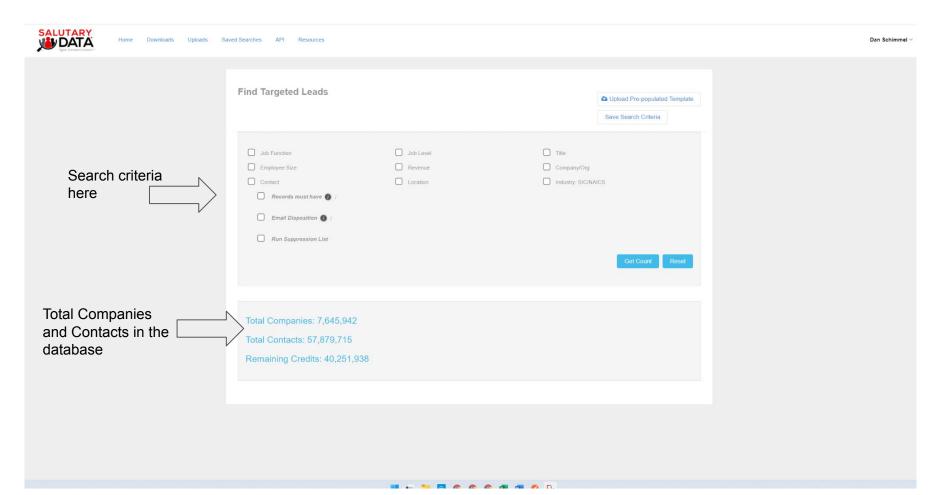


# Web UI Product Tutorial September 2022

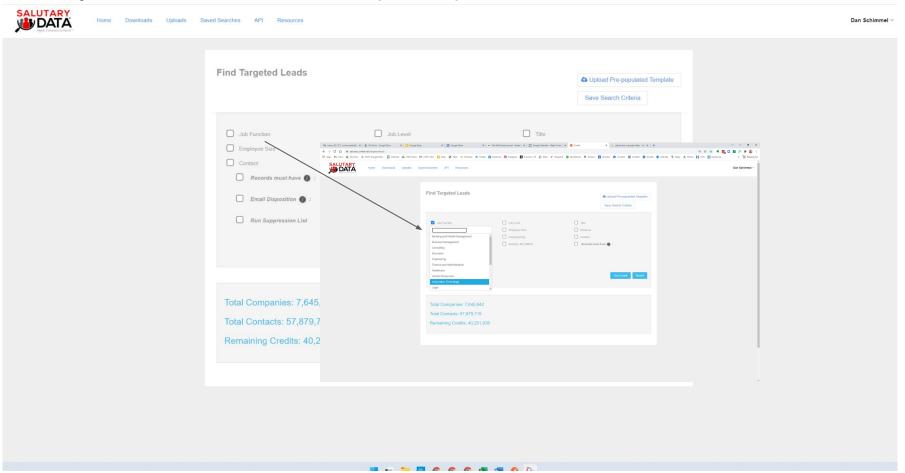
#### Checklist of Web UI Features

- Home screen
- Search fields
  - Job related info (Title, Function, Level, etc)
  - Contact personal related (Name, emails, LinkedIn, etc)
  - o Company related–Size, Industry/SIC, Name, domain, Address/location, etc)
- Database of Contacts and Companies
- Running Basic Searches
  - Get Counts
  - Sample of CSV file of contacts for output
- Power features:
  - Prepopulation Files (Inclusion) and Suppression Files (Exclusion)
  - Requiring output "must-haves" to have certain fields (mobile number, LinkedIn, Personal email, etc)
  - Email disposition
  - Running optional Sub-counts
  - Downloading only a Subset of your matches
- Downloading Data, using your Credits
- Additional Resources

