Mercer

Mercer WIN®

User Guide

Get the most from your Mercer
compensation surveys

welcome to brighter

Mercer WIN®
Table of Contents

Mercer WIN®

How to Log In

Mercer WIN®
How to Log In

Go to **www.imercer.com** **(1).** Select "Sign in" from the dropdown menu next to the people icon. You may also click directly on the Mercer WIN® link **(2)**.
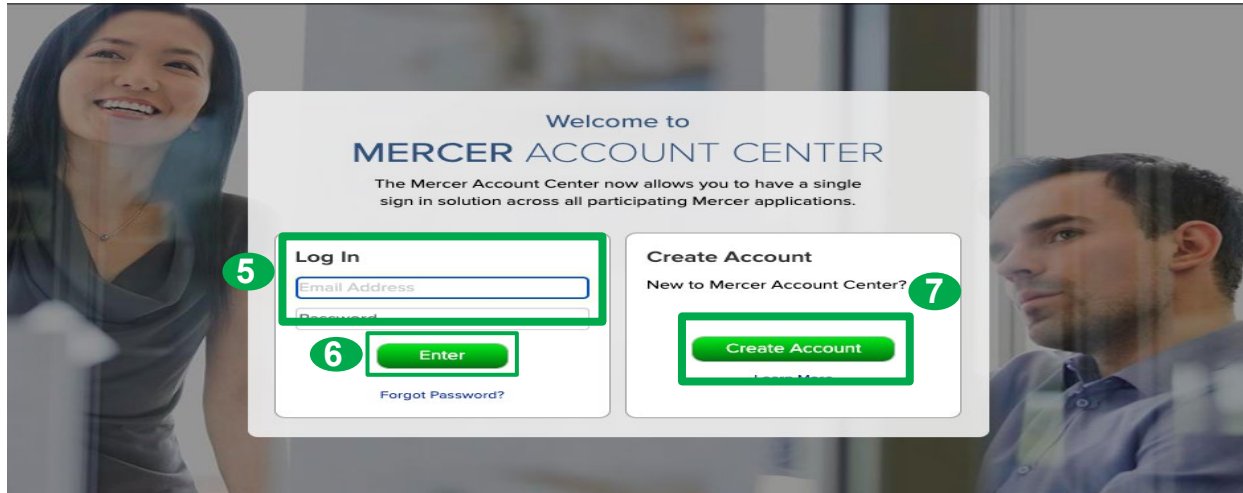
Mercer WIN®
How to Log In
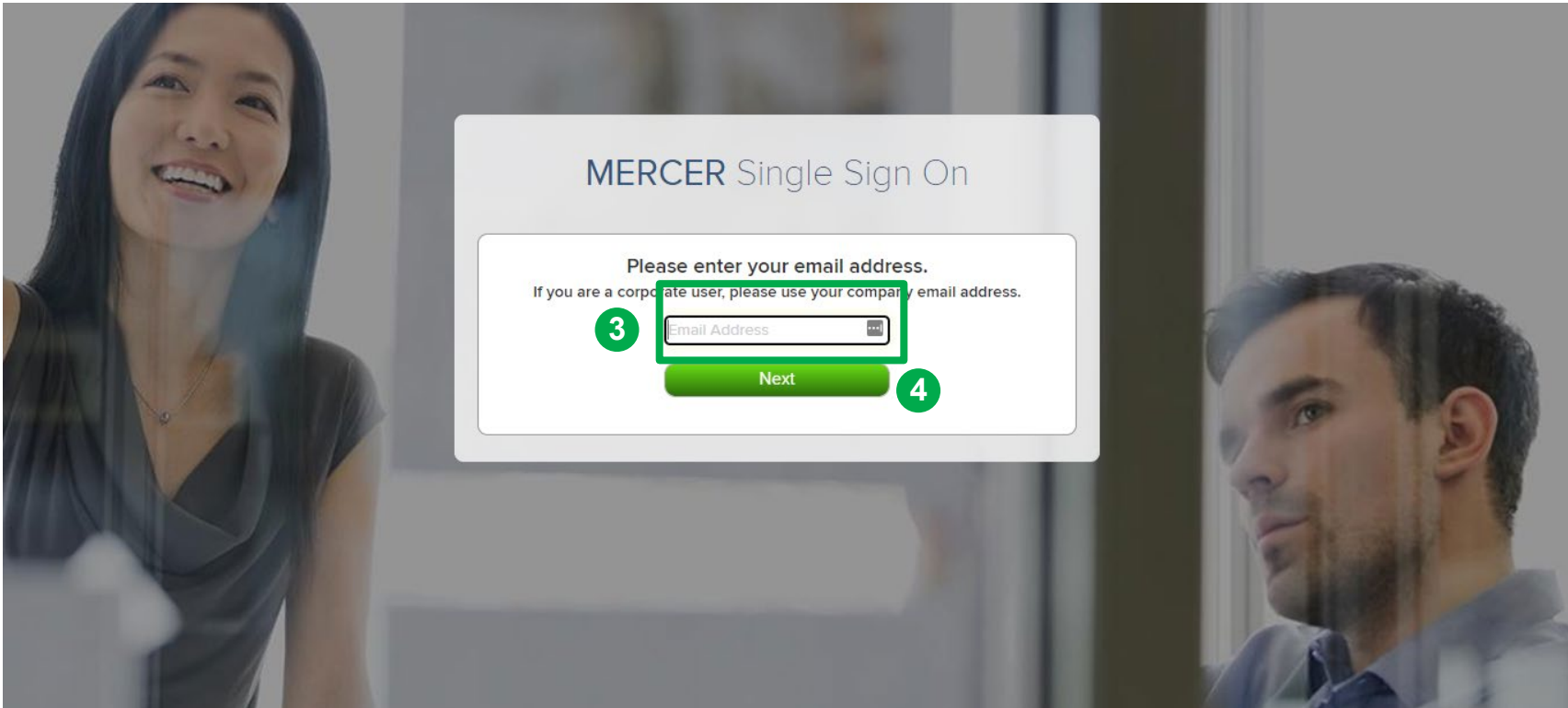
Log in to your account by providing your **Email Address (3)** then click **Next (4)**.

