

# BENCHMARKING USER GUIDE

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## Introduction

**TrueComp Benchmarking** is the process of comparing the salaries, benefits, and total compensation packages of your employees with those offered by other agencies in your locality. The goal is to help you identify best practices, assess competitiveness, and optimize your compensation strategy to attract and retain top talent.

\*Note: Our products are always evolving! Features, workflows, and visuals may be updated at any time.

## Setup

The **Setup** area of the Benchmarking product allows you to **Job Match** against your comparators, as well as pick and choose which agencies you want to benchmark against.

## Job Matching

This backend process, powered by the **TrueComp Intelligence Matching Model**, allows you to customize position matches across all selected comparators for every job title in your project. These alignments are automatically reflected in the **Analysis** section once saved.

## Widgets

- **Total Jobs** – This shows how many positions we have for your agency.
- **Reviewed** – Total number of positions that have been matched and the reviewed checkbox has been toggled on.
- **Pending Review** – Total number of positions waiting to be matched.
- **Active Comparators** – Total number of comparators you are job matching against.
- **TrueComp Taxonomy Match** – This score reflects how closely the selected position matches the TrueComp Taxonomy classification.
  - **Edit** – Explore additional match options by adjusting the Department, Division, Job Type, and/or Job Database Name within the taxonomy. Click **Update Match** after making your changes.

## My Organization's Positions

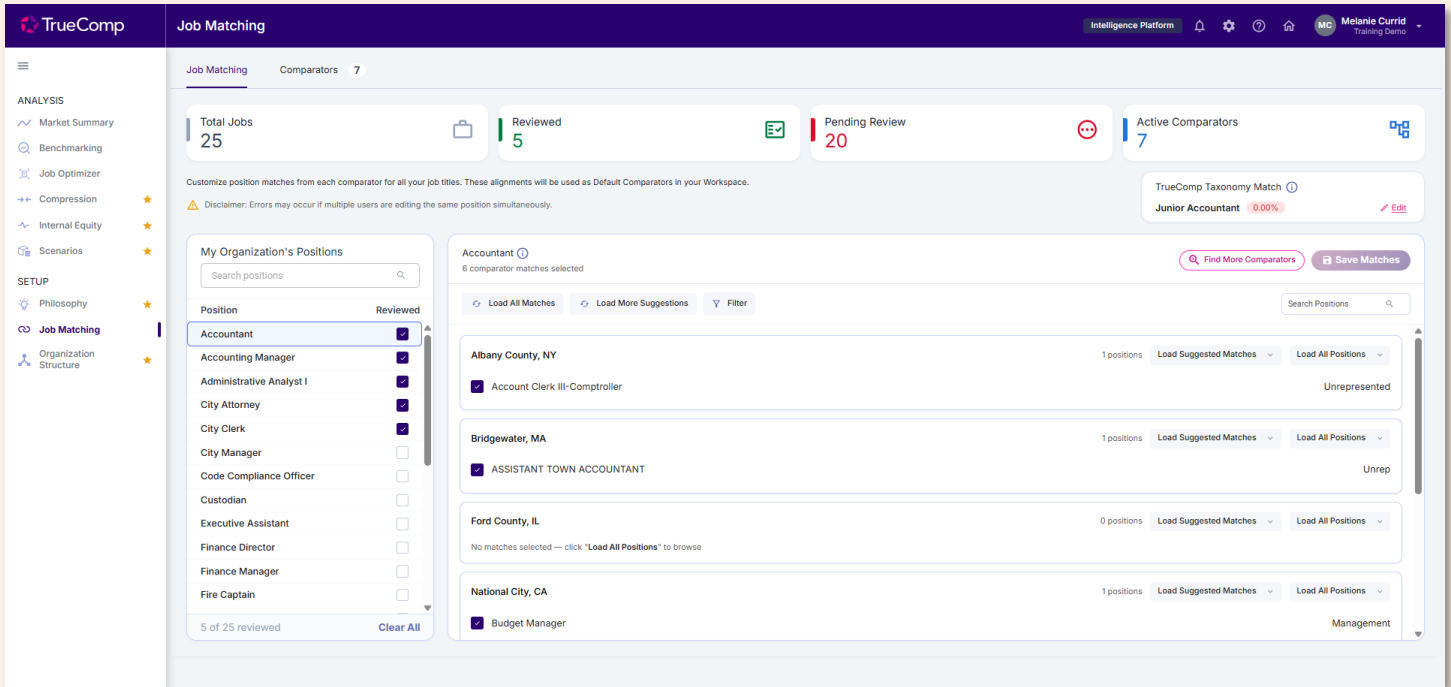
- Select the position you'd like to set up comparator matches to.
- Once you have made your selections for each position, you can toggle the **Reviewed** checkbox to keep track of which positions you have already matched.

