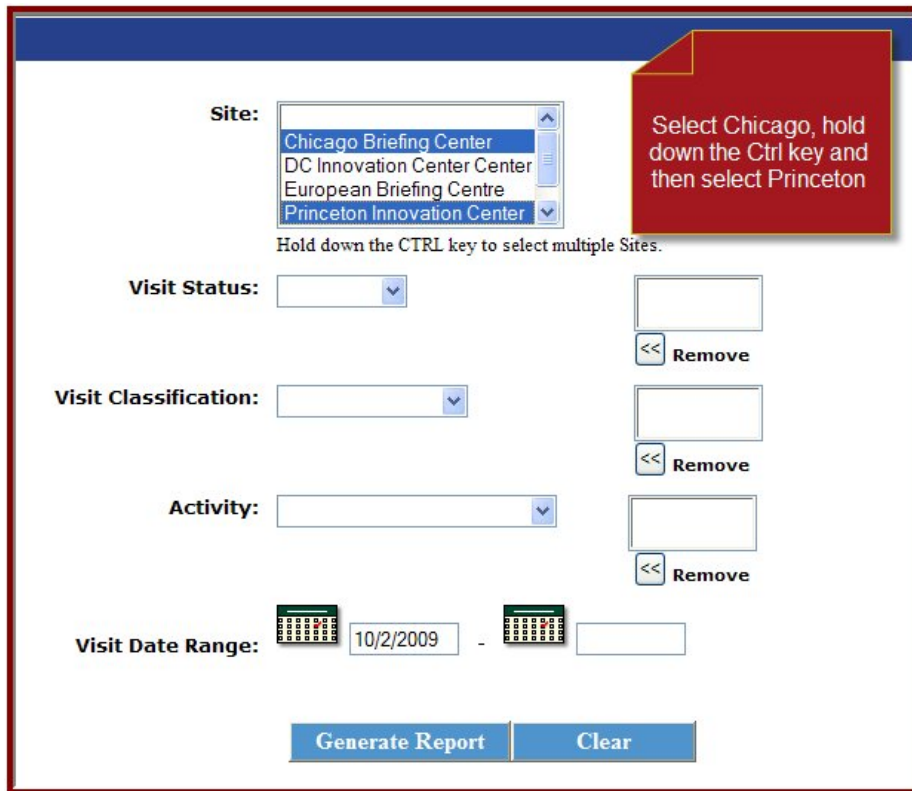


Subject: **BriefingEdge** version 13 New Features

Report Enhancements – Site Selection

BriefingEdge now has an easier way in which to select those sites that you want included in a report. For some briefing programs with one or just a few sites, this enhancement doesn't directly affect you. This technique allows you to use the Windows standard <Ctrl> and <shift> keys when selecting multiple values.

To select multiple sites: Once the Site drop down list appears, click on the first site you wish to select. Using the scroll bar on the right of the list, find another site you wish to include. Then, while holding down the <Ctrl> button on your keyboard, click on the other site to be included. You can repeat this technique to include as many sites as you wish. (By default, if you don't select any sites, **BriefingEdge** will include ALL sites in the report.)



The screenshot displays a web form for generating a report. The 'Site:' dropdown menu is open, showing a list of sites: Chicago Briefing Center, DC Innovation Center Center, European Briefing Centre, and Princeton Innovation Center. A red callout box with a white border contains the text: 'Select Chicago, hold down the Ctrl key and then select Princeton'. Below the dropdown, a text label reads 'Hold down the CTRL key to select multiple Sites.' The form includes several other dropdown menus: 'Visit Status', 'Visit Classification', and 'Activity'. To the right of each dropdown is an empty text box and a '<< Remove' button. At the bottom, there is a 'Visit Date Range' section with two calendar icons and a date field containing '10/2/2009'. At the very bottom are two buttons: 'Generate Report' and 'Clear'.

Conversely, once you see the Site drop down list, you can hold down the <Ctrl> key while touching the "A" key, and all sites will be included, THEN, use the <Ctrl> key and click on sites to be **EXCLUDED** from the report. This is particularly helpful when you have many sites and only wish to exclude certain ones from the report.

Note: Future versions of **BriefingEdge** will incorporate this new technique for all cases where you may want to select more than one value from a dropdown list, such as in "Visit Status", "Visit Classification", and "Activity".