Mercer WIN®
How to Log In

Are you returning to iMercer.com or have setup a MSSO account when using one of our other applications (for example, Mercer Data Connector)?

- On the Mercer Account Center login screen enter your email address and password. **(5)**
- Or, click "Forgot Password" to recover your password. **(6)**

If you don't have an existing iMercer account, click Create Account (7) and follow these steps:

- On the MSSO page you will be asked to enter your company email address, then click next.
- If you are redirected to the Mercer Account Center, click "Create Account" and follow the online instructions to complete the form.
  - If you were redirected back to your organization's login page, enter your company credentials to gain access into iMercer.
- Once all the required fields have been completed, Click **"Save"** and keep the "**Your Account is Pending**" page open.
- You will receive an email from MSSO; follow the instructions to complete your registration.
  - Don't see the Welcome email? Check your junk or spam folder and add "@mercer.com" to trusted senders list.)
- Return to the "Your Account is Pending" page and use the "click here" link at the bottom of the page to log in to your iMercer account.
  - Some users may have to verify their identity and perform a second level of security using Multi-factor Authentication.

Mercer WIN®
How to Log In

After you sign in, you will be prompted to the **License Agreement** window. You will only see this window if you are logging in for the first time or if you have purchased a new product. Make sure that you read and select "**I Accept**" and click on **Continue (8).**

Mercer WIN® Homepage

Published Reports

Mercer WIN®
Homepage – Published Reports

Once you login to Mercer WIN® homepage, you will have access to all the **standard published reports (1)** that you have purchased. Those can be retrieved either through the "**Download a Mercer survey report**" link or in the "**My Market Views**" section.

Mercer WIN®
Homepage – Published Reports

Select the Country and Year **(2)**. Once selected, you will be able to see a list of all surveys that you have purchased. Click on the **link** of a relevant survey report to view the materials.

Mercer WIN®
Homepage – Published Reports

Within the **published reports** section, you will find the Participants list, Policy and Practice Report, Survey Methodology and Definitions and the Job Matching Booklet among others. Download an individual report by clicking on the button to the right **(3)** or select the **Download All** button **(4)** for everything.

10

Mercer WIN®

Select Results Criteria

Mercer WIN®
Select Results Criteria

Mercer WIN® allows you to generate detailed custom reports according to your business needs. To start, click on the **View Mercer Market data by Job** link under the "I Want To…" section or **Mercer Market Data (1)** red folder to be prompted to the search window.

Mercer WIN®
Select Results Criteria

The default tab is **Mercer Job Library (2)**. Under the **All** tab, all of the non-Mercer Job Library surveys you are authorized to view will be visible **(3)**. Select **Change year (4)** at the top of the page if you want to view data from previous years.

Mercer WIN®
Select Results Criteria

Choose the region(s) you are interested in, as well as country(ies) and survey(s) **(5)** – multiple regions and/or surveys can be selected at the same time. Click the **Apply** button **(6)**.

Mercer WIN®
Select Results Criteria

Limit To My Jobs can be selected when you want to view market data only for the jobs which you have submitted into a survey **(7)**. This option is only available for participating companies. If you would like to see the market results using pre-defined views (for example, Job; Family/Job; Family/Sub-Family/Job etc.), simply click on the arrow next to **View** and choose from the drop-down menu **(8)**.

15

Mercer WIN®
Select Results Criteria

Depending on your view selection, you may want to refine your **Search Options (9)** and filter by Job Title or Job Code; Job Industry; Family/Sub-family or Function; Career Stream/Level; Job Type and/or Position Class range(s) before hitting **Search (10)**.

