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# Online Report Options

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# Notes

# Online Report Options

*Culpepper Compensation Surveys* report comprehensive data on base salaries, incentives, allowances, total cash compensation, equity compensation, pay practices, and employee benefits. We report worldwide data for companies of all sizes, ranging from small private firms to multi-national corporations. Our surveys include a wide range of jobs that cover every area, function, and level of IT, technology, and life science organizations.

Our surveys follow an evergreen survey cycle. We collect data throughout the year and update our compensation survey participant database on the first of each month, allowing you to base your compensation decisions on always-current data.

We offer three types of compensation reports to fit your compensation data needs: *Pre-Built Reports*, *Single Job Reports*, and *Custom Excel Compensation Report Service*.

To request or view one of our online compensation reports, login at [www.culpepper.com](http://www.culpepper.com) and click on the appropriate survey in the *Compensation Survey Reports* section on the *Subscription Services Main Menu*.

## Pre-Built Compensation Reports

Our *Pre-Built Compensation Reports* allow you to quickly download pre-formatted and assembled compensation reports in Excel and PDF formats. They include compensation data for all available jobs and the most relevant data cuts. We prepare these reports for your convenience and update the data twice a year (January/July).

**Tip:** *Pre-Built Compensation Reports* are helpful if you need basic compensation data for one or more jobs and you do not have time to request a custom report with your own data cuts or preferences.

## Single Job Compensation Reports

Our *Single Job Compensation Reports* allow you to quickly request detailed cash compensation data for one job at a time. The report is delivered on-screen in a ready-to-print web page. Data is updated monthly.

**Tip:** *Single Job Compensation Reports* are helpful if you need to market price basic compensation data for one job at a time (e.g., new hire or salary negotiations).

## Custom Excel Compensation Report Service

Our *Custom Excel Compensation Report Service* allows you to select preferences for compensation components, statistical metrics, data cuts, benchmark groups, data aging, and effective salary date. You can save your report preferences, in an unlimited number of profiles, for use in future reports or to share with other users in your company.

**Tip:** *Custom Excel Compensation Reports* are helpful if you need to market price multiple jobs at the same time and prefer to select your own compensation components and data cuts.

# Compensation Report Guidelines

## View Your Company's Data for Market Comparisons

Our *Single Job* and *Custom Excel* compensation reports include a separate row of data that shows your company's pay levels for each selected job, allowing you to see how you compare to market. This helps you quickly detect which jobs are above or below market rates, providing a useful method of communicating exceptions to management.

**Note:** *Your company's data is never visible by other participants or organizations.* It is only reported in aggregate form with other participant data.

## Data Cuts

Our *Single Job* and *Custom Excel* compensation reports allow you to select from a variety of different data cuts.

- Geographic Location
- Annual Revenue
- Number of Employees
- Industry Sector
- Corporate Status (Public, Private, Non-Profit, Government)
- Annual Quota/Sales Responsibility (Sales jobs only)

Additionally, we provide special data cuts for start-ups and VC-funded companies.

- Founder of Company
- Source of Start-up Funding
- Financing Round Most Recently Completed
- Cumulative Start-up Funding Obtained

If sufficient data is available, we allow you to filter data by combining two different data cuts (i.e. cross-tab, two-dimensional data cut). Examples include, but are not limited to:

- Industry Sector by Geographic Location
- Company Size by Geographic Location
- Company Size by Industry Sector
- Corporate Status by Industry Sector

### Tips for Selecting Data Cuts

- The predominant factor influencing pay for most non-executive and non-sales jobs is geographic location.
- Executive compensation is influenced primarily by company size (annual revenue, number of employees).
- Pay for sales jobs is highly correlated with Annual Quota/Sales Responsibility.

## Custom Benchmark/Peer Groups

Our *Custom Excel Compensation Report Service* provides you with the ability to create and save an unlimited number of custom benchmark groups comprised of individually selected companies. For confidentiality reasons, each group must contain 10 or more companies and data is reported in aggregate form.

## Roll-up Jobs

Roll-up jobs contain data from the combination of two or more jobs of the same level in similar job families.

Example:

**The following jobs**

- TE10-45-052 Senior Systems/Network Administrator (Linux/UNIX)
- TE10-45-102 Senior Systems/Network Administrator (Microsoft)
- TE10-45-152 Senior Systems/Network Administrator (General)

**roll-up into**

- TE10-45-202 Senior Systems/Network Administrator (Roll-up)



**Note:** Roll-up jobs are only available for report output.

**Tip:** Roll-up jobs are useful for multiple reasons. First, roll-up jobs provide more robust data samples. Second, since some participants match data to specific jobs while others match to general jobs, roll-ups provide the only way to capture data from all participants matching to specific and general jobs within similar job families.

## Job Level Combinations

In addition to viewing data for individual levels within job families, the *Custom Excel Compensation Report Service* allows you to view two job level combinations for executive jobs and six job level combinations for non-executive jobs. Job level combinations aggregate data for similar job levels within a job family.