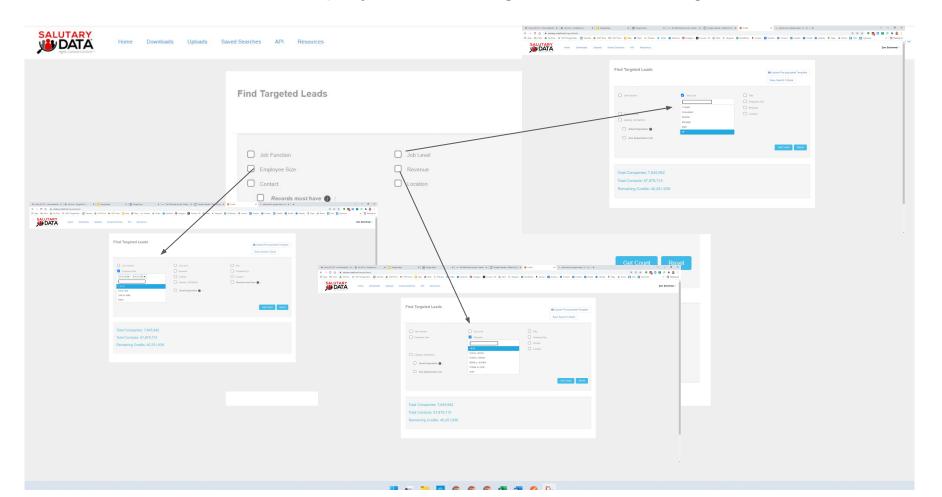
# Home Screen-all your searching to find contacts



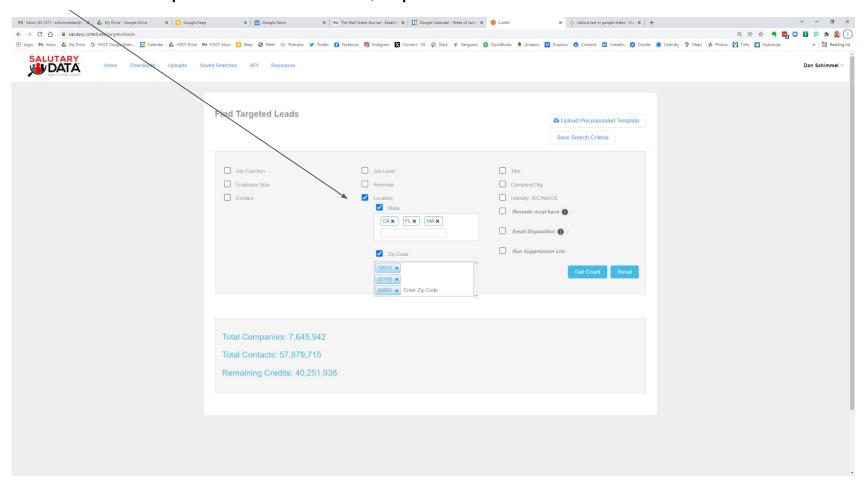
#### Select your search criteria–for example–drop down menu of Job Functions



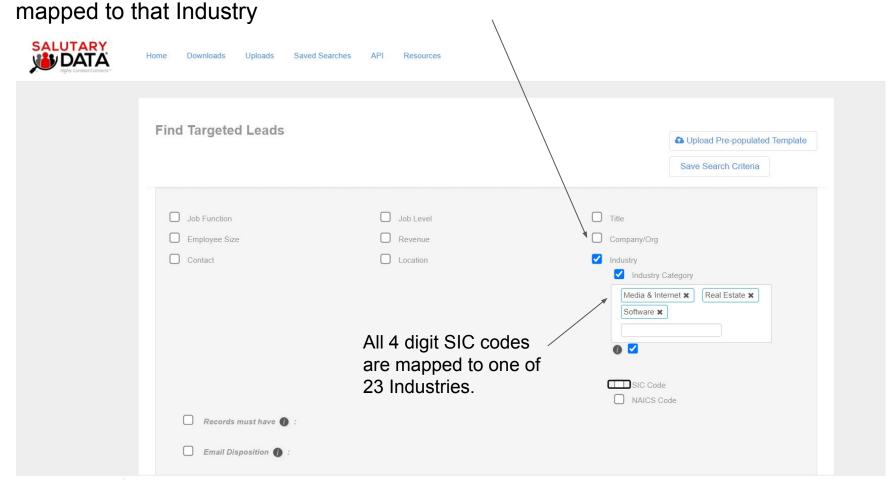
# Other search variables-Employee Size range, Revenue range, Job Level



