

This guide is a lot of screen shots and

It is best to have handy while actually navigating the site.

Works best on Chrome or Safari, even Edge. Stop using Explorer! Edge replaced it.

Contact:

Office: 888-567-4119

Email: support@insurancexdate.com

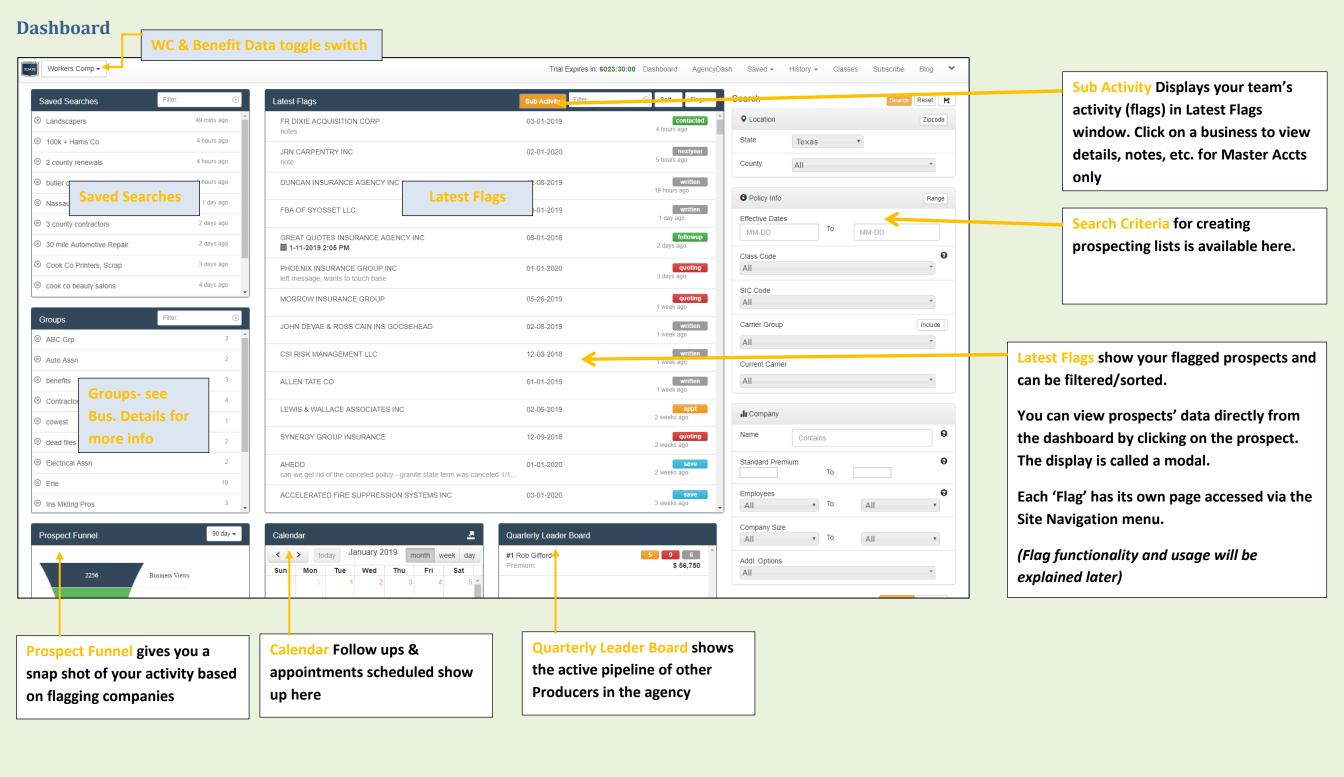
*email is best!

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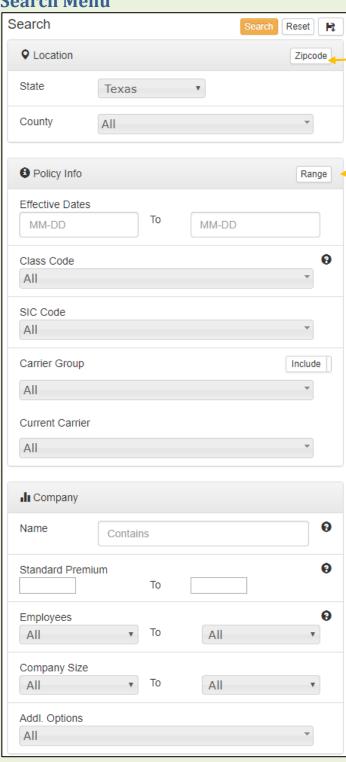
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Click on a Title to jump to that section.

Search by keyword using the ctrl+f function.



