Register a New Periscope/BidSync Basic Account

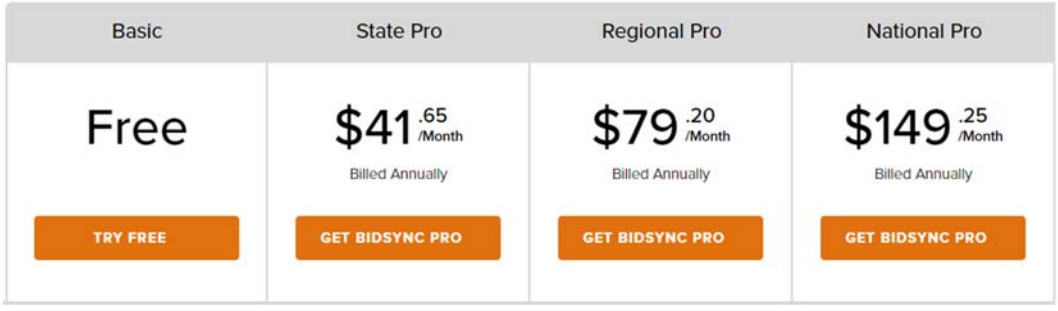
To register as a free vendor in the Periscope/BidSync system, follow these steps:

1. Navigate to the Periscope/BidSync home page by going to: http://www.periscopeholdings.com/s2g

2. In the middle of the page, click on **Get Periscope/BidSync Basic** (also opens the option to **Get Periscope S2G** for a more enhanced experience) to get started:

3. Scroll down to access the page comparing the various plans available:

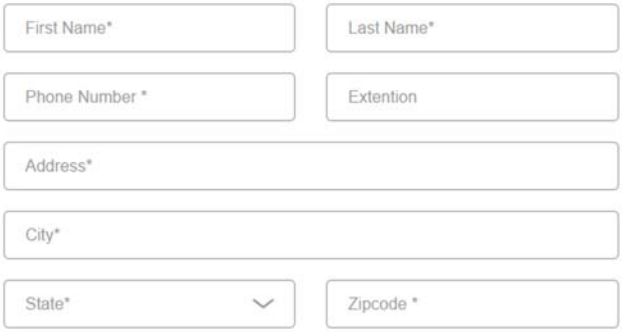
4. On the **Plan Comparison** page, scroll down to review your options. When ready, select your package from the top of the page:



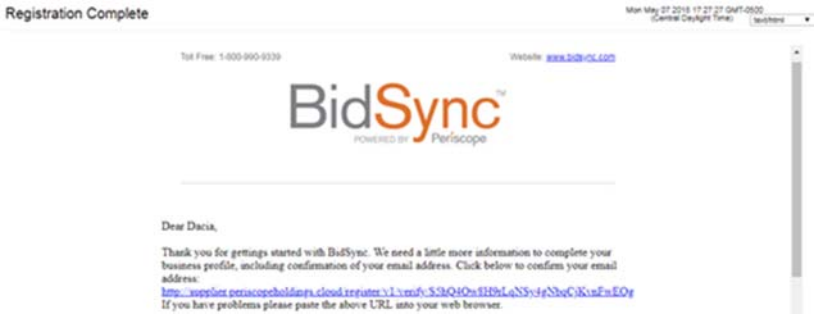
5. Basic accounts can participate in most bids for free, but only receive notifications for agencies from one state. Choose from where you'd like to receive free notifications:

6. Enter your email address and verify whether there's already an account:

7. Once your email is verified, enter in the rest of your information and check the box to agree to the Terms of Services after reading them:



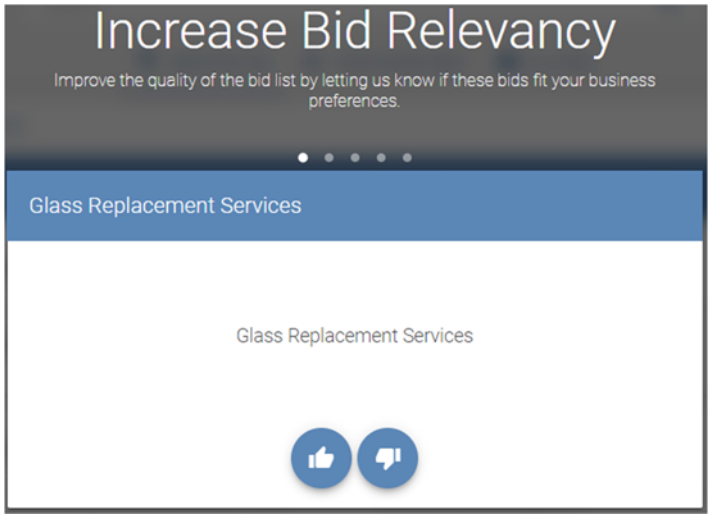
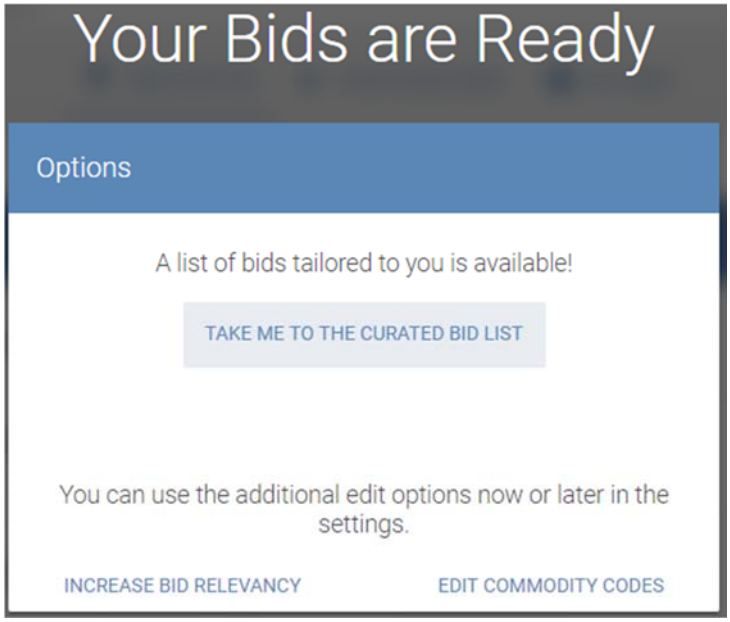
8. An email is sent with a link to verify your address and start setting up your business profile. Click the link to go to the next step to [Setup a Verified Account]:



New Account Relevancy

Setting up your initial keywords is part of the flow when verifying your account. After selecting keywords (and including any negative words to help narrow the results), using a simple Thumbs Up or Thumbs Down, you can teach the tool to improve the relevancy of your search results and notifications.

Based on your keywords, correlating bid titles are displayed with the option below to select Thumbs Up on approved opportunities and Thumbs Down on non-applicable bids:



It will go through 5 results before providing the option to improve relevancy again, or to enter the site and continue setting up your business profile with commodity codes or look at the available bids in the system.