SkyMinder New User Interface

Quick guide

1ST DECEMBER 2025

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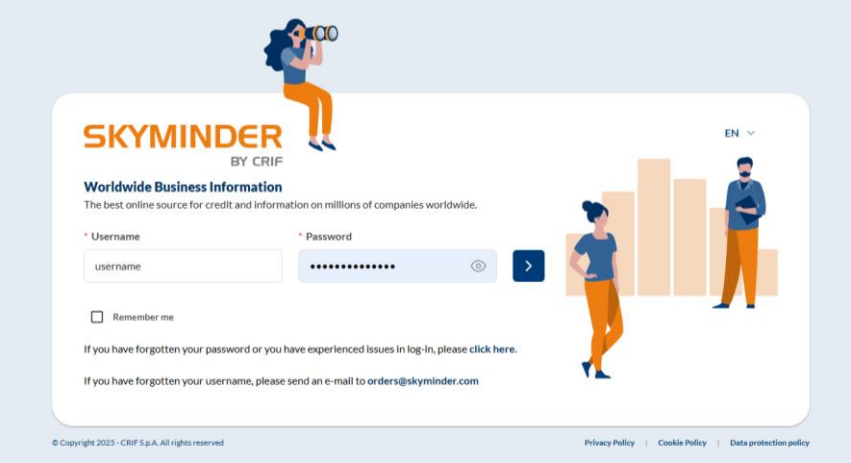
1. LOGIN PAGE

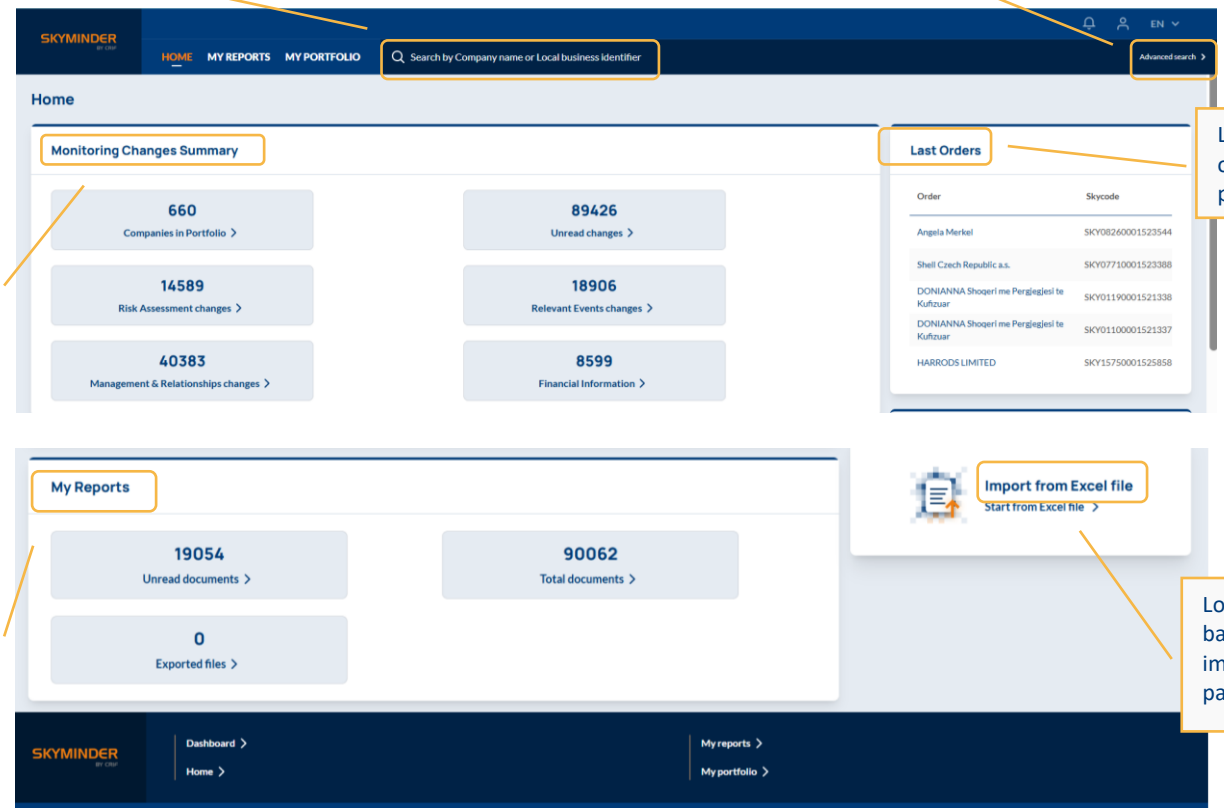
To log in, simply use **your EXISTING username and password** — they haven't changed.



