

- I. Instruction on how to properly answer the survey.
 - a. Browser option: Internet Explorer
 - i. iSurvey only supports Internet explorer 8 and above and best viewed in IE 11.
 - ii. To change the Internet Explorer to 8 and above
 - iii. Go to Settings
 - iv. Choose developer option
 - v. Choose default settings and choose default view and choose the version you want.
 - b. **Mozilla** and **Chrome** are the best browser to use when answering the survey.
- II. You will receive an email from <u>devmanila@thomsonreuters.com</u> with the subject "No Reply: New Request from ASE Survey Form".
- III. There will be a link provided within the email.
- IV. A pop up window will show (If Internet Explorer please refer to Instruction I.)
- V. Please choose the rating for the ASE that you were able to interact with, for others please leave them blank. Please don't for get to leave a comment.
- VI. Once done. Click "Submit".