16

Mercer WIN®
Select Results Criteria

The **Family filter**, set up as a Browser Tree, is populated with all Families, Sub-families, Universal Navigation Group, and Specializations. The plus signs allow you to expand and contract the view based on the selections. By clicking the checkbox, you can add either the full set of jobs or drill down all the way to the specialization **(11)**. To quickly locate what you need on the Family tree, type in **a keyword** in the search box **(12)**.

Mercer WIN®
Select Results Criteria
Nature of Work

Job Family Tree (13) works well for typical support Jobs (e.g., HR, Finance, Information Technology) with common skill sets grouped across industries into one comprehensive job catalog.

Quickly find data using the multi-layered nature of **work filters**:

- **Family:** Jobs performing similar work, requiring similar training, skills, knowledge, etc.

- **Sub-Family:** Jobs performing a segment of work by overall Job Family.

- **Navigation Group:** Search specializations, breaking into natural groups of work within a Sub-Family.

- **Specialization:** Specific type of work within a Sub-Family; combined with Career Level it becomes a Job which an individual performs.

Mercer WIN®
Select Results Criteria

The **Career Level** filter allows you to narrow down the Library jobs to the various career streams and levels using the checkboxes **(14)**.

Mercer WIN®
Select Results Criteria

The **Job Type** filter is another way to search for either Jobs, Core Jobs, Mercer Combined Jobs or all. If no selection is made here, a job level will be set up by default **(15)**.

Mercer WIN®
Select Results Criteria

You can refine your search by job title or job code using the **keyword** field **(16)** . For **exact phrases** - use double quotes **("")**; for **multiple jobs** - use semicolon **(;)**; for **partial title** - include an asterisk **(*)**; for **partial code** - include a decimal point separator and an asterisk **(. *)**. You can also use advanced search techniques to look for combinations of keywords **(AND)** or either of the keywords **(OR)**.

Mercer WIN®
Select Results Criteria

You can **adjust the search options** according to your preference; either by adding, removing or setting as default the relevant options **(17)**.

Mercer WIN®
Select Results Criteria

Based on your search criteria, once you click the **search** button **(18)**, the relevant results will appear at the bottom of the screen. You can select individual jobs or the whole group by clicking on the tick boxes **(19)**. To verify the job descriptions and compare between 2 and 5 roles, click the **compare** button **(20)**. Click **continue** to proceed to the results page **(21)**.
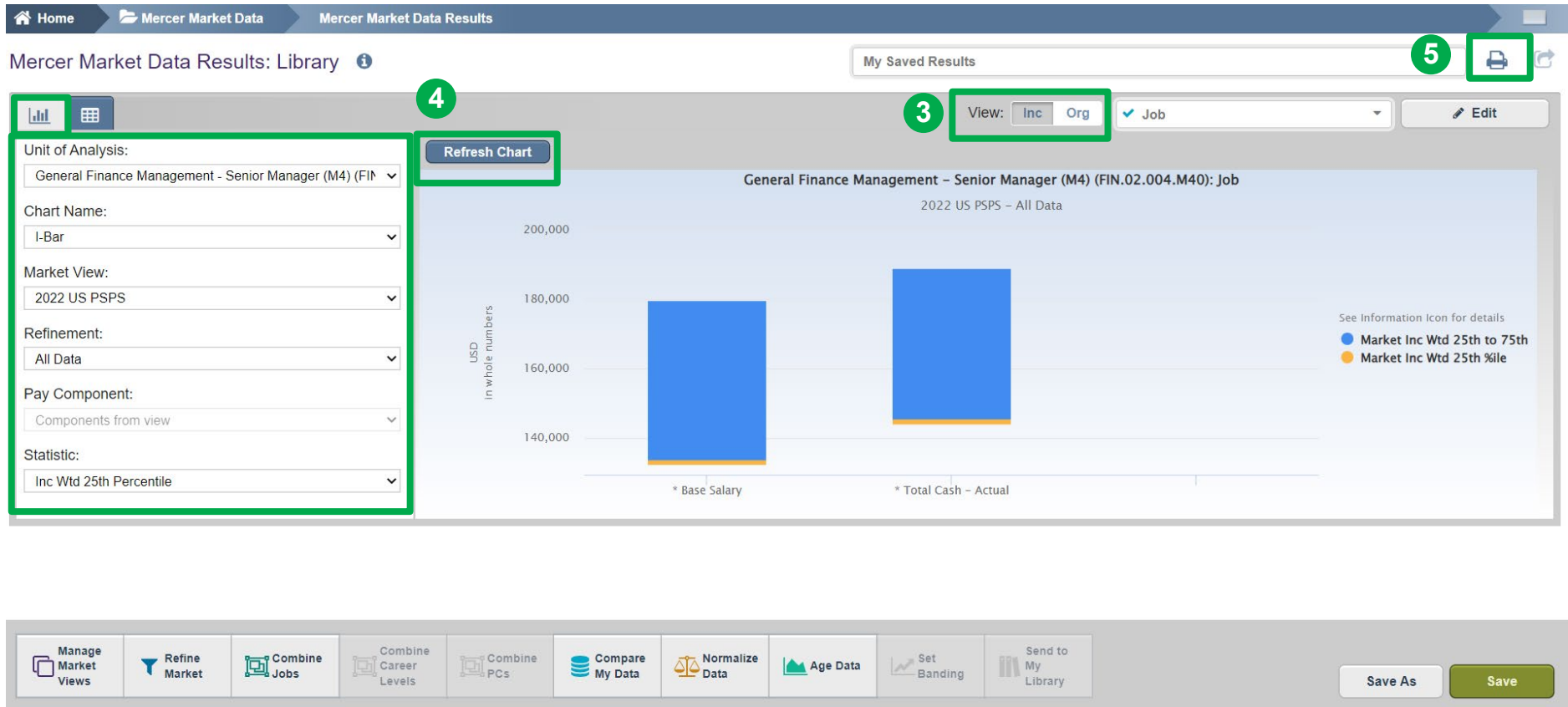
Mercer