2. SKYMINDER HOMEPAGE

Quickly search for a company using the search bar at the top of the page…

… or select 'New Advanced Search' to access the full search page.



Overview of monitored companies

Last orders placed

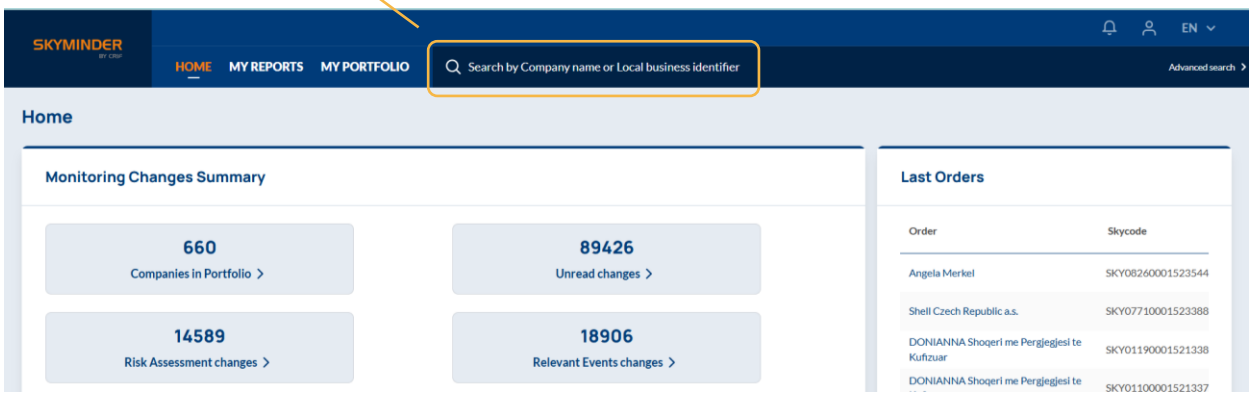
Overview of report purchased and link to MY REORT

