



External Judges manual:

- Log ins and password (covering what do I do if I have forgotten my password)
- Finding a category and reading a submissions
- Scoring and adding comments

Resetting your password

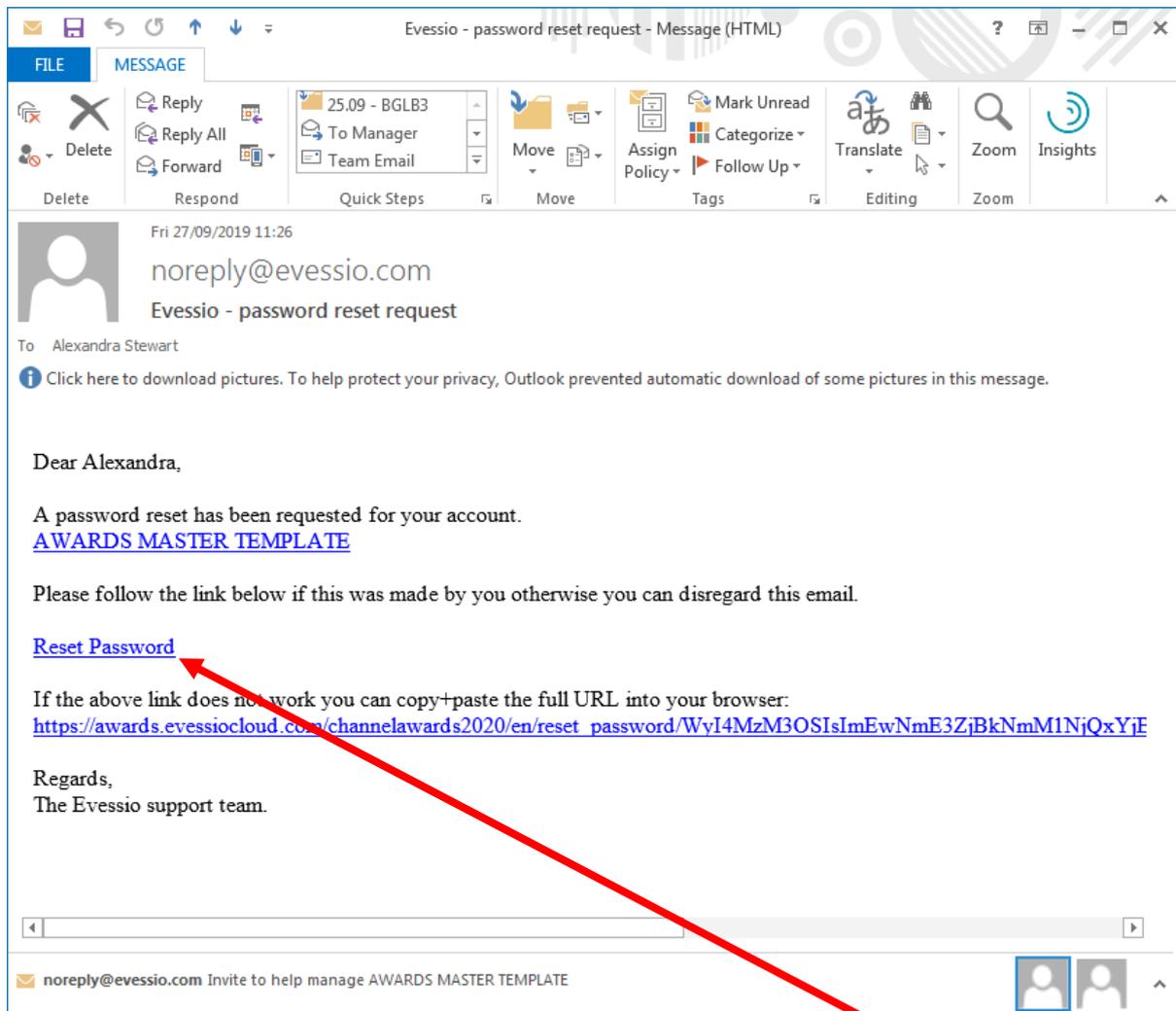
1. To re-set your password, simply click on the 'forgot password' button on the log in page

