

Brand New Benchmarking System Launched May 2017

LOGIN to:

- ✓ Run Numbers
- ✓ Produce Charts

Topics include

Giving, Volunteering,
Team Size, & more...

Prep for meetings day or night

User Guide and Troubleshooting: MyCECP Online Benchmarking

Welcome! Launched in May 2017, this new system offers you 24/7 access to answers to the most common data-driven questions CECP hears throughout the year.

This tool is available exclusively for CECP's coalition of companies that have also submitted their annual survey. All information is confidential and for internal use only. Please respect this benchmarking community!

<http://cecp.co> Click: LOGIN. Username: your email. Once in, click: BENCHMARKING DATA

Core Function #1: Compare against peer groups

- ✓ Select chart topic area (8 choices)
- ✓ Select most relevant comparison groups (filters)
 - Save filters for repeat use
- ✓ Generate charts. Output options:
 - Add to PDF queue: share multiple charts in a meeting or email
 - Excel: update formatting
 - HTML/image: copy/paste into presentation

Core Function #2: Compare against company-specific examples

- ✓ Select metrics (6 choices)
- ✓ Select companies (250+)
 - Dynamic filters to limit the list
 - Revenue size
 - Industry
- ✓ Generate excel file

Note: all companies are on the list. Not all companies share all responses. If the company did not share, NS will appear in the field. Limit of 10 per session.

Additional Details: Compare your company against peer groups

Compare where your company stands against companies of similar:

- Industry,
- Revenue size,
- Employee size, and/or
- Selected custom peer group (5-15 companies)

Set peer groups and reuse! *You can select a set of options and then use the “**Save Your Filters**” function. They will be there the next time you login. Or, you can Access Your Saved Filters and use them across multiple charts without having to select them each time.*

2015 is the most recent data currently in the system. After data scrubbing is complete and additional testing is completed, CECP will push the 2016 data live. A notification will be sent to the person at the company responsible for submitting the annual data.

The charts you generate can be used in three main ways:

#1: HTML Export

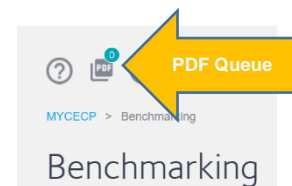
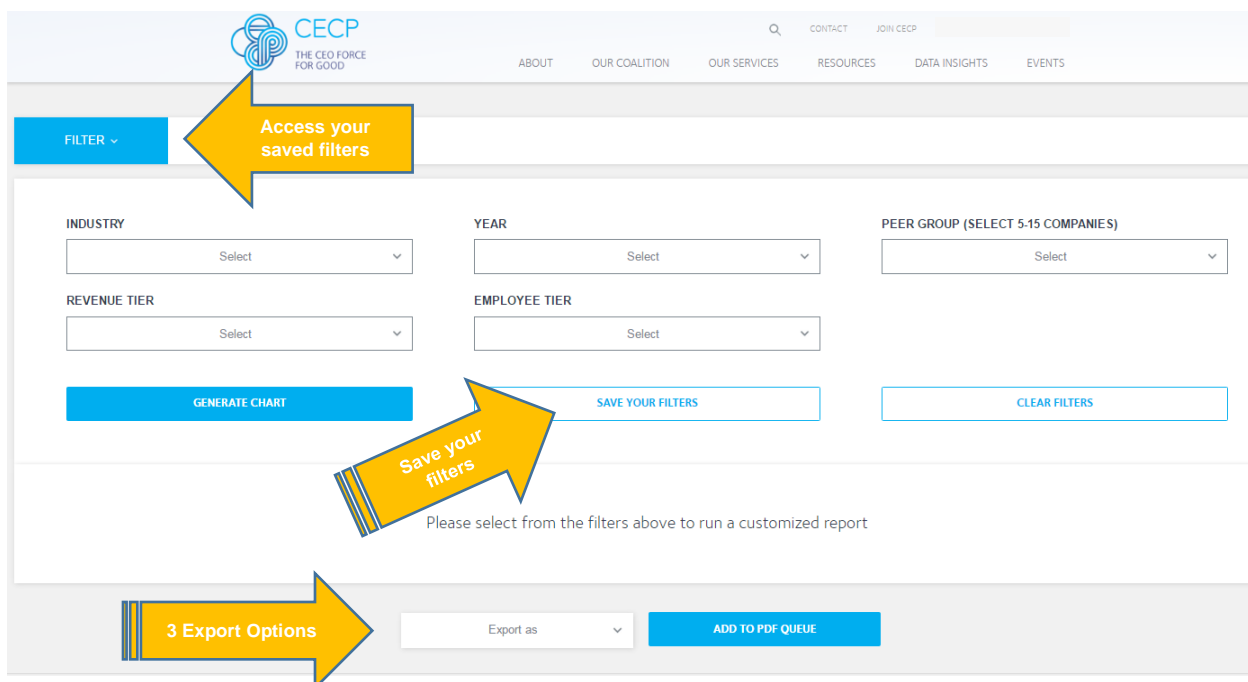
Looking for a quick answer in a meeting or on a phone call? Select your options and jot down the result. If exported as HTML, the image file can be copy/pasted into a document or presentation.

