

TABLE OF CONTENTS

LOG IN	3
LAYOUT	5
VIEW RESULTS	9
STORES TAB	10
VIEW PHOTOS	14
REPORTS TAB	18

Log in

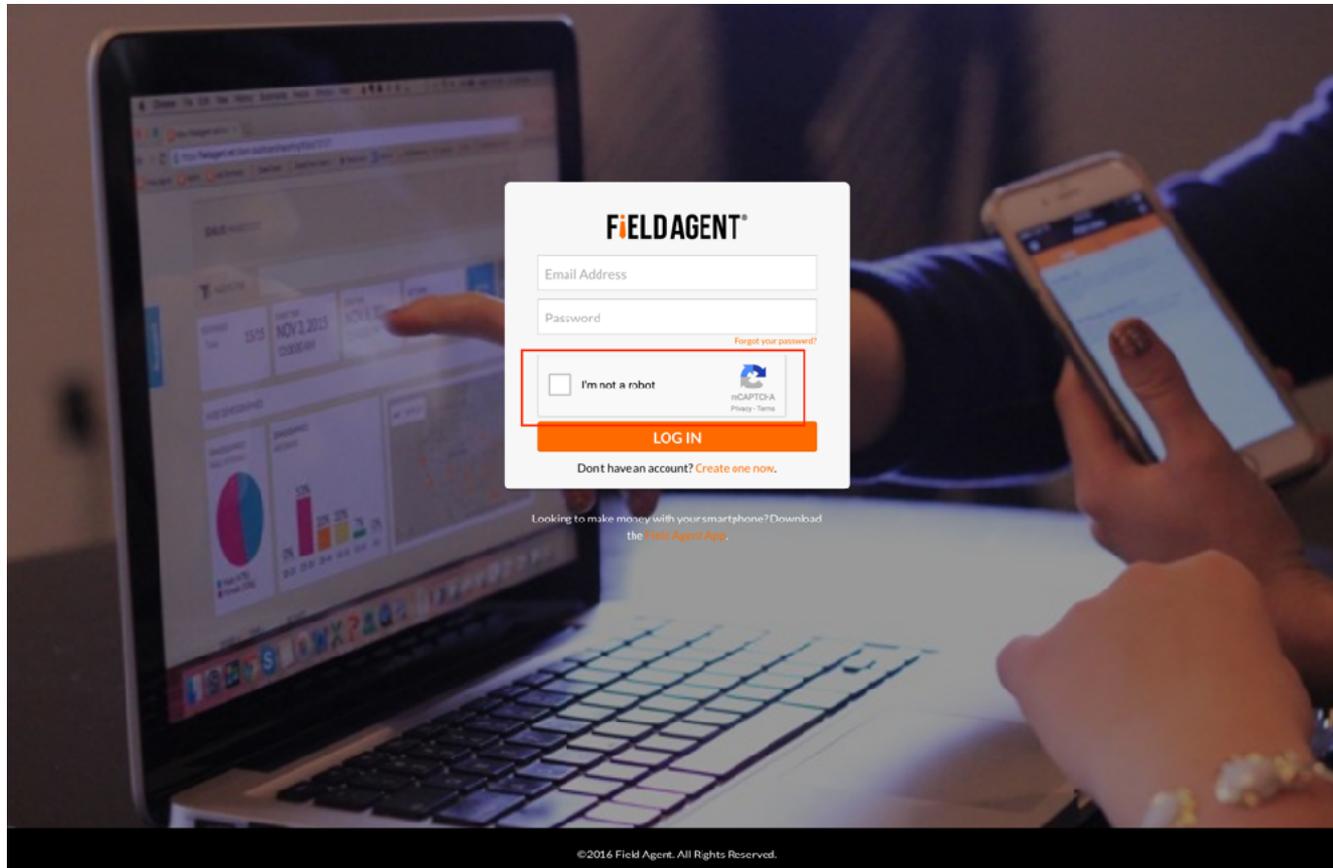


Visit <https://ca.fieldagent.net/>

& click LOG IN in the navigation bar

(Note: Once you're logged in, you'll see "My Account" instead of "Log in")

