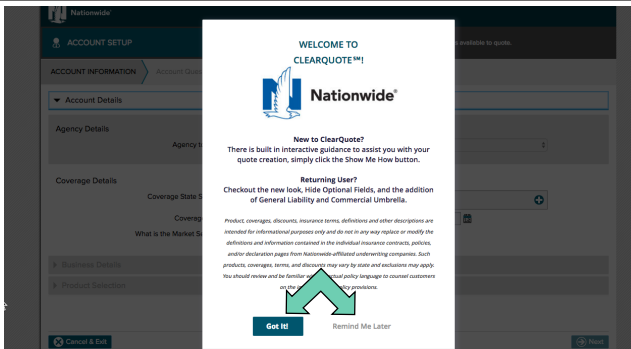


Show Me How

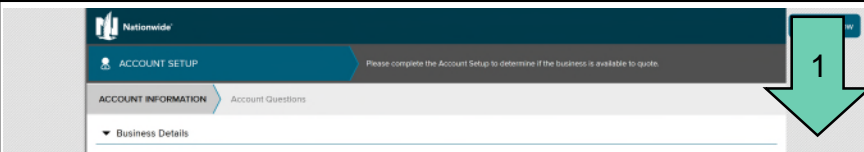
Access and Functionality

This job aid demonstrates the functionality of Show Me How and how to access it in ClearQuote and PolicyCenter.

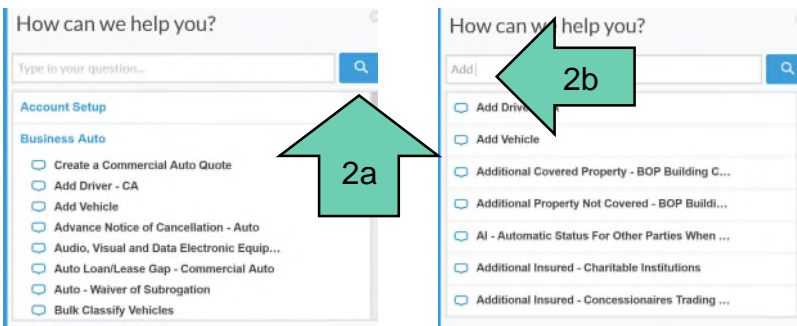
Upon Entering ClearQuote or PolicyCenter:

Action	Screen
<p>Upon entering ClearQuote or PolicyCenter, users may see what we call a splash screen.</p> <p>Got It!</p> <ul style="list-style-type: none"> The user will not see this splash screen again. <p>Remind Me Later</p> <ul style="list-style-type: none"> The user will see this splash screen the next time they enter ClearQuote or PolicyCenter. 	

ClearQuote Access & Functionality: Step 1

Action	Screen
<p>1. To access Show Me How in ClearQuote, click the Show Me How button in the top right corner of the screen. The Show Me How menu appears.</p>	

ClearQuote Access & Functionality: Step 2

Action	Screen
<p>2. There are two ways to interact with the menu.</p> <p>a. You can click the arrow next to the line of business; this expands showing all available assistance for that line of business (recommended). OR</p> <p>b. You can start typing in the search bar. As you type, assistance that most closely matches your search begins to populate.</p>	 <p>NOTE: If you choose the 2(b) option, keep in mind that you may not know the line of business for which the assistance applies. Many lines of business have coverage options with similar names.</p>

By accepting a copy of these materials:

- I agree that I am either: (a) an employee or Contractor working for Nationwide Mutual Insurance Company or one of its affiliates or subsidiaries ("Nationwide"); or (b) an Independent Sales Agent who has a contract and valid appointment with Nationwide; or (c) an employee of or an independent contractor retained by an Independent Sales Agent; or (d) an Independent Adjuster who has a contract with Nationwide; or (e) an employee of or an independent contractor retained by an Independent Adjuster.
- I agree that the information contained in this training presentation is confidential and proprietary to Nationwide and may not be disclosed or provided to third parties without Nationwide's prior written consent.
- I acknowledge that: (i) certain information contained in this training presentation may be applicable to licensed individuals only and access to this information should not be construed as permission to perform any functions that would require a license; and (ii) I am responsible for acting in accordance with all applicable laws and regulations.
- I agree that I will return or destroy any material provided to me during this training, including any copies of such training material, when or if any of the following circumstances apply: (a) my Independent Sales Agent agreement with Nationwide is cancelled or I no longer hold any appointments with Nationwide; (b) my employment with or contract with a Nationwide Independent Sales Agent is terminated; (c) my Independent Adjuster contract with Nationwide is terminated; (d) my employment with or contract with a Nationwide Independent Adjuster is terminated; or (e) my employment or contract with Nationwide is terminated for any reason.

Show Me How Access and Functionality

ClearQuote Access & Functionality: Step 3

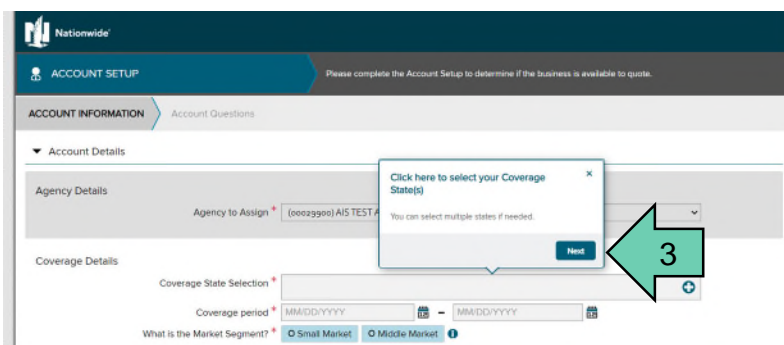
Action

3. Click the Next button within the balloon to proceed to the next step in the process.

If the user decides that they don't want or need additional help, they can click on the "X" in the top right corner of the balloon to close the Walk-Thru.

NOTE: Some steps within a Walk-Thru may simply remind the user to verify information.

Screen

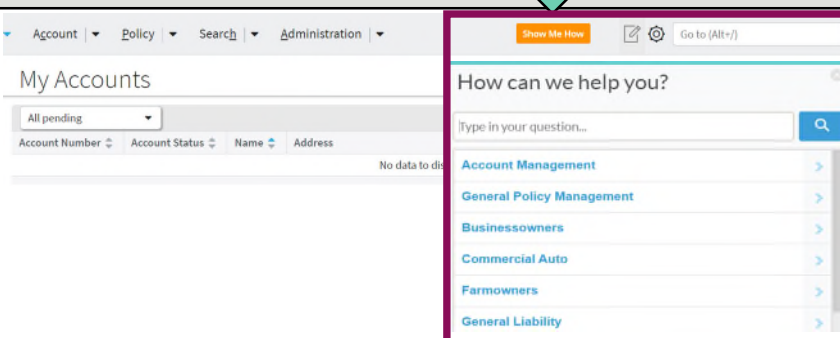


PolicyCenter Access & Functionality: Step 1

Action

1. The Show Me How button in **PolicyCenter** is located at the top of the screen and is orange. Clicking the Show Me How button opens a menu box which expands when clicking on a topic.

Screen



PolicyCenter Access & Functionality: Steps 2 & 3

Action

2. Clicking on the arrow in the Account Management line opens a menu of available Walk-Thru's.
3. Clicking on the arrow in the General Policy Management line opens a menu of available Walk-Thru's.

The PolicyCenter Walk-Thru functionality is essentially the same as within ClearQuote, offering step by step instructions and tips.

Screen