## Comparator Position Matches

View the pre-selected matches here. You can choose to keep the match or change it.

- **Load All Matches** – Load matches and suggestions created by our TrueComp Taxonomy for all comparators.
- **Load More Suggestions** – View only the suggestions offered.
- **Filter** – Filter the positions by Department, Division, Job Type, Job Level, or Union/Group.
- **Find More Comparators** – If your current comparator group doesn't provide strong job matches, you can expand your selection by adding additional comparators specifically for that position.
  - **Search** – Start typing to narrow down job titles or agencies.
  - **Sort** – Organize matches by Best Match, Job Title (A-Z), or Agency (A-Z).
  - **Filter** – Narrow down your results by Agency, State, Distance (Miles), or Population.
  - **Match List**
    - **Job Title** – The comparable role identified.
    - **Agency** – The Agency associated with the job title.
    - **Union/Group** – The union or group tied to the position.
    - **Score** – Based on the TrueComp Taxonomy, this score reflects how closely the job matches your selected position.
  - Click **Add** to include the Job Title/Agency in your comparator list.

- Be sure to **Save** your selections.
- **Search Positions** – Begin typing to automatically narrow the results.
- **Load Suggested Matches** – Click to search across all job titles within the selected comparator agency and surface positions that most closely align with your selected role.
- **Load All Positions** - View all available positions within the selected comparator agency, including those that may not directly align with your role.
- Make sure to **Save Matches**.



## Comparators

Use this area to choose which agencies you want to benchmark against.

- **Selected Comparators** – Comparators currently included in your analysis.
  - To remove a comparator, select the corresponding checkbox and click the right facing arrow.
  - **Search** – Begin typing to locate a particular comparator.
- **All TrueComp Comparators** – All available agencies in TrueComp.
  - To add an agency, select the corresponding checkbox and click the left facing arrow.
  - **Filter** – You have the option to filter by Agency, State, Distance, or Population.
  - **Search** – Start typing the agency name to view results.
- **Save** your changes and confirm any updates. Cancel to discard changes.

# Analysis

## Market Summary

Leveraging the defined matches in the [Job Matching](#) setup, the Market Summary allows you to compare and analyze all of your job titles to all of your comparators at one time.

## Analysis Controls

### Cost Categories

There are several different cost categories to select from in the dropdown provided. If you are viewing a category and don't see a comparator's information, that is either because they do not offer that compensation or they roll it into a different compensation option.

- View more information about each category in the [Benchmarking](#) section.

### Step

This selection represents placement within defined salary ranges according to source documents from every comparator.

- **Min** - The minimum step or salary range. This is often helpful for assessing competitiveness for recruiting purposes.
- **Mid** - The calculated midpoint between the min and max salary data points. This is often helpful for assessing competitiveness for new experienced hires coming in at the middle of the salary range or for retaining employees that are not close to the max.
  - **\*Note** - This calculated midpoint may vary from the middle step of a salary schedule, where if a plan has 5 steps, the midpoint will be calculated using steps 1 and 5 which may not equal to step 3.
- **Max** - The maximum step or salary range. This is often helpful for assessing competitiveness for retention purposes.

### Longevity

Adjust the longevity slider for employee years of service to see what longevity benefits are provided.

### Comparators

Toggle comparators/positions on/off as needed but note that any changes made in the workspace will not be saved if the page is refreshed. Selected matches are only saved through Job Matching.

- **Reset to Global Matches** - This will reset the matches you adjusted back to the Job Matching defaults.
- **Information Icon** - Click to view the job description, if available.
- **Load All Positions** - This will load all positions available for that comparator.

### Filter

Narrow down your positions by Department, Division, Job Type, Job Rank, and/or Union.