Log in



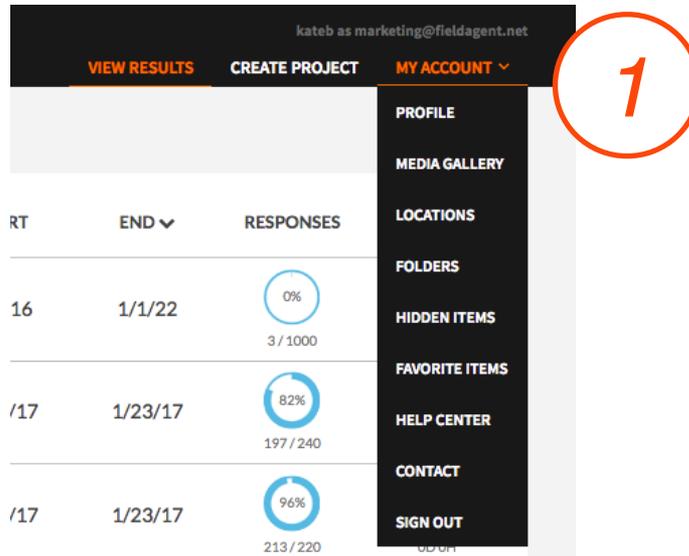
1. Enter your login information
2. Check the box next to “I’m not a robot.”

Layout

The screenshot shows the Field Agent dashboard interface. At the top left is the 'FIELD AGENT' logo. On the top right, there is a user profile section with a dropdown menu (callout 1) containing options: PROFILE, MEDIA GALLERY, LOCATIONS, FOLDERS, HIDDEN ITEMS, FAVORITE ITEMS, HELP CENTER, CONTACT, and SIGN OUT. Below the logo, there are navigation tabs: 'VIEW RESULTS', 'CREATE PROJECT', and 'MY ACCOUNT'. A secondary navigation bar contains filters for 'ACTIVE', 'RECENT', and 'ALL' (callout 2), and a search bar labeled 'Search for Project Name' (callout 3). The main content area is a table with columns: Project Name, START, END, and RESPONSES. The table lists four projects with their respective completion percentages and response counts. A sidebar on the right shows a green status indicator and the text '00:00'.

		START	END	RESPONSES
 Sample Job (157634)		5/3/16	1/1/22	0% 3 / 1000
 Lawn & Garden 2017 - West (Open) (195563)		1/23/17	1/23/17	82% 197 / 240
 Lawn & Garden 2017 - Southwest (Open) (195562)		1/23/17	1/23/17	96% 213 / 220
 Lawn & Garden 2017 - Southeast (Open) (195560)		1/23/17	1/23/17	97% 127 / 130

Navigation



VIEW RESULTS: *all active or completed jobs can be found here*

CREATE PROJECT: *start from scratch, utilize templates, or search drafts you've created but haven't yet launched*

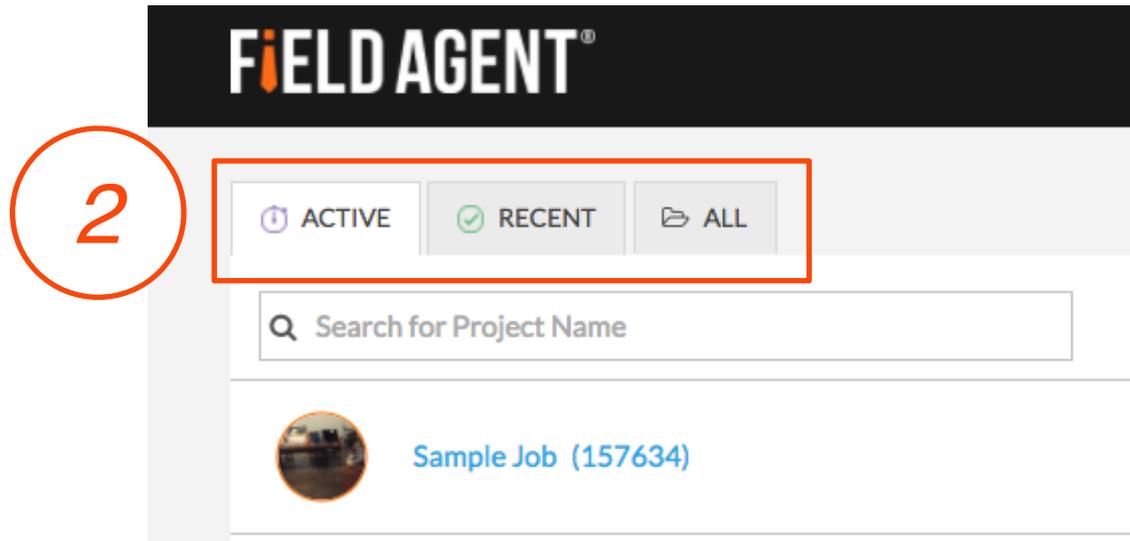
PROFILE: *offers quick access to your profile, photos, and contact information*

