



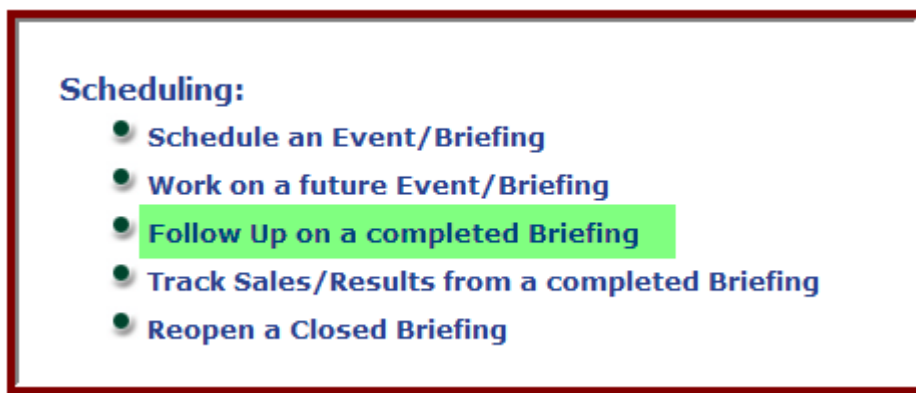
Subject: BriefingEdge Version 13 New Features

Evaluations

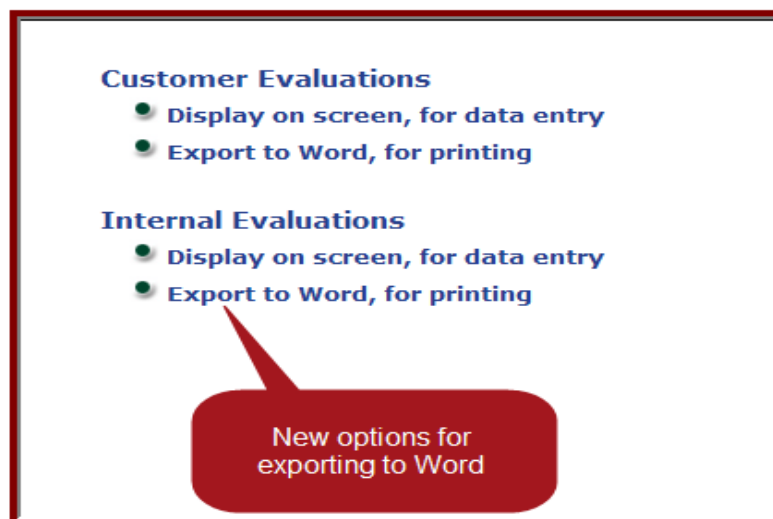
BriefingEdge Version 13 gives you the ability to export a customer or internal evaluation to Word. Previously, if you wanted to print out an evaluation you did so from the browser leaving you with little or no control over the formatting or pagination.

Now, you can export either type of evaluation to Word, fine-tuning the formatting, saving it to your hard disk and presenting a professional looking evaluation form, to your customer.

To export an evaluation to Word, go into *Follow Up on a Completed Briefing* (highlighted below in green) and select the specific visit for which you want to print out one or more evaluations.



Next, select *Evaluations* from the left menu. You'll notice there are new options for exporting either type of evaluation to Word in addition to going to the evaluation data entry screen.



The evaluation for that specific visit will be loaded into Word directly from your browser.