- Once you have made your filter selections, you can **Save This Set** for future use.
- **Saved Set** - Click **Load** to use the previously saved filter set.

### View Settings

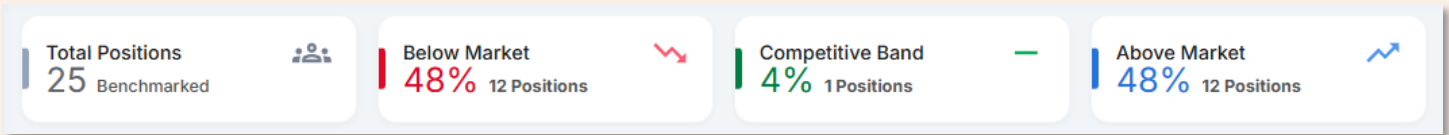
- **Rate** - Select the frequency of dollar pay rates to be displayed throughout the module.
- **Sort Order** - You are able to sort data alphabetically or in ascending/descending order.

### Export

Select which report you'd like to export.

- **Market Summary** - Download a .xlsx file that includes all the aggregated data from all your comparators for all of your positions for all cost categories.
- **Print Page** - Export both the Market Summary and the Market Variance tables as viewed in the system.

The screenshot shows a control bar with the following elements from left to right: a 'Cost Category' dropdown menu set to 'Total Compensation'; a 'Step' section with three buttons: 'Min' (highlighted), 'Mid', and 'Max'; a 'Longevity' slider set to '1 yrs'; a 'Comparators' dropdown menu set to 'Total 8'; a 'Filter' button with a funnel icon; a 'View Settings' button with a gear icon; and an 'Export' button with a document icon.



## Summary Widgets

When a summary widget is selected, it will filter the [Market Summary Report](#) and [Market Variance](#) data accordingly.

### Total Positions

This is the total number of benchmarked positions included in your data. Use this to see the full scope of your study at a glance, or to share the big picture with leadership.

### Below Market

This shows how many of your current positions are below market. These are the positions most at risk for turnover and recruitment challenges. Use this view to prioritize pay adjustments, build your next budget request, or make the case for compensation changes.

### Competitive Band

This shows how many of your positions are currently within market range. These positions are right where they should be. Use this view to validate your current pay strategy and confidently show council or staff that your pay practices are on target.

### Above Market

This shows how many of your positions are above the market median. Sometimes this is intentional (hard-to-fill roles, internal equity, or longevity), and sometimes it's worth a closer look. Use this view to justify premium pay where it makes sense, or to spot opportunities to rebalance.

## Market Summary Report

View all of your positions and comparator agencies in one place, with additional drop-down information to quickly access the market data you need.

- **Job** - The job title being compared, with the job family or department underneath.
- **Union** - The union or employee group the job belongs to.
- **Your Pay (\$)** - What your organization currently pays for this job (usually the midpoint or average of incumbents).
- **N** - The number of market matches (comparator data points) used in the analysis.
- **P25** - The 25th percentile of market pay. 25% of the market pays at or below this number.
- **P50 (Median)** - The 50th percentile, or market median. Half the market pays above, half below.
- **P75** - The 75th percentile. Only 25% of the market pays above this number.
- **VS Target** - How your current pay compares to your chosen target percentile (often P50). A negative number means you're paying below target, positive means above.
- **Band** - A quick visual flag showing whether the job sits Below Band, Competitive, or Above Band based on your pay range setup.

### Comparator Matches

Clicking the arrow next to a job title reveals the comparator matches that make up the market data in the summary row. This is where the "N = 6" number comes from. Each row shows the comparator agency data was pulled from.

- **Comparator** - Your comparator agencies.
- **Position Matched** - The job title at that agency that matches your specified role. Titles vary by agency, so the match isn't always a perfect name match. It's based on job duties and scope.
- **Value** - That comparator's compensation value for the selected [Cost Category](#).
- **P25/Median/P75** - The market percentiles (same as the summary row above) shown again here for easy comparison against each individual comparator.
- **% Diff** - How that single comparator's value compares to the market median. Green = above median, red = below.

## Underlying Cost Breakdown

Clicking the arrow next to an individual comparator shows exactly what's included in that [Cost Category](#) value.

