



PREQIN WEBSITE GUIDANCE ON USING PREQIN SERVICES



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FINDING YOUR WAY AROUND THE PREQIN WEBSITE

LOGGING IN

You can log into the Preqin User website from any page on our public website or by visiting www.preqin.com/login.aspx. Logging in gives you access to all of the services you subscribe to. If you forget your password, please use the automatic password reminder or contact your account manager.

Please note that after a prolonged period of inactivity, you will automatically be logged out of the Preqin User website and will be required to login again.

PREQIN DATA DASHBOARD

Upon successfully logging in to the Preqin website, you will be shown the Preqin data dashboard. This provides you with quick link access to your saved alerts, target lists and favourites, links to useful pages, and information about new updates and additions to the Preqin database. From here you can directly access all of the services you subscribe to.

NEW SERVICES

If you would like further information on any of the other services you do not currently subscribe to, you can do any of the following:

- Select the 'Chat to us' link at the right-hand side of the page.
- Email us at info@preqin.com; or
- Call us on +44 (0)20 3207 0200 in the UK, +1 212 350 0100 in the US, +65 6305 2200 in Singapore, +1 415 316 0580 in San Francisco, or +852 3958 2819 in Hong Kong.

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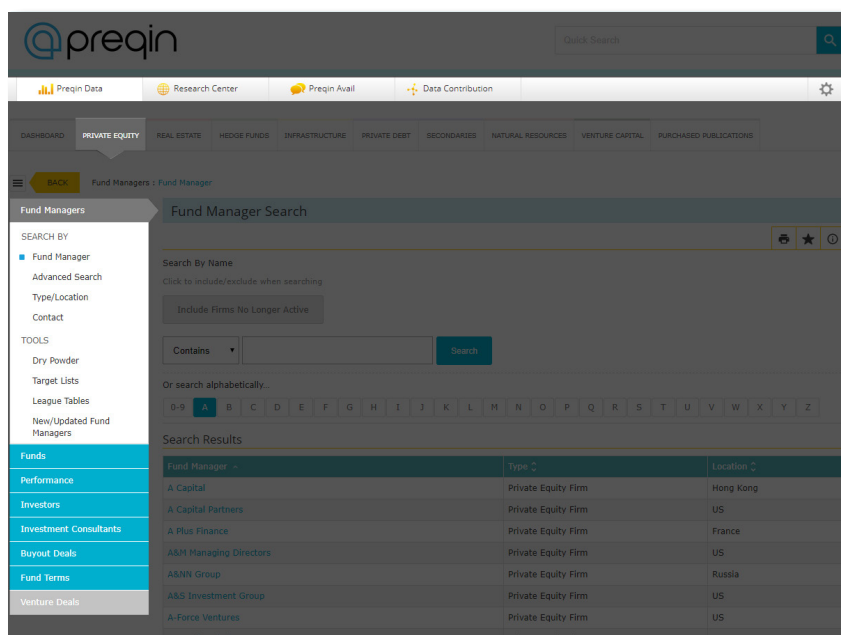
MENUS

The primary way to navigate around the Preqin online services is via the Platform Switcher at the top right-hand side of the screen. This allows you to easily navigate between Preqin Data, Preqin Investor Network, Research Center, Preqin Avail and Data Contribution, as well as providing a link to manage your account and alert preferences.

The menu beneath allows you to switch between each asset class and the Preqin Dashboard.

Our new dynamic side menu allows access to each of the modules within the asset class, and the various searches and tools on offer within each module. Products or modules which you do not subscribe to will still be visible but will be grayed-out and clicking on them will simply say that you are not subscribed.

To activate additional services or modules, please contact our Client Services team on +44 (0)20 3207 0200 or +1 212 350 0100 or +65 6305 2200 or +1 415 835 9455 or at info@preqin.com.



TOOLS

At the top right of most pages there is a set of tools relevant to the data in question.

These tools include, but are not limited to:



Download to Excel



Download to Word



Show a "Printer Friendly" version of the page



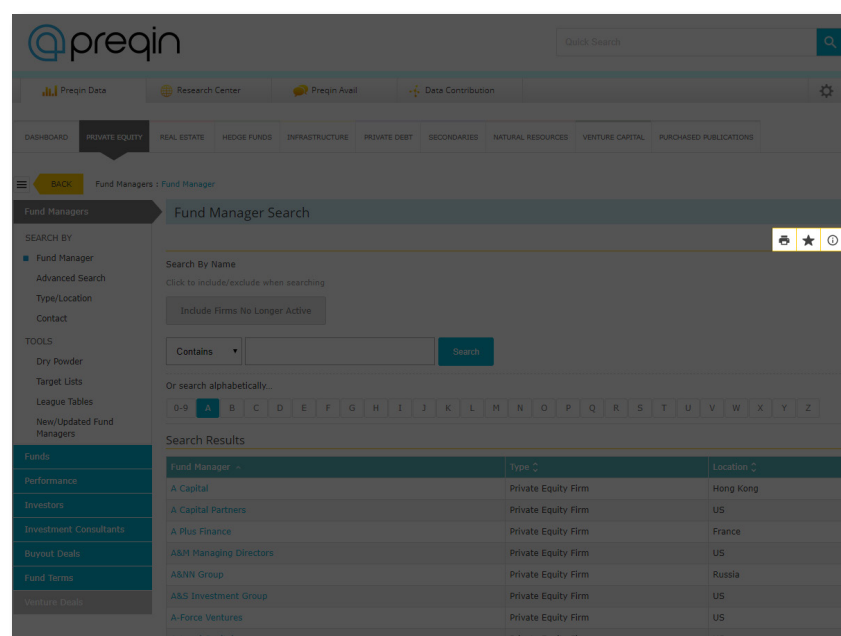
Provide Feedback on a particular dataset



Save the results to a custom Peergroup or Target List



Access the help files specific to this Preqin service



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DOWNLOADS

Clicking on a Download icon will enable you (if your subscription level allows it) to export the data to spreadsheet (or in some cases, a Word document). In some cases you will be redirected to a pre-download page where you will be required to tick a box to indicate that you accept certain terms and conditions that are applicable to the download.

PRINTING

Using the Printer tool will provide you with a different view of the page you are currently looking at. It will remove all the screen elements (menus, etc) that are unnecessary on a print-out. A date-stamp will also be provided to enable you to verify the timeliness of the print-out at a later date.

PROVIDING FEEDBACK

Many of our products contain profiles of firms and funds contained therein. If you have any information to add or update on that particular profile and would like to see it reflected on our products, then click the Feedback icon which will start an email to the relevant Preqin team. They will then review your feedback and make appropriate changes to the profile(s) you mention.

SAVING TO CUSTOM LISTS

Target Lists and Peergroups are a feature of Preqin's services which enable you to save the search results from certain searches, in some cases with user-editable notes. These saved searches (known as Target Lists and Peergroups) can then be retrieved at any time. Clicking the Add to Target List icon will prompt you to save the current search results with a name of your choosing. These lists can then be viewed from the appropriate section of the product.

PREQIN AVAIL

Preqin's Avail support system provides 24 hour support on the product to help you find the data and intelligence you need. For clients seeking support for data analysis, Avail enables requests to be made over the platform with results delivered within a day. Simply click on the Preqin Avail button on the platform switcher at the top right-hand side of the screen, input your data requirements and your account manager will be in touch as soon as possible.

HELP & SUPPORT

Nearly all pages provide a tool to gain access to Preqin help files (including this document). These help files will provide usage, terminology and methodology tips. Alternatively you can always contact your account manager or email info@preqin.com.