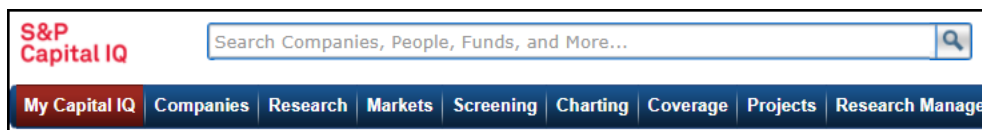


Welcome to S&P Capital IQ

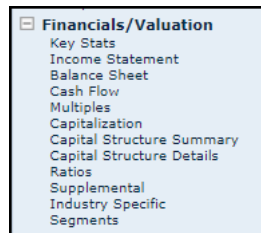
Please use the information below to get started with the Capital IQ platform. If there is anything else that you need help with, please use the "Contact Us" dropdown menu to reach out to our 24-7 support teams, or contact your Relationship Manager to schedule a personalized training session.

Using the Web Platform

1. To access **company financials**:
 - a. Use search bar at the top of the page and input the company name/ticker



- b. Using the left-hand column of links, locate the **Financials/Valuation** section.
- c. Click into the financial statement of interest.



- d. Click any blue, hyperlinked value on the financial statement to audit the value

The screenshot displays the financial statement for Trillium Therapeutics Inc. for the period ending Dec-31-2016. The main table shows the following data:

Item	Value
SG&A	3,826
For the Fiscal Period Ending	
Currency	[22]
Revenue [112]	
Other Revenue [90]	
Total Revenue [28]	
Cost Of Goods Sold [34]	
Gross Profit [10]	
Selling General & Admin Exp. [102]	3,826
R & D Exp. [100]	29,580

Two pop-up windows are visible. The first, titled "As Presented Data", shows:

Item	Value
SBC (Gen. & Admin. Exp.)	497,000
+ SBC (Gen. & Admin. Exp.)	(178,000)
+ General and Administrative Expenses	3,507,000
= Total	3,826,000

The second pop-up window, titled "General and Administrative Expenses", shows:

Item	Value
General and Administrative	3,933,000
- SBC (Gen. & Admin. Exp.)	497,000
- SBC (Gen. & Admin. Exp.)	(178,000)
+ Merger Expense	(107,000)
= General and Administrative Expenses	3,507,000

Red circles with numbers 1 through 4 highlight specific values: 1 points to the "Selling General & Admin Exp." value of 3,826; 2 points to the "SG&A" value of 3,826; 3 points to the "General and Administrative Expenses" value of 3,507,000; and 4 points to the "SBC (Gen. & Admin. Exp.)" value of (107,000).

2. Identifying the **Competitive Landscape** for a given Company
 - a. Using the left-hand column of links, under *Company Details*, select **Competitors**
 - i. This page will reference publically stated competitive relationships

ii. Source documents are available in the far-right column

Bank of America Corporation (NYSE:BAC) Competitors

Available Source Types: [Empty list]

Selected Source Types:
 Named by Company
 Named by Competitor
 Named by Third Party

Recently disclosed competitors only (within the last two years)
 Include Competitors for: Current subsidiaries

Competitor's Name	Company	LTM Revenue (\$mm)	LTM Date
1880 Bank (Acquired)	Bank of America Corporation (NYSE:BAC)	7.32	-
1st Constitution Bank	Bank of America Corporation (NYSE:BAC)	59.09	-
1st Security Bank Of Washington	Bank of America, National Association	86.31	-

b. Using the left-hand navigation, under *Peer Analysis*, please select **Quick Comps**

- i. This page uses a back-end algorithm incorporating analyst coverage, financials, company location, industry coverage, and more.
- ii. Customize your peer set by using a saved list or by adding/removing companies from the pre-generated list.

