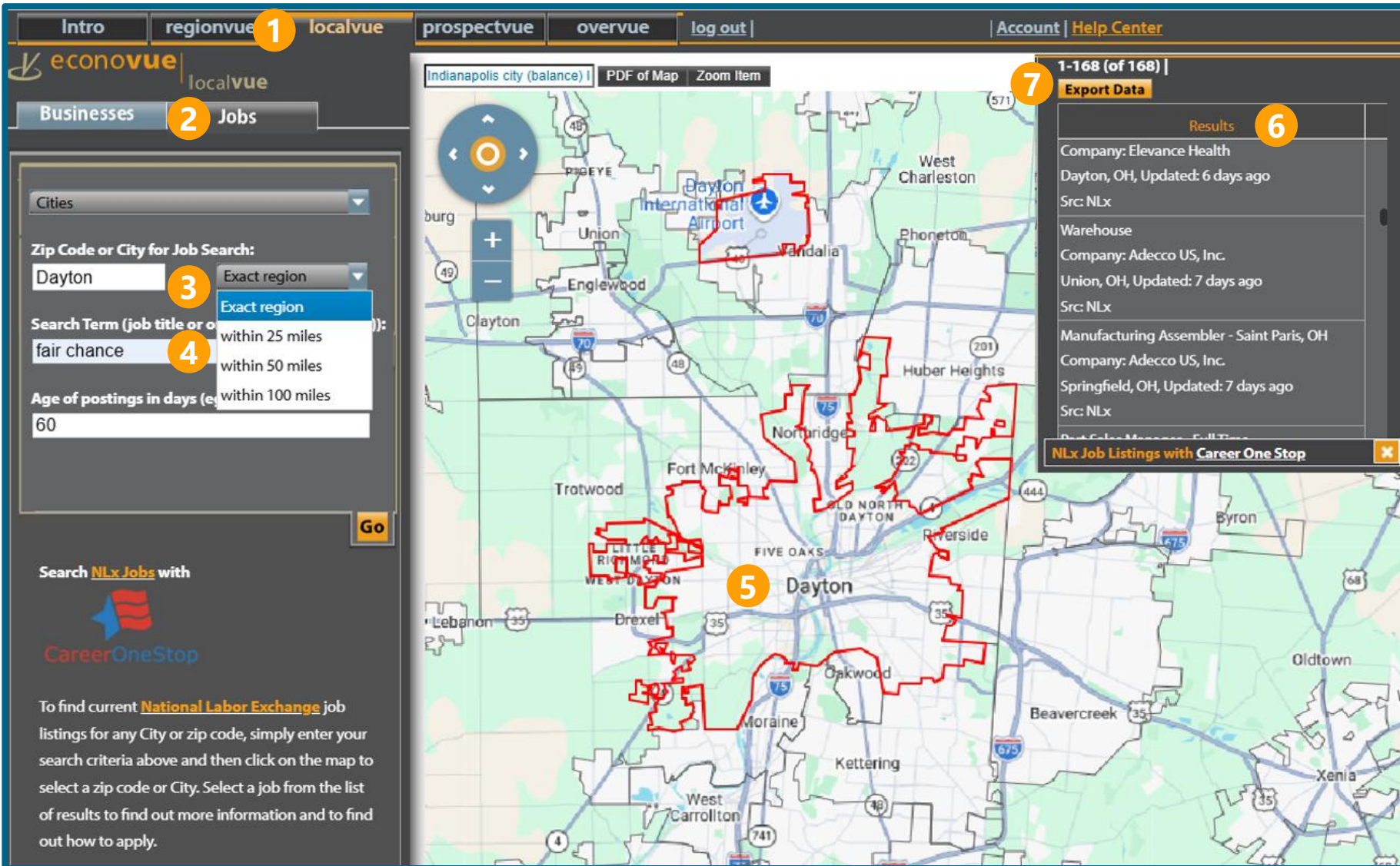




USER GUIDE / NAVIGATION AID

HOW TO: Search for Re-Entry Friendly Job Opportunities



The screenshot shows the econovue localvue interface. At the top, there are navigation tabs: Intro, regionvue, localvue (highlighted with a '1'), prospectvue, overvue, and log out. Below the navigation is the econovue localvue logo and a 'Businesses' tab (highlighted with a '2') and a 'Jobs' tab. The search filters on the left include: 'Cities' (Dayton), 'Zip Code or City for Job Search' (Dayton, highlighted with a '3'), 'Search Term (job title or company name)' (fair chance, highlighted with a '4'), and 'Age of postings in days (e.g., 30)' (60). A 'Go' button is at the bottom of the filters. Below the filters is a 'Search NLx Jobs with CareerOneStop' section. The main area is a map of Dayton, OH, with a red outline around the city (highlighted with a '5'). A 'PDF of Map' and 'Zoom Item' button are at the top of the map. A 'Results' window (highlighted with a '6') is open on the right, showing 1-168 results. The results list includes: 'Company: Elevance Health, Dayton, OH, Updated: 6 days ago, Src: NLx, Warehouse, Company: Adecco US, Inc., Union, OH, Updated: 7 days ago, Src: NLx, Manufacturing Assembler - Saint Paris, OH, Company: Adecco US, Inc., Springfield, OH, Updated: 7 days ago, Src: NLx'. A 'NLx Job Listings with Career One Stop' button is at the bottom of the results window. A '7' is placed near the 'Export Data' button at the top of the results window.

1. In **LocalVue**
2. Select the **Jobs** tab
3. Choose / Enter your:
 - **City** or **Zip Code**
 - **Region Search Size**
 - **Age** of open postings
4. Type in **Fair Chance**
5. **Click the map** in your chosen geography
6. A Job Listings **window** will open, showing job postings where the job or company description notes compliance with Fair Chance laws.
 - Each posting includes a hyperlink to the company's jobs posting page.
7. That list can be **Exported**