#2: Excel Export

Preparing information for a presentation that requires a certain look? Export the chart to excel where you can customize options like adding exact values, changing colors, chart type, and other formatting functions used in excel.

#3: Add to PDF Queue, PDF Export

Need a series of reports for your team's review? Access your saved filters, run multiple reports and use the "Add to PDF Queue" feature. After you've added all charts you need, click on the PDF icon (top-left of the screen). You can export the PDF to bring to a meeting or attach to an email.

Additional New Features and Notes:

- All charts compare your company's performance based on the filters you select. (If your company skipped that survey question, the My Company bar will not appear).
- The peer group selection functions like a google search. Type a few letters of the company name to narrow the list.

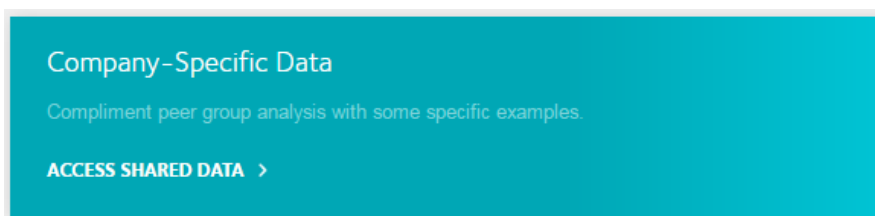
- The top left corner of the screen has a link that says “MyCECP > Benchmarking,” which are navigational links to return users to the benchmarking home screen.
- *Troubleshoot:* Please note that charts sometime experience errors in Safari. If this occurs, please switch browsers to Internet Explorer, Chrome, or Mozilla.
 - Another common trouble-shooting fix is to delete browser history to remove cookies or cache which may be hindering chart production.

Additional Details: Compare your company against company-specific examples

“Access Shared Data”

Metric options:

- Total giving \$
- Total giving as a percentage of revenue %
- Total giving as a percentage of pre-tax profit %
- Employee volunteer participation %
- Matching gift as a percentage of cash %
- Team Size



Narrow the company list by industry, revenue size, or both. These two filters are dynamic. You can also use the find feature (Ctrl + F) to search a particular company’s name. The system limits each export to 10 companies per session.

The asterisks indicate companies that did not share any of the six metrics. We provided this information to help identify if you might produce an output where the companies did not share their responses. Even if a company did not share their individual responses through this tool, they are still included in the other benchmarking charts and the related aggregate analysis.

Feedback

Your feedback is encouraged! Click on the Question Mark icon. There is a subject line “Online System Feedback.” We look forward to hearing your input on the system, as well as ways to optimize the features.



Your commitment to CECP’s data collection builds what is the largest, most robust, industry-leading, and internationally recognized research on corporate societal engagement. *Thank you!* This online system is one way you and your team receive value from completing the annual survey.