Exxon Mobil Corporation (NYSE:XOM) Quick Comparable Analysis

Comp Set: Exxon Mobil Corporation Quick Comp | Templates: Capital IQ Default Comps

Financial Data | Trading Multiples | Operating Statistics | Business Description | Implied Valuation | Valuation Chart | Credit Health Panel | Credit Analytics

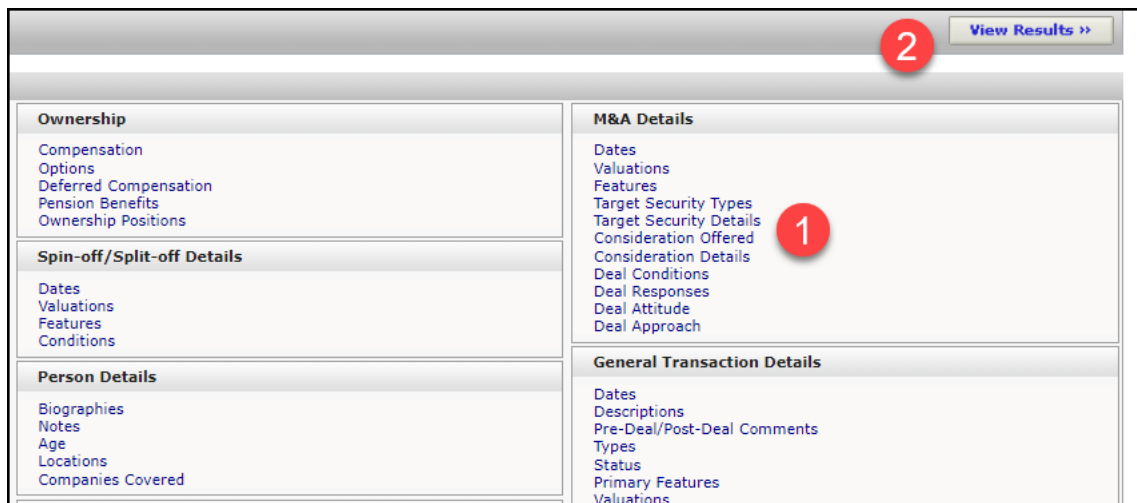
Company Name	Day Close Price Latest	Shares Outstanding Latest	Market Capitalization Latest	LTM Net Debt	LTM Total Pref. Equity	LTM Minority Interest
Exxon Mobil Corporation (NYSE:XOM)	110.02	1,928.1	212,125.1	38,332.0	-	1,045.00
BP p.l.c. (LSE:BP.)	4.39	20,247.2	88,801.7	43,261.0	-	14,627.00
Royal Dutch Shell plc (ENXTAM:RDSA)	20.19	7,772.6	153,045.1	71,384.0	-	3,239.00
TOTAL SE (ENXTPA:FP)	47.46	2,629.7	124,803.6	38,386.0	-	2,390.00
Marathon Petroleum Corporation (NYSE:MPC)	60.00	652.0	39,118.1	32,680.0	-	-

3. Use qualitative or quantitative factors to specify a **list of Companies, Transactions, People & more.**

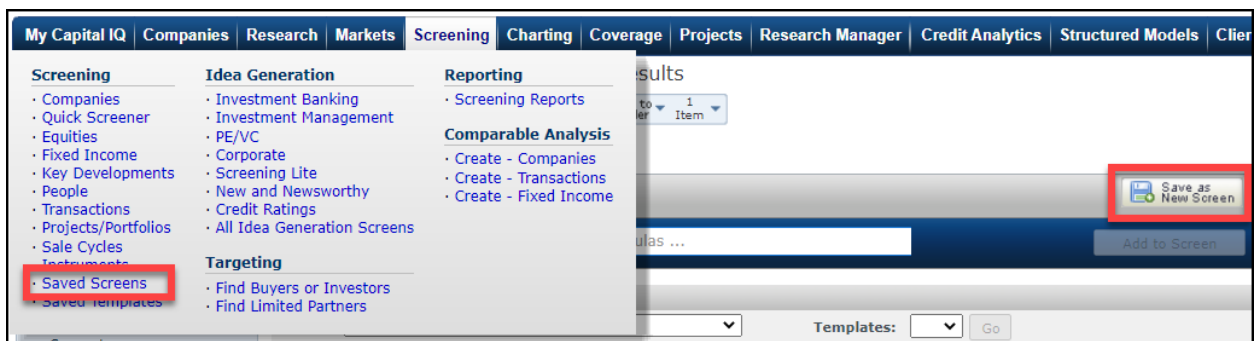
- a. Hover over **Screening** in the top navigation bar
- b. Select the format of the Screen you would like to pull
 - i. Ex.) Choose "Companies" to generate a list of companies, "Transactions" to generate a list of transactions, etc.



