

# USER INTERFACE CHANGES - QUICK TOUR

## Introduction

The Qualvu product team is excited to announce a substantial visual update to the Qualvu product. You will notice that we've changed our color scheme and logo. These changes are in line with recent branding changes at Qualvu.

We have also modified the dashboard page accessed from the Home tab. This dashboard page now provides quick and easy access to your project content through individual widgets. Our goal with the dashboard and widgets is to get you to your content quicker and provide you a single location to track the details of your project(s).

Finally, for those of you who have not logged into the Qualvu product in some time, you will also notice an upgrade to the site navigation for the Qualvu product. We have made these changes to provide quick access to the tools you use each day. All of the specific tools you use while managing or participating in a project have not been changed and you can continue to carry out your tasks the same way you always have.

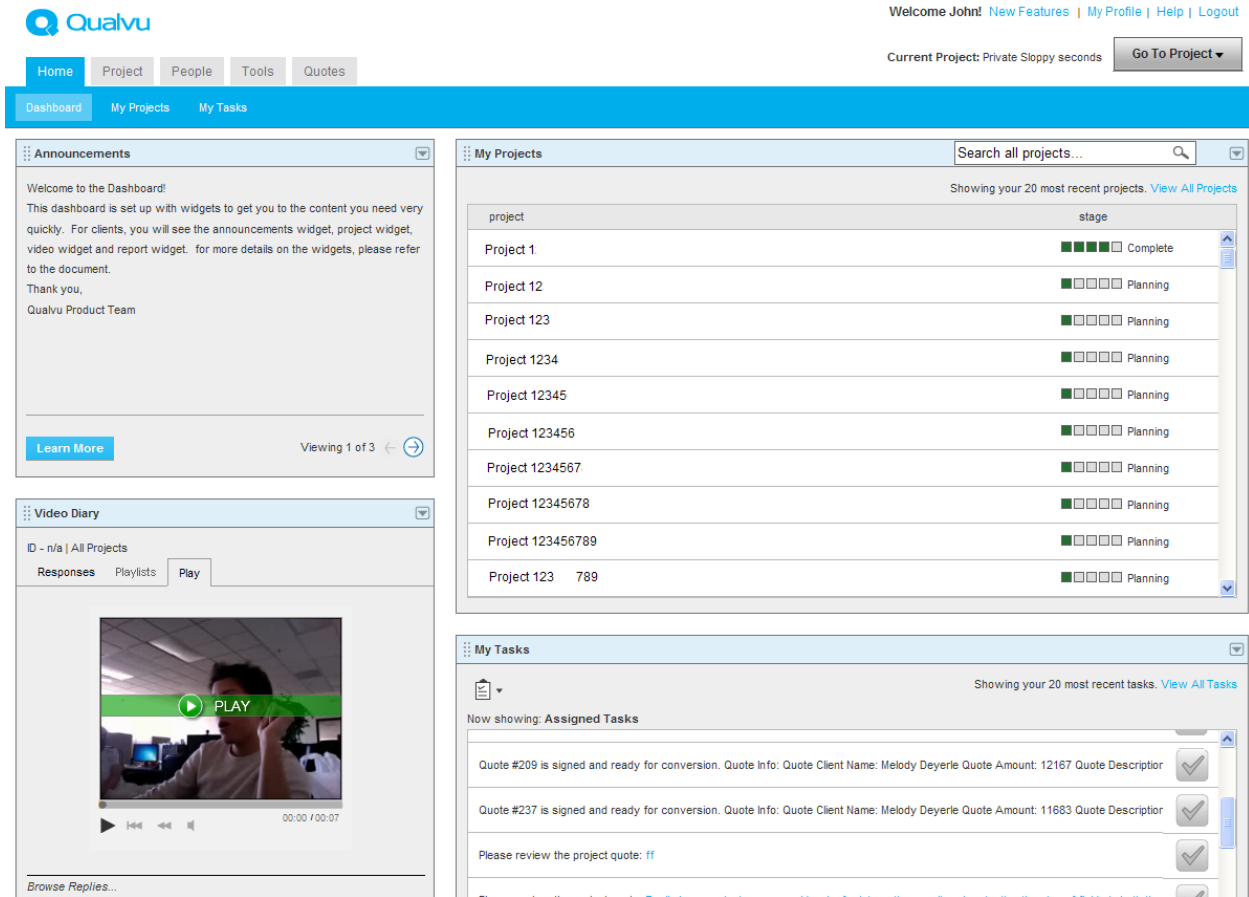
## Dashboard

The default start page within Qualvu is now a dashboard that contains numerous widgets for customers to view project statistics, see video as it arrives, access completed reports and view announcements from Qualvu. The widgets have been designed to allow you access to all of your assets, from all projects, in a single location. For example, you do not need to jump in and out of your multiple projects to see all of the video and playlists. A single Video Diary widget on the dashboard provides complete insight. Some additional details:

- There are 5 widgets: Announcements, My Projects, Video Diary, Reports and My Tasks. (The My Tasks widget only appears for select users that require task management).
- Each widget can be moved to a different location on the dashboard by dragging the header bar to a new location.
- Each widget can be minimized via the down arrow button in the widget header. The widget can then be maximized via the same down arrow button in the header.
- You can interact with each widget, such as scrolling through your multiple reports, switching between individual video responses and playlists, and digging deeper into project details.

Please note: Participants will not see the dashboard page as their roles are focused on providing video feedback and do not require project management access. In addition, there is a My Tasks widget that only appears for select project managers