The screenshot displays the 'Market Summary Report' interface. At the top, there are two tabs: 'Market Summary Report' (selected) and 'Market Variance'. A search bar labeled 'Search job' is on the right. Below the tabs is a table with columns: JOB, UNION, YOUR PAY (\$), N, P25, P50 (MEDIAN), P75, VS TARGET, and BAND. The first row is for 'ACCOUNTANT Finance' with a pay of \$89,037, which is -20.0% below the target, indicated by a 'Below Band' label. A red circle with the number '1' highlights the dropdown arrow next to the job name. Below this table, it says 'Comparator Matches – Accountant' with '6 comparator matches'. A second table shows a detailed view for 'Albany County, NY' with a pay of \$124,524, which is +11.9% above the target. A red circle with the number '2' highlights the dropdown arrow next to the comparator name. Below this is a section titled 'Underlying Cost Breakdown - Albany County, NY (Total Compensation)' with a table listing various cost categories and their values.

COST CATEGORY	VALUE
Base Salary	\$80,628
Longevity Pay	Varies by band
Health Benefits	\$34,599/yr (Med+Den+Vis)
Special Pay	N/A
Retirement Benefits	\$9,296/yr
Other Insurance	N/A

## Market Variance

This is the visual companion to the Market Summary Report. Instead of reading rows of numbers, you see at a glance how every job in your organization stacks up against the market median (P50) on a single chart.

How to read it:

- The 0% line in the center is the market median (P50).
- The green "Competitive Band" in the middle is the zone where pay is considered aligned with the market.
- Bars stretching left in red = jobs paid below the market band.
- Bars stretching right in blue = jobs paid above the market band.
- The percentage on the far right shows exactly how far above or below market that job is.

Hovering over any bar pulls up the key data points:

- **Your Pay** - What you currently pay.
- **Market P50** - The market median for that job.
- **% Variance** - The percentage gap between your pay and market.
- **Band** - Whether the job lands Below, Within, or Above the competitive band.

# Benchmarking

## Analysis Controls

### Cost Categories

There are several different cost categories to select from in the dropdown provided. If you are viewing a category and don't see a comparator's information, that is either because they do not offer that compensation or they roll it into a different compensation option.

- **Total Compensation** - This chart will show the sum of all quantifiable compensation included in the module such as base salary, longevity, special pay, health benefits, retirement benefits, and other benefits.
- **Base Salary** - This chart includes the base salary as disclosed in salary/step schedules or salary ranges.
- **Longevity** - This chart reflects increased/additional pay for employees based on their years of service.
- **Health Benefits** - This chart captures the most common medical/dental/vision plan paid for by employers.
- **Special Pay** - This chart shows a singular aggregated amount, but details can be exported for more visibility.
- **Retirement Benefits** - This chart reflects the statewide average of an employer's normal cost contributions towards pension/retirement as disclosed by the [Public Plans Database](#). This is intended to directionally scale total compensation amounts in the module based on an employer's pension contributions.
  - We use one statewide average rate for public safety, and a different rate for non-public safety. These vary by state and change yearly.
- **Other Insurance** - This chart reflects a single aggregate amount including certain fixed benefits/insurances that are not voluntary/supplemental to what is provided outright by the agency's group plan. These benefits include Life Insurance, Funeral Benefits, Accidental Death & Dismemberment (ADD), and Short/Long-Term Disability.
  - The amounts in the module reflect a price-per-\$1000 benefit ratio based on the following standardized rates:
    - \$2.25 per \$1000 Life Insurance/ADD Benefit
    - \$5 per \$1000 STD/LTD Benefit
    - If amounts are not disclosed this field will be reflected as 0
- **Personal Admin Days** - This chart includes the sum of bereavement and personal leave.
- **Sick Hours** - This chart will include all sick leave accruals.
- **Vacation** - This chart is only available in table format and includes paid leave accruals outside of holidays, personal admin days, and sick hours, separated by employee years of service.
- **Holidays** - This chart will include all agency holidays as well as floating holidays.

### Step

This selection represents placement within defined salary ranges according to source documents from every comparator.

