Moody's CreditView

Research Select - Document

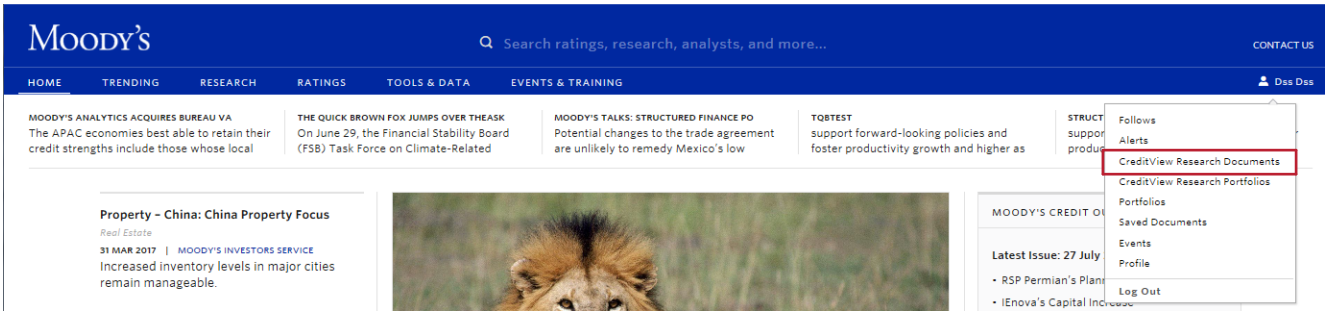
Quick Reference Guide & FAQ

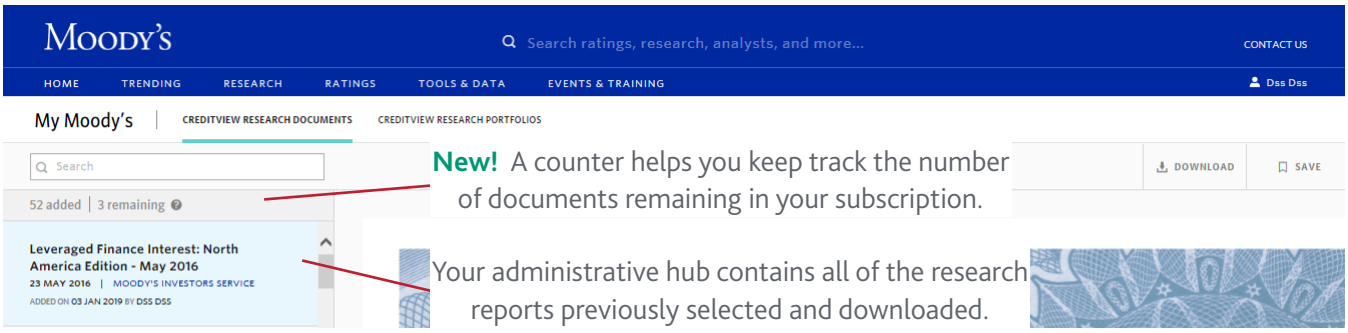
MOODY'S

Moody's CreditView Research Select - Document: Quick Reference Guide

1. Log in to Moodys.com, then click your user name in the top-right corner of the home page

2. Click on **CreditView Research Documents** in the dropdown to access your **administrative hub**:





3. **Adding New Reports:**

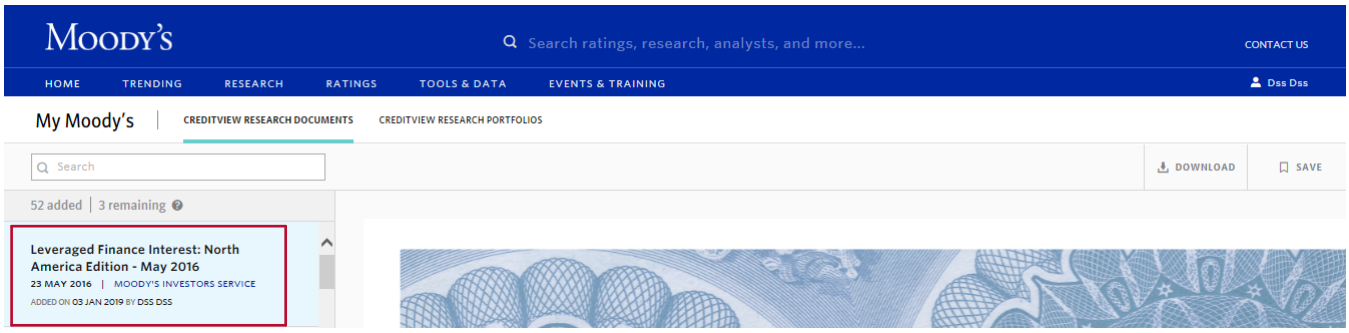
From an issuer, sector, home page, or Topics page: A lock icon displays next to the title for reports you do not yet have access to. Hover over the title and a **green** button appears. To add the report to your service, click on the blue "Add" button. You will then be able to view the report in your administrative hub.

Please note: ***Unless added during the draft period, a research report cannot be removed or deleted as your access begins immediately.***

Moody's CreditView Research Select - Document: Frequently Asked Questions

1. Can I add a research report to my portfolio from an issuer page?

Yes. Once added, you can access a document from the **My Moody's → CreditView Research Reports** administrative hub. This gives a holistic, easy-to-view summary of your company's selected research reports, a real-time count, and prevents inadvertent additions during your subscription period.



2. I am a current subscriber. Can I continue to access a selected research report during my next subscription period?

Your current research reports will be archived at the time your next subscription period starts. We recommend printing or downloading a PDF copy of the research report on your local machine.

3. How can I confirm that a report I selected was added to my purchased research reports?

You can view and manage your research list from the **My Moody's → CreditView Research Reports** administrative hub.

4. Where can I view my subscription period?

You can always view this information at the top of your administrative hub.

5. How can I add additional Research reports or additional User accounts to my subscription?

Please contact Moody's Client Services (ClientServices@moodys.com).

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