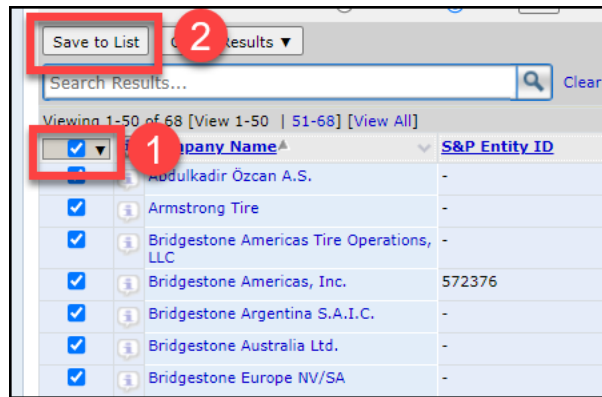
- c. Within the tool, use the blue hyperlinks as filters for your search. Once complete, click **“View Results”** to generate your list



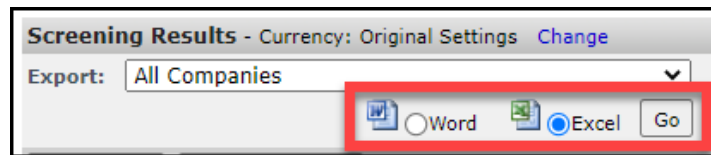
- d. To save your search criteria for later use, select **Save as New Screen**
- i. To access a saved search, hover over Screening and select **Saved Screens**



- e. To save your results to a **Watch List**
 - i. Select the check box in the first column from the left (To the left of Company Name) and click **Save to List**.
 - ii. Select Watch list from the left-hand column and **Create New** at the top of the pop-up window.



- f. **Export** your results to Word or Excel



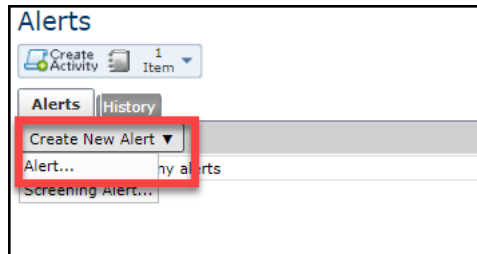
Customization Features on the Platform

1. **Create and Save a List of Companies**
 - g. Hover over My Capital IQ, select *Create* found to the right of **Watchlist**
 - h. Name your list and select *Create*
 - i. Add entities manually, or drag and drop an Excel file containing your list of entities