Search Menu



Location -

 Switch between County and Zip Code Radius using the toggle switch

Class/SIC -

 Switch between a Class Pick-List or Range using the toggle switch

Carrier Search Options -

- Carrier Group targets all carriers within the group
- Current Carrier lists each underwriting co

Name Search -

 Can be used as a keyword lookup (e.g. search 'church' and all businesses w/ church in the name result)

Size -

- EE & Gross Sales are available in all states.
- Standard WC premium is not available in all states

Include/Exclude -

- If you want to EXCLUDE prospects based on carrier click the Include/Exclude toggle
- You're welcome captive agents

Additional Options -

- Filters for contact info
- As available: Assigned Risk, PEO (very limited)

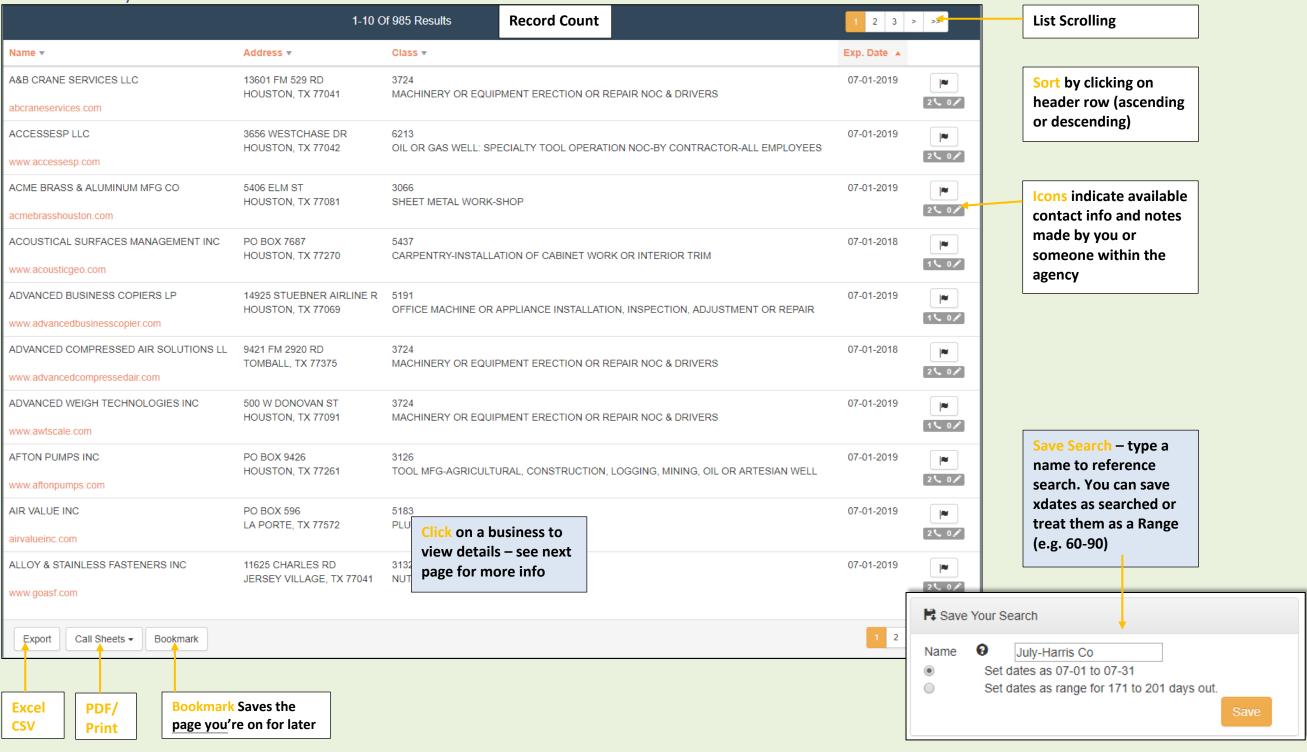
Notes -

- Toggling between zip code/county, and class picklist/range resets the search menu. So, make these choices BEFORE entering your criteria.
- Using Class Code and SIC in the same search can be overly restrictive because the system is requiring both of those items be met, not one or the other.
 Same for Size criteria.