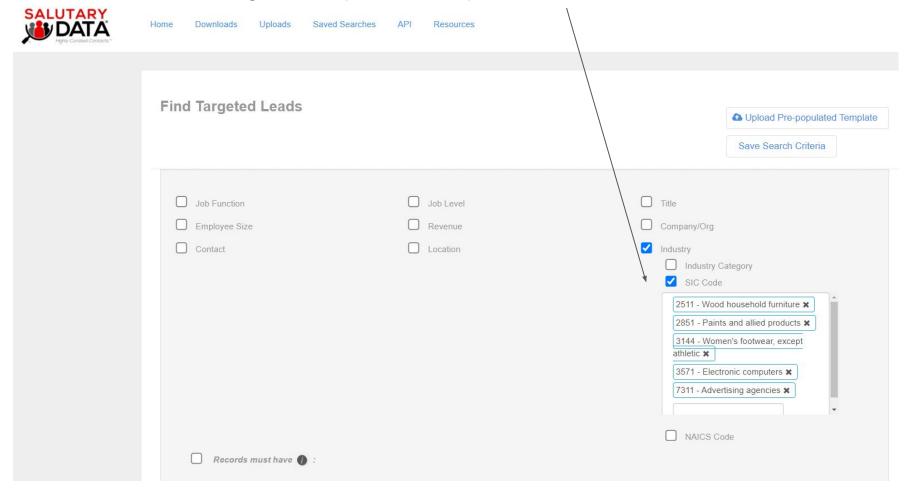
#### Location search options-enter States, Zip Codes



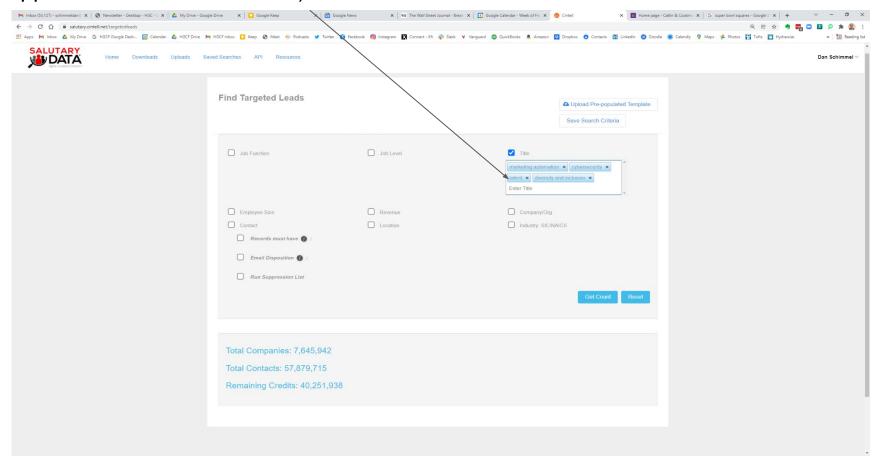
Find contacts working in specific Industries (shortcut to picking the 4 digit SIC codes