MEDIA GALLERY: *highly customizable search and sort options for all photos*

FOLDERS: *list of saved photo groups*

HELP CENTER: *view FAQs and How-to Videos*

Tabs



ACTIVE: *displays your live jobs*

RECENT: *shows jobs within the past 60 days*

ALL: *itemizes every job, past or present, active or inactive*

Sort/Search

The screenshot shows the FIELD AGENT interface. At the top left is the logo "FIELD AGENT" with a registered trademark symbol. To the right of the logo is a "VIEW RESULTS" link. Below the logo are three filter buttons: "ACTIVE" (with a clock icon), "RECENT" (with a checkmark icon), and "ALL" (with a folder icon). A search bar is highlighted with a red box, containing a magnifying glass icon and the text "Search for Project Name". To the right of the search bar is a red circle containing the number "3". Below the search bar is a table with three rows of project data. The table has two columns: "START" and "END" (with a dropdown arrow). The first row is "Sample Job (157634)" with start date "5/3/16" and end date "1/1/22". The second row is "Lawn & Garden 2017 - West (Open) (195563)" with start date "1/23/17" and end date "1/23/17". The third row is "Lawn & Garden 2017 - Southwest (Open) (195562)" with start date "1/23/17" and end date "1/23/17". The table is also highlighted with a red box.

	START	END ▾
 Sample Job (157634)	5/3/16	1/1/22
 Lawn & Garden 2017 - West (Open) (195563)	1/23/17	1/23/17
 Lawn & Garden 2017 - Southwest (Open) (195562)	1/23/17	1/23/17

SEARCH: *by project name*

SORT: *by start or end date*

View Results – Summary

FIELD AGENT

ACTIVE RECENT ALL

Search for Project Name

- Sample Job (157634)
- Lawn & Garden 2017 - West (Open) (195563)
- Lawn & Garden 2017 - Southwest (Open) (195562)**

FIELD AGENT help@marketing@fieldagent.com

VIEW RESULTS CREATE PROJECT MY ACCOUNT

LAWN & GARDEN 2017 - SOUTHWEST (OPEN) (195562) (ACTIVE)

Responses: 218/220 Start: 1/23/2017 End: 1/23/2017

SUMMARY QUESTIONS PHOTOS DEMOGRAPHICS REPORTS

ADD FILTER

1 Take one clear, eye-pleasing photo of your HOME WITH A PORTION OF YOUR LAWN & GARDEN SHOWING.

Drag left or right to see more photos [View All](#)

2 Which of the following will you do (or have done) to your lawn and/or garden in 2017? Choose all that apply.

Fertilizing	72%
Irrigating/watering	65%
Killing insects/deterring wildlife	64%
Mowing	86%
Mulching	56%
Planting flowers/plants (including planting seeds)	69%
Planting/laying grass (including grass seed)	37%
Pruning plants/flowers	67%
Trimming/sculpting bushes	65%

3 Where 1 is most important and 5 least important, RANK the following lawn and garden OBJECTIVES/GOALS by how important they are to you and your household this SPRING.

Get Results
[Email Summary](#)
[Results Spreadsheet](#)
[View Print Preview](#)

Manage Job
[Close this job](#)
[Edit end date/time](#)
[Duplicate Job](#)

Click on any project name to see results summary.

View results – Stores tab

FIELDAGENT

[VIEW RESULTS](#)
[CREATE PROJECT](#)
[MY ACCOUNT](#)

GNC MICROSHOP - FEMALE (190413)

Responses: 13 Start: 12/29/2016 End: 12/29/2016

IML SUMMARY
QUESTIONS
STORES
PHOTOS
VIDEOS
DEMOGRAPHICS

ADD FILTER

1

GNC - EDGEWOOD TOWN CENTER

4380 E EDGEWOOD BLVD, LANSING, MI

FILTER BY LOCATION

GNC - EDGEWOOD TOWN CENTER

View all photo thumbnails below.