- **Min** - The minimum step or salary range. This is often helpful for assessing competitiveness for recruiting purposes.
- **Mid** - The calculated midpoint between the min and max salary data points. This is often helpful for assessing competitiveness for new experienced hires coming in at the middle of the salary range or for retaining employees that are not close to the max.
  - **\*Note** - This calculated midpoint may vary from the middle step of a salary schedule, where if a plan has 5 steps, the midpoint will be calculated using steps 1 and 5 which may not equal to step 3.
- **Max** - The maximum step or salary range. This is often helpful for assessing competitiveness for retention purposes.

### Longevity

Adjust the longevity slider for employee years of service to see what longevity benefits are provided.

## Comparators

Toggle comparators/positions on/off as needed but note that any changes made in the workspace will not be saved if the page is refreshed. Selected matches are only saved through Job Matching.

- **Reset to Global Matches** – This will reset the matches you adjusted back to the Job Matching defaults.
- **Information Icon** – Click to view the job description, if available.
- **Load All Positions** – This will load all positions available for that comparator.

## View Settings

- **Rate** – Select the frequency of dollar pay rates to be displayed throughout the module.
- **Benchmark** – Select what primary benchmark should be used for comparison purposes.
  - **Median** – This is selected by default due to being a more stable benchmark that is less sensitive to outliers and year-over-year changes, measuring the number at which 50% of the data is above or below this figure.
  - **Average** – This may be a more familiar benchmark for negotiating parties which measures the sum of all data points, divided by the number of data points.
- **Sort Order** – You are able to sort data alphabetically or in ascending/descending order.
- **View By** – Select to view the information grouped by comparator or individual classification.

## Export

Select to export this data as a .xlsx or .csv file.

- You can only export one benchmark for one compensation element for one step at a time. If you need Min AND Max information, you'd need to download two separate files.

## Job Title/Classification

- Select a position from the dropdown for review.

The screenshot shows a control panel with the following elements: 'Cost Category' dropdown set to 'Total Compensation'; 'Step' buttons for 'Min', 'Mid', and 'Max' with 'Min' selected; 'Longevity' slider set to '1 yrs'; 'Comparators' dropdown set to 'Total 7'; 'View Settings' button; and 'Export' button. Below this is a 'Job Title / Classification' dropdown set to 'Accountant'.

## Summary Widgets

Summary widgets will update automatically based on the job title selected, compensation category being reviewed, as well as the selection of matches for comparison in the Comparators section. Only classifications with a value greater than 0 are included in these calculations.

## Overview

This lets you know how far above or below benchmark the selected job title is from the market based on your selected classifications.

- The widget will change color based on how far above/below market the position is.
  - **Blue** indicates a difference **greater than 5% above** the market median.
  - **Green** indicates a difference **within ±5%** of the market median.
  - **Red** indicates a difference **greater than 5% below** the market median.

## Ranking

This shows where the selected job title is positioned among your group of comparators in list format.

## Market Summary

Here you can see what the top market, bottom market, and market-aligned comparators are paying the selected job title.

- **75th Percentile** – This number will indicate what market compensation is at for the top 25% of comparators.
- **Median or Average** – Based on the selected benchmark in the [View Settings](#) section, this value represents either the median or the average market compensation, serving as a reference point for aligning with market standards.
- **25th Percentile** – This number will indicate what market compensation is at for the bottom 25% of comparators.

## Data Charts and Tables

Your agency is assigned a unique bar color, corresponding to where you stand in the market (blue, green, or red). All other agencies will be in a blue-gray color.

Note that the X-axis labels are removed when “Individual Classification” is selected in the [View Settings](#) or when a large number of matches are selected.

When you hover over a bar on the graph, you will be able to view additional information about that comparator. Some information that can be viewed in this popup include:

- Agency name
- Job title
- The number value of the compensation category being reviewed
- The salary effective date
- The contract effective date
  - This effective date references the terms included in collective bargaining agreements and indicate the effective date periods of most benefits in the module.
  - For agencies where there are no collective bargaining agreements, the module will reflect a validation date where we were able to confirm various benefits for the respective agency.
  - This will be unavailable for projects with only salary information.
- The union/group that the selected job title is classified with
- The number of annual hours for each selected job match
- The number of days/hours allotted and Cash Out information for Holidays, Personal Admin Days, and Sick Hours
- Additional Health Benefit information
- Last Validated Date
- Market Status

## Comparator Detail

View each position match for each agency, its value, % from Target and Market Status.

