


searching


Click on **SEARCH** and use the fields to narrow down your search. Key fields are 'sub-category, region, company, positioning claim'. Combinations of all of the search items should narrow down your search to some detail. Holding down the ctrl button will enable you to select more than one category/region/country etc.

search results

There are two key things you can do with your search results:

a. Save Search Terms – click on this button which will appear following the search. You will be asked to enter a name for the search, enter one, click on **save** and then click on **email alerts**.

This will  provide you with options on frequency, choose one, click on **set alert**. You now have an email alert set up.






saved searches

(new)

name for search (leave blank to keep existing name)

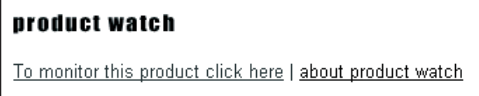
save 

b. Create mini reports – **select all** or **select none** (located at the bottom of the screen) OR simply checking or unchecking the boxes can decide your selection for interesting products to put in the mini report. Once you have the chosen list, click on

add to basket  (bottom right of the screen), then click on the **basket**  at the top middle of the screen (that is your export basket). Then at the bottom of the screen change the download options to **abridged** and download as RTF file. Then click on **download**.  You will be asked if you wish to open it OR save to disk. If you **open it** you can then edit the mini report adding your own notes where necessary.

product watch

For incomplete records (no ingredients OR no picture) go into the details of the product, page down to the bottom of the screen and click on **To monitor this product click here** – the system will then email you when it has been updated.



product watch

[To monitor this product click here](#) | [about product watch](#)

email a colleague

Within every product record, at the bottom of the screen there is an option **email a colleague**. If you click on this a pop-up box will appear where you can enter the recipient's email address and a short message. If you then click on **send** this will email your colleague a link to the product record.

email a colleague

email a colleague

Please complete all mandatory fields

Recipient colleague@company.au *

Message I think that *

reset send

product retrieval

If you want Mintel to send you a physical sample of a product that you have seen on GNPD, go into the product record and at the bottom of the screen click on a button entitled **product retrieval**. This will then launch a form with the product details etc. Enter how many you would like to get hold of, click on **request estimate only** and an estimate will be mailed to you the following day.

product retrieval

request estimate only

editorial

Clicking on **EDITORIALS** will give you full access to category reviews, features, news and highlights (they are all on the one page). If you want to make the Editorial section pertinent to a particular category then click on **click here to expand search options** and you will be presented with a scaled down search screen. Click on the category you are interested in and click on **search** and then when the page reloads, if you page down, all the editorial information will be related to that category.



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