## Dashboard Screen Shot



The screenshot shows the Qualvu dashboard interface. At the top, there is a navigation bar with the Qualvu logo and user information: "Welcome John! | [New Features](#) | [My Profile](#) | [Help](#) | [Logout](#)". Below this is a secondary navigation bar with tabs for "Home", "Project", "People", "Tools", and "Quotes". A "Current Project: Private Sloppy seconds" indicator and a "Go To Project" button are also present.

The main dashboard area is divided into four sections:

- Announcements:** A welcome message from the Qualvu Product Team, stating "Welcome to the Dashboard! This dashboard is set up with widgets to get you to the content you need very quickly. For clients, you will see the announcements widget, project widget, video widget and report widget. for more details on the widgets, please refer to the document. Thank you, Qualvu Product Team". A "Learn More" button and "Viewing 1 of 3" indicator are at the bottom.
- Video Diary:** A video player showing a man speaking. The video title is "ID - n/a | All Projects". Below the video are tabs for "Responses", "Playlists", and "Play". A "Browse Replies..." link is at the bottom.
- My Projects:** A table listing 20 most recent projects. The table has columns for "project" and "stage". The projects listed are: Project 1 (Complete), Project 12 (Planning), Project 123 (Planning), Project 1234 (Planning), Project 12345 (Planning), Project 123456 (Planning), Project 1234567 (Planning), Project 12345678 (Planning), Project 123456789 (Planning), and Project 123 789 (Planning). A search bar and "View All Projects" link are at the top.
- My Tasks:** A list of 20 most recent tasks. The current view is "Assigned Tasks". The tasks listed are: "Quote #209 is signed and ready for conversion. Quote Info: Quote Client Name: Melody Deyerle Quote Amount: 12167 Quote Descriptor" (checked), "Quote #237 is signed and ready for conversion. Quote Info: Quote Client Name: Melody Deyerle Quote Amount: 11683 Quote Descriptor" (checked), "Please review the project quote: ff" (checked), and a partially visible task "Please confirm the project quote: Request approval from client for late-stage results before the close of bids is both".

## Project List

For users wishing to access the project list page that used to be the default home page, the My Projects link from the home tab navigation will take you to the familiar page that lists your individual projects.