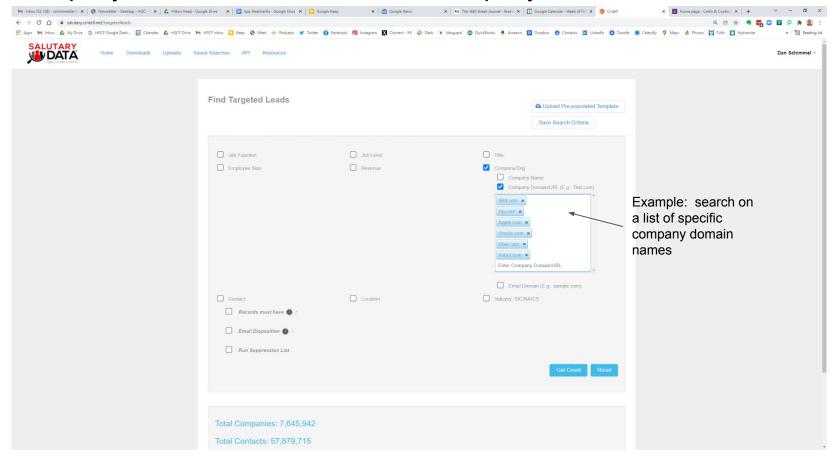
# Find contacts working at companies in specific SIC codes



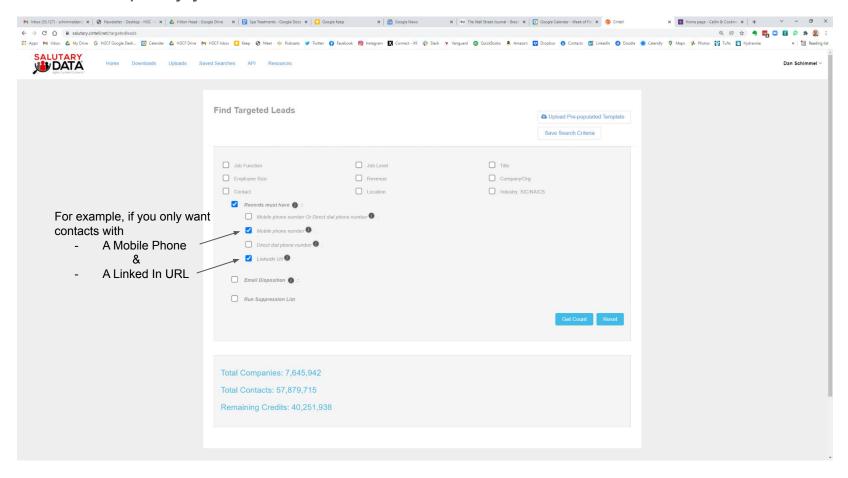
Powerful free-text title search option (e.g "marketing automation" or "cybersecurity" appear in a contact's full title)



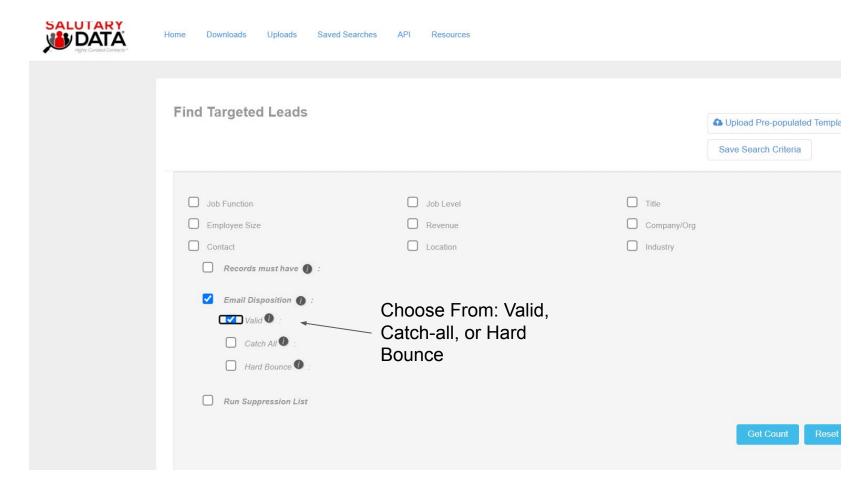
# Company search: free text on name, company domain, email domain



