THOMSONONE.COM - EMBARGOED
RESEARCH SEARCH TIPS & ALERTS

RESEARCH SEARCH TIPS & ALERTS

Thomson Reuters embargoed analyst research collections provide the most comprehensive offering in the marketplace with over 11 million research reports from 1,600 sources. More than three thousand reports are added daily. This quick reference provides some best practices on how to quickly identify reports meeting specific criteria’s relevant to your needs. Additionally, you can use our new email Alerts too to always keep on top of the critical research reports that you require.

RESEARCH PREFERENCES

There are over 1600 Contributors within Thomson Reuters Research collection. Contributors to Thomson Reuters Research collections include expert analysts from Brokerage houses, investments banks and, Market Research firms. You can create a file that allows you to exclude or include contributors to be applied to your searches. For example, you can create a list of your Top Prefer contributors to be included or a list of contributors that you do not follow to be excluded to be used when screening for research reports. To create a list of contributors to be included or excluded when screening, start at the Screening & Analysis group:

- Select the Research Search (page titled Advanced Search - Embargoed)
- Click the “Preferences” button at the top right of this page
- At “Research Preferences” from “Preferred/Suppressed Contributor List”, and click ‘Create/Edit List’. From the contributor dialogue box build your preferred or suppressed list of contributors. Include or Exclude as required.
- At the “List” field “Create New” and type in the “List Name” and click OK. This same option is also used to edit an existing list.
- To apply your Preferred or Suppressed Contributor List to your search, you must click the “Preferences” button and the select the list name at the “Preferred/Suppressed Contributor” list box and then click the “Save” button. To clear your list select the “None” option and then click the “Save” button.
- This feature is only applied to searches when using the “Research Advanced Search – Embargoed” page for Screening & Analysis. This feature is not available at the Company Views group for screening.
COMPANY VIEWS SEARCH FILTERS

Search options for company specific Research Reports provides quick filtering by custom date ranges and can be combined with the following advanced filters:

Check the “Initiating Coverage” box, for a list of reports in which a Broker is tracking the performance of a stock for the first time.

1. At the “Show Page(s) limit your search to reports containing a specified number of pages =, < or > in your search results.

2. At the “Enter Keyword(s)” entry box use Boolean type searches to limit the report selections containing the keyword(s) required. Here you can elect to search the reports Title/Text, Title only, or Text Only. You can use key operators in the entry box such as “AND”, “OR”, “NOT”, and the * (asterisk) as a wildcard search. Some widely used examples when the searching Text/Title for company level searches includes:

   - Earnings AND Profit – the use of the “AND” operator will narrow your search by combining keywords and return documents that contains all keywords you entered.
   - Profit OR Gains – the use of the “OR” operator will widen your search to include documents that contain either or both of the keywords you entered.
   - Acquisition NOT Merger – the use of the “NOT” operator will limit your search by excluding specific keywords. The NOT returns documents that contain one, but not the second word of the search item entered.
   - (revenue growth) – the use of the parentheses “()”will group your words together and return documents that contain the all words used within the same sentence or phrase. The parenthesis can be combined with the use of the “AND, OR, NOT” operators, for example you can enter “(Earnings AND Profit) OR Loss”.
   - tax* - the use of the asterisk “*”is a wildcard to be applied to the end of the word and will return documents containing the word you entered followed by any form of the word entered. For example, the use of “tax*” will return taxes, taxation, taxable.
   - FDA w4 approval* - the Proximity or Positional operators returns all documents where the first word (i.e., FDA) precedes the second word (i.e., approval*) by no more than the number of words you entered (i.e. 4). This means that the first word must come before the second word in the document, separated by no more than the “4” words. You designate the number words as “wN”

3. Click and review the Table of Contents icon to identify the number of times the keyword(s) you entered appears in a selective report. Double click on a selective page from the TOC to review the page details and evaluate its content. You can open multiple TOC to assess the content as needed.

4. If you encounter any problems with keyword search usage, consider the following:

   - Ensure that all parentheses are matched (open and close)
   - Quote operators (AND/OR/NOT) and special characters which are meant to be treated as text (i.e. “S & P 500”). Due to limitations in the text search, not all characters can be escaped, even with operators.
   - Ensure that wildcards * and % appear at the end of a term, not alone or at its beginning. Also, make sure that wildcards are more specific i.e., share* to sharehold*.
   - Do not begin a search with NOT (i.e. “corporation & NOT corp” rather than “NOT corp & corporation”).
   - The plural forms of all words are matched automatically. Words and phrases are not case sensitive.