A screenshot of the Evessio website's login and account creation page. The page has a dark header with navigation links: HOME, ENTRY INFORMATION, 2018 AWARDS, ON THE NIGHT, SUSTAINABILITY, CONTACT, LOGIN, BOOK NOW, and ENTER NOW. Below the header, there are two main sections: "Login" and "Create Account". The "Login" section includes fields for "Email" and "Password", a "Remember email" checkbox, and a red "Login" button. A red circle highlights the "Forgot password" link below the "Remember email" checkbox. The "Create Account" section includes fields for "First Name", "Last Name", "Email Address", "Password", and "Re-type password", along with a checkbox for "I agree with Terms and Conditions & Privacy Policy" and a red "Submit" button. At the bottom, there is a "Contact us" button and a list of links: Home, Contact Us, and Line-up.

2. It will then ask you to enter your email address

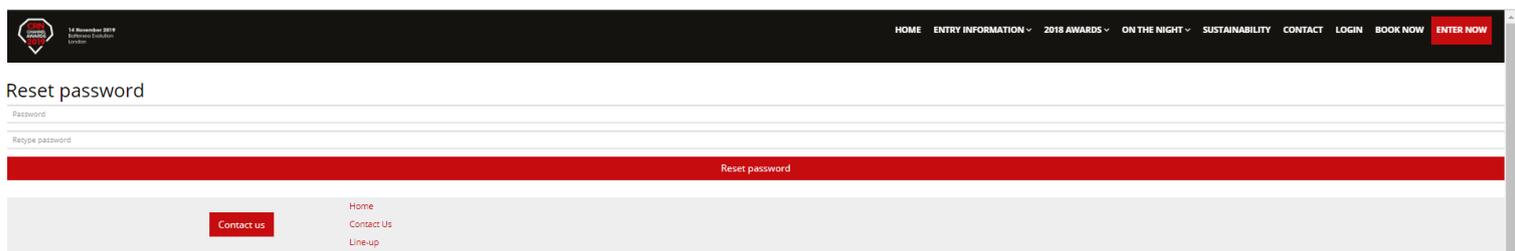
A screenshot of the Evessio website's password reset page. The page has a dark header with navigation links: HOME, ENTRY INFORMATION, 2018 AWARDS, ON THE NIGHT, SUSTAINABILITY, CONTACT, LOGIN, BOOK NOW, and ENTER NOW. Below the header, the page title is "Send password reset instructions". There is a single input field for "Email Address" and a red "Reset password" button. At the bottom, there is a "Contact us" button and a list of links: Home, Contact Us, and Line-up.

- Once you have entered your password and clicked the 'reset password' button, an email will be sent to you.



It will tell you which event that you are re-setting the password for and will have a link to click

