

# NEXTCOMP.NET

## Setup Process

- Create **NEXTCOMP.NET** account
- Identify survey providers/sources
- Gather survey data via website, CD, or other means
- Identify the survey data fields for loading from each survey provider/source
- Copy the survey data and survey job summaries from the source file(s) and paste them into the **NEXTCOMP.NET** survey data loading template
- Load survey data, including the survey job summaries using the **NEXTCOMP.NET** *Survey data loading wizard*
- Load internal job and employee data using the **NEXTCOMP.NET** *My Organization data loading wizard*
- Match internal jobs to the survey jobs using the **NEXTCOMP.NET** *Match import wizard*
- Conduct training