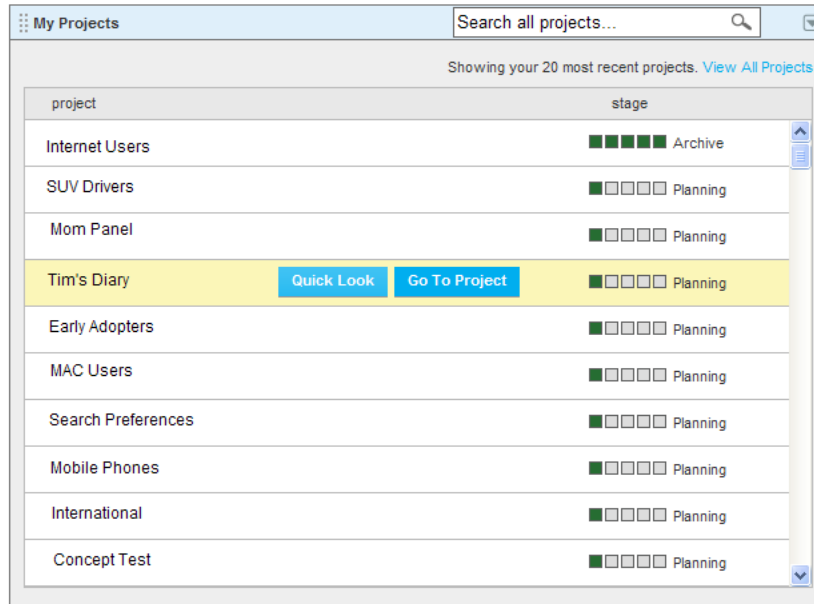


This screenshot shows the Qualvu dashboard with the "Project List" page selected. The navigation bar at the top is identical to the previous screenshot. The secondary navigation bar now has "Dashboard" and "My Projects" tabs, with "My Projects" being the active tab. The "Current Project: QualVu Demo" indicator and "Go To Project" button are also present. The main content area is currently blank, indicating the project list content is not yet rendered or is obscured.

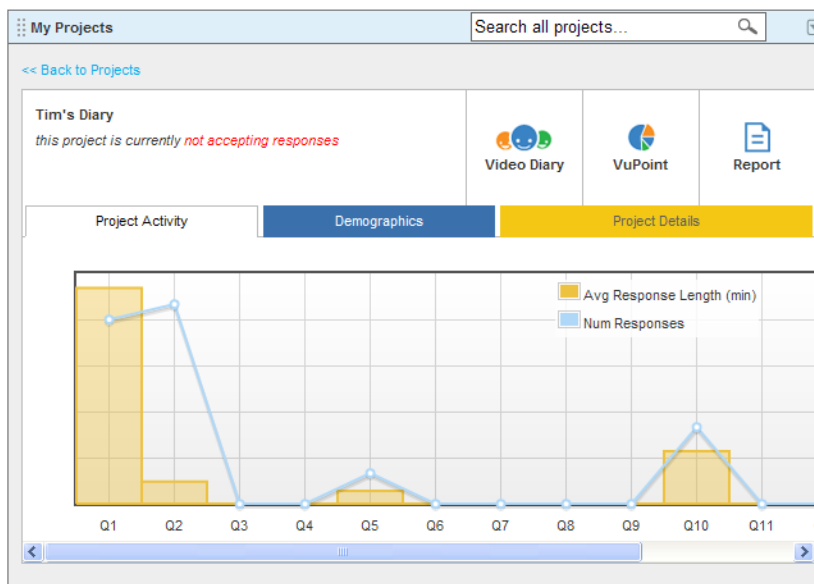
## Individual Widgets

### My Projects

The My Projects widget provides summary details for your current and past projects. It opens with a list of projects, showing only the most recent 20. If you have more, you can choose to View All Projects or use search to find the specific project.

