

ProspectVue Getting Started Guide

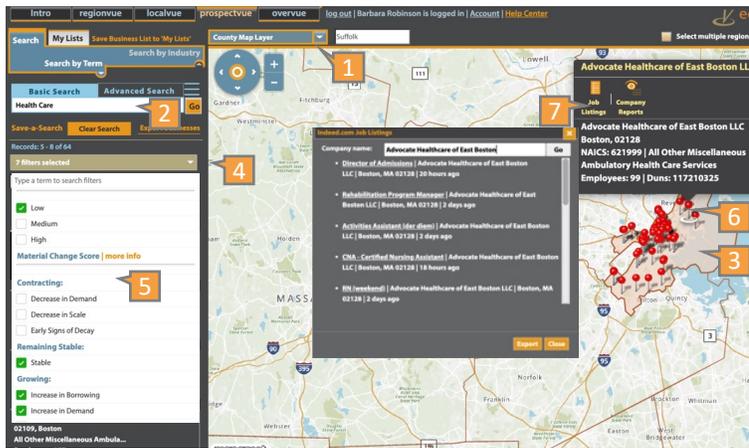


Specific filters used are for illustration purposes, adjust as appropriate.

1. Select the Geographic layer and change to “Workforce Development Areas”
2. Click on “Search by Industry” to target businesses by industry
3. Click on the drop-down menu to select a specific sector by 2-digit NAICS
4. Optional, click on the drop-down menu to select sub-sector by 3-digit NAICS
5. Click on the map to select geographic area
6. Optional, “Select Multiple Regions” box to include several regions and click map to select them
7. Select filters from the drop-down menu to target businesses
8. Filter options include Company Size, Company Type and Financial Health* of businesses
9. Scroll down to select Financial Health* filters - Financial Stress Index (**Low, Medium, High**) and Material Change Score (**Contracting, Stable, Growing**)
10. Select “View as 3-D” to view spikes based on employment numbers; the higher the spike = the higher the number of employees
11. Select “PDF of Map” to generate a dynamic PDF of the map
12. Select “Export Businesses” to export business list; second option provides Contact Details
13. Click “Help Button” to get step-by-step instructions in a sidebar

* Financial Health is determined by D&B’s Financial Stress Index and Material Change Score

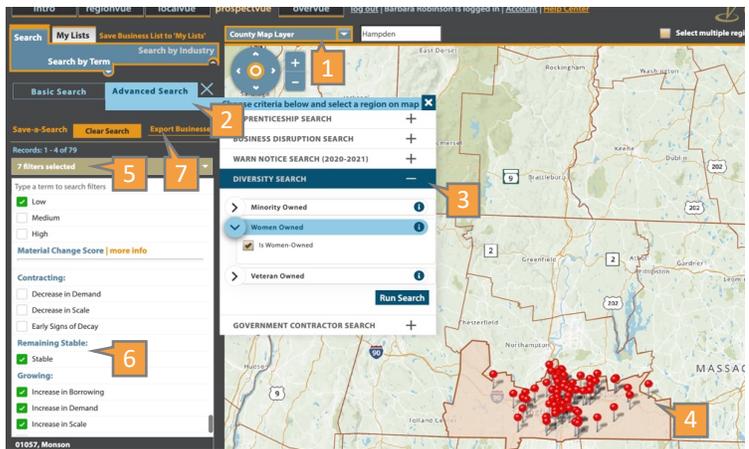
Job Fairs



Specific filters used are for illustration purposes, adjust as appropriate.

1. Select "County Map" layer
2. Select "Basic Search", type in industry or NAICS code
3. Select geographic area on the map
4. Select desired "Company Size" and "Type" from filter list
5. Select Financial Health* filters - Financial Stress Index (**Low**), Material Change Score (**Stable and Growing**)
6. Select red pin to view "Company Details and Reports"
7. Click on "Job Listings"

Grants



1. Select "County Map" layer,
2. Select "Advanced Search"
3. Select "Diversity Search" and select options
4. Select geographic area on map to run search
5. Select Run desired "Company Size" and "Type" from filter list
6. Select Financial Health* filters - Financial Stress Index and Material Change Score based on requirements
7. Select "Export Businesses" to generate list

Layoff Aversion



1. Select "Workforce Development Areas" layer
2. Select "Search by Industry"
3. Select "Select Multiple Regions" as necessary
4. Select Geographic area(s) on map
5. Select Financial Health* filters - Financial Stress Index (**Medium/High**), Material Change Score (**Contracting**)
6. Select red pin to view "Company Details and Reports"

* Financial Health is determined by D&B's Financial Stress Index and Material Change Score



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