Login to batch import page

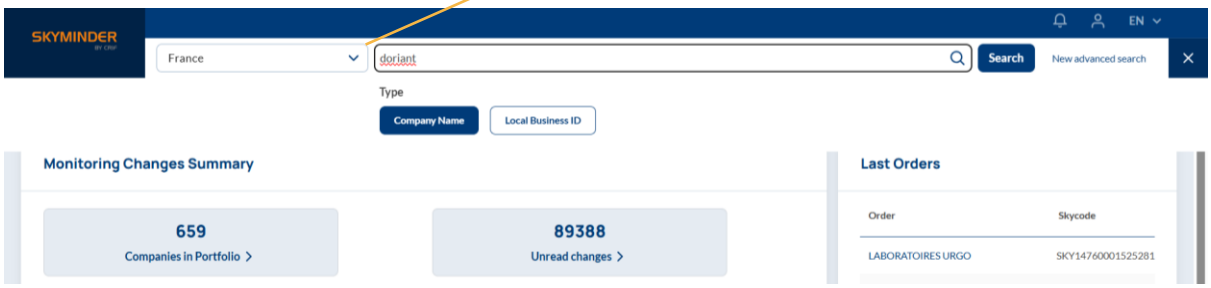
3. SEARCH AND ORDER A REPORT

3.1. Quick search bar

Click here to quickly search for a **company.**

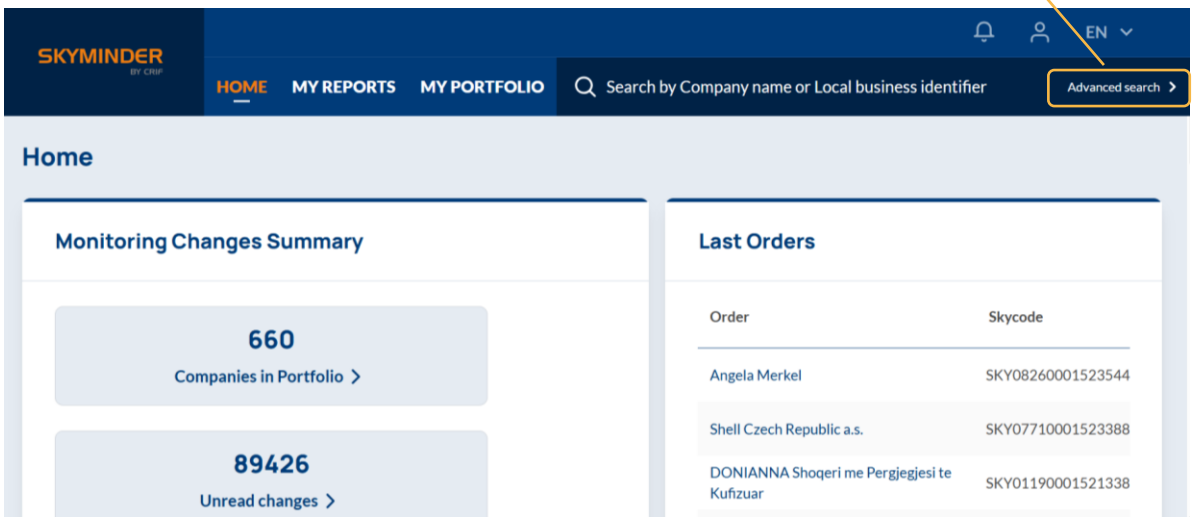


From the dropdown menu, choose the appropriate **country**, type the **company name** in the designated field and press the **Search** button to display results.
If available, click on **Local Business ID** and enter the ID to search by this identifier.



3.2. Advanced search

Click here for Advanced Search

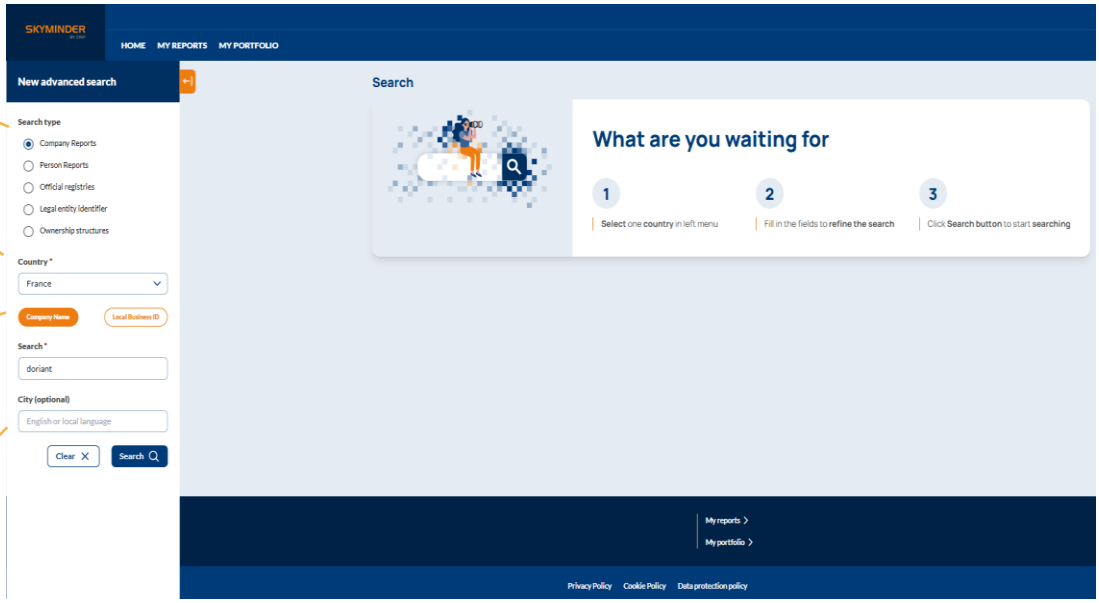


Select Search Type (company, person, official registries, LEI)