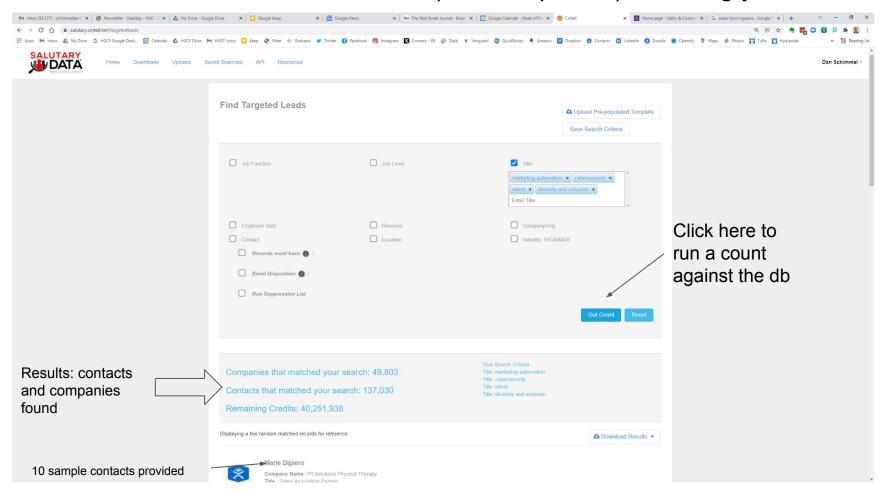
#### Must-haves: Specify your selected contacts must have certain fields of data available



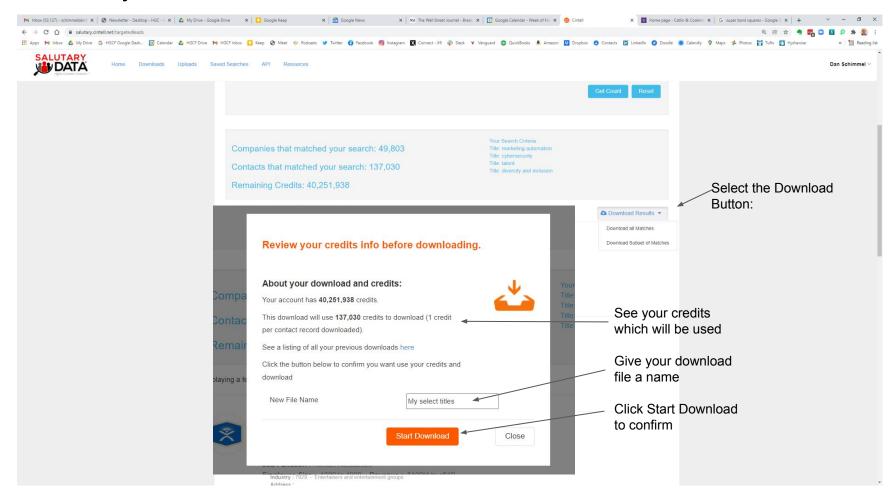
#### Email Disposition Field: Specify your selected contacts' email deliverability



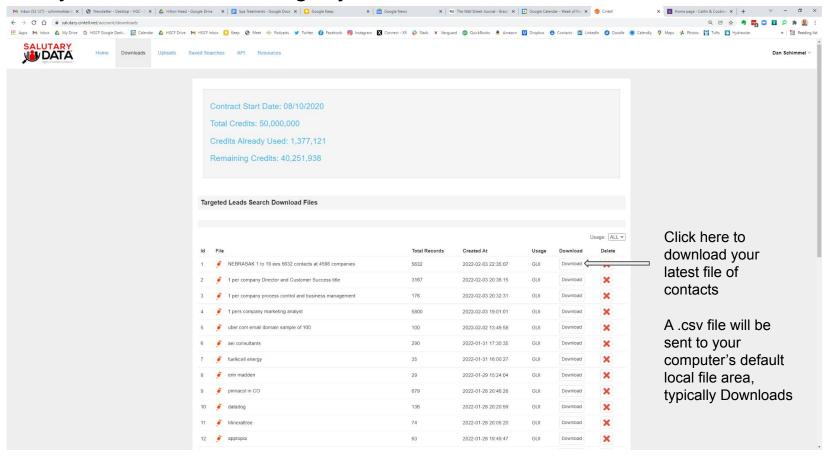
### Find the counts of contacts available (and companies) matching your criteria