Mercer WIN®

Results Page

Mercer WIN®
Results Page

You can view the results, which are automatically created in Mercer WIN®, in a **Chart view (1)**. Make any necessary adjustments **(2, 3)**. **Refresh the Chart (4)**. Charts can be also exported as PDF by clicking on the Print icon **(5)**.

Mercer WIN®
Results Page

The results can also be displayed in a **table** format **(6)**. If you opt to view the results in a table (instead of a chart), the previously selected positions will appear on the left- and the market results will be available on the right.

Mercer WIN®
Results Page

The market results by default show data based on **Base Salary** and **Total Cash (Actual),** and on **25th, 50th, 75th percentiles** along with **mean**. In order to add, remove, or change remuneration elements and additional statistics, click on **Edit View (7)**.

Mercer WIN®
Results Page

There is already some data pre-selected: Mercer Market Data, Statistics, and View By, which will appear under the **Selected** section **(9)**. However, this can be tailored to your needs and updated accordingly. Simply hit the arrows from the **Available Mercer Market Data** menu to expand the available options per category **(8)**.

Mercer WIN®
Results Page

Select **Statistics (10)** under the **Options** window pane on the left-hand side. By clicking on **Count/Weighted Statistics**, you will be able to view all the available options and select accordingly. Please note, customized percentiles are only applicable for actual data **(11)**. All items selected will appear under the **Selected** section **(12)**.

Mercer WIN®
Results Page

If you are not pleased with your selection, you can cancel by clicking the **Cancel** button **(13)**. Or you can click on **Done** to update your changes **(15)**. If you have not saved your own view yet, select **Save As (14)**.

Mercer WIN®
Results Page

Assign a name for the created view **(16)**. Press **Save (17)**. Now your search should appear in a table with your selected remuneration components and statistics. You can use the saved view as a template. It can be found on the upper section when you expand the view Menu.

31

Mercer WIN®
Results Page

The results can be viewed as either Incumbent Weighted or Organization Weighted **(18)**. **Incumbent weighted** equally weights each incumbent, which may lead to comparator dominance in the market. **Organization weighted** method gives equal weight to each organization to eliminate dominance and outliers.

Mercer WIN®
Results Page

The tool indicates the competitor market dominance by a **single asterisk**. A **double asterisk** indicates a mandatory data masking on account of either market dominance or low number of organizations/incumbents in the market **(19)**.

Mercer WIN®
Results Page

From the results page you can access the **results fly-outs** containing suggested alternative comparators including Jobs, Core Jobs and Mercer Combined Jobs **(20)**.

Mercer WIN®
Results Page

The **flags** will be highlighted for the selected job and the relevant roll-ups **(21)**. The system will also enlist additional alternative positions that you can add to your results for labor market comparators **(22)**. The **navigation pane** shows the location in Library structure **(23)**.

Mercer WIN®
Results Page

You can view the **description** of alternative selections in the fly-out window **(24)**.

Mercer WIN®
Results Page

You can quickly view compensation results for alternative selections **(25)**.

Mercer WIN®
Results Page

From the results fly-out page, you are able to **combine jobs** to create additional sets of data **(26)**.

Mercer WIN®
Results Page

Tick the jobs you would like to combine **(27)**, provide the name and code for the new combination **(28)**, and select the green tick button **(29)**. The name and code are used as identifiers, you can assign anything that is relevant to your analysis as it will not affect the data in any way

Mercer WIN®
Results Page

The jobs are now combined and will appear as top selection for "My Combined Job" **(30)**. Click on the **save** button to return to the results page **(31)**.

Mercer WIN®
Results Page

The combined jobs will also appear as "My Combined Job" at the top of the results page **(32)**. From this page, further refinements and adjustments will apply to the combined job as well.