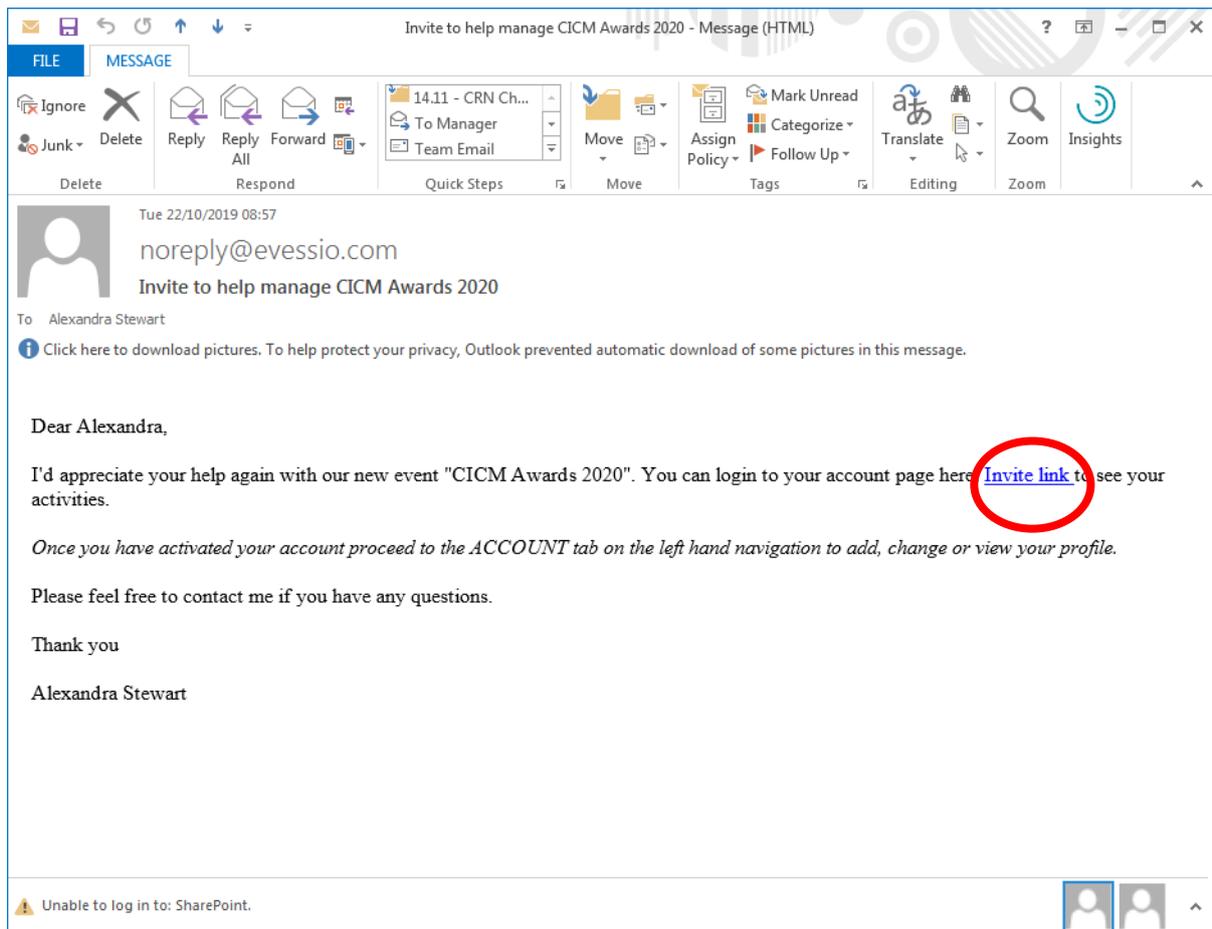
- This will then open a new tab in your browser and allow you to re-set your password



Finding a category and reading a submissions & Scoring and adding comments

When judging is open you will get an email, similar to the below with the link to the judging page and instructions of how to complete the judging.

First click on the 'Invite link'



This will send you to a page which will ask you to confirm that you agree to participate. (You must confirm to continue to judge)

Hello, Alexandra Stewart (Alexandra.Stewart@incisivemedia.com)!

Please confirm that you agree to participate in CICM Awards 2020 Event in the following roles:



You will then be directed to your own personal account – see below

The screenshot shows a user's account dashboard. On the left is a navigation menu with sections: DASHBOARD, TRANSACTIONS (Basket (0), Saved items (0), Complete (0), Incomplete (0)), AWARDS (Judging (0/11)), ACCOUNT, LOGOUT, and LOGGED IN AS ADMIN. The main content area is titled 'Account' and shows a 'Public profile' that is 'UNPUBLISHED'. It includes fields for Company Name, Job Title, First Name (Alexandra), Last Name (Stewart), and Photo (No selected file). There is also a Synopsis section. A red circle highlights the 'Judging (0/11)' link in the AWARDS section, and a red arrow points from it towards the bottom of the page.

In the left hand column under awards, click on 'Judging'

You will be then redirected to a page with all the categories and entries you have been assigned to judge. (For example, in the screen shot below I am only judging 'B2B Supplier, B2B Team and Best Employer' therefore I will only be able to see them.

The screenshot shows a dashboard for 'Awards / Judging'. On the left is a sidebar with navigation options: DASHBOARD, TRANSACTIONS (Basket, Saved items, Complete, Incomplete), AWARDS (Judging 0/11), ACCOUNT, and LOGOUT. A red box indicates 'LOGGED IN AS ADMIN'. Below the sidebar are links for 'Privacy Policy' and 'Terms & Conditions'.

The main content area is titled 'Awards / Judging' and features a table with columns: Categories, Type, Nominations, and Judging progress. A 'Toggle all' button is present. Two categories are visible:

- B2B SUPPLIER** (2 entries): Description: 'Open to suppliers to the credit management industry who are delivering innovative and effective solutions for B2B credit teams in the public or private sector. Entries should set out what the solution is, what benefits it has delivered and how the supplier and client have worked collaboratively to maximise those benefits.' Shows 10 entries.
- B2B TEAM** (7 entries): Description: 'Open to teams who have achieved operational excellence in any aspect of credit management delivery in a B2B environment in the public or private sector. The judges will want to understand what has been achieved, how it has been achieved, and what the benefits have been. Entries will need to demonstrate the power of the team ethos and behaviours.' Shows 10 entries.