Q1. Informational Message - Not a Question
[Show Details](#)

Q2. Submit one clear photo of a GNC product you currently own, a GNC Gold Card, a GNC receipt/email (from a past purchase), or some other item to help us verify that you are a GNC customer.
1 Photo. [View thumbnail.](#)

Q3. How often do you make purchases at GNC? at least once a month

Q4. What do you purchase from GNC? Choose all that apply.
Dietary Supplements (e.g., protein, meal replacements, fish oil)

Previewing thumbnail from: Q2 - Submit one clear photo of a GNC product (you currently own), a GNC Gold Card, a GNC receipt/email (from a past purchase), or some other item to help us verify that you are a GNC customer.
[See all photos for this question in the Photos Tab.](#)

Get Results

[Email Summary](#)

[Results Spreadsheet](#)

[View Print Preview](#)

Manage Job

[Duplicate Job](#)

LIST OF STORES

Search Stores:

Select store to view data above. Show 10 stores

Retailer	Description	Address	City	State	Date	Count
GNC - VillageAt Blanco		1160 N Loop 1604 W	San Antonio	TX	12/29/16	1
GNC (General Nutrition Centers) - 9965		27C1 David Mclead Blvd	Florence	SC	12/30/16	1
GNC (General Nutrition Centers) - 1004		3550 S General Bruce Driv	Temple	TX	12/30/16	1
GNC (General Nutrition Centers) - 5795		24C1 Hwy22 West	Union	NJ	12/29/16	1
GNC (General Nutrition Centers) - 7168		95C Nicollet Mall	Minneapolis	MN	12/29/16	1

3

Stores – interactive map

The screenshot displays the Field Agent interface for a survey project titled "GNC MICROSHOP - FEMALE (190413)". The interface includes a navigation bar with the Field Agent logo, user email (kateb.as.marketing@fieldagent.net), and links for "VIEW RESULTS", "CREATE PROJECT", and "MY ACCOUNT". Below the title, it shows "Responses: 18", "Start: 12/29/2016", and "End: 12/29/2016". A menu bar contains options: SUMMARY, QUESTIONS, STORES, PHOTOS, VIDEOS, DEMOGRAPHICS, and REPORTS. A "FILTER BY LOCATION" button is highlighted with a red circle and the number "1". The main area features a map of the Grand Ledge area in Michigan, with a red pin marking a store location. A legend indicates that orange dots represent "Stores with at least one response" and grey dots represent "Stores with no responses". A pop-up window for the selected store, "GNC - EDGEWOOD TOWN CENTER", provides the address "438D E EDGEWOOD BLVD, LANSING, MI" and a "FILTER BY LOCATION" button. To the right of the map, a list of survey questions is visible, including "Q1. Informational Message - Not a Question", "Q2. Submit one clear photo of a GNC product...", "Q3. How often do you make purchases at GNC?", and "Q4. What do you purchase from GNC?". On the far right, there are links for "Get Results" (Email Summary, Results Spreadsheet, View Print Preview) and "Manage Job" (Duplicate Job).

FILTER BY LOCATION: *click to view data for that store across the entire project*

Stores – Results and Photos

FIELD AGENT kealy as marketing@fieldagent.net

[VIEW RESULTS](#) [CREATE PROJECT](#) [MY ACCOUNT](#)

GNC MICROSHOP - FEMALE (190413)

Responses: 18 Start: 12/25/2016 End: 12/29/2016

[SUMMARY](#) [QUESTIONS](#) [STORES](#) [PHOTOS](#) [VIDEOS](#) [DEMOGRAPHICS](#) [REPORTS](#)

[ADD FILTER](#)

GNC - EDGEWOOD TOWN CENTER
438D E EDGEWOOD BLVD, LANSING, MI
[FILTER BY LOCATION](#)

Map Satellite
Stores with at least one response
Stores with no responses

GNC - EDGEWOOD TOWN CENTER
View all photo thumbnails below.
Q1. Informational Message - Not a Question
Show Details
Q2. Submit one clear photo of a GNC product (you currently own), a GNC Gold Card, a GNC receipt/email (from a past purchase), or some other item to help us verify that you are a GNC customer.
1 Photo. View thumbnail.
Q3. How often do you make purchases at GNC?
at least once a month
Q4. What do you purchase from GNC? Choose all that apply.
Dietary Supplements (e.g., protein, meal replacements, fish oil)

Get Results
Email Summary
Results Spreadsheet
View Print Preview
Manage Job
Duplicate Job

Previewing thumbnail from Q2 - Submit one clear photo of a GNC product (from a past purchase), or some other item to help us verify that you are a GNC customer.
See all photos for this question in the Photos Tab.