Choose country

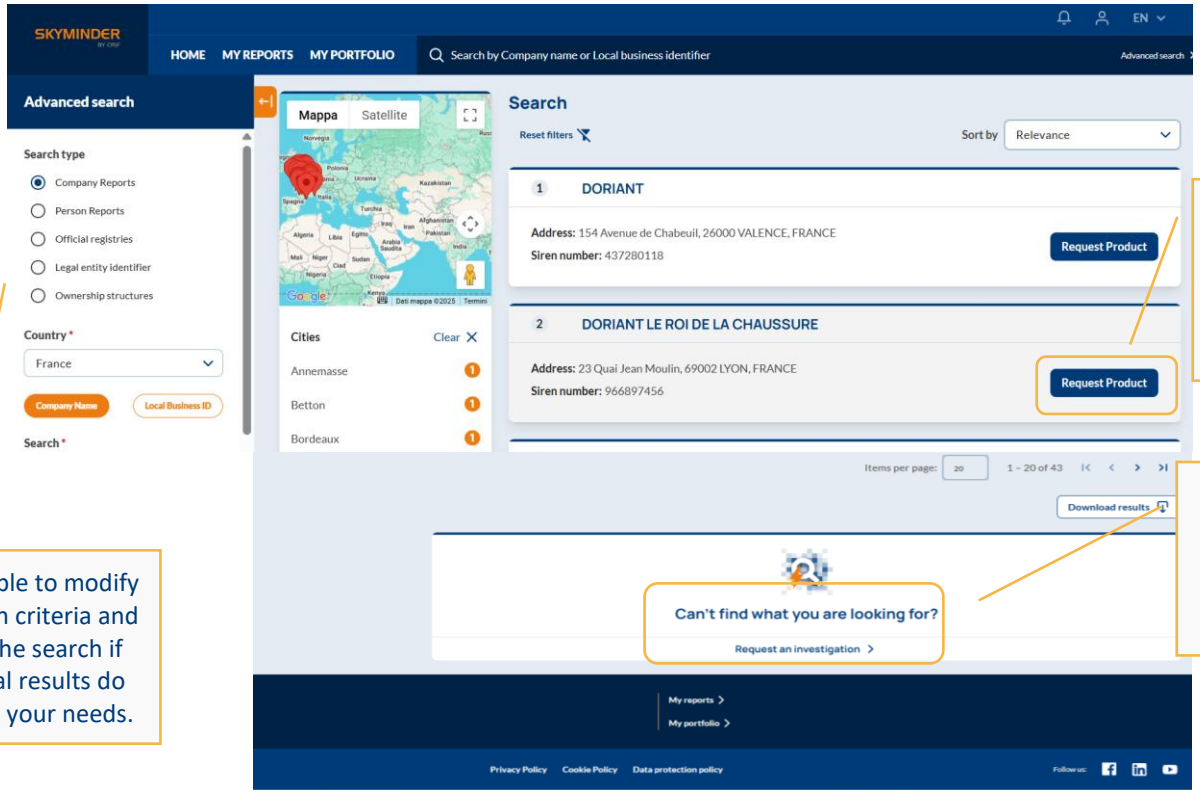
Seach by company name or by local business id (if available)

Insert company name (or local business id) and city (optional), then click on Search



3.3. Search results

After the search, results are displayed. You can select the company from the list. If the entity you're looking for is missing, you can edit the search criteria on the left and search again, or click "Can't find what you're looking for?" to request the entity even if it's not listed.



