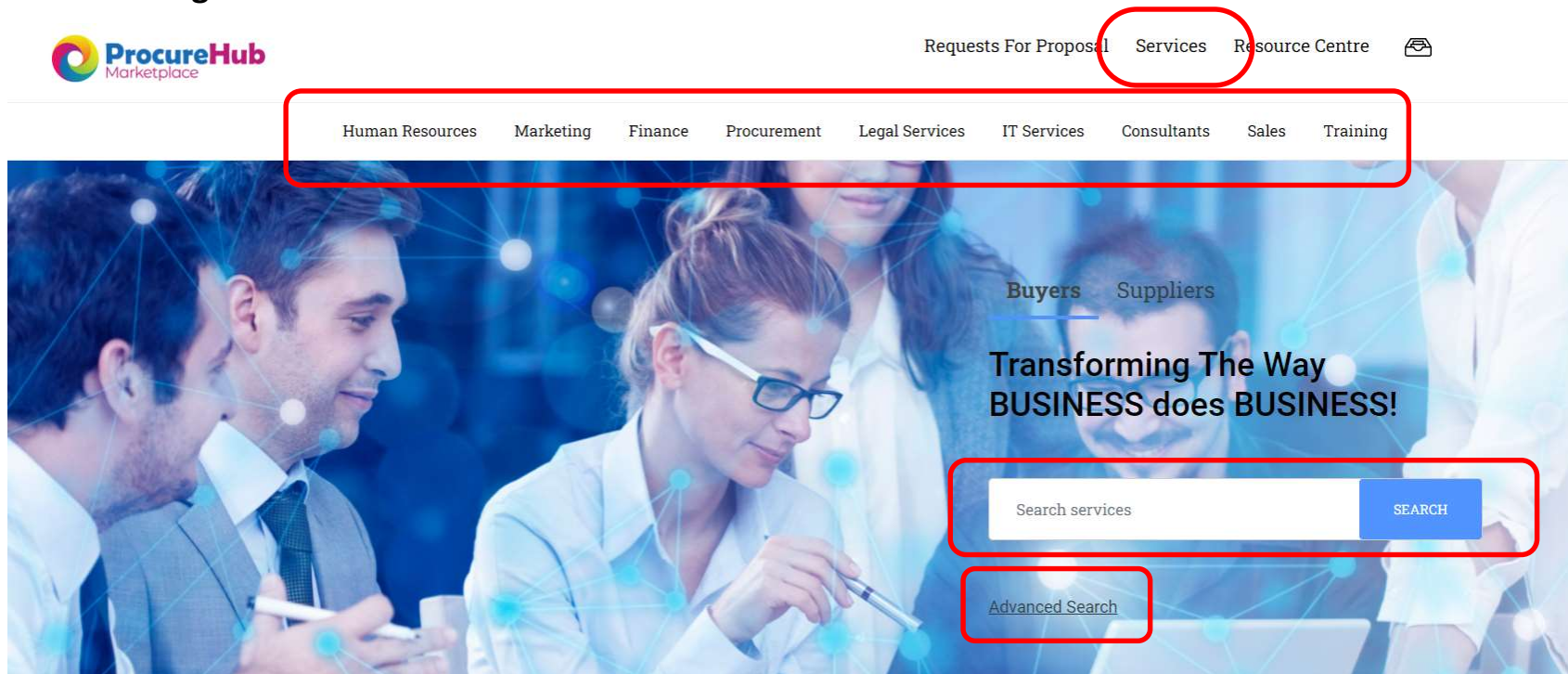


User Guide – How to Search for a Service

- From the Home Page, there are a number of ways to search for a supplier
 - You can click on any of the categories listed across the top navigation
 - You can enter a keyword search and click 'Search'
 - You can click on Advanced Search

Home Page



User Guide – How to Search for a Service

- Further down the page you can also search by:
 - Browsing by Category
 - Clicking on See All Services
 - Viewing the newest services that have been added to the marketplace

Home Page

Browse by Category

Human Resources 3 items

Marketing 8 items

Finance 2 items

Legal Services 2 items

IT Services 0 items

Consultants 0 items

Click on any of the Category names to view

Procurement Sales Training

Newest Services

See All Services

See more

Click 'see more' to view more new services

Test New Service for Request
Starting at \$1295.00
Mercer Enterprise Susan Mercer Marketing

Demo - Branding
\$85.00/hr
Mercer Enterprise Susan Mercer Marketing

Demo - Marketing Strategy
Starting at \$1250.00
Mercer Enterprise Susan Mercer Marketing

Demo - Logo Creation
Starting at \$500.00
Mercer Enterprise Susan Mercer Marketing

User Guide – How to Search for a Service

- Many of the search options will bring you to an advanced search where you can drill down further or narrow your search

Search Page

Human Resources Marketing Finance Procurement Legal Services IT Services Consultants Sales Training

Type any keyword

Category

- Human Resources
- Marketing
- Finance
- Procurement
- Legal Services
- IT Services
- Consultants
- Sales
- [Show more](#)

Price

CAD 0 CAD 10000

Set up manually

CAD 0 CAD 0

Location

Enter a Location

Block List Map

Sort By Price: Higher to Lower

- Price: Higher to Lower
- Price: Lower to Higher
- Date: Newer to Older
- Date: Older to Newer
- Rating: Higher to Lower

Search by category in the top navigation

Type in a keyword and click on 'Search'

You can use the advanced options on the left to be more specific

There are different ways to view and sort the results

User Guide – How to Search for a Service

Search Page

Category

Human Resources

Marketing

Finance

Procurement

Legal Services

IT Services

Consultants

Sales

Show more

Subcategory

Training

Virtual CHRO

Recruiting

Other

#Employees ▲

1 to 10

11 to 50

51 to 200

501 to 1000

1001 to 5000

5001 to 10000

Show more

Annual Revenue ▲

Years in Business ▼

Languages Supported ▼

Skills ▼

Industry ▼

When you select a Category, you will be given other options to narrow down your search

Note: When you find a service or Supplier that you are interested in simply click on it to view more details, message the Supplier or make your purchase!