Comparator Detail – Accountant				Total Compensation - Min
Position	Agency	Value (Min)	% from Target	Status
Accountant Client	Training Demo*	\$89,037	-20.0%	Below Market
Account Clerk III-Comptroller	Albany County, NY	\$124,524	+11.9%	Above Market
ASSISTANT TOWN ACCOUNTANT	Bridgewater, MA	\$111,371	+0.0%	Competitive
Budget Manager	National City, CA	\$111,267	-0.0%	Competitive
Accountant I	Plano, TX	\$90,106	-19.1%	Below Market
Accountant I	Santa Cruz County, CA	\$118,955	+6.9%	Above Market
Accountant	Waupaca County, WI	\$85,887	-22.8%	Below Market

# Additional TrueComp Intelligence Features (Available Summer 2026)

Learn more about how TrueComp Intelligence can help you make smarter decisions about where you stand now at [www.truecomp.com/truecompintelligence](http://www.truecomp.com/truecompintelligence).

## Job Optimizer (Available for Free until July 20<sup>th</sup>)

The Job Optimizer is an AI-powered tool that reviews your job descriptions and tells you where they're falling short compared to similar agencies. Think of it as a second set of eyes on every JD in your organization, flagging gaps that could be hurting your job matching, recruiting, or classification accuracy.

### Classification Insights

- **Search** - Begin typing to narrow down positions.
- **Filter** - Filter positions by Department, Division, or Job Type.
- **Total** - Every position in your library.
- **Flagged** - JDs that need attention. Less than an 80% match.
- **Review** - JDs that are mostly there but worth a look. 80-90% match.
- **Aligned** - JDs that are in good shape. Above a 90% match.

The **% match** is how closely your job description aligns with the typical content for that role across comparator agencies. Each position card shows the job family, title, status, and match score so you can prioritize what to tackle first.

### AI Suggestions

Once you select a position, TrueComp generates specific, actionable recommendations to strengthen the JD. Each suggestion includes:

- **What to change** - A clear title like "Bachelor's Degree Requirement" or "Job Zone 4 Alignment."
- **Severity tag** - "Critical" flags the most impactful gaps.
- **The recommendation** - Specific language to add or adjust.
- **The "why"** - Data-backed reasoning, like "100% of similar agencies include more Bachelor's Degree requirements" or "TrueComp is 78% confident there should be more emphasis on..."

**Check the boxes** for the suggestions you want to integrate, then hit **Generate** in the top right to produce an updated job description.

Once the new JD has been generated, you are able to review what has been added/removed. You can then select to:

- Start Over - Discard changes and make new choices
- Print
- Download as a Word or PDF file

### Compression

Structural compression is usually discovered after the damage is done – when a senior leader quits because a new hire is paid too close to their number. TCI reverses the sequence: you see the structural risk in your pay plan first and can fix it before it shows up as turnover.

### Internal Equity

Internal equity issues don't announce themselves. They surface in grievances, morale problems, and quiet resignations – long after they became expensive to fix. TCI surfaces them while they're still correctable, before they become a crisis.

## Scenarios

The consequences of a pay decision aren't always visible in the decision itself. TCI lets you evaluate those consequences up front – so you can get in front of downstream equity and compression issues before they become retention problems or the next budget cycle's surprise.

## Philosophy

Without data, a compensation philosophy is just a statement. With TCI, it becomes a defensible framework – a reason to say "no" to arbitrary demands and "yes" to necessary adjustments, with a single stated target you can point to in every conversation.

## Organization Structure

A clean org structure is the backbone of accurate compression analysis and internal equity reviews. If your "Reports To" data is wrong, your downstream insights will be too. TCI makes it easy to confirm what TrueComp predicted and tweak the spots that don't match your reality, without building an org chart from scratch.

## Best Practices

**Use Two Windows During Job Matching.** If you're unsure about a comparator position, open Job Matching in one tab and the Analysis section in another. Seeing how a match affects your data in real time makes it much easier to decide whether a match is accurate.

**Use the Reviewed Checkbox to Track Your Progress.** Job Matching can involve a lot of positions. Toggle the Reviewed checkbox as you go so you always know where you left off and which positions still need attention.

