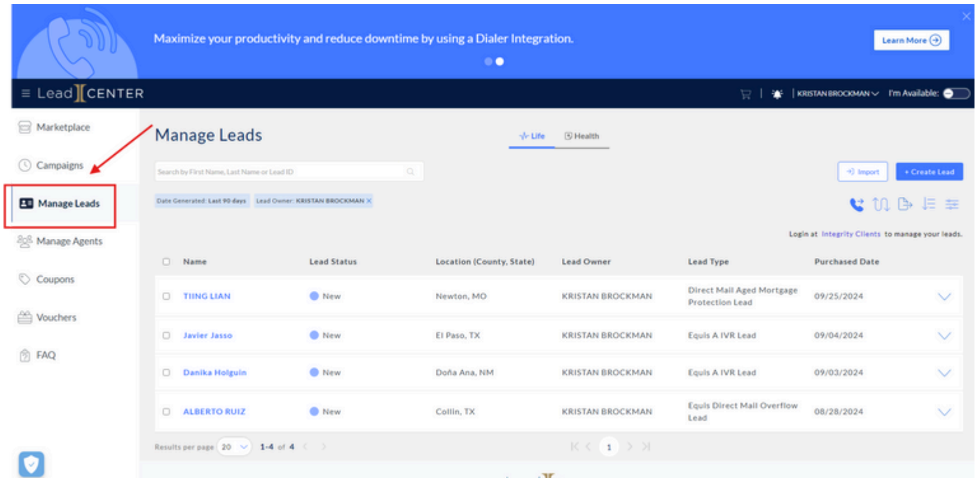
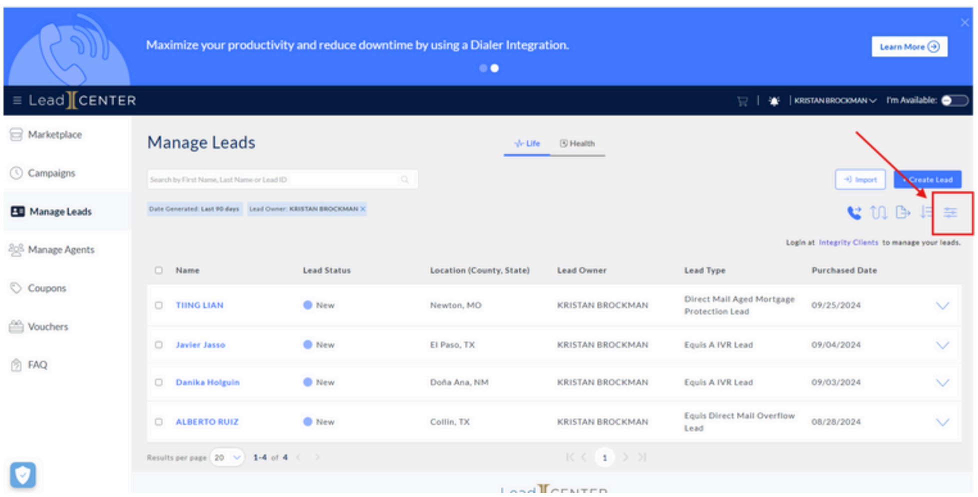
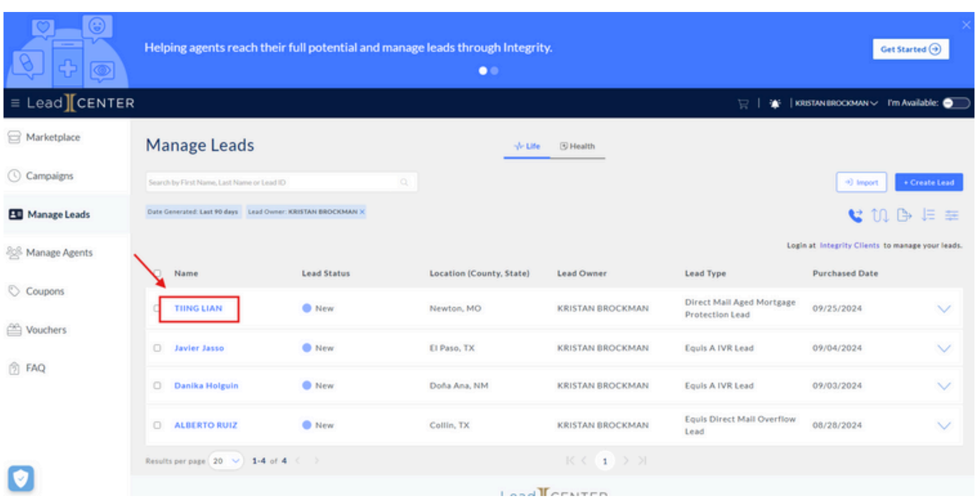
MANAGING YOUR LEADS IN INTEGRITY LEADCENTER (1/3)



Step 1: On the left side, click "Manage Leads". All purchased leads will appear.