Mercer WIN®
Results Page

Mercer WIN® allows you to **adjust the results** from various angles, by refining the data, combining jobs or position classes, comparing own data to competitors, normalizing data, or aging data **(1)**.

Mercer WIN®
Results Page

Manage selected surveys and adjustments - view surveys available to you

Adjustment of comparison market - set-up of comparison by headcount, region industry or peer groups,

Combination of standard benchmark jobs into hybrid position - combination of two or more position into specific benchmark job. **BE AWARE** that the value of the combined position are averages of each individual benchmarks.
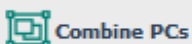
Combination of several position classes into a PC range - In this way you can compare values for your specific internal job grades.

Compares data of your organization, provided into the survey - Allows comparison by standard or customised percentile for average values (one job) or for individuals (based on ID numbers).
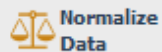
Change currency of results/align different currencies of several surveys into single one - set single currency for all survey results (up to 5 surveys at a time).
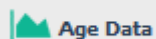
Data aging - model development of market or your own data by increasing them by customized percent.
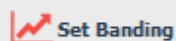
Banding – methodological set up of data calculation - Calculates data for all data (no banding) or separates data for calculation between individual contributors and managers (banding).

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Mercer WIN®

Refine Market®

General Scope Cuts and
Create Custom Data Sets

Mercer WIN®
Refine Market

The **Refine Market** option allows you to create different scope cuts - data sets can be narrowed by various factors such as Net Revenue, Peer Groups, Employee Location, among others **(2)**.

Mercer WIN®
Refine Market

The refinements can be applied from two levels, i.e. organization (pertaining to profiles of participating companies) or incumbents (referring to employees submitted into a salary survey) **(3)**.

Mercer WIN®
Refine Market

From the **Market Refinements** menu, use the arrows to select the desired category(ies) **(4)**. They will appear in the middle column for you to adjust checking the relevant box(es) **(5)**. Final selection can be found in the third column: **Selections (6)**.

Mercer WIN®
Refine Market

You can **combine market refinements** if you would like to see the results for a combination of selections. This option can be used to combine 2 or more data sets from the above list **(7)**. **Tick** your selections and click **Combine (8)**.

Mercer WIN®
Refine Market

A pop-up window will appear asking you to provide a name to this combined refinement. Make sure **Create a new market** is checked **(9)**. Click **Apply (10)**.

Mercer WIN®
Refine Market

Refine Market ℹ️

Market Refinements

▼ Organization
- All Data
- Gross US Revenue/Sales
- Number of Employees (Full Time Equivalent)
- FTE - Total Practice Support: Exempt
- FTE - Total Practice Support: Nonexempt
- FTE - Total Practice Support
- Number of Offices (Organization)
- Parent Organization Ownership
- Organization Type
- Peer Group

▼ Incumbent
- Employee Location - City State/Province
- Employee Location - State/Province
- Employee Location - Region (in-country)
- Employee Location - State
- Employee Location by Prime City
- Geographic Scope of Role
- Degree of Match
- **Family**
- Sub-Family
- Specialization
- Career Stream

Family

▼ 2022 US PSPS
- ⊟ Select All
  - ☐ Administration, Facilities & Secretarial
  - ☐ Communications & Corporate Affairs
  - ☐ Creative & Design
  - ☐ Customer Service & Contact Center Operations
  - ☐ Data Analytics/Warehousing, & Business Intelligence
  - ☑ Finance
  - ☐ General Management
  - ☐ Human Resources
  - ☐ IT, Telecom & Internet
  - ☐ Legal, Compliance & Audit
  - ☐ Project/Program Management
  - ☐ Quality Management
  - ☐ Real Estate Management, Property Development & Investment
  - ☐ Sales, Marketing & Product Management
  - ☐ Supply Chain

Selections (6)   [Clear All]

▼ 2022 US PSPS
- ☐ Gross US Revenue/Sales: 250 or more US …
- ☐ Gross US Revenue/Sales: Less than 250 U…
- ☐ Organization Type: Parent/Corporate
- ☐ Organization Type: Subsidiary
- ☐ Family: Finance

(11) ◉ Combined refinement

[Combine] [Check for Data]

☐ Exclude My Data

[Cancel] [Done ➜]

Your selection has now been combined; two interlocked circles should appear **(11)**.

Mercer WIN®
Refine Market

Once you have selected all of the data set variables by which you would like to view the market, it is a good practice to check the **availability of data (12)**. Next to each data set a small bar graph will appear. This smart color-coding graph will indicate the amount of data available within the tool **(13)**.

Mercer WIN®
Refine Market

You can tick the option to **exclude your data** from the market results (participation in the survey(s) is required) **(14)**. Once you have selected all of your refinements, click **done (15)**.

Mercer WIN®
Refine Market

All of the selected refinements will appear on the results page and the market statistics will be re-calculated automatically **(16)**.