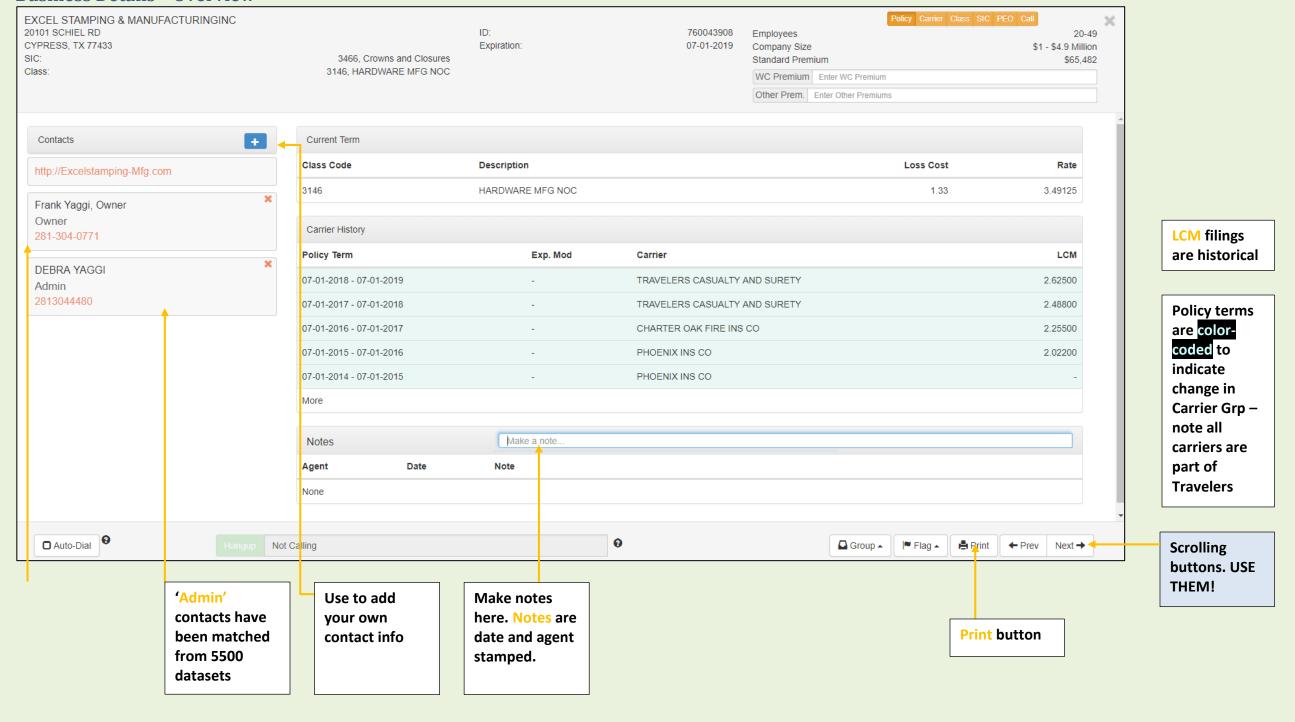
Saving Search -

After you execute a search the results will load. There is a box below the Search menu where you can name and save the search for future use (retrieved on the dashboard). See next pg.