Each category has a table of nominees with columns: #, Nominees, Complete, and Score. The 'B2B SUPPLIER' category shows two nominees:

#	Nominees	Complete	Score
1	Cedar Rose Int. Services Ltd no feedback	X	-
2	Dun & Bradstreet no feedback	X	-

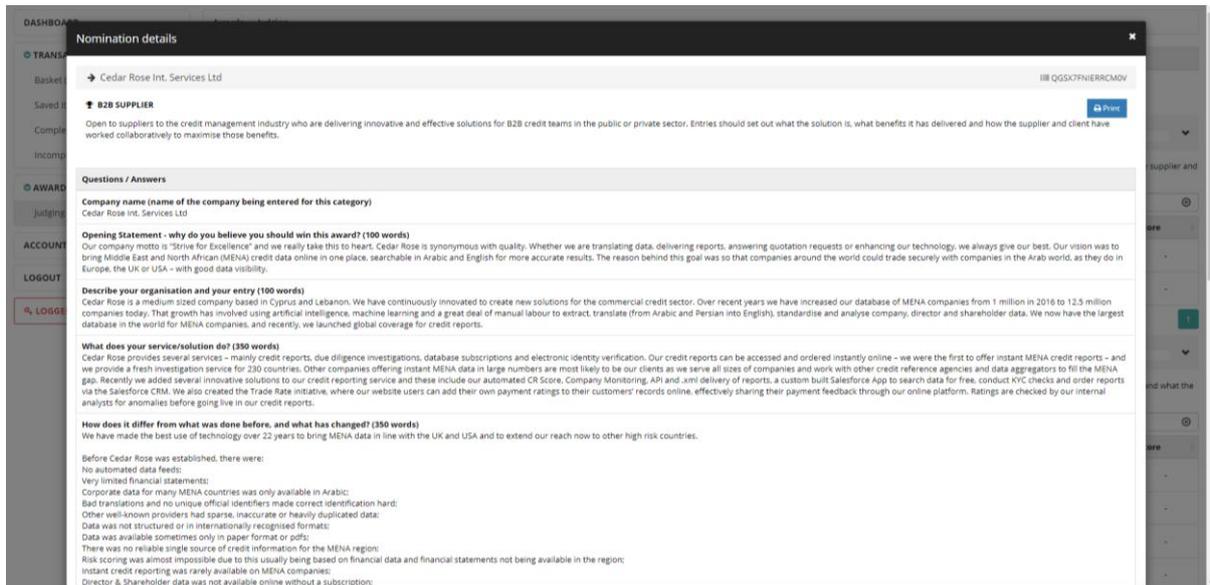
The 'B2B TEAM' category shows four nominees:

#	Nominees	Complete	Score
1	Gazprom Energy no feedback	X	-
2	Graydon UK no feedback	X	-
3	JLL no feedback	X	-
4	Lonza	X	-

To view the full entry, simply click on the underlined name of entry

This screenshot is identical to the one above, but with the name 'Cedar Rose Int. Services Ltd' in the first row of the 'B2B SUPPLIER' nominees table circled in red to indicate it is clickable.

The entry will then appear fully on screen as a pop up box. You will be able to scroll down and read it all



Once you get to the bottom of the page you have your chance to judge.

Feedback: There is a box at the bottom for you to leave your feedback comments of the entry
 Scoring: You also get the chance to score the quality of the entry and the Suitability for category

Standardising the data into internationally recognised formats by using ISO codes and formats;
 Mapping local descriptions to UK SIC and NACE codes for company activities;
 Using IFRS (International Financial Reporting Standards) to map Arabic financial statement categories to internationally recognised ones;
 Continually adding new data and updating the data from the official sources;
 Using algorithms to risk score the data using a set of 20+ statistical indicators, not only financial;
 Using artificial intelligence and machine learning to identify duplicate entries;
 Allowing director & shareholder searches and links instantly online;

All in all, we have achieved our mission to bring MENA credit information availability in line with European/US data availability and we continue to expand our services to provide excellent quality credit reports on any company in the world.