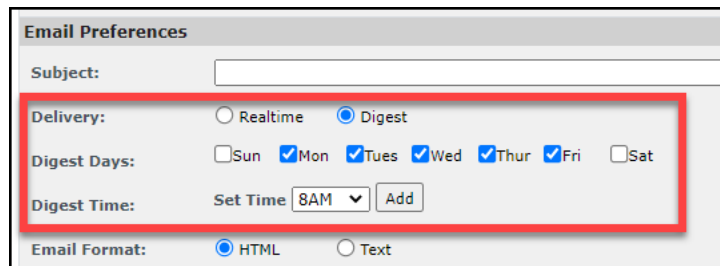


4. **Generate E-mail Alerts**
 - a. Hover over My Capital IQ, select **Alerts**

- b. Click *Create New Alert* and *Alerts*

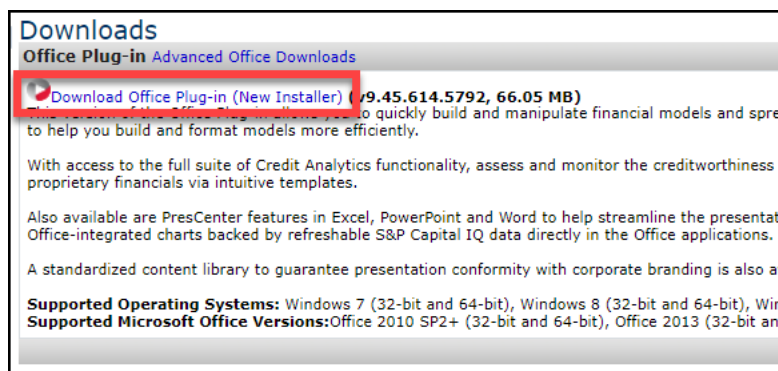


- c. Name your Alert & choose **Delivery** option
- If you would like to decrease noise to your inbox, choosing "*Digest*" will allow you to receive one email at a specified time and day
 - Add your companies, watch list, industry, etc.
 - Use *Select Type and Filter* to choose the type of alert you wish to receive.



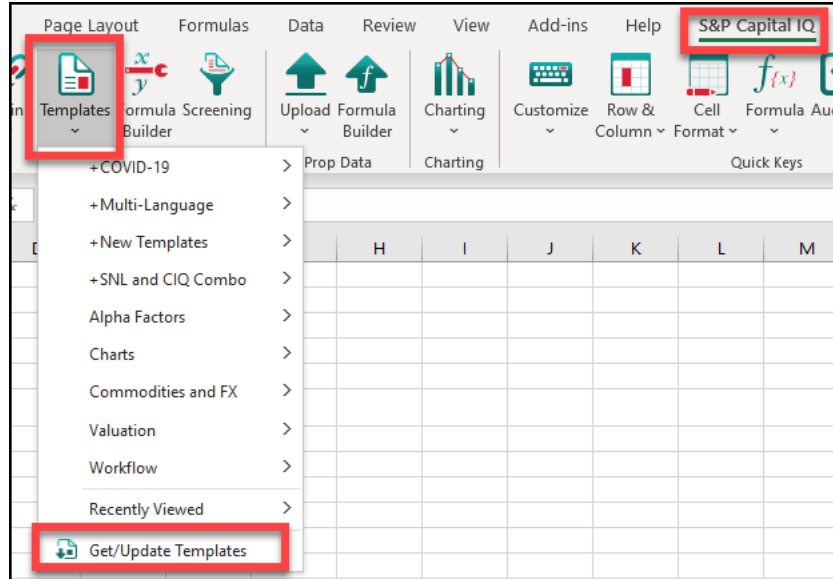
Capital IQ Excel Plug-In

- Download** the Plug-In
 - Select *Downloads* from the *My Capital IQ* tab.
 - Click the *Download Office Plug-In (New Installer)* link under *Office Plug-in*.
 - Follow the instructions in the installation wizard.

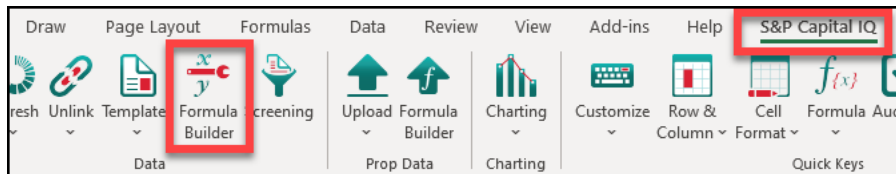


- Access Pre-Built **Templates** in Excel
 - Open a new workbook in Excel
 - Select the *S&P Capital IQ* ribbon at the top of the page