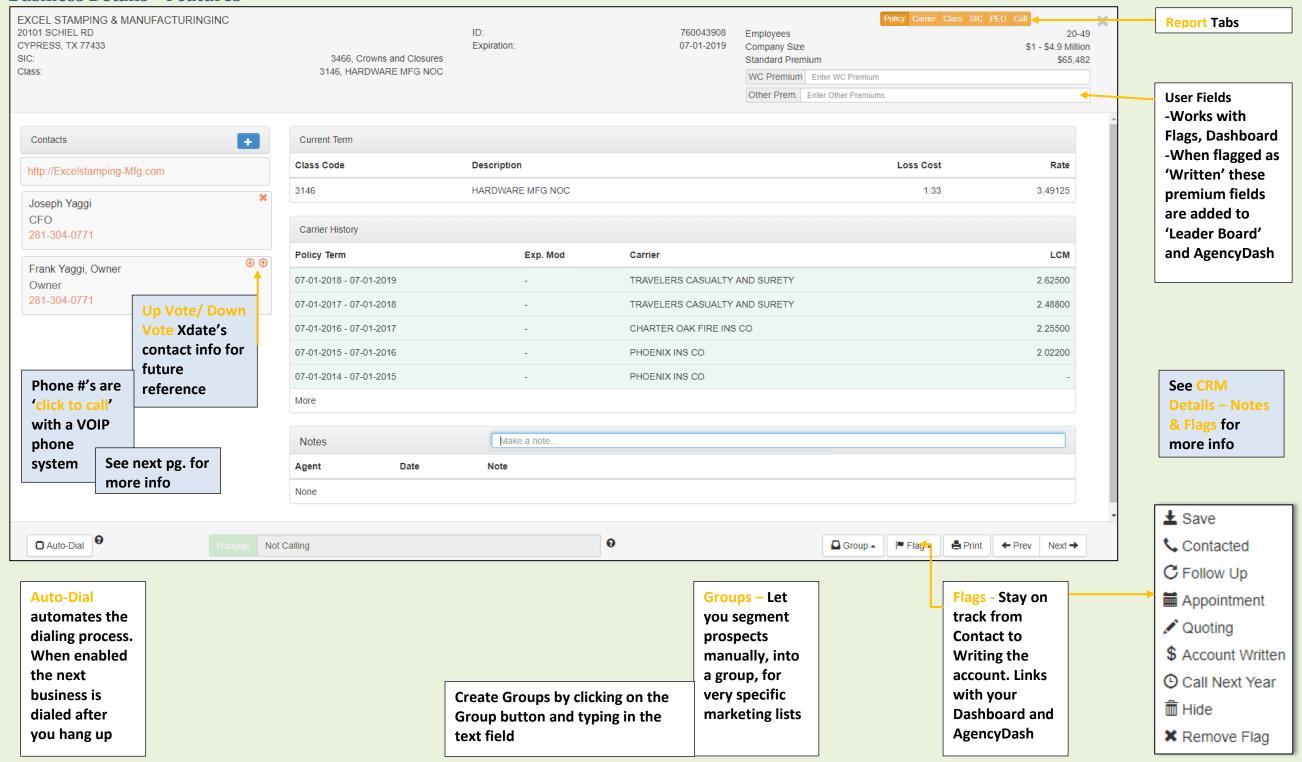
Search Results/List View



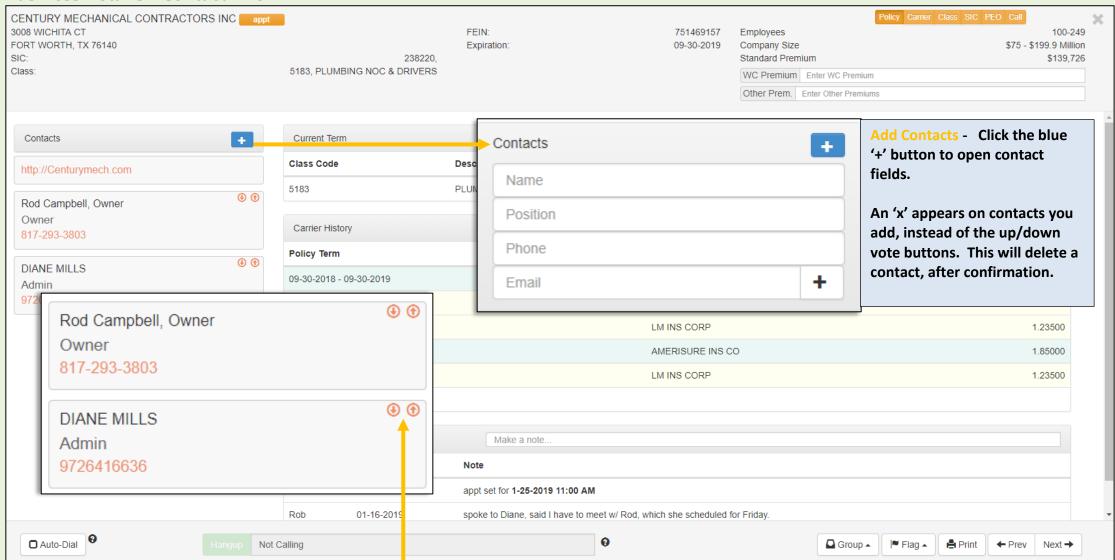
Business Details - Overview



Business Details - Features



Business Details - Contact Info



We update contact info annually for all businesses. Sometimes we get a wrong name or #. Sometimes we have two or more appropriate contacts (like an owner and treasurer). To keep track of the correct contact you can use the Up-Vote button to move the correct contact to the top. A Down-Vote will not delete the info, but will move it down the list.

Voting on contact info will not affect subsequent updates of the contact data. If a new piece of info is added it will appear below an Up-Voted contact and above a Dow-Voted piece of info. It does not reset, so you are not guessing next year.

Admin contacts are appended from 5500 datasets (Benefit plans). Admin contacts, plan administrators, are executives of the company. This data is VERY reliable. Note the # formatting sometimes does not have hyphens, CTC still works.

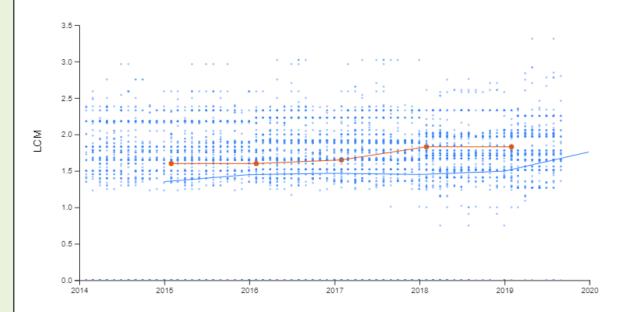


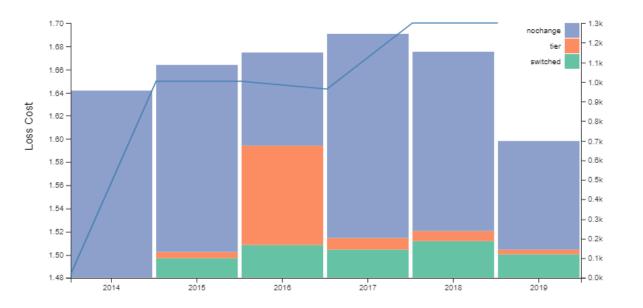
Click to Call means you can click on the # to dial out. You need a VOIP phone system (phone connected to your computer) for it to work. It otherwise requires no additional set up.