5. StarMine “Ratings” column: Scan the search results to identify and quickly review high ranking Analysts reports results by giving attention to the “Ratings” column. The “Ratings” column provides ratings calculated by Thomson Reuters. The Starmine Ratings field uses the analysts rating measures from Thomson Reuters Starmine Monitor, a performance tool
which tracks and evaluates the profitability of buy/sell/hold recommendations and the accuracy of earnings estimates by Analysts. The ratings can be used to quickly identify an Analysts Research report which gets continuous reviews of their published recommendations and estimates by stock, industry and overall performance. 5 Stars is the highest rating (only 10% of analysts are awarded our top rating). We measure an analyst's performance across all the stocks he or she covers with a Coverage-Relative Rating that tells you how well an analyst performed, relative to his/her peers, for the stocks in his or her coverage universe over the last 24 months.

**SCREENING & ANALYSIS – RESEARCH ADVANCED SEARCH FILTERS**

All the above search tips covered in the Company Views Search Filters are also available when using the Advanced Search – Embargoed page. This page is found in Screening & Analysis and provides some advance functions that allows you to do Industry level searches plus more.

- You can combine extended keyword Boolean search options with selective NAIC or SIC Industry classifications. For example, using the report Title/Text you may want to search the Pharmaceutical industry for research reports which covers a specific FDA approved drug, in the United States:

  - Extend the Boolean connectors AND, NOT, OR connectors when using keyword searches.
  - Combine keyword searches with Industry descriptions/ code and/or Geography location

In addition to Industry Codes, you can filter your search by:

- Report #
- Report Type
- Geography
- Contributor
- Analyst
- Remove Non-Broker Research

- **Report Type** uses document interrogation technology to categorize or tag reports as “Company, Industry, Geography, Investing/Economic or Models (spreadsheets). Use Report Type options to filter on reports based on the report content type.

- Save your frequently run searches and retrieve as needed. To save your search, click on the “Save Search” button and then name your search. Click the “Load” drop down menu to retrieve the search to run again.

Please note that your Saved Searches for Company or Advanced Search are not currently available for use when setting up Research Alerts. However, saving your criteria searches at the Company Level or Advanced Search level saves you time and is an efficient way of retrieving your desired results.
EMBARGOED RESEARCH ALERTS

- Research alerts are created and managed in the Alert Manager, located in Tools & Tips group; the Alert Manager provides one location to set up alerts for multiple content sets.

1. Alert Features

- Research Alerts notify users of new reports available based on user-defined criteria. You can be notified of Alerts by email, pop-up window within ThomsonONE.com, and/or the Alert In-box within the Markets View group.

- Restrict alerts to reports which focus on the primary ticker versus simply mentioning the company.

- Use keyword Boolean search operators (OR, AND) to search the report headline and document text.

- The “Subjects” criteria is a new category for embargoed research. Subjects allows you to filter on specific focused reports tagged as Analysts Revisions, Economic Research, Commodities Research, Fixed Income Research, Foreign Exchange Research, Initiation Report, Investment Strategy, and Quantitative Research or Initiating Coverage research reports. “Subjects” is not currently available on the Company Search and Advanced Search as filter pages at this time.

- Restrict the report search to the Report Categories (Report Type) for documents that use interrogation technology to categorize or tag reports as “Company, Industry, and Markets content type.

2. Alert Filters

Alerts can be filtered by the following fields:

- Company Symbol
- Personal watchlists
- Contributor
- Keywords (with Boolean connectors OR, AND)
- Analyst
- Subject Tags
- Industry
- Option to ‘Restrict to Primary Company only
- Regions/Countries
- Report Categories
NEED HELP?

On data and functionality:
If you are using ThomsonONE.com, you can click the icon and select Customer Support to access the helpdesk. You can call using the number local to you, or submit an e-ticket. The system generates an e-mail and a member of the Thomson Reuters Support Staff will contact you within a few minutes of your request.

On training:
You can access our entire blended learning offer on the Knowledge Network site: http://training.thomsonreuters.com/