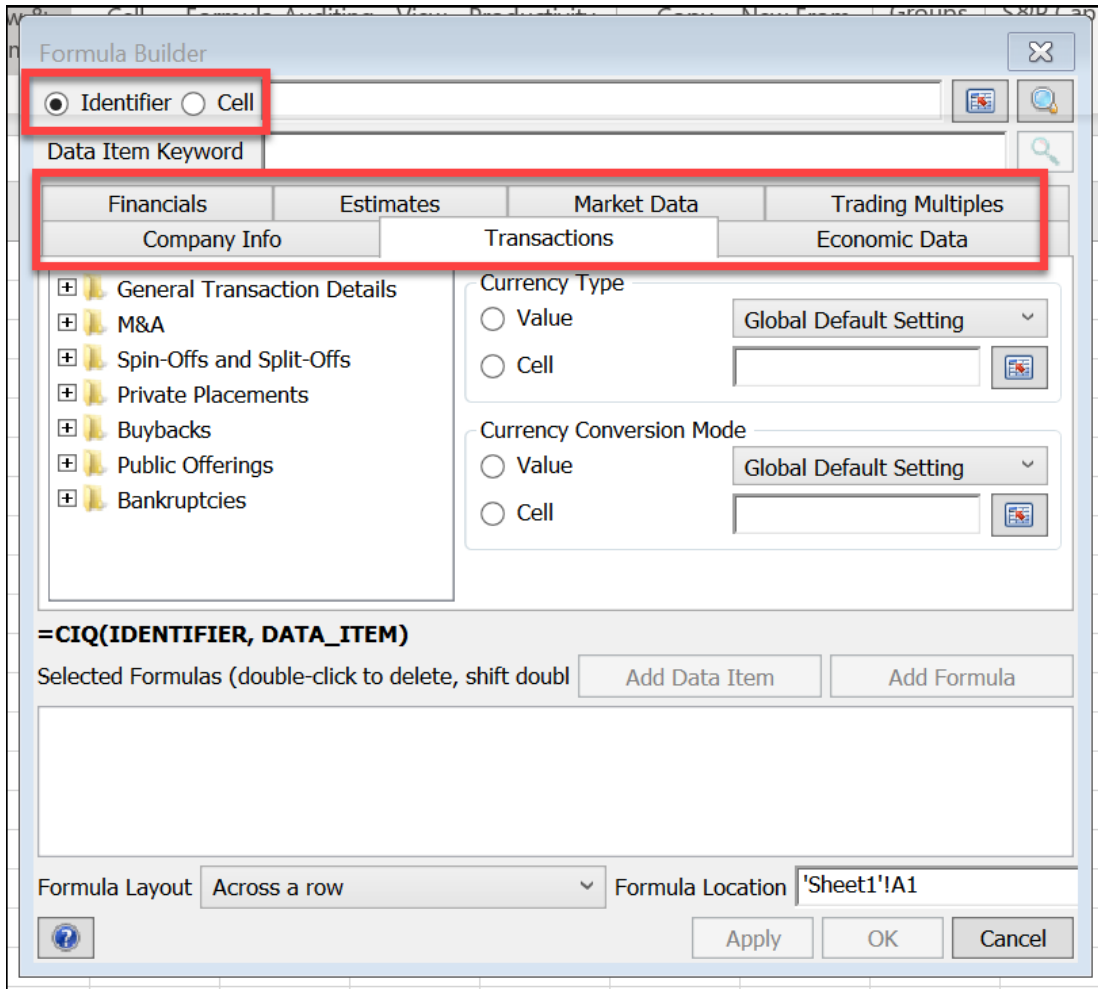
- c. Select the *Templates* dropdown
- d. Select *Get/Update templates*
- e. Once download is complete, please click into *Templates* once more and select the desired template