Class Reports - LCM Heat Map & Volatility Graph Access Reports here EXTERIOR INC 673 PAN WILL RD FEIN: 453935564 Employees MINERAL BLUFF, GA 30559 ID: 0036135 Company Size \$1 - \$4.9 Million SIC: 781, Landscape Counseling and Planning Expiration: 01-01-2019 Standard Premium \$29,980 Class: 0042, LANDSCAPE GARDENING & DRIVERS WC Premium Enter WC Premium

Class Code 0042 (Landscape Gardening & Drivers) Report for Georgia

This report is fully interactive, click on the bars in a graph to filter the other graphs by the clicked parameter. A preview of our Industry-wide and State-wide Visualization Package is available for agencies and carriers.





Other Prem. Enter Other Premiums

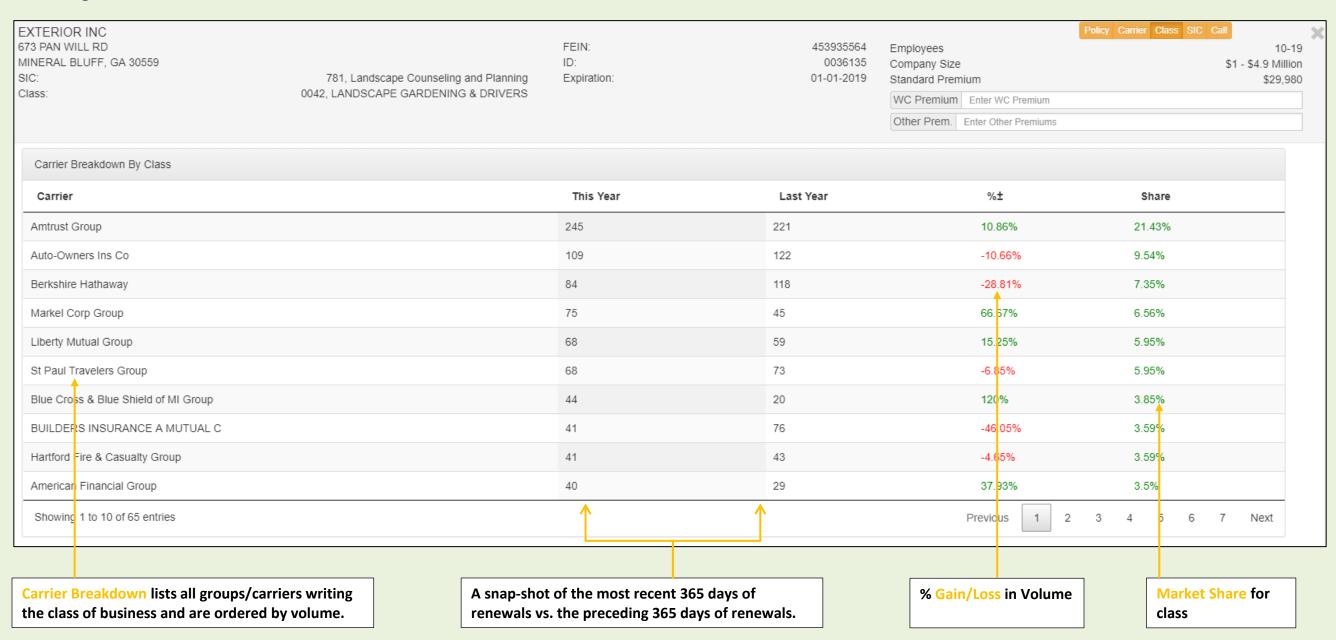
The LCM Heat Map shows all businesses in the prospect's class and plots the LCM filings used on their policy. The orange line is the prospect's LCM trend, the blue line is the industry average. The higher the line the higher the prospect's rate relative to peers.

A Carrier Breakdown report is further down the page

The Market Volatility Graph shows all businesses in the prospect's class and divides them into 3 segments - nonchanged (renewed); tier (change in u/w co) and switched (went to a new market). Inner-company and switching markets may represent changes occurring in the industry.

