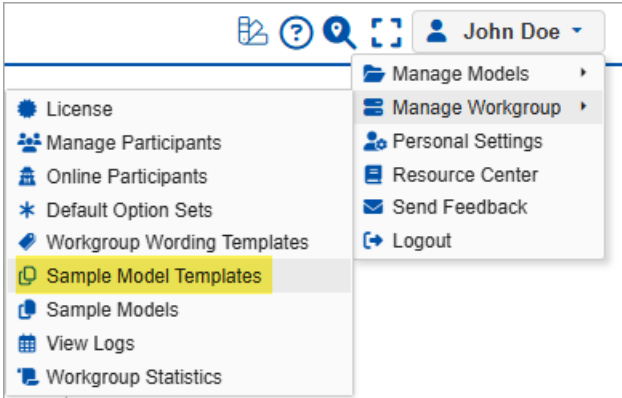


# Add Comparison Sample Model Templates to Workgroup

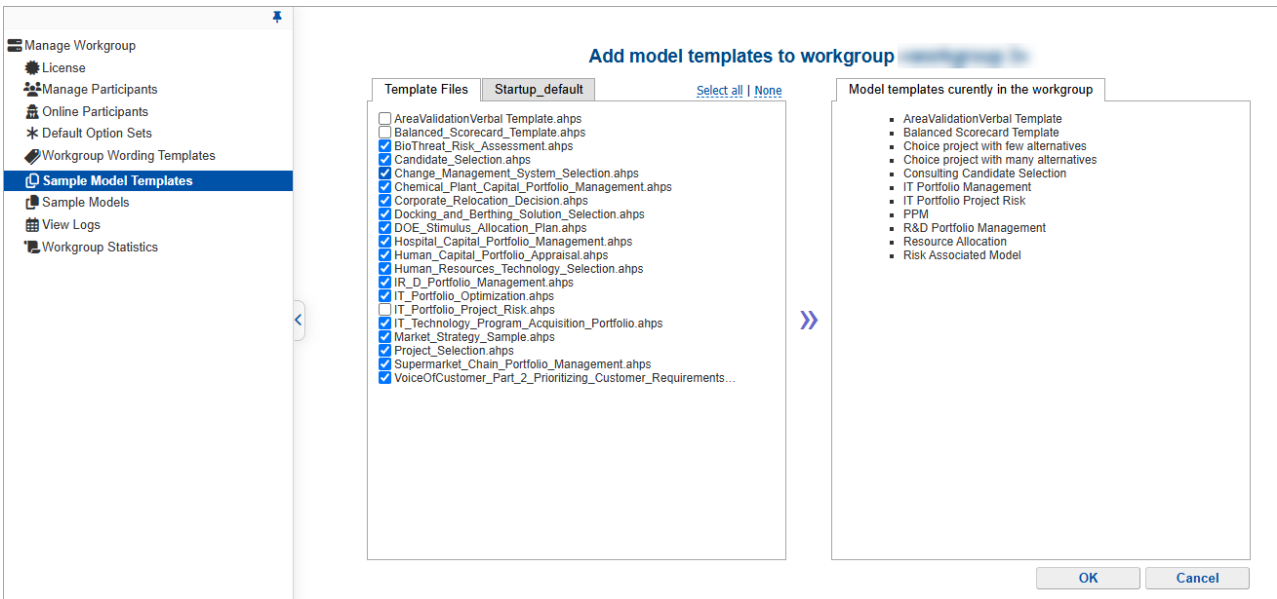
Comparison offers a variety of Sample **Models** and Templates to help you get started building your model or familiarize yourself with the software.

As a **Workgroup Manager**, you can add these sample templates to your workgroup.

Click your User name > Manage Workgroup > Sample Models Templates.



The Comparison Sample Model Templates page is displayed below.

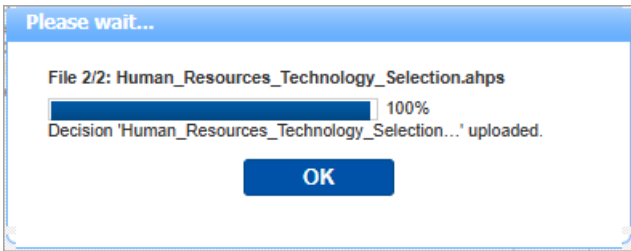


On the left panel are the sample templates and existing models in your workgroup are on the right.

The Sample Templates that are not yet added to your workgroup are automatically checked as displayed above.

You can check/uncheck the templates as desired. Once done, click **>>** to add the selected to your workgroup.

A dialog pop-out shows the progress. Once all the selected models are uploaded, click OK.



The added Sample Templates will be included on the Models list Templates tab.

A screenshot of the software interface showing the "Templates" tab. The interface has a top navigation bar with "Models", "Archives", "Templates" (selected), "Deleted", "New Model", and "N". Below the navigation bar is a search area with the text "Drag a column header here to group by that column". The main area is a table with the following data:

<input type="checkbox"/>	★	Template Name
<input type="checkbox"/>	☆	Human Resources Technology Selection
<input type="checkbox"/>	☆	Human Capital Portfolio Appraisal
<input type="checkbox"/>	☆	Balanced Scorecard Template
<input type="checkbox"/>	☆	AreaValidationVerbal Template
<input type="checkbox"/>	☆	Consulting Candidate Selection
<input type="checkbox"/>	☆	IT Portfolio Management
<input type="checkbox"/>	☆	IT Portfolio Project Risk
<input type="checkbox"/>	☆	R&D Portfolio Management

You can also download the **Sample Templates** from the **Resource Center**, and upload them to your workgroup using the **Create New Model From File** option. Since the uploaded model will be added to the Models tab, you need to **create the uploaded models as Templates**.