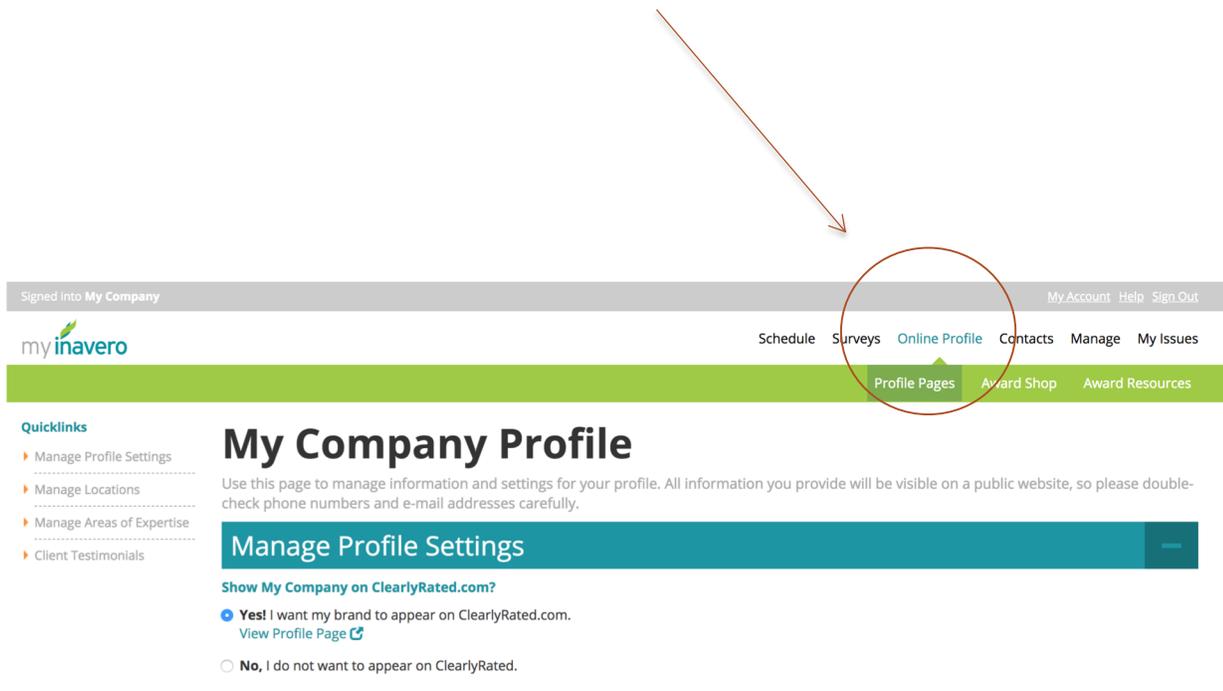


CLEARLYRATED.COM PROFILE PAGE SETTINGS

How to Set Up Your Profile Page

To set up your ClearlyRated profile page preferences, login to your MyInavero online dashboard. In the top navigation of your MyInavero dashboard, select *Online Profile* and then select *Profile Page* to access your ClearlyRated.com profile page settings.

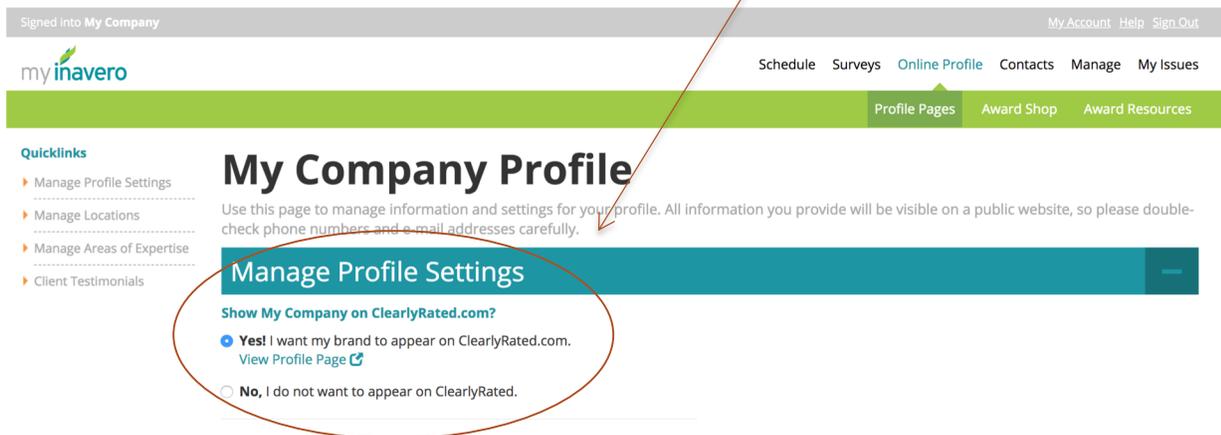


The screenshot shows the MyInavero dashboard interface. At the top, there is a navigation bar with the following items: "Signed into My Company" on the left, and "My Account", "Help", and "Sign Out" on the right. Below this is a secondary navigation bar with "myinavero" on the left and "Schedule", "Surveys", "Online Profile", "Contacts", "Manage", and "My Issues" on the right. A red arrow points from the text above to the "Online Profile" link. Below "Online Profile", there is a sub-menu with "Profile Pages", "Award Shop", and "Award Resources". The "Profile Pages" link is circled in red. Below the navigation is a "Quicklinks" section with links to "Manage Profile Settings", "Manage Locations", "Manage Areas of Expertise", and "Client Testimonials". The main content area is titled "My Company Profile" and includes a "Manage Profile Settings" button. Below this is a section titled "Show My Company on ClearlyRated.com?" with two radio button options: "Yes! I want my brand to appear on ClearlyRated.com." (selected) and "No, I do not want to appear on ClearlyRated.".

How to Set Up Your Profile Page

Step 1: Set Up Your Brand Preferences

Under 'Manage Profile Settings' set up the following preference:



- Turn on/off your brand's profile page on ClearlyRated.com
- Confirm/Input your brand's website URL.
- Select if you want your brand's star rating and testimonials to be on/off.

NOTE: The default is that the star rating and testimonials will appear as soon as your survey launches and your client responses begin to come in.

If you change any of these preferences, make sure you SAVE CHANGES.

[Save Changes](#)

How to Set Up Your Profile Page

IF YOUR BRAND HAS MULTIPLE LOCATIONS

Step 2: Confirm all of your Brand's Locations are set up

- Under 'Manage Locations' confirm all your locations are listed. If not, add the missing locations.
- Select each location listed and confirm the following:
 - Turn off/off your brand's location page on ClearlyRated.com
 - Confirm the location's contact information is correct.
 - Turn off/off your brand's location star rating and testimonials.
 - Select the Survey Location Data to ensure your location star rating and testimonials display on the profile page.

Name	MSA	State/Province	Type	Listed
Portland	Portland-Vancouver, OR-WA	Oregon	HQ	<input checked="" type="checkbox"/>
Macon	Macon, GA	Georgia	Branch	<input checked="" type="checkbox"/>
Suffolk		Prince Edward Island	Branch	<input checked="" type="checkbox"/>

Have additional locations? Add them here. [Add a location](#)

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If you change any of these preferences, make sure you SAVE CHANGES.

[Save Changes](#)