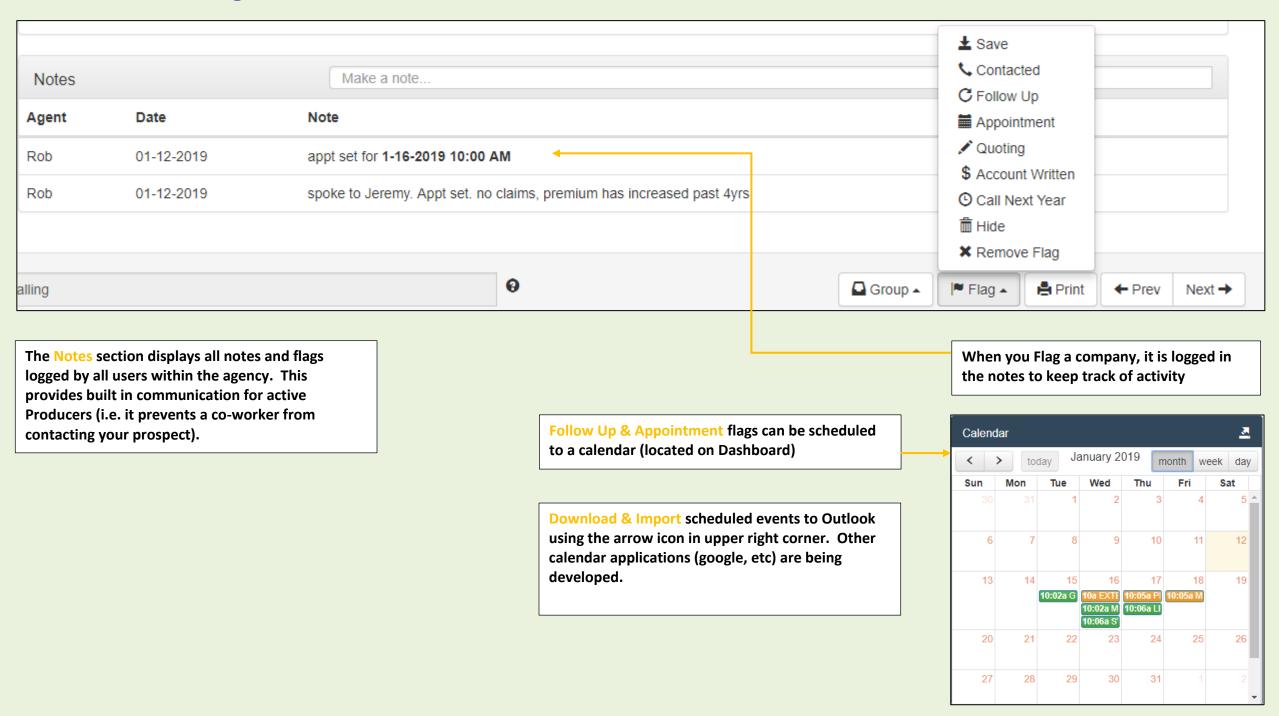
10-19

Class Report - Carrier Breakdown

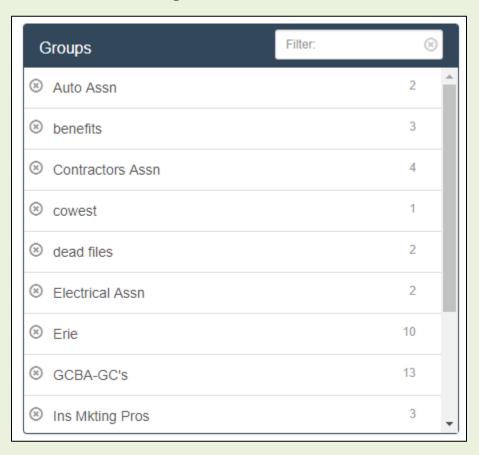


*in case you are wondering, this prospect's carrier is in the back of the pack, with 2 accounts. Prospect might find this interesting.

CRM Details - Notes & Flags



CRM Details - Groups



Groups are set up within the business details view and are available for selection once created.

Groups can be retrieved as a list for export or printing from the Dashboard by clicking the group

	1-10 Of 13 Saved Companies			1	2 > >>
Name ▼	Address ▼	Class ▼	MOD ▼	Exp. Date 🔺	
G & D General Contracting www.ganddcontracting.com	315 N Scenic Str Allentown, Pa 18104	652 Carpentry- Residential Structures	-5 %	2019-01-01	2 0 2
LOU KABELLO GENERAL CONTRACTOR	2004 11TH AVE ALTOONA, Pa 16601	652 Carpentry- Residential Structures	0.853	2020-01-01	1 4 0 2
PREFERRED BUILDERS & GENERAL CONTRACTORS	251 LINDY ACRE RD ELYSBURG, Pa 17824	652 Carpentry- Residential Structures	0.864	2020-01-01	1 4 0 2
SOLITRIN GENERAL CONTRACTING LLC	229 BARKER ROAD WYNCOTE, Pa 19095	652 Carpentry- Residential Structures	0.841	2020-01-01	2 4 0 1
TIMS GENERAL CONTRACTING INC	4507 MARINA DR HOMESTEAD, PA 15120	652 Carpentry- Residential Structures	0.868	2020-01-01	2 4 0 1
ROBS GENERAL CONTRACTING	722 BEAR VALLEY AVE SHAMOKIN, Pa 17872	651 Carpentry- Commercial Structures	0.861	2020-01-01	1 4 0 2
A J GUZZI GENERAL CONTRACTORS INC	17 SKYLINE DR CLARKS SUMMIT, Pa 18411	645 Wallboard Installation	0.831	2020-01-01	14 0/
AZJ GENERAL INC CONTRACTORS	616 CAROLINE DRIVE NORRISTOWN, Pa 19401	652 Carpentry- Residential Structures	0.868	2020-01-01	2 4 0 1

Groups allow you to manually add prospects to a defined list in a manner that is unavailable with traditional search criteria. For example, if you are part of a trade association and want to market to those members, it can be accomplished by assigning them to a Group.