Mercer WIN®

Create a Peer Group

Mercer WIN®
Create a Peer Group

If you would like to compare your own company to a defined list of competitors, you can create a **peer group (1)**.

Mercer WIN®
Create a Peer Group

Peer Groups can be created by clicking on the option under **Market Refinements (2)** and then by clicking **New** in the middle pane **(3)**.

Mercer WIN®
Create a Peer Group

Once done, you will be prompted to a new window that will allow you to create a peer group based on industry sector **(4)** or by selecting individual companies **(5)**. Click **Save** once you have made your selections to save the Peer Group and name it **(6)**.

Mercer WIN®
Create a Peer Group

Name your Peer Group and give it a brief description if you wish **(7)** and then click **Save (8).**

Mercer WIN®
Create a Peer Group

Rules to Remember When Creating a Peer Group

1) Once a Peer Group is created, it **cannot be edited or deleted.**

2) A minimum of 10 organizations are required to make a peer group out of which **8** have to be **distinct organizations.**

3) While comparing 2 peer groups, they have to differ by at least **4 distinct organizations.**

Distinct organization means companies belonging to different group companies. For example, if you select Mercer and Marsh then they will be counted as one company as they fall under the Marsh and McLennan Companies group.

Mercer WIN®

Combine Jobs

Mercer WIN®
Combine Jobs
Using the Results Adjustment Ribbon

Combine Jobs option allows you to combine results of all incumbents belonging to different benchmarks into a single benchmark. You can do it from two angles, one being the results adjustment ribbon **(1)**.

Mercer WIN®
Combine Jobs
Using the Results Adjustment Ribbon

If you are comparing several surveys, select the survey in which you want to combine the jobs **(2)**. **Tick** the positions you would like to combine **(3)** and hit the **combine** button **(4)**.

Mercer WIN®
Combine Jobs

Using the Results Adjustment Ribbon

Name the new combination of jobs and provide a code **(5)**. Click **Apply** to proceed **(6)**.

Mercer WIN®
Combine Jobs
Using the Results Adjustment Ribbon

Combine Jobs ℹ

2022 US PSPS ▾ | Combine

(7)

☐	Job Title	Job Type	Job Code	Family	Sub-family	Specialization	Career Stream	Career Level
	Budget/Cost Accounting - M...	My Combined Job	001	--	--	--	PROFESSIONAL	--
☐	General Finance Managem...	Job	FIN.02.004.P30	Finance	Finance Generalists	General Finance ...	PROFESSIONAL	Senior Profession...
☐	General Finance Managem...	Job	FIN.02.004.P20	Finance	Finance Generalists	General Finance ...	PROFESSIONAL	Experienced Prof...
☐	Financial Planning & Analysi...	Job	FIN.02.005.P30	Finance	Finance Generalists	Financial Plannin...	PROFESSIONAL	Senior Profession...
☐	Financial Planning & Analysi...	Job	FIN.02.005.P20	Finance	Finance Generalists	Financial Plannin...	PROFESSIONAL	Experienced Prof...
☐	Long-Term Business Strateg...	Job	GMA.02.001.P30	General Manage...	Business Strategy...	Long-Term Busin...	PROFESSIONAL	Senior Profession...
☐	Long-Term Business Strateg...	Job	GMA.02.001.P20	General Manage...	Business Strategy...	Long-Term Busin...	PROFESSIONAL	Experienced Prof...
☐	Innovation & Strategy - Seni...	Job	GMA.02.003.P30	General Manage...	Business Strategy...	Innovation & Strat...	PROFESSIONAL	Senior Profession...
☐	Innovation & Strategy - Exp...	Job	GMA.02.003.P20	General Manage...	Business Strategy...	Innovation & Strat...	PROFESSIONAL	Experienced Prof...
☐	Business Continuity Plannin...	Job	GMA.03.032.P30	General Manage...	Risk Management	Business Continui...	PROFESSIONAL	Senior Profession...
☐	Finance Business Partners -...	Job	FIN.02.001.P30	Finance	Finance Generalists	Finance Business...	PROFESSIONAL	Senior Profession...
☐	Finance Business Partners -...	Job	FIN.02.001.P20	Finance	Finance Generalists	Finance Business...	PROFESSIONAL	Experienced Prof...
☐	Accounting - Senior Professi...	Job	FIN.06.001.P30	Finance	Accounting	Accounting	PROFESSIONAL	Senior Profession...
☐	Accounting - Experienced P...	Job	FIN.06.001.P20	Finance	Accounting	Accounting	PROFESSIONAL	Experienced Prof...
☐	Tax - Senior Professional (P3)	Job	FIN.07.001.P30	Finance	Tax	Tax	PROFESSIONAL	Senior Profession...
☐	Tax - Experienced Professio...	Job	FIN.07.001.P20	Finance	Tax	Tax	PROFESSIONAL	Experienced Prof...
☐	Treasury - Senior Professio...	Job	FIN.08.001.P30	Finance	Treasury	Treasury	PROFESSIONAL	Senior Profession...

