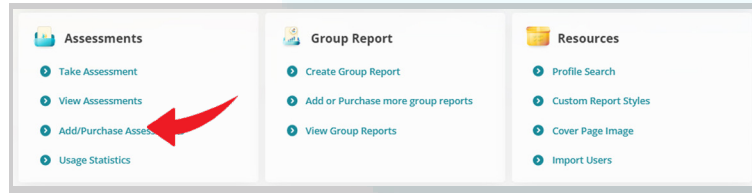
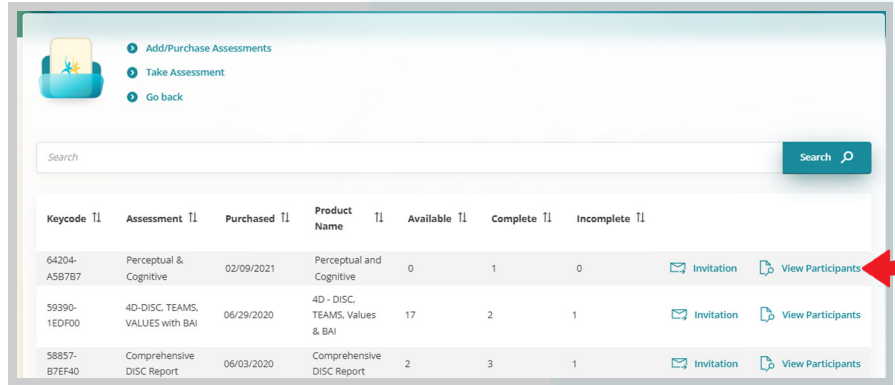


ONE-CLICK BENCHMARKING

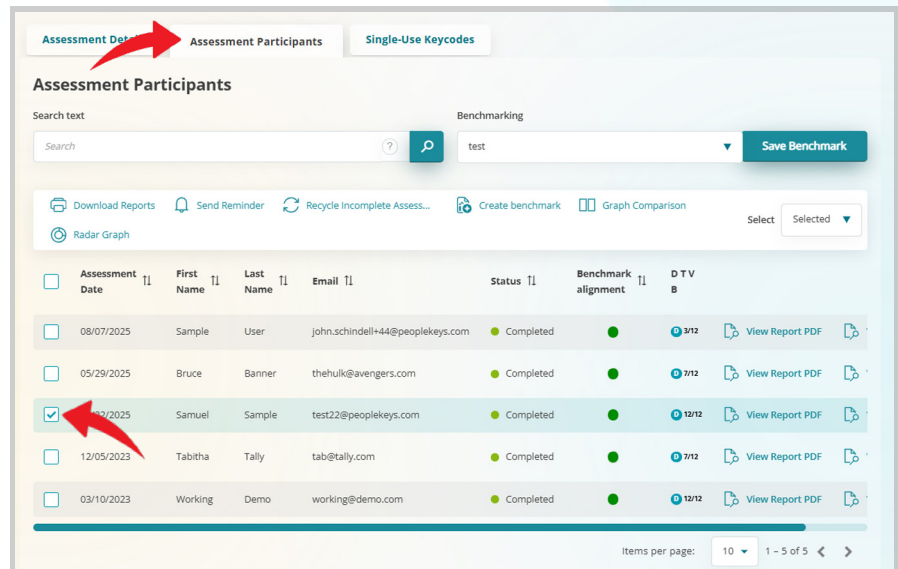
1. From your account homepage, in the Assessments Box, click **View Assessments**.



2. From the View Assessment page, note the KeyCode you want to use and click **View Participants**.



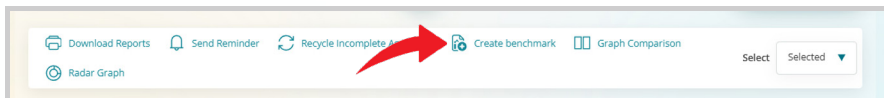
3. On the next page, click the **Assessment Participants** tab.



4. From the list, select your individual(s) by clicking on the box to the left of the assessment date.
(A check should appear)

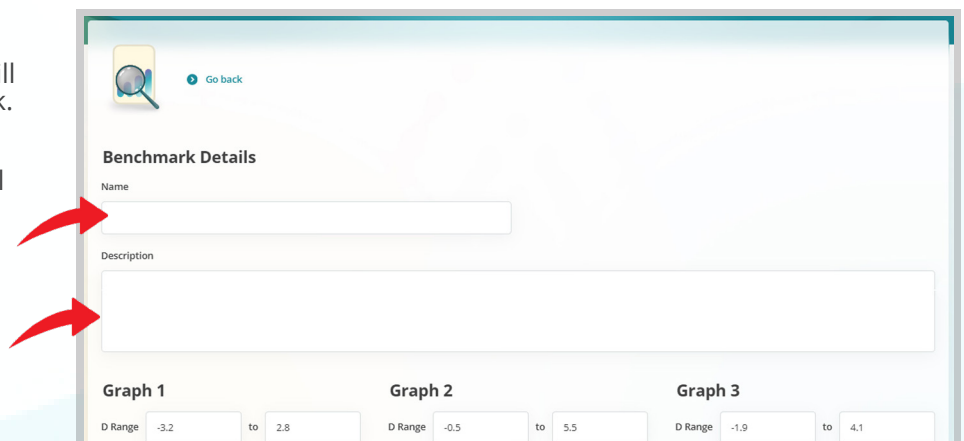
NOTE: You have the ability to select multiple participants from a single keycode. By selecting multiple participants your benchmark will use the combined average of all the selected individuals.

5. When you are ready, click **Create Benchmark** in the header.



6. On the following screen you will need to name your Benchmark. This is a required field.

You can also include additional notes in the description box.



7. Your benchmark range and other indicators are automatically generated. Click the **Save Benchmark** button to add this benchmark to your account. You're done.

The screenshot shows the 'Save Benchmark' screen in the PeopleKeys interface. At the top, there's a navigation bar with 'Language: English (US)', 'Theme: Default', and 'Interface: Administrator'. The user is 'Bruce Banner' with email 'bthun@avengers.com'. A 'Sign Out' button is in the top right. On the left is a sidebar with links: Home, Assessments, Users, Resources, Benchmarking, Email status view, and Settings. The main content area is divided into three columns for 'Graph 1', 'Graph 2', and 'Graph 3'. Each graph has four range inputs: D Range, I Range, S Range, and C Range. Below these is a section for 'TEAMS, Values, WRI & BAI' with checkboxes for Teams (T, E, A, M, S), Values (L, E, P, J), WRI (R, J, C, P, E), and Behavioral Index (I, S, P, E, A, K). A red arrow points to the 'Save Benchmark' button at the bottom right.

Graph	D Range	I Range	S Range	C Range
Graph 1	-3.2 to 2.8	-0.8 to 5.2	-2.7 to 3.3	-2.7 to 3.3
Graph 2	-0.5 to 5.5	-8 to -3	-2.7 to 3.3	2.1 to 8
Graph 3	-1.9 to 4.1	-6.6 to -0.6	-2.9 to 3.1	0.7 to 6.7

TEAMS, Values, WRI & BAI

Teams: ☐ T ☐ E ☐ A ☐ M ☐ S

Values: ☐ L ☐ E ☐ P ☐ J

WRI: ☐ R ☐ J ☐ C ☐ P ☐ E

Behavioral Index: ☐ I ☐ S ☐ P ☐ E ☐ A ☐ K

Save Benchmark

To view your newly created benchmark, from your home page, clicking **View Account Benchmarks** will display the list of benchmarks available.