What measurable benefits have you delivered? (350 words)
 We have created a one-stop shop to check out companies online. Our clients can search for any company, director or shareholder in 230 countries and either download a report on them straight away or order a fresh investigation to be conducted. They have the option of various levels of due diligence from credit reports to copies of corporate records and even site visits or reputation due diligence.

These services are available on our website at www.cedar-rose.com, via subscription, via API directly to their internal systems or via the Salesforce CRM software. This enables our clients to conduct instant or 24HR KYC checks, ensure they are dealing with legitimate entities, make sure they are compliant with international laws and set realistic credit limits.

Additional benefits include:
 TRADE RATE - Allows clients to participate in sharing information on the payment performance of their customers. Website users can rate their customers by searching for them - without having to purchase a report.
 CR SCORE - A visual scoring model which evaluates business risk with a set of statistical indicators, calculated using several factors. It is a unique method of credit scoring being when financial statements are not available - based on our 20+ years of experience in this field. It enables instant decision making for Credit Managers.
 MONITORING - Enables our clients to be informed instantly with any change made to a company record, so that they stay informed of changes which could be critical or detrimental to their business.
 DATA TRANSPARENCY ONLINE - Registered website users can search for companies and see the entry date of any data fields we have in our database to decide whether to Download or order a Fresh Investigation. We also advise online if fields are missing and a fresh investigation is recommended. PACKAGES - Website advance payers get discounts and free download reports as well as saving money on monthly transfer charges.

With over 20,000 reports provided so far in 2019 (September), we believe we have enabled approximately USD 5 billion of trade between MENA and the rest of the world to be conducted this year.

Scoring/Criteria	Score
Quality of entry zxcjzxcjkzjxhc...	☆☆☆☆☆
Suitability for category sdfgsdfg	☆☆☆☆☆
Feedback:	

Save Cancel

Once you have complete the judging of an entry make sure you click save before leaving the page

When you have saved your comments and scores, a tick will appear under the 'completed' column and your score and feedback will appear as well

The screenshot shows a web application interface for judging awards. On the left is a sidebar with navigation options: DASHBOARD, TRANSACTIONS (Basket (0), Saved items (0), Complete (0), Incomplete (0)), AWARDS (Judging (1/11)), ACCOUNT, LOGOUT, and LOGGED IN AS ADMIN. The main content area is titled 'Awards / Judging' and features a table with columns for Categories, Type, Nominations, and Judging progress. A 'Toggle all' button is present. Below this, there are two sections for judging entries. The first section is for 'B2B SUPPLIER' (2 entries, 50% progress) and the second is for 'B2B TEAM' (7 entries). Each section contains a table of nominees. A red arrow points from the text above to a green checkmark in the 'Complete' column of the first row in the 'B2B SUPPLIER' table, which also has a score of 6. The 'B2B SUPPLIER' table has columns for #, Nominees, ID, Complete, and Score. The 'B2B TEAM' table has columns for #, Nominees, ID, Complete, and Score.

Categories	Type	Nominations	Judging progress	
Toggle all				
B2B SUPPLIER		2	50%	
Open to suppliers to the credit management industry who are delivering innovative and effective solutions for B2B credit teams in the public or private sector. Entries should set out what the solution is, what benefits it has delivered and how the supplier and client have worked collaboratively to maximise those benefits.				
Show 10 entries			Search:	
#	Nominees		Complete	Score
1	Rose Int. Services Ltd All good	QGSX7FNERRCMOV	✓	6
2	Dun & Bradstreet no feedback	IVKRP11TRCSC3G	✗	-
B2B TEAM				
Open to teams who have achieved operational excellence in any aspect of credit management delivery in a B2B environment in the public or private sector. The judges will want to understand what has been achieved, how it has been achieved, and what the benefits have been. Entries will need to demonstrate the power of the team ethos and behaviours.				
Show 10 entries			Search:	
#	Nominees		Complete	Score
1	Gazprom Energy no feedback	PH3362LWMQENILA	✗	-
2	Graydon UK no feedback	44C15VPKZ578BDB	✗	-
3	JLL no feedback	K3JNK515W6QTY7D	✗	-
4	Lonza no feedback	8EW3V03GQJQQE	✗	-