Site Navigation Bar

AgencyDash is available for Master Acct holders and accessed here

Blog Dashboard → AgencyDash Saved -History ▼ Classes Subscribe Companies Sort ▼ Reset Saved Contacted Zipcode followup 1 hour ago Follow Up Pennsylvania • Appointment followup Quoting 1 hour ago All Account Written Call Next Year 1 hour ago Hidden Range Call Scripts es 1 hour ago To Bookmarks MM-DD

Access Settings, Billing History, etc using the drop-down arrow

Rob's Account

Billing History

User Guide

Contact Us

Settings

Logout

Tutorial

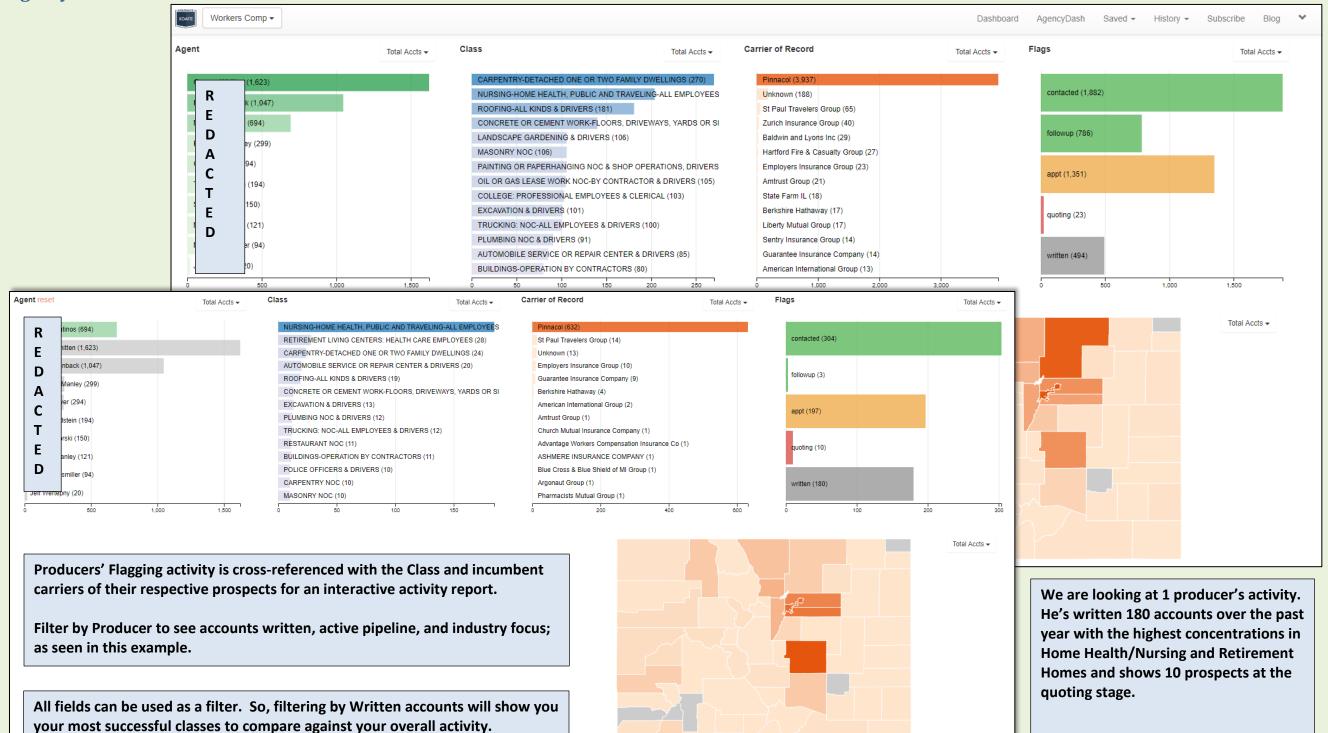
FAQs

Flagged companies can be accessed as a list from the Site Navigation bar - click on the Saved tab