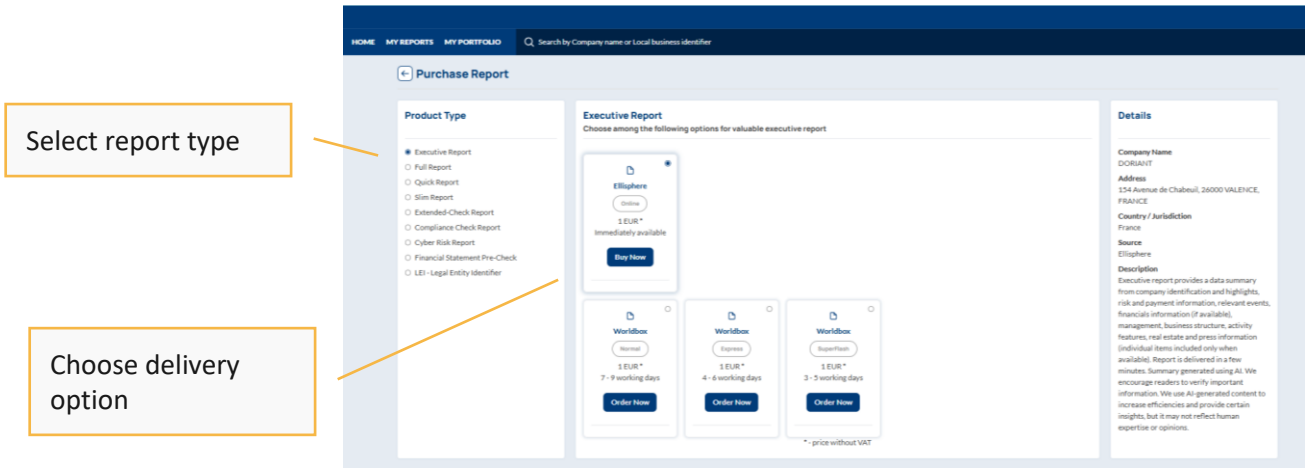
Select company by clicking on Request Product

Request a report even if the entity is not displayed in the result

It is possible to modify the search criteria and repeat the search if the initial results do not meet your needs.

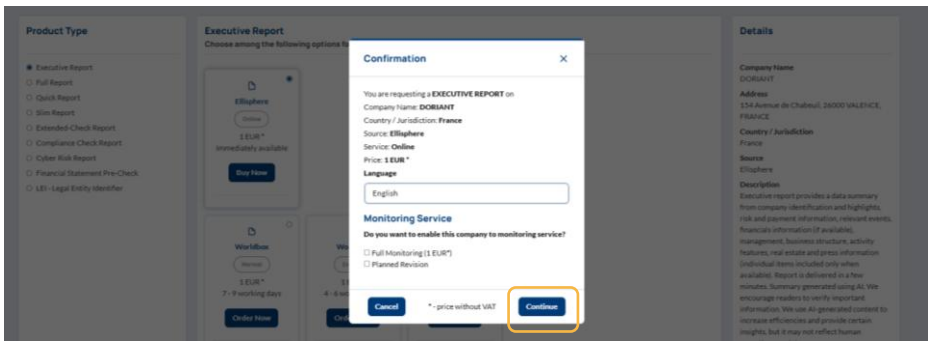
3.4. Select company/entity and proceed with the order

Select report type and then choose delivery option to proceed with the order by clicking on BUY NOW for online reports or ORDER NOW for offline reports.

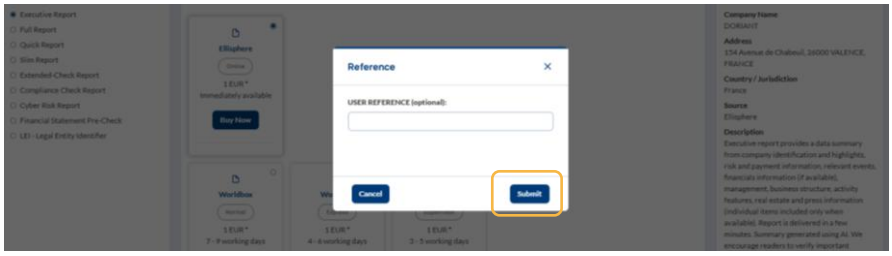


3.4.1 If you select BUY NOW

If you click **BUY NOW**, a confirmation box will appear; click **Continue** to proceed with the order. If available, you can also enable monitoring by selecting the desired monitoring solution.

