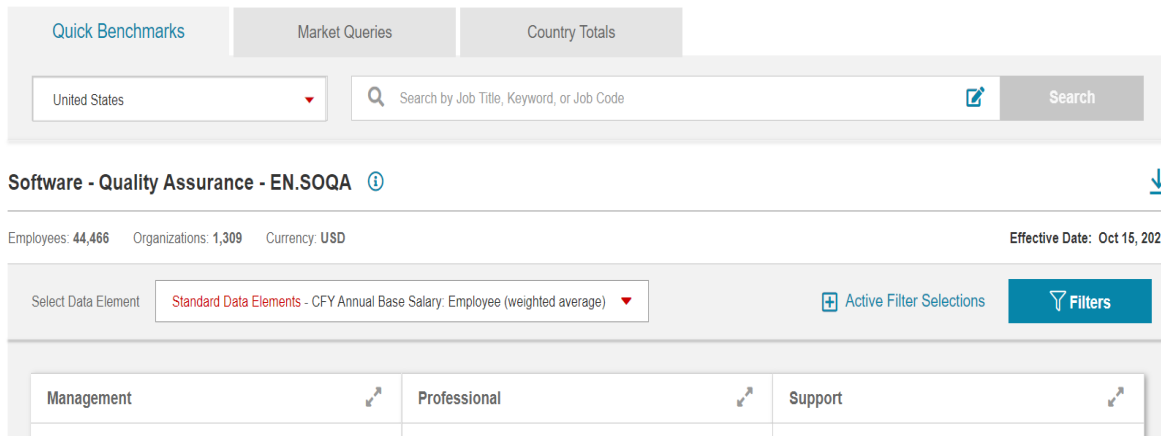
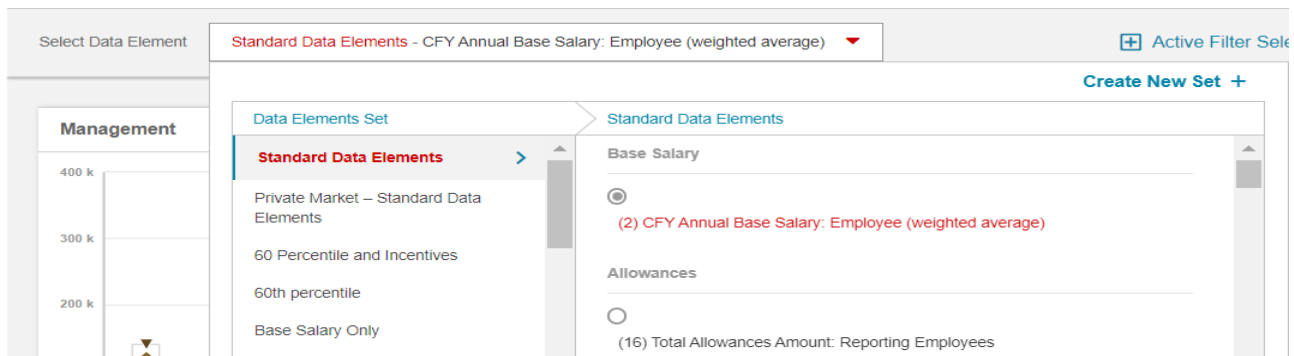


# How to: Creating a Custom Data Element Set

Clients can create a custom data element set that can be used in any of the three Radford Global Compensation Database Data Generator tools. From any of the data generator tools, go to “Select Data Element” or “Data Element”.



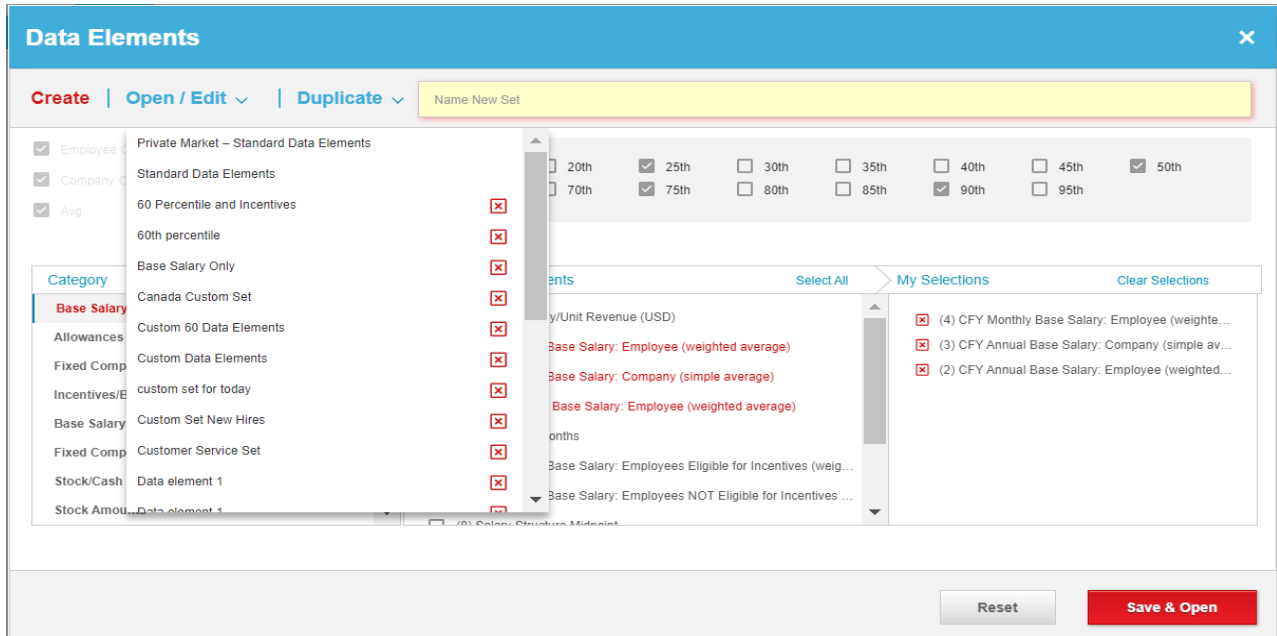
Use the drop-down and click on “Create New Set”. A data elements pop-up will display.