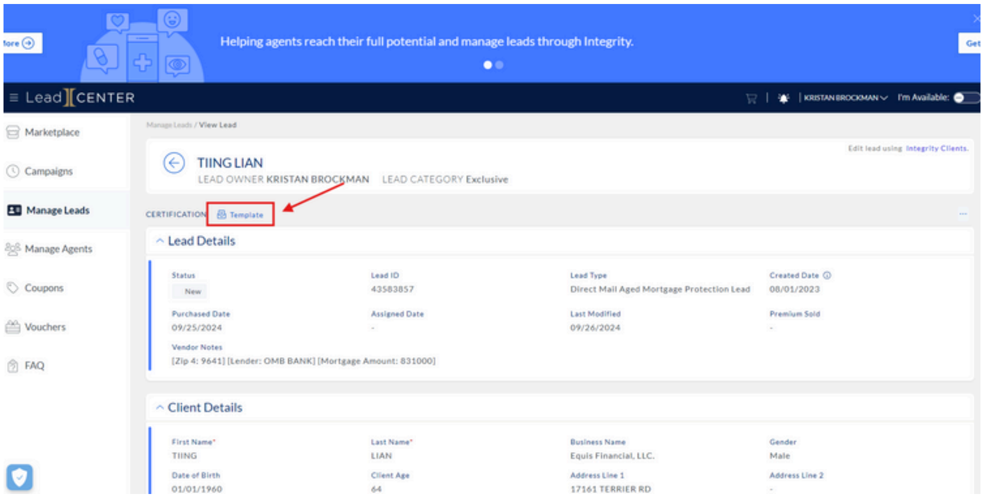


Step 2: There are different filters you can select to view your leads.

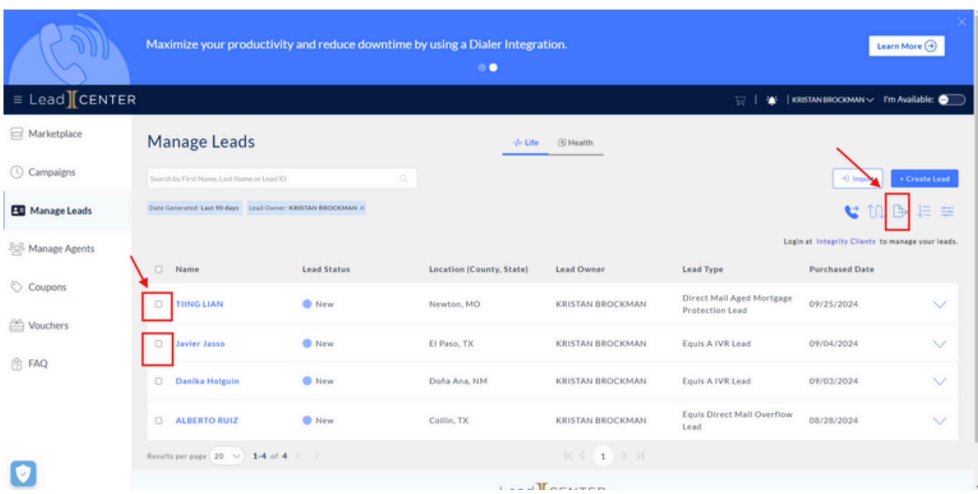


Step 3: To view a lead, click the name of the lead (blue font).

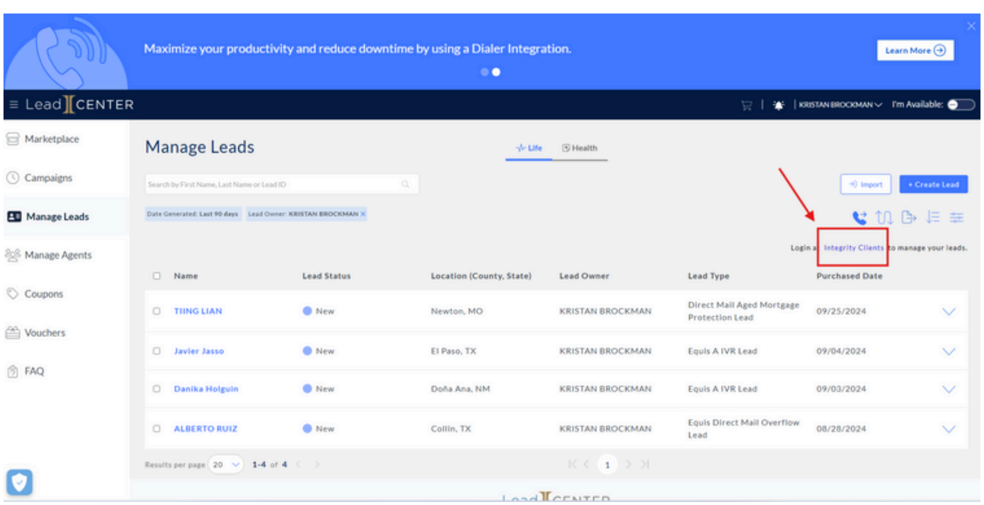
MANAGING YOUR LEADS IN INTEGRITY LEADCENTER (2/3)