### Executive Job Levels

| Culpepper Level  | 9<br>Officer - Corporate | 8<br>Officer - Subsidiary | 7<br>Senior Executive       | 6<br>Executive |
|------------------|--------------------------|---------------------------|-----------------------------|----------------|
| Job Level Combos | Executive Officer Level  |                           | Executive Non-Officer Level |                |

### Non-Executive Job Levels

| Culpepper Level  | 9<br>Senior Director | 8<br>Director | 7<br>Senior Manager | 6<br>Manager | 5<br>Supervisor/<br>Project Mgr/<br>Coordinator | 4<br>Senior Advisory        | 3<br>Advisory | 2<br>Senior                  | 1<br>Intermediate | 0<br>Associate |
|------------------|----------------------|---------------|---------------------|--------------|---|-----------------------------|---------------|------------------------------|-------------------|----------------|
| Job Level Combos | Director Level       |               | Manager Level       |              |   | Advisory Level              |               | Individual Contributor Level |                   |                |
|                  | Leadership Level     |               |                     |              |   | Individual / Advisory Level |               |                              |                   |                |

**Tip:** Job level combinations are useful for organizations with broad job levels and for circumstances when an employee does not fit neatly in one of our job levels. Use our level-cutter guides to help determine the best match within a job family.

# Compensation Component Outputs

The *Custom Excel Compensation Report Service* allows you to select from a variety of different compensation components and statistical outputs.

- Base Salary
- Cash Incentives
- Total Cash Compensation
- Allowances
- FLSA Exemption Status
- Job Grade Salary Ranges
- Billing Rates
- Stock Options
- Stock Awards
- Ownership

You can select one or more statistical metrics for calculating compensation data components:

- Average
- Percentiles (10th, 25th, 33rd, 40th, 50th, 60th, 67th, 75th, 90th)

## Selecting a Data Aging Preference

Our *Custom Excel Compensation Report Service* gives you the option to view cash compensation data adjusted to a common effective salary date using budgeted base salary increase factors provided by participants. Alternatively, you can view raw data (in aggregate form) collected from participants that is not aged/adjusted.

## Compensation Outputs

### Base Salary, Cash Incentives, and Total Cash Compensation

- Base Salary
- Base Salary (as % of Total Targeted Cash Compensation) - New for 2008
- Base Salary (as % of Total Prior Year Cash Compensation) - New for 2008
- Fixed Salary
- Additional Short-Term Cash & Allowances
- Cash Incentives (Targeted)
- Cash Incentives (Actual Prior Year) - New for 2008
- Cash Incentives (Targeted as % of Base) - New for 2008
- Cash Incentives (Actual Prior Year as % of Base) - New for 2008
- Total Cash Compensation (Targeted)
- Total Cash Compensation (Actual Prior Year) - New for 2008

### Allowances

- Car Allowances
- Housing Allowances

## Eligibility to Receive Incentives and Allowances

- % of Incumbents Eligible to Receive Cash Incentives - New for 2008
- % of Incumbents Eligible to Receive Car Allowances - New for 2008
- % of Incumbents Eligible to Receive Housing Allowances - New for 2008

**Tip:** Base salaries can vary significantly between incumbents who are eligible and not eligible for cash incentives and allowances. We provide an option for you to filter data by cash allowance and incentive eligibility, allowing you to more accurately set salaries and total cash compensation.

## FLSA Exemption Status

- % of Incumbents FLSA Exempt (US jobs only)

## Job Grade Salary Ranges

- Minimum Job Grade Salary Range
- Most Typical Job Grade Salary Range
- Maximum Job Grade Salary Range

## Billing Rates

- Hourly Billing Rates
- Hourly Billing Rates as % of Base Salary
- Hourly Billing Rates as % of Total Compensation

## Equity Compensation & Ownership Outputs

### Eligibility to Receive Equity Awards

- % of Incumbents Eligible to Receive Stock Option Awards - New for 2008
- % of Incumbents Eligible to Receive Stock Awards - New for 2008

### New Hire Stock Option Awards

- New-Hire Stock Option Awards
- Number of New-Hire Options
- Face Value of New-Hire Options
- Face Value of New-Hire Options (as % of Base Salary) - New for 2008

### Ongoing Stock Option Awards

- Number of Ongoing Stock Shares/Units
- Face Value of Ongoing Stock Shares/Units
- Face Value of Ongoing Stock Shares/Units (as % of Base Salary) - New for 2008

### Stock Options Held

- Number of Unvested/Unexercisable Stock Options Held
- Number of Vested/Unexercisable Stock Options Held - New for 2008
- % of Held Options Vested
- Total Number of Stock Options Held - New for 2008
- % of Stock Option Pool Held

### **New Hire Stock Awards**

- Number of New Hire Stock Shares/Units - New for 2008
- Face Value of New Hire Stock Shares/Units - New for 2008
- Face Value of New Hire Stock Shares/Units (as % of Base Salary) - New for 2008

### **Ongoing Stock Awards**

- Number of Ongoing Stock Shares/Units - New for 2008
- Face Value of Ongoing Stock Shares/Units - New for 2008
- Face Value of Ongoing Stock Shares/Units (as % of Base Salary) - New for 2008

### **Restricted/Unearned Stock Awards Held**

- Number of Restricted/Unearned Stock Shares/Units Held - New for 2008
- Restricted/Unearned Stock Shares/Units (as % of Total Undiluted Shares)
- Restricted/Unearned Stock Shares/Units (as % of Total Diluted Shares)

### **Ownership**

- % of Ownership Undiluted
- % of Ownership Fully Diluted

### **Equity Compensation by Salary Level Report**

For most jobs, there is a high correlation between base salaries and the value of equity awards. In addition to viewing equity data for individual jobs, it is useful to view equity compensation segmented by salary level. Our new *Equity Compensation by Salary Level Report*\* allows you to analyze stock options and stock awards for broad groups of employees for different salary bands.

\* We expect to begin reporting data for new outputs in mid-2008.