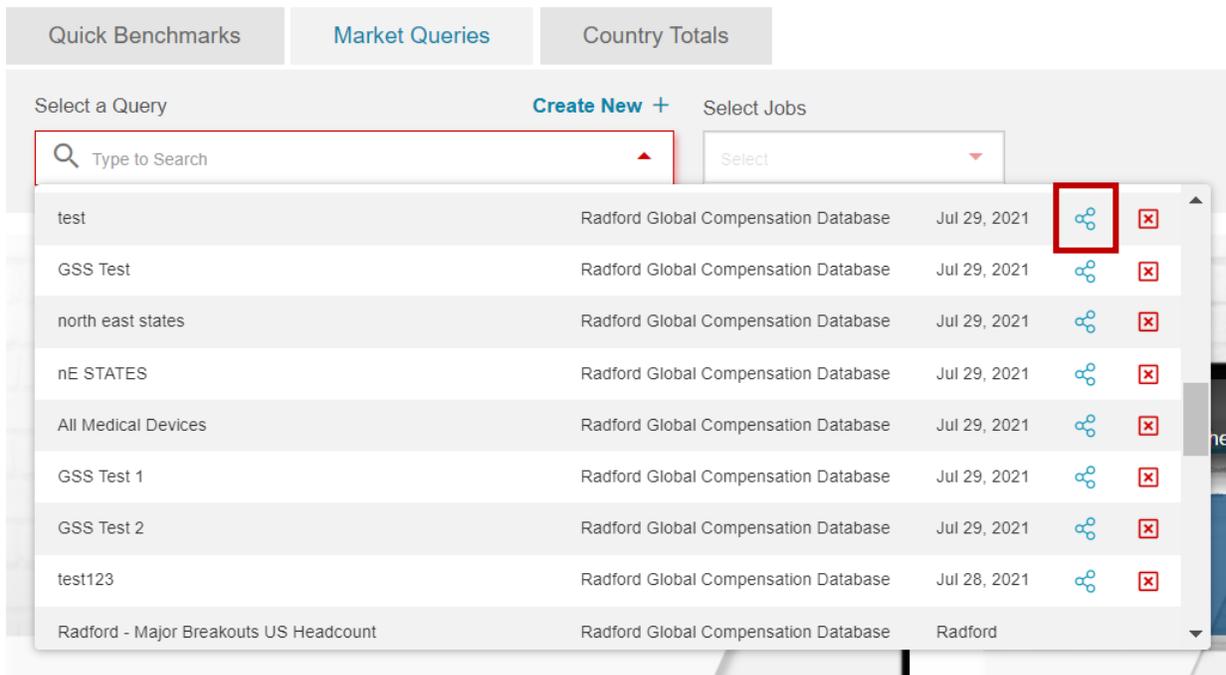
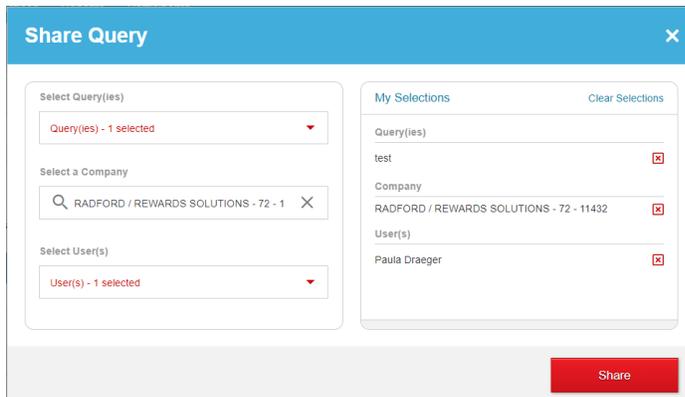


How to: Sharing A Market Query

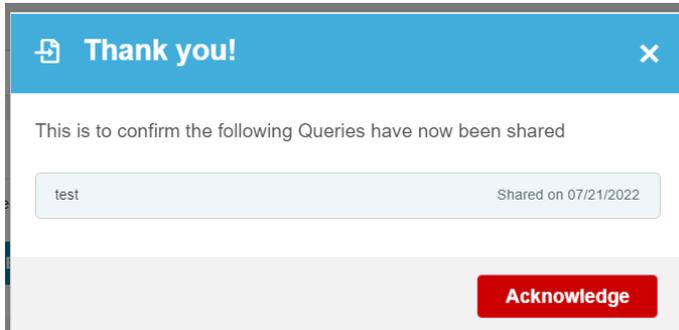
Clients can share market queries with individuals or their entire team. To start, navigate to Market Queries and use the drop-down to see your list of saved queries.



Click on the shared query icon  to the right of the query you want to share and a new pop-up dialogue box will open. From this dialogue, you can select the queries and users that you would like to share a query. Users with access to multiple companies will have the option to select a company.



Make your selections for the user(s) and queries you want to share. Select “Share” and a new dialogue will open confirming that you have shared a query. Click “Acknowledge” to complete.



The query recipient will receive an email containing a link to the Radford Global Compensation Database.

