



Overview

Amadeus contains detailed financial information on over 250,000 public and private companies in 32 European countries.

Type of information

- **Company information** (Financial information)

A. Getting started

1. On Campus: Go to www.imd.ch, select **Research & Knowledge** then **Information Center** and click on **Databases**. Click on **Show databases**, choose **Amadeus** then click on **Direct access to: Amadeus** at the top of the description.
2. Participants off campus: Log onto your program portal then on the top menu click on **Databases**. A new window will open, click on **Amadeus**.
3. IMD personnel: Log onto the IMD Intranet, click on **IMD Tools** in the menu on the left and choose **Online Databases**. Click on **Amadeus**.

B. Searching

1. Upon entering the Amadeus database, you must select from the left margin, either **Quick Search** or the **Expert Search**. Quick Search is ideal for basic searches; for example if you need quick information on a company. The Expert Search will be illustrated in this User Guide.
2. The advantage of the **Expert Search** is that you can narrow your search by combining one or more criteria such as the company name, the country or the industry.
3. Click, for example, on **Company Name**. Enter a company name, or part of it in the space provided. Click on . A list of company names will appear showing companies matching the text entered. Highlight the companies you require and click on  to move them to the companies selected area. Click on  to verify your selection.
4. You may now expand your search, for example by choosing an industry. Click **Industry** from the list in the left margin. Be sure to click on **Text Search** unless you know the industry codes of the industry you are looking for (NACE for example). Codes are groups by major industry sector. To select your criteria, enter one or more words separated by AND or OR and click on .
5. The **Search summary** screen will appear showing the criteria used and the options to continue your search or display the search results.
6. The first column **Step Result** details the number of companies on the entire database to meet the individual step. The second column Search Result details the number of companies that satisfy the criteria for all the search steps specified up to that point.
7. You may use Boolean operators (AND, NOT, OR) to further combine the selective criteria from the search summary. If asked, click on  to display the results of your search.

C. Displaying Results

1. At any time during a search it is possible to display the full list of the companies matching the search criteria by clicking on .
2. If you would like to display full company reports for any selected companies, click the  button.
3. To run a segmentation, a statistical and or peer analysis, click the  button.
4. If you want to return to the last search or begin a new search, click the  button.
5. In the company list, you can look at a default peer group by clicking the  button. To view an executive report, click the  button.
6. The first four buttons - **HOME, PREVIOUS 25, NEXT 25 and END**- at the left bottom of the screen, enable you to navigate the list.
7. You may sort your search using the  button shown in the lower box.
8. Information can be customized by selecting the  button.
9. By clicking the  button, you can abandon the search.

D. Marking and Saving

1. At any time during a search it is possible to display the full list of the companies matching your search criteria by clicking on .
2. Any sequence of search steps can be saved and reused at a later date. This allows you to constantly monitor companies that meet your search criteria. To save a search strategy, select  button at the bottom of the screen. You can also . It will place a file in the location you specify on your computer.
3. To load the saved search strategy select **Load a search** from the list of search criteria, locate the name of the search strategy from the list presented, or **Load a file** to select one you have saved on your computer or network.
4. By clicking the  button at the bottom of the screen, you can save the list of companies as a peer group.

E. Printing

You have several possibilities: click on  to print your search results, click on  to send a report by e-mail or click on  to export a document or a graph.

F. Hints and Tips

1. It is advisable to plan your search before you start in order to retrieve the most relevant data efficiently.
2. Don't forget to use the online help screen offered at all stages throughout the database.
3. The database focuses on European companies, so if you want data on non-European companies, choose the database **Thomson Analytics**.
4. If you have any problems using this database please contact the Infodesk:

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