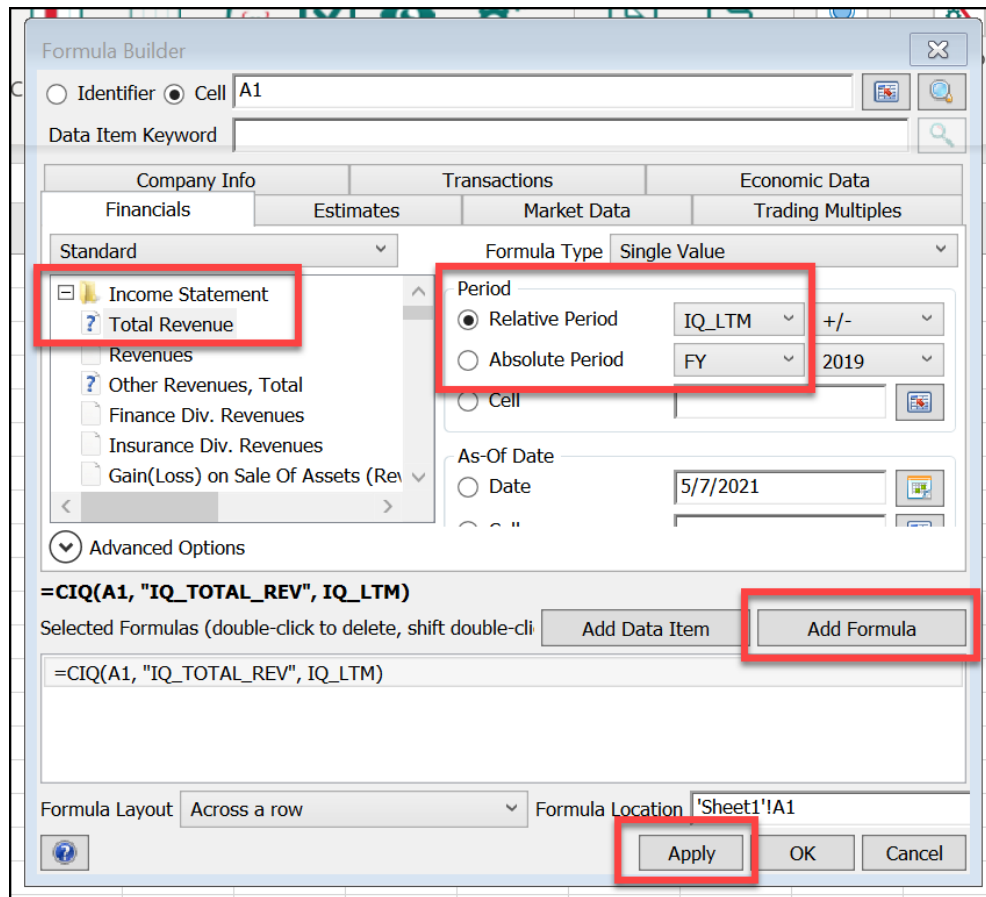
3. Pull Quantitative or Qualitative details into Excel using our **Formula Builder**
 - a. Select the *S&P Capital IQ* ribbon at the top of your Excel Workbook
 - b. Select the *Formula Builder* icon (To the right of the *Templates* dropdown)



- c. Input your identifier into the top search bar of the formula builder, or select the *Cell* radio button to reference a cell that contains a ticker/identifier
- d. Use the gray tabs at the top (Financials, Estimates, Market Data, etc.) to indicate the dataset of interest

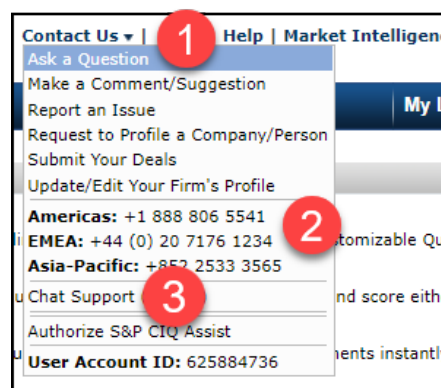


- e. Drill down into the specific metric by expanding the folder (Ex. Income Statement) and clicking the specific line item.
- f. Use the Period/ As-Of date options (found to the right) to reference a timeframe
- g. When formula is completed select *Add Formula* at the bottom right of the Formula Builder

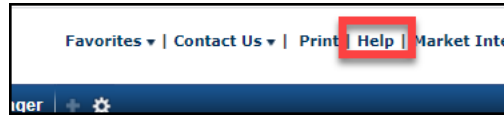


Support Options

1. Contact Client Support
 - a. Log-in to www.capitaliq.com
 - b. Select *Contact Us*, in the top right of the page, and select one of the support options
 - i. Phone & Email (24/7)
 - ii. Chat (24/5)



2. Access the CIQ Help Page: <https://www.capitaliq.com/help/sp-capital-iq-help.aspx>



3. Contact your Relationship Manager to schedule a personalized training session