Step 4: To view lead, click "Template"

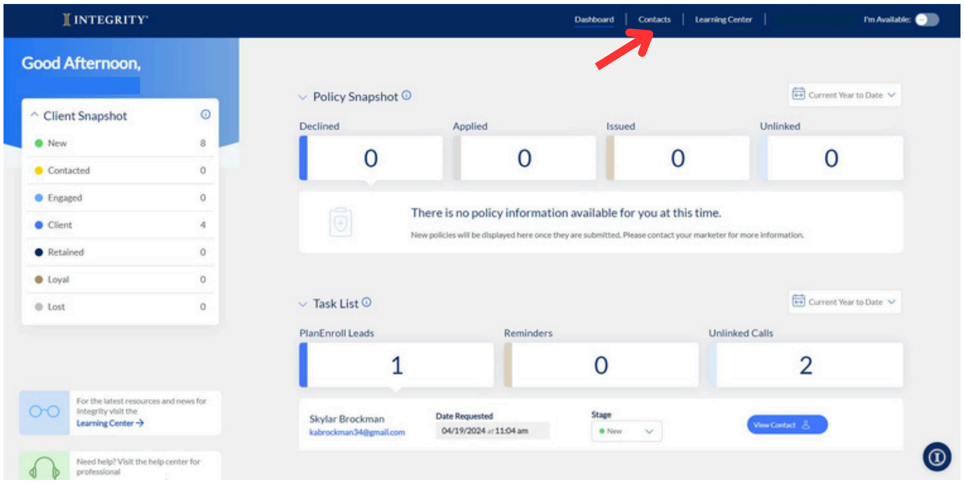


Step 5: Check box next to the name of leads you wish to export and/or print. Click the export icon to export selected leads into the format of your choice. Formats include csv, excel, or PDF.

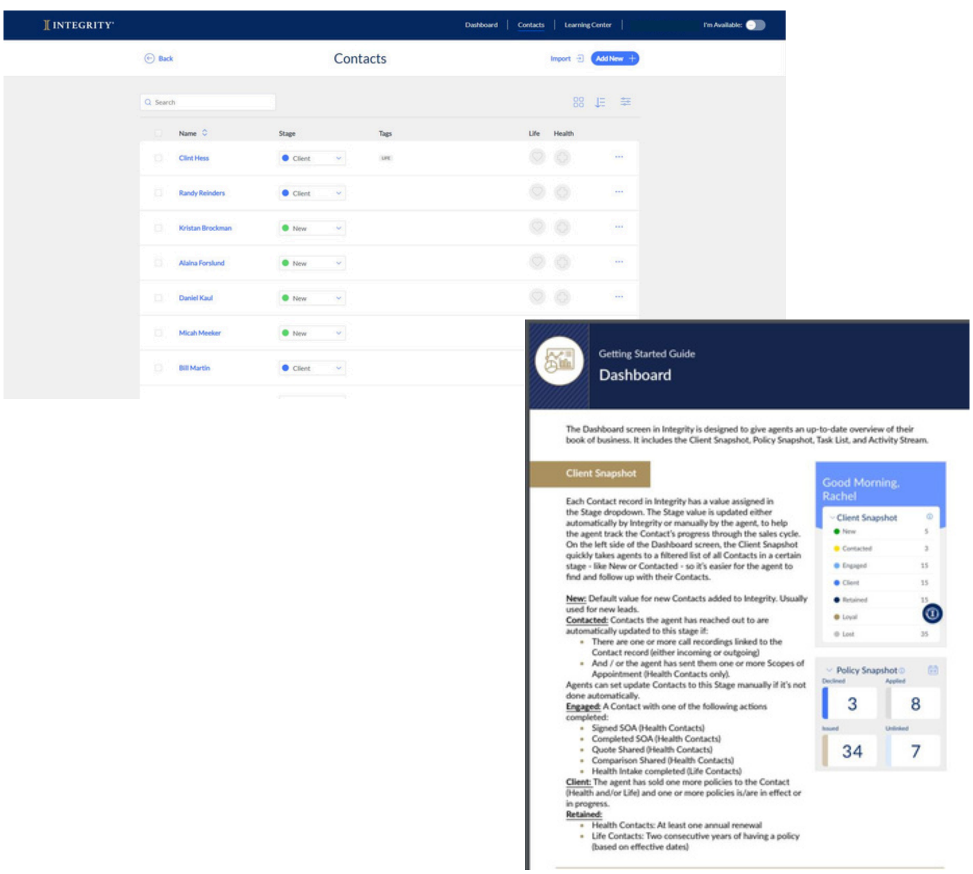


Step 6: To complete dispositions and/or use the features in Integrity Clients, click “Integrity Clients”.

MANAGING YOUR LEADS IN INTEGRITY LEADCENTER (3/3)



Step 7: Click "Contacts".



Step 8: Use the client snapshot to track client activity and complete dispositions.