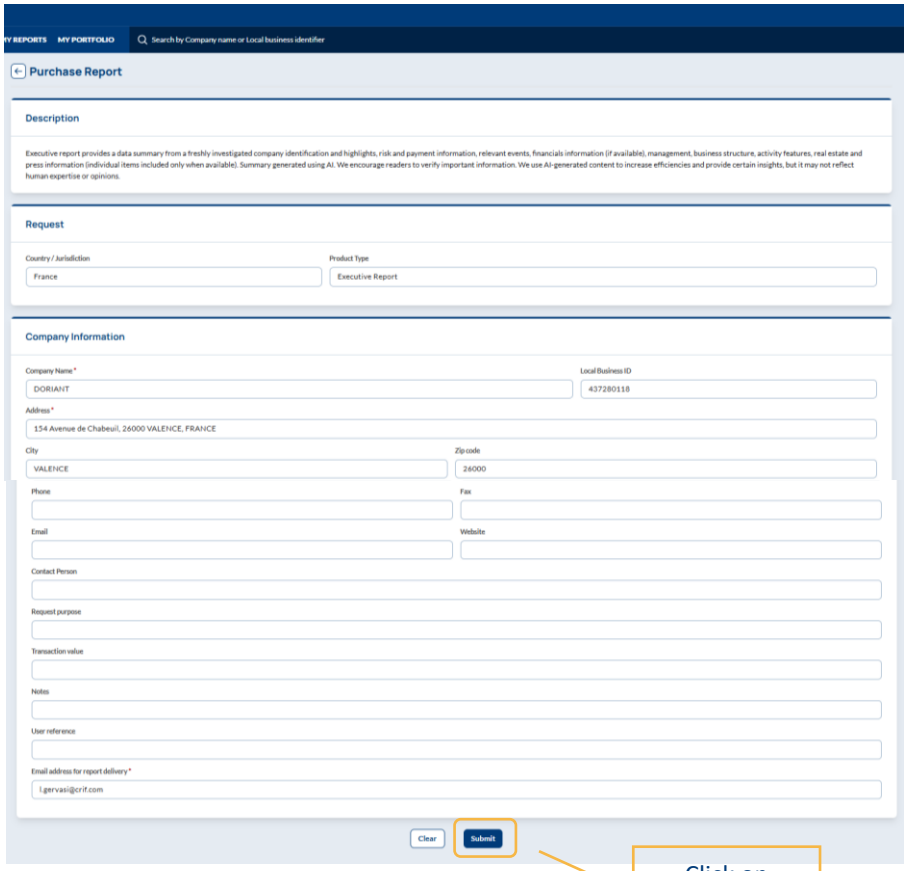


After clicking Continue, a new box will appear where you can optionally add an internal reference number. Click **SUBMIT** to finalize the purchase; the report will then be displayed on the screen:



3.4.2 If you select ORDER NOW

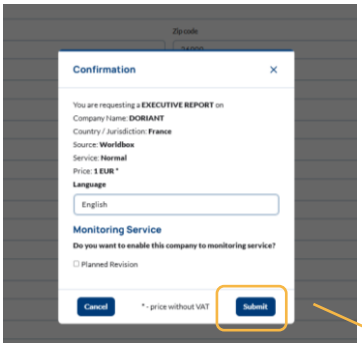
If you select **ORDER NOW**, an order form will open. Some fields are pre-filled, while others must be completed with your available data. Enter as much information as possible and click **SUBMIT**.