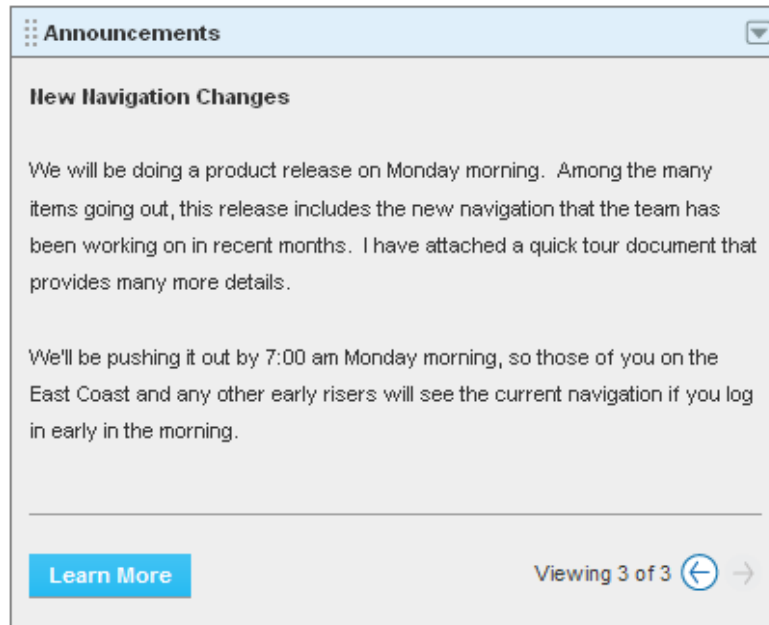


Hovering over a project and selecting „Quick Look“ will provide you additional project details, such as a graph of statistics for number and length of responses for each question, a map of the geographic location for each participant, and a summary page with basic details about your project(s). At any time, you can link to additional project tools, such as Videodiary or Vupoint, from within the My Projects widget.



### **Announcements Widget**

The Announcements widget will keep users informed of Qualvu news, product updates or scheduled maintenance.



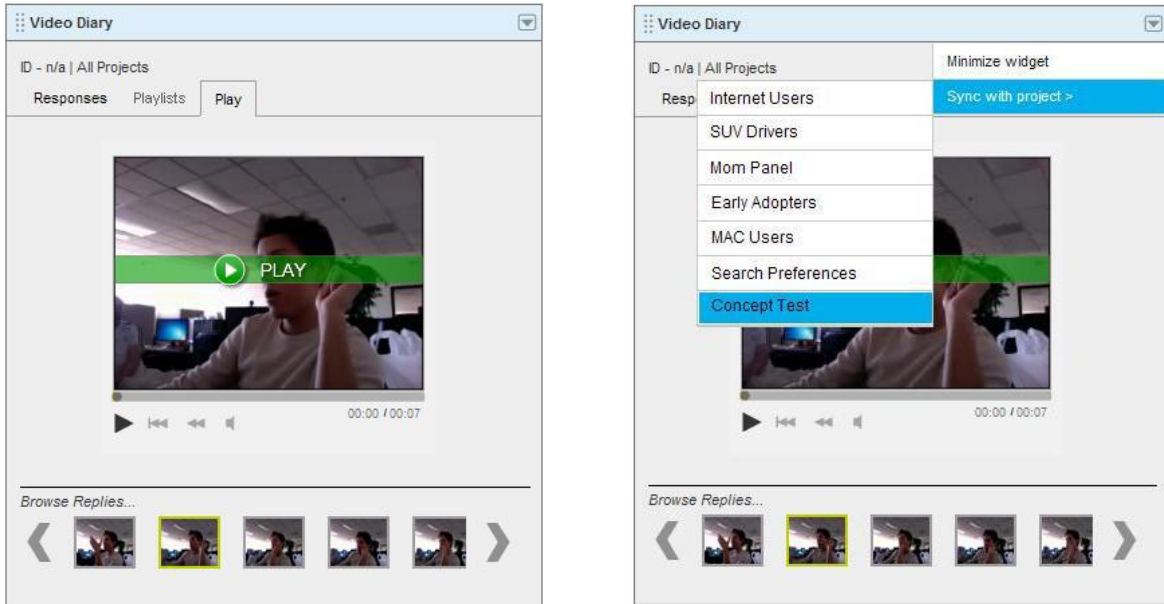
### **Reports**

The Reports widget provides direct access to all of your Qualvu reports. You can directly launch the online reports or download any hard copy reports.