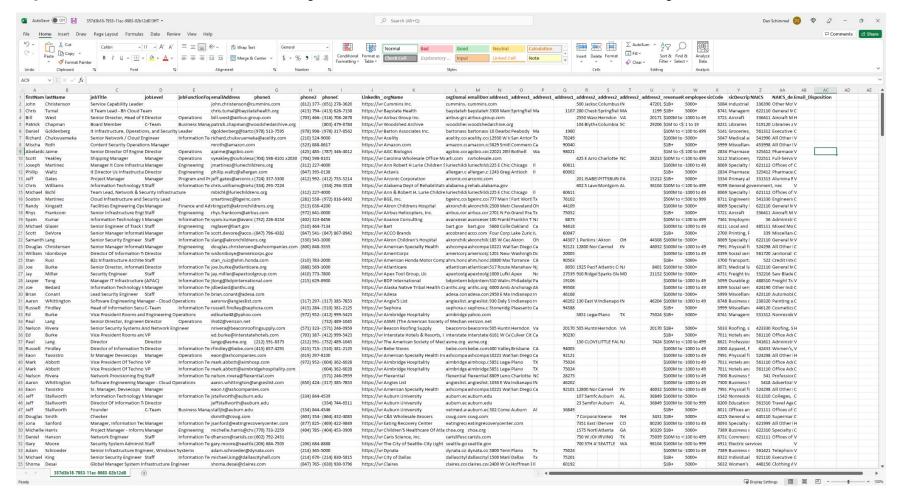
#### Download your contacts



#### See your downloads and get your data



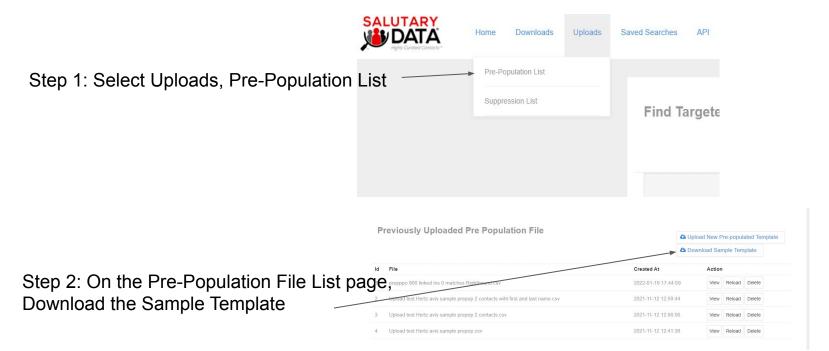
# Open the file to see your data-all fields always download