Fill in the form

Click on Submit

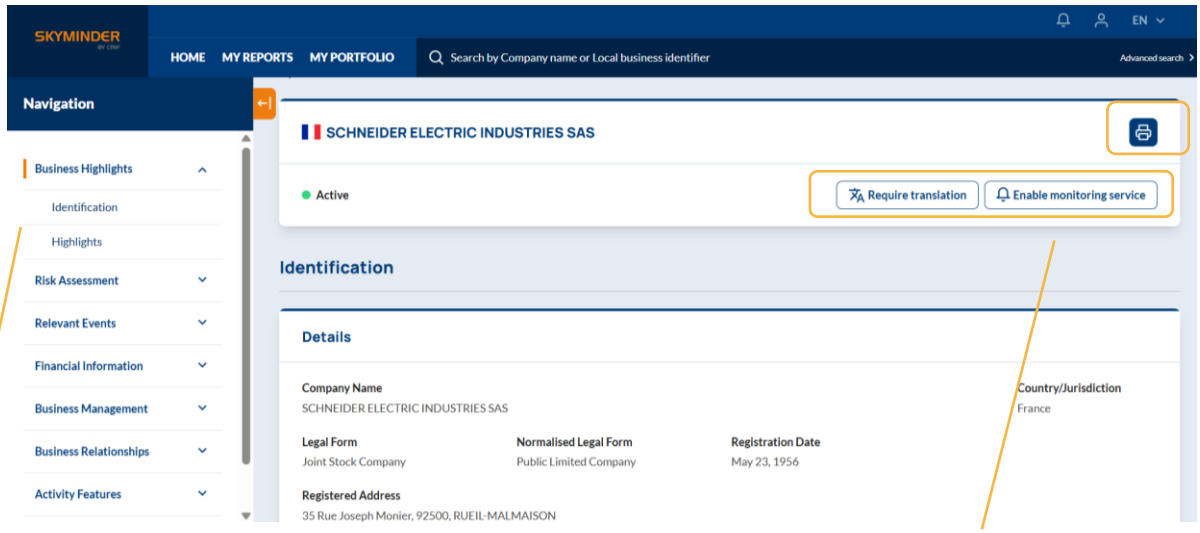
After clicking Submit, a new box will appear where you can optionally add an internal reference number. If available, you can also enable monitoring by selecting the desired monitoring solution. Click on **Submit.** After submission, you'll receive a confirmation message and an email. When the report is ready in MY REPORTS, you'll get an email notification that it is available.



Click on Submit

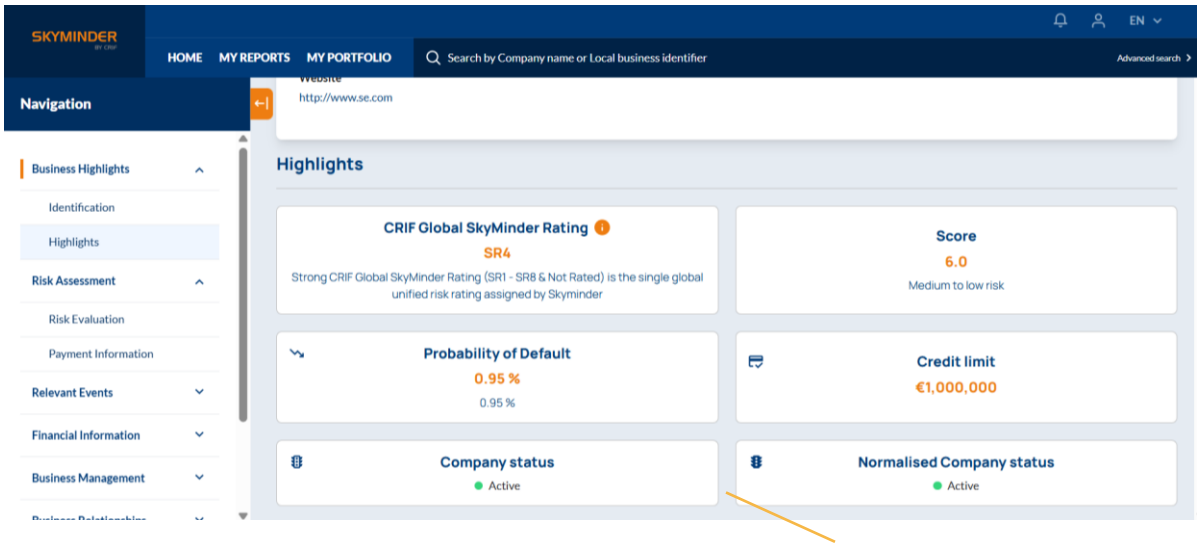
4. VIEW REPORT

The structure of the report and its sections remain unchanged. The data organization within the report is the same as before. **What has changed is the look & feel.**
The main update in the on-screen layout is the navigation system.
Tabs for the different sections are now displayed vertically on the left side of the screen. To move between sections, click on the corresponding tab.



