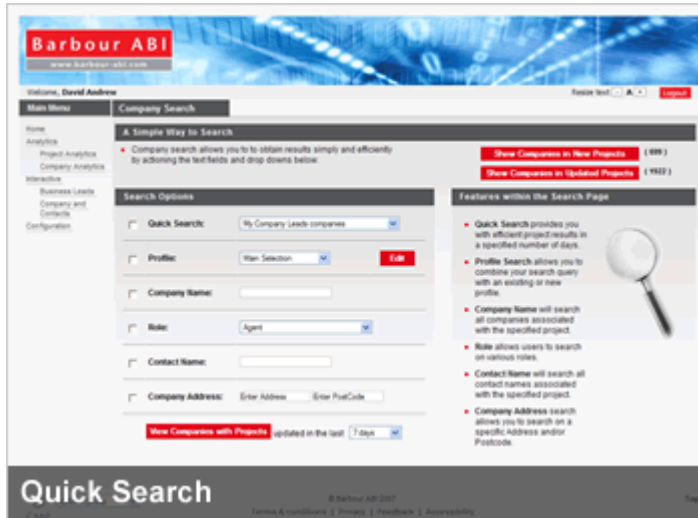


## Companies & People – Quick Search



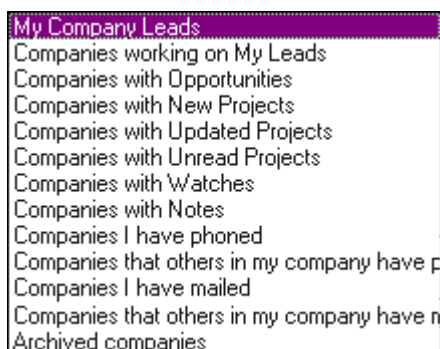
This is the start point if you are searching for a particular company – the search will return a result no matter what role that company plays on a project. This page allows a user to apply simple searches across the companies available to their organisation and quickly find those of most potential.

- **Show Companies in New or Updated Projects** – shows immediately those companies that are involved in new or updated projects within your organisation’s subscription. The numbers tell you how many companies were recorded against new or updated projects within the time period indicated.



Search Options in the lower left of the screen give fast methods of finding projects in different ways. Just tick an option, complete your choice and click View Projects :

- **Quick Search** – finds companies you may have marked in some way before such as those with a Note, a Watch set or even those playing a role on your favourite projects from My Leads.



- **Profile** – applies a detailed profile with your search allowing you to specify from a wide range of categories and measures the types of company based on their location, role and projects they work on that you want to see. Clicking Edit here will allow you to create a new or change an existing search profile if you need to.

**Search Profile:** Builder Co Edit/Create

|              |                     |         |          |                  |        |      |       |       |          |           |
|--------------|---------------------|---------|----------|------------------|--------|------|-------|-------|----------|-----------|
| Edit Profile | Summary             | Company | Location | Project Location | Sector | Type | Stage | Value | Measures | Materials |
|              | Days Since Reported |         |          |                  |        |      |       |       |          |           |

- **Company name** – finds a particular company name using part of the name– no wildcards necessary!

**Company Name:**

- **Role** – similar to Barbour ABI Directory in Interactive, this option returns only companies that have performed the chosen role on a project. Multiple roles can be chosen in the detailed profile screen if required.

Agent

- Agent
- Architect
- Associated developer
- Bidder
- Ceiling Finishing subcontractor
- Civil engineer
- Civils Subcontractor
- Client
- Construction Manager
- Consulting Engineer
- Contractor

- **Contact Name** – filters the list of companies further by a particular contact name.

**Contact Name:**

- **Company Address** – filters your results by part of an address and/or postcode

**Company Address:**

Each search option can be combined with the other simply by ticking the boxes of the options you want to be active. For instance, a user responsible for different sales rep areas can easily apply a different Profile for each rep and view companies in his/her area with new or updated projects within a few seconds using the minimum of clicks.

|                                     |                           |
|-------------------------------------|---------------------------|
| <input checked="" type="checkbox"/> | <b>Quick Find:</b>        |
| <input checked="" type="checkbox"/> | <b>Search Profile:</b>    |
| <input checked="" type="checkbox"/> | <b>Company Name:</b>      |
| <input checked="" type="checkbox"/> | <b>Role:</b>              |
| <input checked="" type="checkbox"/> | <b>Contact Name:</b>      |
| <input checked="" type="checkbox"/> | <b>Company Address:</b>   |
| <input checked="" type="checkbox"/> | <b>Show Project Count</b> |

- **View Companies with Projects** – this button starts the search. You can alter the number of historic days you wish to look back over using the drop down box (the default value here can be customised at a Barbour ABI Account level) After a short delay the system will either present the project found or a message to explain why the user may not have found any results.

**View Companies with Projects** updated in the last