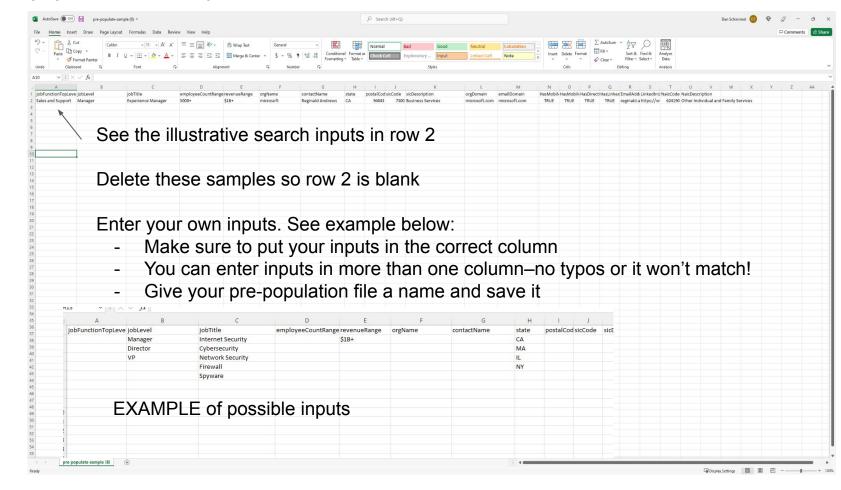
# Additional options for more power

- Upload a (4MB maximum) pre-populated file of inputs to the User Interface
  - For <u>including</u> large list of inputs in your search more conveniently
- Upload a (1MB maximum) suppression file
  - For <u>excluding</u> criteria from your matches (e.g a list of emails, or company domain names)
  - Currently allowed to run one suppression at a time
- Save Search criteria
- Download a subset of your contacts
- View sub-counts of your search count

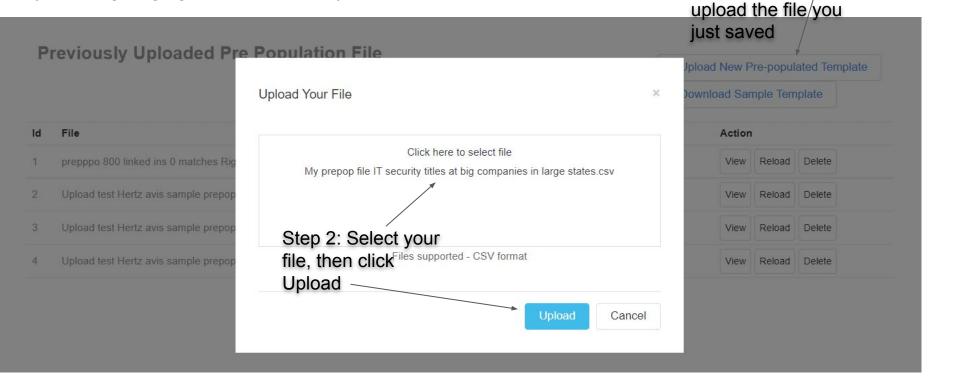
#### Upload a **pre-populated file of inputs** to the User Interface