2

2

SINGLE STORE: *view survey results and photos*

Stores – List

The screenshot displays the Field Agent interface for a project titled "GNC MICROSHOP - FEMALE (190413)". The interface includes a navigation bar with "VIEW RESULTS", "CREATE PROJECT", and "MY ACCOUNT". Below the navigation bar, there are tabs for "SUMMARY", "QUESTIONS", "STORES", "PHOTOS", "VIDEOS", "DEMOGRAPHICS", and "REPORTS". The "STORES" tab is active, showing a map of the area around Lansing, MI, with a callout for "GNC - EDGEWOOD TOWN CENTER" at 4380 E EDGEWOOD BLVD, LANSING, MI. To the right of the map, there is a list of questions (Q1-Q4) and a "Get Results" section with links for "Email Summary & Results Spreadsheet" and "Manage Job". Below the map, there is a preview of a photo from question Q2, showing a GNC product. At the bottom, there is a "LIST OF STORES" table with a search bar and a "Select store to view" dropdown. A red circle with the number "3" is drawn around the "LIST OF STORES" table.

Retailer	Description	Address	City	State	Date	Show
GNC - Village At Blanco		1160 N Loop 1604 W	San Antonio	TX	12/29/16	1
GNC (General Nutrition Centers) - 9965		2701 David Mcleod Blvd	Florence	SC	12/30/16	1
GNC (General Nutrition Centers) - 1004		3550 S General Bruce Driv	Temple	TX	12/30/16	1
GNC (General Nutrition Centers) - 5795		2401 Hwy 22 West	Union	NJ	12/29/16	1
GNC (General Nutrition Centers) - 7168		950 Nicollet Mall	Minneapolis	MN	12/29/16	1

LIST OF STORES: *click to see job information and images at the store level*

Photos Tab

FIELD AGENT[®] katab as marketing@fieldagent.net

[VIEW RESULTS](#) [CREATE PROJECT](#) [MY ACCOUNT](#) ▼

GNC MICROSHOP - FEMALE (190413)

Responses: 18 Start: 12/29/2016 End: 12/29/2016

[SUMMARY](#) [QUESTIONS](#) [STORES](#) [PHOTOS](#) [VIDEOS](#) [DEMOGRAPHICS](#) [REPORTS](#)

[ADD FILTER](#) ▼

[View All](#) [Clear All](#) [Show Favorites](#) [Q2](#) [Q9](#) [Q11](#) [Q12](#) [Q29](#) [Q33](#)

Viewing photos from all questions.

[Add To Folder](#) [Select All Photos](#) [Clear All](#) |< <Prev 1 2 3 Next> >| 50



GNC - Collington Plaza [Show Details](#)



GNC - Collington Plaza [Show Details](#)



GNC - Collington Plaza [Show Details](#)



GNC - Collington Plaza [Hide Details](#)

3536 Crain Hwy
Bowie, MD
Dec 29, 2016 02:48 PM
Question Q12
Agent: (725016)
Response Group: 9327R39

[Manage Tags](#)

1

2

Get Results

- [Browse Folders](#)
- [Email Summary](#)
- [Results Spreadsheet](#)
- [Email All Photos](#)
- [Email Selected Photos](#)
- [Get All Photos](#)
- [Get Selected Photos](#)
- [Show All Details](#)
- [View Print Preview](#)
- [Hide Selected](#)
- [Hidden Photos](#)

Manage Job

- [Duplicate Job](#)

3

Photos – Manage

FIELD AGENT® kateb as marketing@fieldagent.net

[VIEW RESULTS](#) [CREATE PROJECT](#) [MY ACCOUNT](#) ▾

GNC MICROSHOP - FEMALE (190413)

Responses: 18 Start: 12/29/2016 End: 12/29/2016

SUMMARY QUESTIONS STORES **PHOTOS** VIDEOS DEMOGRAPHICS REPORTS

ADD FILTER ▾

[View All](#) [Clear All](#) [Show Favorites](#) [Q2](#) [Q11](#) [Q12](#) [Q29](#) [Q33](#)

Viewing photos from all questions.

