

# BREs- Getting Started

## 1. Overview

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DED offers their own Business, Retention and Expansion Survey and would love to share the survey and or the reporting features with you. **Our BRE survey is free to use and available to anyone.** The survey is entered and recorded through Survey Monkey. Survey data is then stored within NEDED and shared with authorized users.

You have two options to obtain BRE reports when using the DED BRE survey. Your first option is free. DED will provide your BRE reports twice a year. Your second option is to purchase a license to receive real-time access. **A purchase is not required to use DED's BRE survey tool.**

If you have questions about the survey, please reach out to DED Research ([ded.research@nebraska.gov](mailto:ded.research@nebraska.gov)) or your field staff representative.

## 2. Getting Started with BRE Survey

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1. Reach out to our Research Team ([ded.research@nebraska.gov](mailto:ded.research@nebraska.gov)) or a field staff representative to access our BRE Survey link & PDF version.
2. Conduct BRE survey with a business in your community.
3. Enter Survey results into Survey Monkey link: Junk in is Junk out!

For more information about [Data Sharing and our Privacy Policy](#) check out our website.

## 3. Getting Started with BRE Reporting

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Purchase Power BI and have real time access of your BRE surveys or request a free BRE report two times a year.

### 3.1. BRE Report Request (2 request a year)

Please make request for a BRE PDF report along with the BRE survey raw data via email to either your field representative or to our Research team ([ded.research@nebraska.gov](mailto:ded.research@nebraska.gov)). Two requests will be allowed per year.

### 3.2. BRE Report (real time access)

1. Purchase Power BI Pro Commercial Licenses
  - a. See user guide: 'BRE\_Powerbi Pro (Paid Licenses) Setup Instructions'
2. Fill out DED's BRE Access Request using the form below:
  - a. <https://www.surveymonkey.com/r/BREaccessrequest>
3. DED will configure your access in our reporting system and will contact you if further information is needed.
4. You will receive an email invitation that will provide the link for your access to the BRE Survey Report.
5. If any changes are needed to your current users or additional users should be added to your account, complete step #2 as often as needed.