Market Queries have been shared with you



Radford Network <radfordnetwork.donotreply@aon.com>

To Paula Wilson

Retention Policy | Inbox 15 Month Delete (1 year, 3 months) | Expires 10/20/2023



Hi Paula,

We are writing to notify you that [Nikunj Dangaria](#) has requested to share with you the queries listed below:

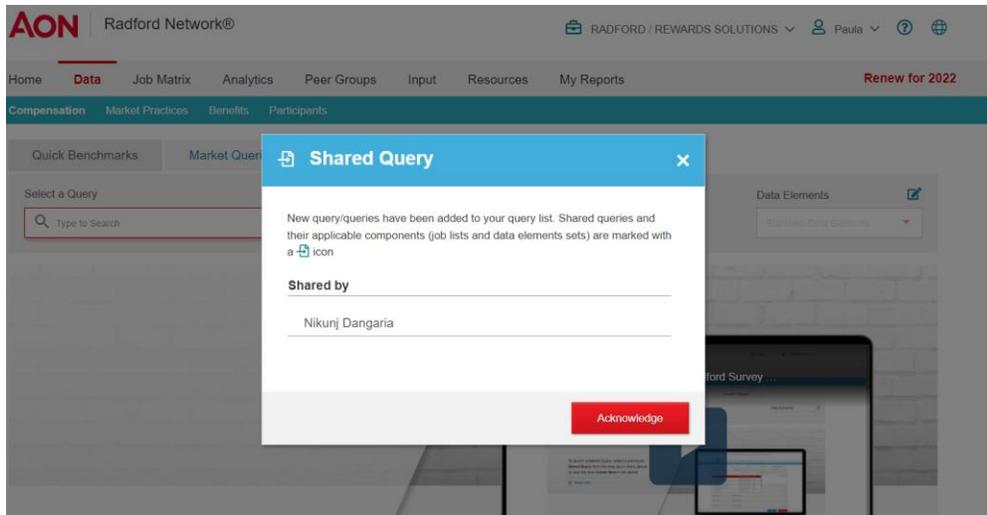
- test

You can access your new queries by logging in to the Radford Network and going to the Data/Market Queries tab, or you can click on this [link](#) to directly visit the Market Queries page. Shared queries and their applicable components (job lists and data elements sets) are marked with  icon.

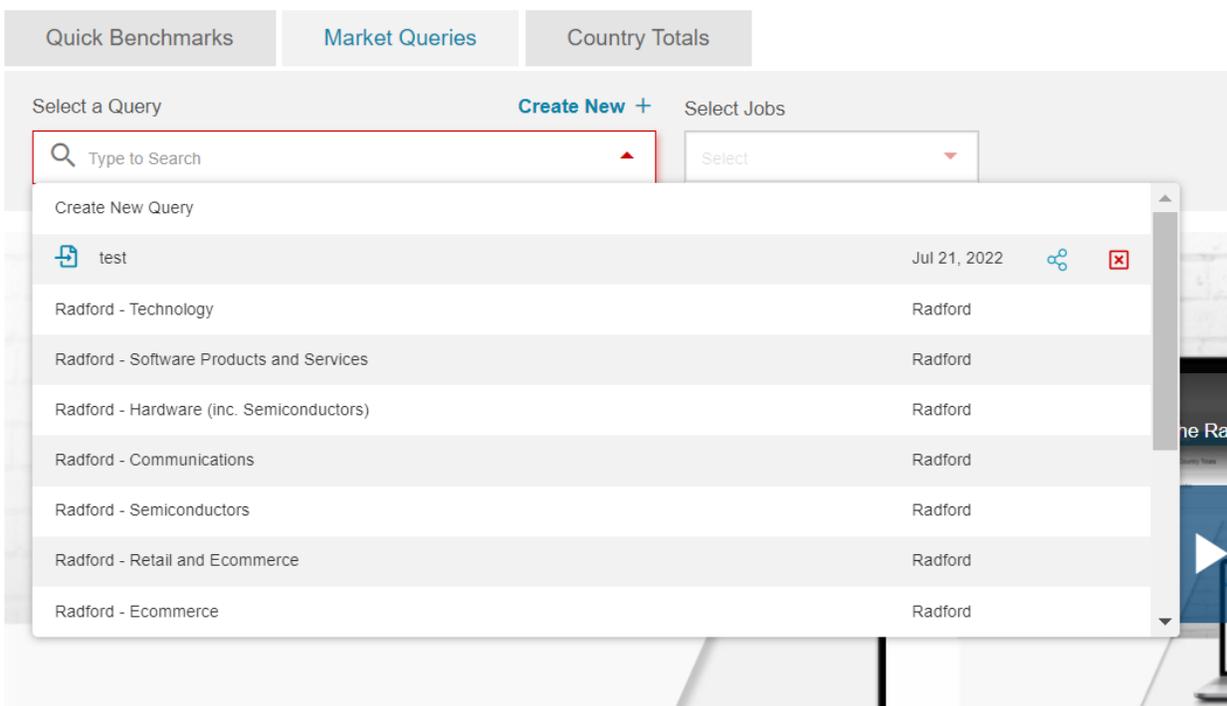
If you have any questions, please let us know.

Thank you,
The Radford Network Team

Click on the link and navigating to Market Queries, there will be a dialogue box that will open. Click the “Acknowledge” button or close the pop-up. The shared query will be in the drop-down list.



The  icon to the left of the query indicates the query was shared with you and who shared it when you hover over the icon. This icon will also be in any job list or custom data element set that was part of the shared query. If you modify the query, job list, or data element set the icon disappears.



If you share a query with someone who does not have access to the countries used in the breakout, they will see the following message indicating the breakout is restricted. If the person you share a query with does not have the same

modules, they will be limited in the jobs they can view.

Breakout1	Restricted		
Breakout2	Restricted		
Breakout3	Restricted		

Note: Sharing a query does not impact the original query. If the person that you share a query with makes changes your original query will not be changed.