(8)

Cancel | **Save**

The combined job will appear at the top of the list **(7)**. Click on **Done** to return to the results page **(8)**.

Mercer WIN®
Combine Jobs

Using the Results Adjustment Ribbon

The combined jobs will also appear as "My Combined Job" at the top of the results page **(9)**. From this page, further refinements and adjustments will apply to the combined job as well.

Mercer WIN®
Combine Jobs
Using Fly-Outs

You can also combine jobs via the **results fly-out** window which contains suggested alternative comparators including Jobs, Core Jobs and Mercer Combined Jobs **(10)**.

Mercer WIN®
Combine Jobs
Using Fly-Outs

Click **combine jobs** to create additional sets of data **(11)**.

Mercer WIN®
Combine Jobs
Using Fly-Outs

Tick the jobs you would like to combine **(12)**, provide the name and code for the new combination **(13)**, and click the green tick button **(14)**. The name and code are used as identifiers, you can assign anything that is relevant to your analysis as it will not affect the data in any way

Mercer WIN®
Combine Jobs
Using Fly-Outs

The jobs are now combined and will appear as top selection for "My Combined Job" **(15)**. Click on the **save** button to return to the results page **(16)**.

Mercer WIN®
Combine Jobs
Using Fly-Outs

The combined jobs will also appear as "My Combined Job" at the top of the results page **(17)**. From this page, further refinements and adjustments will apply to the combined job as well.

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Compare my Data

Mercer WIN®
Compare my Data

The **Compare My Data (1)** feature is used to enable a comparison of submitted company data against the market data. The option allows the you to customize the comparison.

Mercer WIN®
Compare my Data

Tick **Compare My Data (2)** to switch the feature on and off. Select the **Statistics to Compare (3)** to customize the market statistic with which you want to compare your own data. By default, median is selected. Select the **Display (4)** option to choose the way you would like to view the data: by average, by individual employees (Lists down individual incumbent details along with employee IDs). The refinements applied on the market will be applied to your own data as well. The second option allows you to save the customized settings as your default settings **(5)**. Click on the **Apply (6)** button to enable the changes.

Mercer WIN®
Compare my Data

The **Compare My Data (7)** feature will now be ON. The **My Data Amount (8)** column will appear once the Compare My Data option has been enabled.

Mercer WIN®

Age Data

Mercer WIN®
Age Data

The **Age Data (1)** option allows you to age the survey data. This is useful when you are forecasting or using older data in a rapidly changing market. You can age either the market data, your data, if you are a participant, or both by the same factor.

Mercer WIN®
Age Data

This option helps to Age Market data **(2)** or Your Own data **(3)**. **Age to (4)** option helps you to choose the Date to which you would like to age the data. Effective Date **(5)** indicates the date on which data was effective. No data collection happened post this date. User is required to enter an annualized salary increase percentage for the **Publication Year (6)**. When such a number is not available, one can use a proxy variable such as the annualized inflation percentage. In the **Next Year (7)** column enter the annualized salary increase percentage for the years subsequent to the publication year. Once you click on **Calculate (9)**, the **Aging Factor (8)** will be displayed.In the last step select **Apply (10)**.

Mercer WIN®

Normalize Data

Mercer WIN®
Normalize Data

The **Normalize Data (1)** option allows the user to convert the data into different currencies. By default all data is displayed in the local currency or the currency of the published data.

Mercer WIN®
Normalize Data

Activate the **Data Scaling (2)**, choose a way of scaling data from the drop down list.

Mercer WIN®
Normalize Data

The **Convert Currencies (3)** section helps to recalculate data into a different currency. Tick the box to activate it and select the currency from the drop-down list **(4)**.

Mercer WIN®
Normalize Data

You can select the **Conversion Method (5)** from the drop down list. It is advised to select the latest three month average **(6)**.

Mercer WIN®
Normalize Data

Once all the selections have been made, click on **Calculate (7)** and **Apply (8)** to apply the exchange rate to all data. The **Exchange Rate (9)** is shown here after calculation.

Mercer WIN®
Normalize Data

Once you click on apply, data will be recalculated as shown in the snapshot above **(10)**. The **Normalize Data (11)** feature will now be ON.

Mercer WIN®

Save Results

Mercer WIN®
Save Results

Save multiple versions of your search results to be able to return to them in the future. Click on Save As **(1)** option to save the results for later use.

Mercer WIN®
Save Results

Type in the name of your customized results **(2)** and select **Save (3)**.

Mercer WIN®
Save Results

Your saved results will appear in the dropdown **(4)**. These can be accessed anytime for later use.

Mercer WIN®
Exporting the File

Mercer WIN®
Exporting the File

The market data can be exported into a Microsoft Excel file by using the Export Option **(1)**.