[Add To Folder](#) [Select All Photos](#) [Clear All](#)

|< <Prev 1 2 3 Next> >| 50 ▾

Get Results
[Browse Folders](#)
[Email Summary](#)
[Results Spreadsheet](#)
[Email All Photos](#)
[Email Selected Photos](#)
[Get All Photos](#)
[Get Selected Photos](#)
[Show All Details](#)
[View Print Preview](#)
[Hide Selected](#)
[Hidden Photos](#)

Manage Job
[Duplicate Job](#)

FOLDERS: select photos and organize them into folders for future reference

Photos – Download

FIELD AGENT® kateb as marketing@fieldagent.net

[VIEW RESULTS](#) [CREATE PROJECT](#) [MY ACCOUNT](#) ▾

GNC MICROSHOP - FEMALE (190413)

Responses: 18 Start: 12/29/2016 End: 12/29/2016

[SUMMARY](#) [QUESTIONS](#) [STORES](#) [PHOTOS](#) [VIDEOS](#) [DEMOGRAPHICS](#) [REPORTS](#)

[+](#) ADD FILTER ▾

[View All](#) [Clear All](#) [Show Favorites](#) [Q2](#) [Q9](#) [Q11](#) [Q12](#) [Q29](#) [Q33](#)

Viewing photos from all questions.

[Add To Folder](#) [Select All Photos](#) [Clear All](#) |< <Prev 1 2 3 Next> >| 50 ▾



2

Get Results

- [Browse Folders](#)
- [Email Summary](#)
- [Results Spreadsheet](#)
- [Email All Photos](#)
- [Email Selected Photos](#)
- [Get All Photos](#)
- [Get Selected Photos](#)
- [Show All Details](#)
- [View Print Preview](#)
- [Hide Selected](#)
- [Hidden Photos](#)

[Manage Job](#)

[Duplicate Job](#)

GET RESULTS: *appears on every page for access to your results and folders, plus easy downloading and sending*

Photos – Details

FIELD AGENT kaneb.as.marketing@fieldagent.net
VIEW RESULTS CREATE PROJECT MY ACCOUNT

GNC MICROSHOP - FEMALE (190413)

Responses: 18 Start: 12/29/2016 End: 12/29/2016

SUMMARY QUESTIONS STORES PHOTOS VIDEOS DEMOGRAPHICS REPORTS

ADD FILTER

View All Clear All Show Favorites Q2 Q9 Q11 Q12 Q29 Q33

Viewing photos from all questions.

Add To Folder Select All Photos Clear All

1 2 3 Next 50

3

GNC - Collington Plaza [Hide Details](#)

3536 Crain Hwy
Bowie, MD
Dec 29, 2016 02:48 PM
Question Q12
Agent: (725016)
Response Group: 9327839

[Manage Tags](#)

SHOW DETAILS: *drop down for more details about each photo – location, question, Agent ID, etc.*

Reports

DOWNLOAD TO
CSV: *our most
popular way to
download results
including links to
photos*



FIELD AGENT VIEW RESULTS CREATE PROJECT MY ACCOUNT

kutub.as.marketing@fieldagent.net

GNC MICROSHOP - FEMALE (190413)

Responses: 18 Start: 12/29/2016 End: 12/29/2016

SUMMARY QUESTIONS STORES PHOTOS VIDEOS DEMOGRAPHICS REPORTS

ADD FILTER

COMPLETE RESULTS

- CSV spreadsheet:
- Oper and edit in Excel
- Unfiltered raw data

DOWNLOAD CSV

JOB OVERVIEW

- PDF Document
- Includes all questions and most common answers

GET OVERVIEW

EMAIL SUMMARY

- Summary report via email
- Includes charts and graphs
- Includes all selected filters
- Includes your comments
- Send to colleagues

SEND EMAIL

RESULTS GRID

- Complete results on a webpage
- See data and photos together
- Ability to select filters

VIEW GRID

PHOTO LIBRARY

- Zip file with all photos from this job

DOWNLOAD PHOTOS

SPSS STATISTICS

- SPSS spreadsheet
- Unfiltered raw data
- Statistical analysis use

GET SPSS

Get Results
[View Print Preview](#)
Manage Job
[Duplicate Job](#)

REPORT OPTIONS: *view available reports to
send via email or download to your computer*

THANKS!

If you have any questions, don't hesitate to contact your Account Manager