

Pages Component Guide

## **Documents & Policies**



#### **Documents**

Show the contents of a particular folder from the Document Management System.



## Policy Mandatory Read

A list of company policies that the user must read and comply with.

## **News and Announcements**



## Announcements

Present an information bar to display any high priority



The most recent news articles by channels.



#### what's New

A list of the most recently added documents and Knowledge Base articles.



# RSS Reader

A list of items from any external RSS feed.



Images that will slide to the next item automatically every few

## People, Communications & Social



## **Anniversaries**

Show a list of staff with a current or upcoming birthday or work anniversary.



## Discuss

A discussion stream for collaboration or social engagement.



## Discussions List

A list of discussions available to the user.



## Thank You

Allow user to thank one another, and see thanks submitted by



## Greeting

Show a message to the user such as "Good morning Jane Smith"



Show a grid of users from a user group or role.



Show a list of active polls, or one poll in particular



## Surveys

Show a list of surveys available to the user



## Social Feed

Show Facebook and/or Twitter feeds.

## Calendar, Occasions and Events



## Calendar Events

Show a list of upcoming calendar items.



### **Anniversaries**

Show a list of staff with a current or upcoming birthday or work anniversary.



#### Who's Out

A list of employees not in the office, according to Holiday Planner app.



A list of upcoming events that the user has the option to attend.



#### Mini-Calendar

A month-to-view calendar.



## **Analog World Clock**

show a row of analog clocks for different timezones.

## **Productivity & Shortcuts**



## **Current Weather**

Display the weather at a location of your choice



## SLA

Show how many E-Forms tickets are in or out of their Service Level Agreement time.



#### **Fast Access Buttons**

Add shortcut buttons to your page.



## My Projects

A list of projects within which the user is defined as a team memebr.



## My Tasks

A list of tasks, from the Projects application, that are assigned to the user.



## Open Items

A list of tickets from an E-Form project.

## Photos, Videos & Text



## Image

Upload, crop, and display an image on your page.



## Text

Add text to your page using a simple text editor.



## < > Video

Add a video to your page by additng its web address.



#### **Gallery List** Show a list of image galleries available to the user.



## Greeting

Show a message to the user such as "Good morning Jane Smith"

## **Embed and Custom**

## < > Embed

Add in embeddable code from another site or widget.

## < > Site (iframe)

Embed an external webpage within your page.

## < > Your own Component

Create a component with your own HTML, CSS and JS.

## Learning & Knowledge Base



#### **Articles**

A list of recently added Knowledge Base articles.



## Questions

A list of questions recently asked by users within the Knowledge Base application.



## Completed Courses

A list of E-Learning courses the user has completed.



## **Mandatory Courses**

A list of E-Learning courses the user must complete.



Preview the latest posts from blog channels the user is subscribed to.

## **Explore Pages Component**

## Dashboard



## Dashboard

A graph of the status breakdown of submitted E-forms tickets.



#### Form List

Form List

A list of your most commonly accessed Infocapture E-forms.



## Handler

A graph of the current handlers (responsible individuals) of E-froms tickets.



## Open Items

A list of tickets from an E-form project.



## Polls

Show a list of active polls, or one poll in particular.



## Stock Price

The change in stock price of your chosen companies.



## SLA

Show how many E-forms tickets are in or out of their Service Level Agreement (SLA) time.



## **Tickets Submitted**

A graph of the number of tickets submitted to an E-form project.

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