clicked; a window will appear with available search criteria values.

Search Criteria & Search Fields

None of the search fields are case sensitive and all of the fields have been implemented so that punctuation between phrase terms is not required.

For example Company name = 'georgia' will return both 'Georgia-Pacific' and 'Georgia Power Co.' In any of the search criteria fields in which you can directly type a search criteria value, you can use the OR operators within each of these fields to further refine your search.

Note: This excludes those search fields where values are entered through a drop-down or pop-up window.

For example Company name = 'IBM' or 'Microsoft' will return records for both IBM and Microsoft OR City = 'New York' or 'Stamford' will return records for all companies within the database located in either Stamford or New York.

Wildcard Characters

The search criteria fields in which you can directly type a search criteria value also support the use of wildcards. The wildcard character is symbolized by the '*' character and can be used either at the beginning, middle or at the end of a word.

For example Company name = 'Pepsi' will not return the record where company name = 'PepsiCo'; you would need to search company name = 'Pepsi*'

For example Product/brand name = '*apple*' will return 'Apple Computers', 'Red Apple Restaurant' and 'Ocean Spray Cranapple'

You can also use the '!' character within any of the search criteria fields in which you can directly enter a value. The '!' character must be entered in front of a search criteria term and it will find words similar to the entered criteria term.

For example Company name = '!Pepsi' will return records where company name is 'PepsiCo', 'PepsiCo International' and 'Pepsi Bottling Group'



Project ID

If you are interested in labeling and tracking your searches, we provide a Project ID input on our search forms. You can enter a Project ID before submitting any new search. Whenever you enter a Project ID, it is also displayed as the default for subsequent searches. To change the Project ID, modify the form value before you submit a new search. You can also reset the Project ID (to nothing) if you delete the form value before submitting a new search.

System Requirements

For PC Users: Our site is optimized for Internet Explorer, versions 7 and 8, and Firefox versions 3 and 3.5. It is functional with Internet Explorer version 6, but we highly recommend either upgrading to IE 7 or 8, or switching to Firefox.

For the Mac Users: We recommend Safari version 4.

Questions, Problems and Feedback

If you have a question or problem, please contact our Technical Support department at **800-340-3244 (press 4)**, or email them at <u>corporateaffiliations@lexisnexis.com</u>.