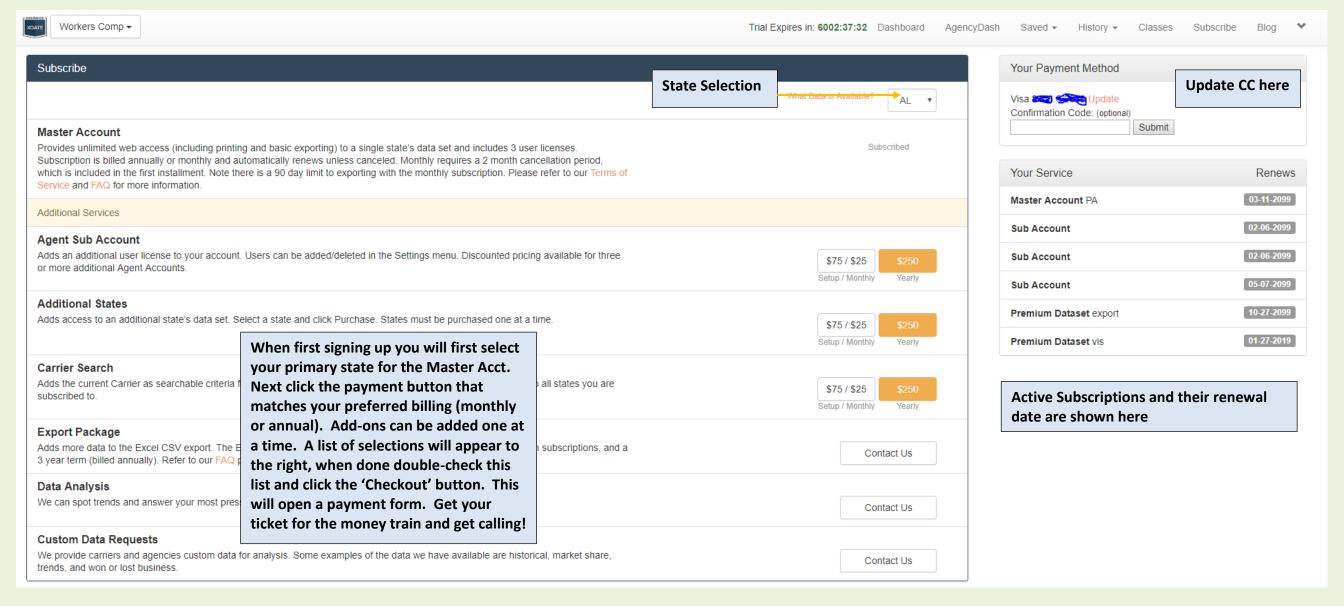
Purchases made from the Subscribe page.

You can also view active subscriptions, update payment information, and purchase additional services.

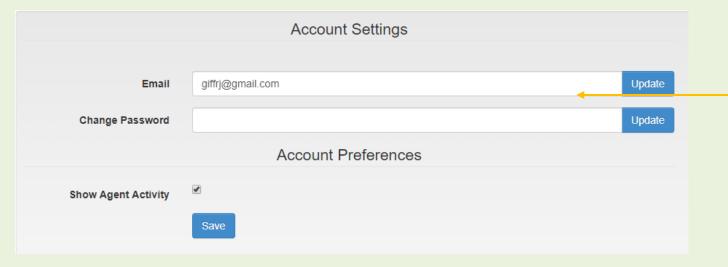
Agency Dash

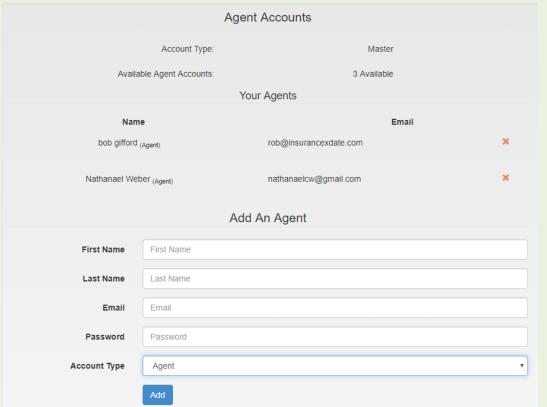


Subscribe Page - Account Services



Settings





Update email address and password here

Master Acct has option to view agent activity in Dashboard (check box)

Master Acct can add users with the provided fields.

Click on the orange 'X' next to a user to delete their account.

Notes/contacts will be retained.

When adding users, your (you being the Master acct holder) email should NOT be in the email field. This is the email address of the user you are adding.

Tutorial Links, Self-Serve

Check out our Tutorial page at - https://insurancexdate.com/tutorials.php - for some helpful resources...like this user guide? Oh, and we have some videos. TONS of them, and I'm constantly cranking them out, too. Just like the blog posts, Iol.

Seriously though, in a given year we shoot for 3-4 updates that will have a significant impact on your experience. What have we done this year; you say? Here goes...

2019 -

Revamped LCM and WC Premium for historical display (look for more developments on this)
Cross-referenced employee benefit data to append (match) contact info (all those Admin contacts)
Added Health & Retirement Tabs for quick access to this data from the details screen (for free)
Number four is in the works

Point is we do update this guide every 7-8 months and will be available on this page. More videos will follow thanks to the positive feedback 😊