#### Upload a pre-populated file of inputs to the User Interface

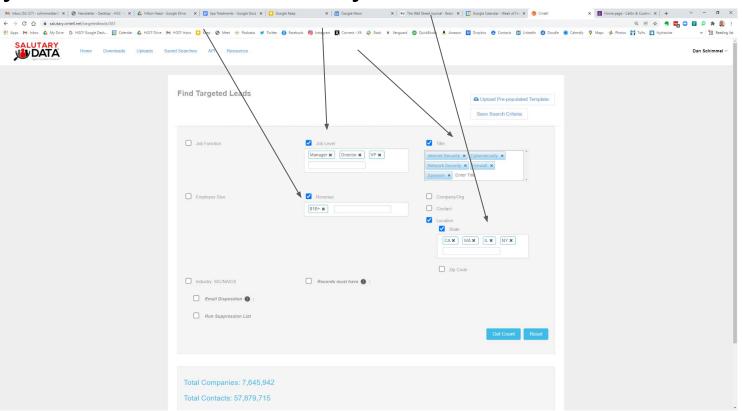


Upload a **pre-populated** file of inputs to the User Interface

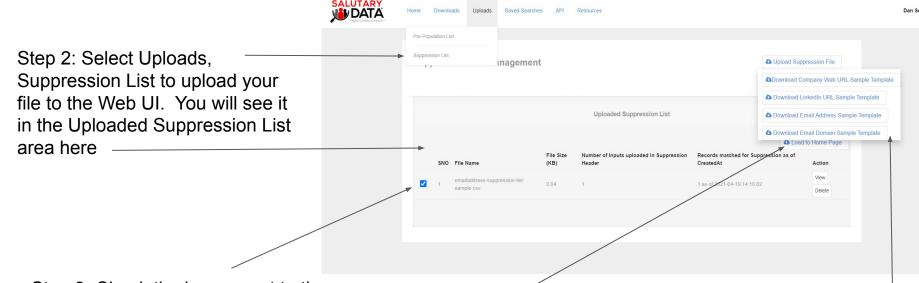


Step1: click here to

**Pre-populated inputs** will load on the home screen—you're ready to Get a count, refine your search further, etc...



## Upload a Suppression file of inputs to the User Interface



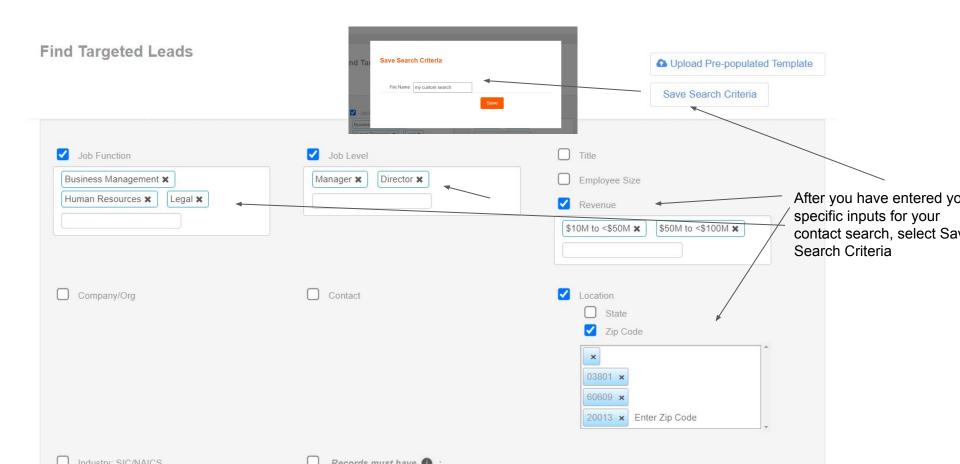
Step 3: Check the boxes next to the Suppression File(s) you want to activate. To use them in your search, click Load to Home Page

Step 1: Create your Suppression List–by downloading a sample template and entering your inputs. 4 suppression options: Company or Email domain; email address; LinkedIn URL

Your Suppression File(s) inputs will load on the home screen—you're ready to Get a count, refine your search

further, etc. Resources **Find Targeted Leads** ♠ Upload Pre-populated Template Save Search Criteria ✓ Job Level ✓ Title Job Function security x Enter Title Consultant X ✓ Employee Size 20 to 99 × Revenue Company/Org Contact Location Industry: SIC/NAICS Records must have Email Disposition Run Suppression List emailaddress-suppression-list-sample.csv - (1)

# Save your search criteria to use again on a new search



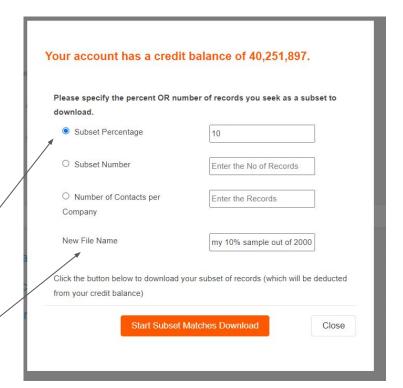
#### Download a subset of your contacts



Choose Download a Subset of random matches, instead of All Matches

Then pick one of three methods to create your subset:

- % of total matches (enter 10 to indicate 10%
- A maximum number of matches (eg 100 or 5000)
- Maximum number of contacts per company as a limiter (e.g 1 per company)
- Enter the Download file name



#### Resources