Mercer WIN®
Exporting the File

After Export Options pop-up window appears, provide file name **(2)**, select file format **(3)** and click on **Done (4)**.

Mercer WIN®
Exporting the File

Once you click **Done** a **Progress Center Notification** will appear.

Mercer WIN®
Exporting the File

All exported files and documents are stored in the **Progress Center (5)**.

Mercer WIN®
Exporting the File

Click on the Progress Center **(6)** to open the dropdown list that shows details of all the converted files. To download a file simply click on the Document Name **(7)**.

Mercer WIN®

View Data by Position Class

Mercer WIN®
View Data by Position Class

To view data by **Position Class (PC),** select a different view from the drop-down menu **(1)**. Once the **Position Class** option has been selected, the option to filter by **Position Class** will become active **(2)**.

Mercer WIN®
View Data by Position Class

You can select the **Position Class** range as needed **(3)**.

Mercer WIN®
View Data by Position Class

Once all the selections have been made, click on **Search** to view the results **(4)**. The system will display the available data for the PC or the PC range selected **(5)**. Click on **Continue** to view the results **(6)**.

Mercer WIN®
View Data by Position Class

By default, the view setting will be set to **Regression** and **Organization Weighted**. This can be changed anytime using the toggle buttons **(7)**. The data is now visible as per **Position Class (8)**.

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Mercer WIN®

Combine PCs

Mercer WIN®
Combine PCs

Mercer Market Data Results: Library ⓘ

My Saved Results ▾

View: **Actual** | Regression | Inc | **Org** | Position Class ▾ | ✏ Edit

↻ Modify Search | ⤢ Resize Columns

Market View	Position Class	Base Salary						Total Cash - Actual		
		Num Orgs	Num Obs	Org Wtd 25th %ile	Org Wtd Mean	Org Wtd Median	Org Wtd 75th %ile	Num Orgs	Num Obs	Org Wtd 25th %ile
▾ 2022 China 1st Tier Cities High Tech (1st edition ...										
▾ All Data										
	40	80	2,523	40,330	64,651	62,959	81,752	80	2,523	50,994
	41	76	31,240	43,615	65,394	58,506	77,963	76	31,240	50,462
	42	98	2,078	51,365	63,751	66,212	75,442	98	2,078	63,040
	43	143	16,744	60,000	91,026	78,513	101,780	143	16,744	71,700
	44	131	2,441	78,000	117,169	104,158	137,162	131	2,441	87,110
	45	232	10,671	88,243	125,174	110,623	142,198	232	10,671	102,917
	46	272	22,081	100,724	140,025	131,350	160,964	272	22,081	120,617
	47	288	26,614	123,231	164,696	156,822	199,136	288	26,614	144,135
	48	201	44,443	139,497	195,782	182,364	228,190	201	44,443	167,112
	49	244	35,241	160,770	240,423	224,262	297,917	244	35,241	188,617
	50	293	25,902	205,771	289,523	271,376	334,146	293	25,902	243,545
	51	302	56,612	223,303	330,919	303,018	404,026	302	56,612	276,289

Manage Market Views	Refine Market	Combine Jobs	Combine Levels	**(1)** **Combine PCs**	Compare My Data	Normalize Data	Age Data	Set Banding	Send to My Library	260 total results

Save As | Save

Option **Combine PCs** is available only while view settings are set to **Actual (1)**.

Mercer WIN®
Combine PCs

Tick the boxes next to each position class you would like to combine. At one time several ranges can be created, however they should not overlap **(2)**. Once ready, click **Combine (3)**.

Mercer WIN®
Combine PCs

Position Classes are now combined **(4)**. To un-combine the PCs, click the **x** button next to the combined PCs. To save this PC combination, click **Save combination (5)**. Name the saved set of combined position classes then within that window click save. Your saved combination will then appear under the **Saved PC Combinations dropdown (6)**. To come back to the table view, click **Save (7)**.

Mercer WIN®
Combine PCs

Position Classes are now combined and the corresponding statistics have been recalculated **(8)**. If you want to undo or adjust your selection, click on **Combine PCs** again **(9)**.

Mercer WIN®
Combine PCs

By clicking on the arrow, select from the drop down menu the surveys for which you want to undo the changes **(10)**. Press **Undo All (11)** if you want changes to apply to all surveys. Select the **OK** or **Cancel** button depending on the action you would like to take **(12)**.

Mercer WIN®
Combine PCs

MERCER WIN® by Position Class

Mercer **WIN**® by Position Class will function almost entirely the same way as Mercer **WIN**® by Job.

Points to Remember

1) The feature **Combine PC** and **View** are available only when the **Actual** setting is enabled.

2) These features become disabled in the **Regression** view.

Mercer

Thank You

If you have any questions please contact our US & Canada client service team:

surveys@mercer.com

800-333-3070

welcome to

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