You can navigate through the different sections of the report by selecting the sections in the left-hand menu.

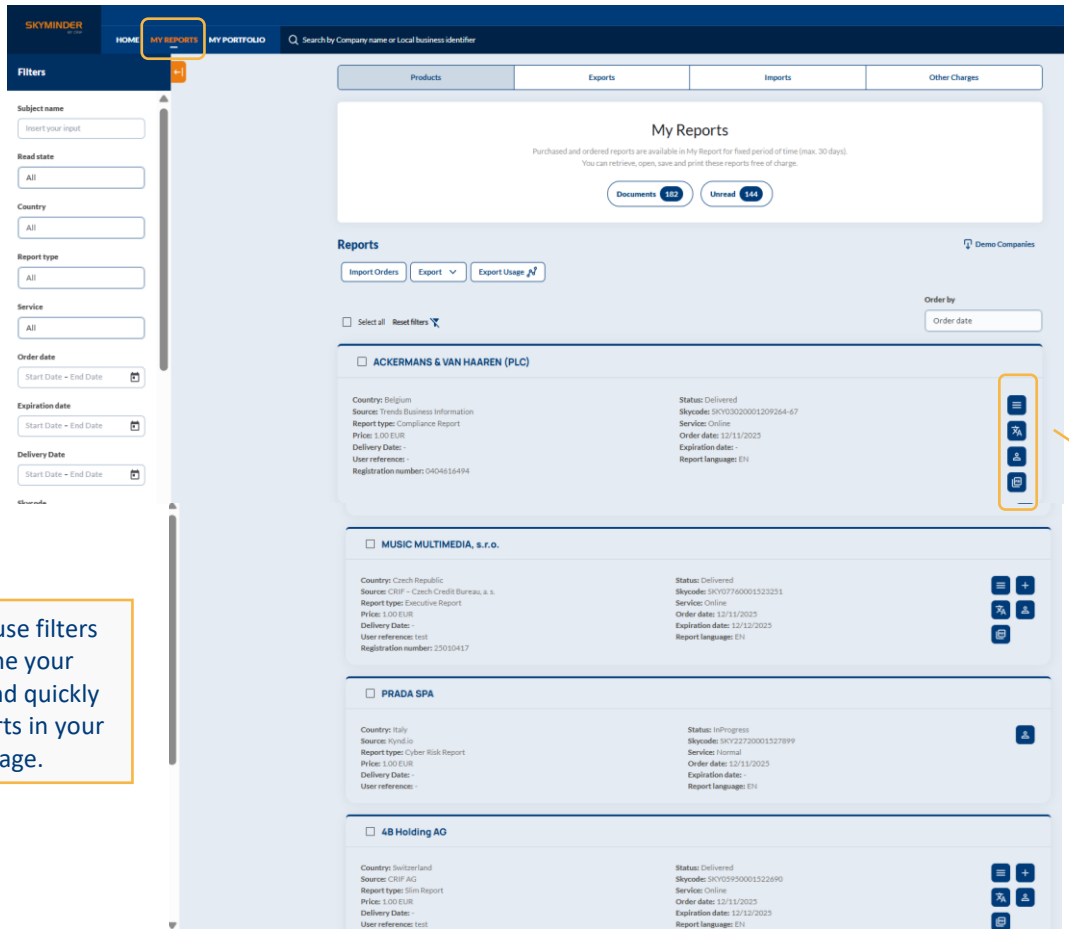
You can download in pdf, require translation or enable monitoring service.



In the Highlights section, the data related to Credit Assessment is now organized in a clearer and more visible way. This improvement makes it easier to quickly identify and interpret key information.

5. MY REPORTS

Click on ***My Reports*** in the top navigation bar to access your report archive. My Reports retains all existing features, with filters to optimize the search for purchased reports, the ability to download reports in PDF, enable monitoring (where possible), and request translation. You can also extract usage data and access import and export functions.



You can use filters to refine your search and quickly find reports in your storage.

Depending on the report, you can view it, download it as a PDF, request a translation, or enable monitoring.

Together to the next level