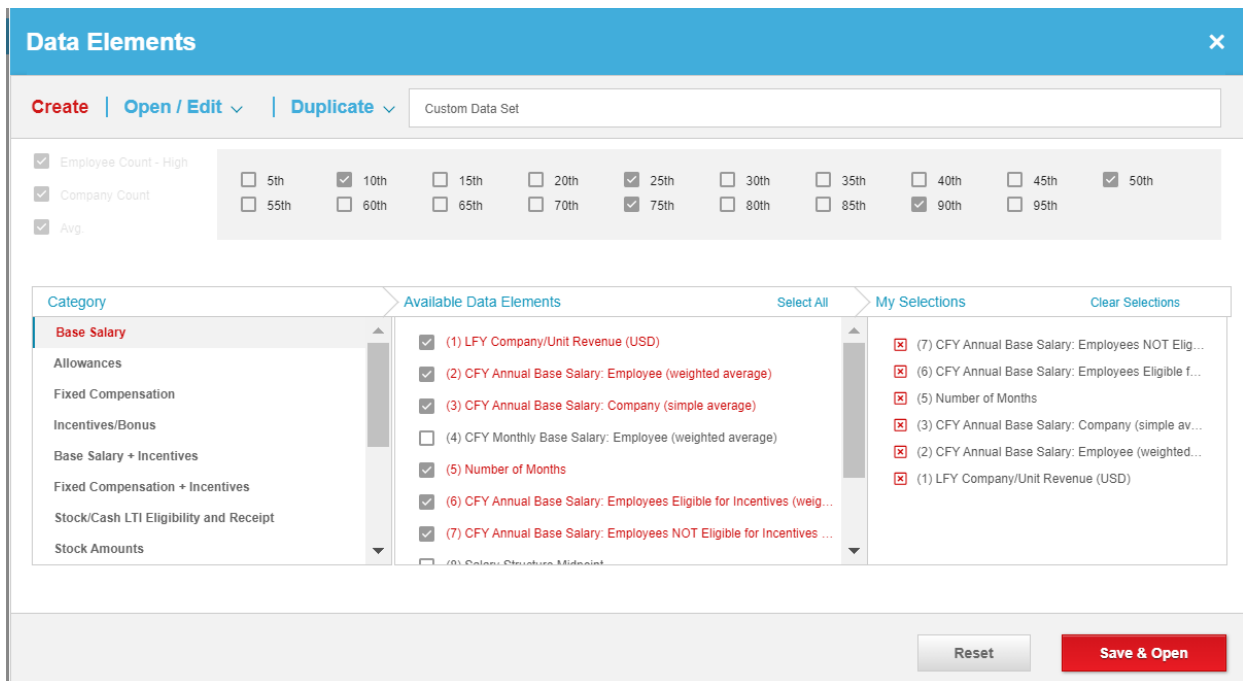
The first step is to name the set. Next, you can add or remove percentages to display. There is a maximum of six percentiles that can be used in a data element set.

Next, you can add specific data elements under each category. Open a category and click the checkbox to add the element to “My Selections”. Using the “Select All” button will add all of the elements in a category. You can clear your selections by clicking on the “Clear Selections” or “Reset”.

You can duplicate any saved data element set by clicking on “Duplicate”. This includes the two sets that Radford has created. The “Standard Data Elements” and they “Private Market – Standard Data Elements”. To edit a custom set click on “Open/Edit”. Clicking on the red X from Open/Edit will delete the custom set.



Once you have selected the elements click “Save & Open”.



After saving the custom data element set you can now use it in Quick Benchmarks, Market Queries, and Country Totals. Click on “Select Data Element” in any of these tools to use with your data.

The screenshot displays a software interface for selecting data elements. At the top, a dropdown menu is open, showing the selected option: "Custom Data Set - LFY Company/Unit Revenue (USD)". To the right of the dropdown is a button labeled "Active Filter Sele" with a plus icon. Below the dropdown, a "Create New Set +" button is visible. The main area is divided into two panels: "Data Elements Set" on the left and "Custom Data Set" on the right. The "Data Elements Set" panel lists various options, with "Custom Data Set" highlighted. The "Custom Data Set" panel shows a list of options under the heading "Base Salary", with "(1) LFY Company/Unit Revenue (USD)" selected. Other options include "(2) CFY Annual Base Salary: Employee (weighted average)", "(3) CFY Annual Base Salary: Company (simple average)", "(5) Number of Months", "(6) CFY Annual Base Salary: Employees Eligible for Incentives (weighted)", and "(7) CFY Annual Base Salary: Employees NOT Eligible for Incentives (weighted)". At the bottom right, there are "Delete" and "Apply" buttons. On the left side, there is a "Management" sidebar with a chart showing a data point for "M2" and a legend for "10th" and "25th" percentiles.