**Start with the Market Summary Before Diving into Individual Positions.** The Market Summary gives you the big picture first: how many positions are below market, competitive, and above market. Use the summary widgets to filter the data and focus your attention where it's needed most before drilling into position-level detail.

**Use the Market Variance Chart to Tell the Story Visually.** The Market Variance chart is especially useful when presenting findings to leadership or council. It shows at a glance which positions are above or below the competitive band without requiring anyone to read through rows of numbers.

**Use Median for More Reliable Comparisons.** The median is less affected by extreme values than the average, making it a more stable benchmark for compensation comparisons. It's the default for a reason. Switch to Average only if your negotiating parties specifically require it.

**Don't Rely on Base Salary Alone.** For a complete picture of where your organization stands, review Total Compensation. Longevity, special pay, health benefits, and retirement contributions can significantly shift how competitive a position actually is.

**Adjust the Longevity Slider to Match Your Analysis Context.** The longevity slider defaults to 0 years. If you're analyzing compensation for longer-tenured employees or building a budget for retention, adjust the slider to reflect realistic years of service so the comparison is meaningful.

**Save Filter Sets to Save Time.** If you regularly analyze a specific department, union group, or job type, use the Save This Set option in the Filter panel. Saved sets let you reload your preferred filters instantly without rebuilding them each session.

**Remember That Comparator Toggles in the Workspace Are Temporary.** Turning comparators or positions on and off in the Analysis section is great for exploring what-if scenarios, but those changes are not saved when you refresh the page. If you want to make permanent changes to your matches, go back to Job Matching.

**Keep Your Comparator List Current.** Revisit your selected comparators at least once a year. As agencies in your region grow, restructure, or change their compensation practices, your comparator group may need to be updated to stay relevant and defensible.

**Use Find More Comparators for Hard-to-Match Positions.** For specialized or niche job titles where your existing comparator pool doesn't provide strong matches, use the Find More Comparators option in Job Matching. This expands your data for that position without changing your overall comparator group.

**Export at the Right Level for Your Audience.** Use the Market Summary export when you need to share a complete overview across all positions and comparators. Use the Benchmarking detail export when you need to share compensation specifics for a single position or cost category. Both serve different purposes and having both on hand is helpful when presenting results.

## FAQs

### How often is the benchmarking data updated?

- Benchmarking data is updated bi-annually based on the latest available information from comparator agencies. Salary effective dates and contract effective dates are visible when hovering over individual bars in the Benchmarking charts, so you can see exactly how current each data point is.

### What should I do if my data doesn't load properly?

- Try refreshing the page. If the issue continues, verify that your selected job title, compensation category, and step are all set. If the problem persists, contact [Support](#).

### Can I export multiple benchmarks at once?

- From the Benchmarking detail view, you can only export one benchmark, one compensation category, and one step at a time. If you need data across multiple combinations, download separate files. For a broad export across all positions and comparators, use the [Market Summary](#) export instead, which delivers all positions and all comparators in a single .xlsx file.

### Why do some comparators not have data in certain compensation categories?

- Some agencies don't offer a particular compensation type, or they roll it into a different category. When that's the case, their data won't appear for that category. This is expected behavior and does not indicate a data error.

### What's the difference between Median and Average?

- **Median** is the midpoint of all data points, with 50% of values above and 50% below. It's the default because it's less affected by extreme values. **Average** is the sum of all values divided by the number of data points. It can be useful when union negotiating parties specifically require it, but is more susceptible to outliers skewing the result.

### What do the summary widget colors mean in the Benchmarking view?

- The Overview widget changes color based on how far the selected position is from the market median. **Green** means within  $\pm 5\%$  of market. **Blue** means more than 5% above market. **Red** means more than 5% below market.

### Why does the Market Summary midpoint differ from the middle step in a salary schedule?

- The Mid step is calculated as the mathematical midpoint between the minimum and maximum salary values. If a salary schedule has 5 steps, that calculation uses Steps 1 and 5, which may not equal Step 3. This is by design and ensures consistency across comparator agencies regardless of how many steps their schedules contain.

### If I toggle comparators off in the Analysis section, will those changes be saved?

- No. Comparator and position toggles in the Analysis workspace are temporary and will reset when the page is refreshed. To make permanent changes to your matches, update them in the Job Matching setup and save.

### What does the N value represent in the Market Summary Report?

- N is the number of comparator data points included in the market calculation for that position. A higher N generally means a more statistically reliable result. Click the arrow next to any job title to expand the Comparator Matches view and see exactly which agencies contributed to the calculation.

# Glossary of Terms

## Above Band

A designation in the Market Summary Report indicating that a position's current pay exceeds the upper boundary of the competitive band. Represented visually as a blue bar in the Market Variance chart.

## Average

A benchmark option in View Settings calculated by dividing the sum of all comparator data points by the number of data points. More susceptible to outliers than the median. Select via View Settings.

## Below Band

A designation indicating that a position's current pay falls below the lower boundary of the competitive band. Represented visually as a red bar in the Market Variance chart. These positions are most at risk for turnover and recruitment challenges.

## Comparators

The agencies selected for salary and benefits comparison. Managed in the Comparators section under Setup > Job Matching, and can be toggled on/off temporarily in the Analysis workspace.

## Competitive Band

The range of pay considered aligned with the market. Positions within this band are paying competitively. Shown as a green shaded zone in the Market Variance chart and as a summary widget in the Market Summary view.

## Contract Effective Date

For agencies with collective bargaining agreements, the effective date period of the benefits included in the module. For agencies without CBAs, this reflects the validation date when various benefits were last confirmed.

## Longevity

Additional pay provided to employees based on years of service. Adjustable in the Analysis section using the longevity slider to reflect employee tenure in your analysis.

## Median (P50)

The midpoint of all comparator data points for a given position, where 50% of values fall above and 50% fall below. The default benchmark in TrueComp because it is less sensitive to outliers than the average.

## N (Number of Matches)

The number of comparator data points used in the market calculation for a given position. A higher N indicates more data and a more reliable result. Visible in the Market Summary Report and expandable to see which agencies contributed.

## P25 / P75

Percentile markers in the market data. P25 (25th percentile) means 25% of the market pays at or below this value. P75 (75th percentile) means only 25% of the market pays above this value. Used alongside P50 (median) to understand the range of market pay for a given position.

## Salary Effective Date

The date the salary data for a comparator agency took effect. Visible in the hover popout when reviewing individual bars in the Benchmarking charts.

## Step (Min / Mid / Max)

The placement within a salary range used for comparison purposes. **Min** is the minimum of the range, useful for assessing recruiting competitiveness. **Mid** is the calculated midpoint between Min and Max. **Max** is the top of the range, useful for retention analysis.

### **TrueComp Taxonomy**

TrueComp's standardized job classification framework used to align positions across different agencies for accurate benchmarking. The Taxonomy Match score reflects how closely a comparator position aligns to your role based on this framework.

### **VS Target**

A column in the Market Summary Report showing how your current pay compares to your chosen target percentile (often P50). A negative number means you're paying below target; a positive number means above.

## Contact Information

### Training and Enablement Manager

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## Version Information

VERSION	DATE	AUTHOR	CHANGES MADE
1	2/6/25	Melanie Currid	Initial creation
2	3/12/25	Melanie Currid	<ul style="list-style-type: none"><li>- Updated Global Job Matching screenshot to reflect new view</li><li>- Added a section for the Overview/Market Summary Report</li></ul>
3	4/17/25	Melanie Currid	<ul style="list-style-type: none"><li>-Updated screenshots to match new branding.</li><li>-Updated Global Job Matching information.</li><li>-Removed outdated information.</li></ul>
4	5/19/25	Melanie Currid	<ul style="list-style-type: none"><li>-Updated GJM image</li></ul>
5	6/27/25	Melanie Currid	<ul style="list-style-type: none"><li>-Added search and filter information</li><li>-Updated GJM image</li></ul>
6	2/10/26	Melanie Currid	<ul style="list-style-type: none"><li>-Removed Scenarios and updated the Comparators image</li></ul>
7	4/7/26	Melanie Currid	Added: <ul style="list-style-type: none"><li>- Comparator Projects</li><li>- Find More Comparators</li><li>- Load All Suggested Matches</li><li>- Updated Filter/Search</li><li>- TC Taxonomy Match</li><li>- Corresponding images</li></ul>
8	5/29/26	Melanie Currid	Updated to showcase new TCI UI/UX for Benchmarking
9	6/1/26	Melanie Currid	Peer Review Updates