### Video Diary

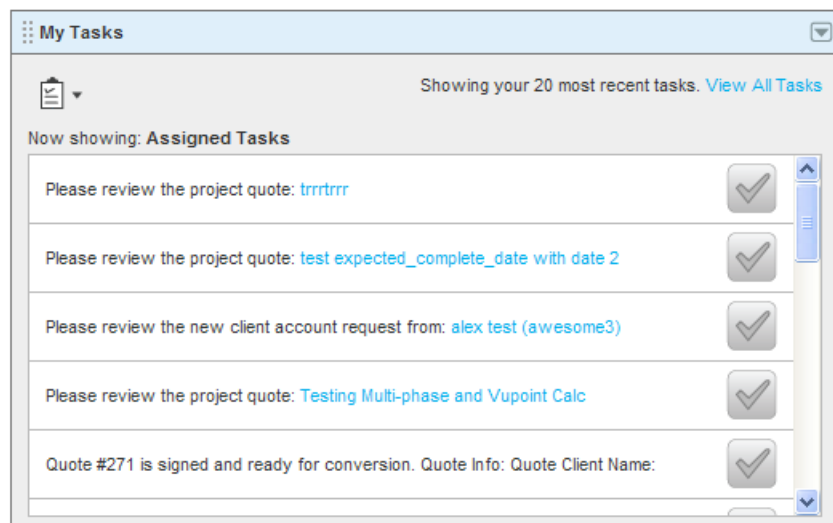
The Video Diary widget provides real-time access to all video responses and playlists as they are created. As you monitor a project, any new video will appear in the Video Diary widget.



The default behavior for the Video Diary widget will be to include all video across all of your projects. If you wish to see only video from a specific project, the Video Diary widget can be “synced” with a specific project by activating the widget menu from the drop down arrow in the widget header.

### My Tasks

The My Tasks widget lists all tasks assigned to you that need completion. The default view provides a description. Clicking the task provides additional details. As a reminder, not all users will see the My Tasks widget on their dashboard.



## Navigation

Specifics of the navigation upgrade include:

### Header and Footer Links

The top and bottom sections (the header and the footer) now contain profile management and communication tools that you might not need to use all the time, but will always be available when you need them.



At the top, you will see a welcome note and links to New Features, My Profile, Help and Logout. The New Features link will take you to a page with information about new features recently added to the product (like new navigation!). Use the My Profile link to update your personal information or change your password. Clicking Help will take you to the Qualvu knowledgebase, where you can view tutorials or read how-to articles and frequently asked questions (FAQ's). Clicking on the Qualvu logo takes you to your home (dashboard) page in Qualvu.



At the bottom of each page are navigation links for support and product feedback, as well as links to information about Qualvu's terms and privacy policy. The support link will take you to the Qualvu support contact page where you can submit your support request via a contact form, or you can chat with a Qualvu support team member during regular business hours. Use the feedback link to send your suggestions to the Qualvu product team. Your feedback is very important to us.

## Tabbed Navigation

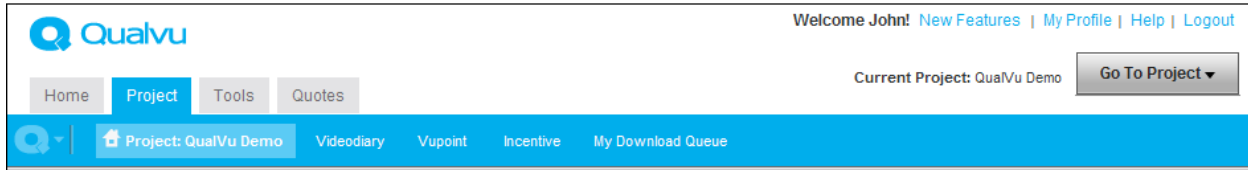
The primary navigation is now organized into Tabs, each with their own secondary navigation items. For each tab, you can click the tab name and go directly to that tab's default page (which is the first sub-navigation item under that tab), or you can hover over the tab name to activate the sub-navigation and jump directly to one of those pages. For the purpose of this tutorial document, we will be showing all navigation items provided across the entire application. The items you will see in the navigation are based on your specific role when you are using the Qualvu product. The items that do not pertain to your specific role will not be visible when you are using the product.

### Home



This will take you to the new Dashboard page as described above. You can also access a list of your projects from the My Projects link. The left side navigation items that used to be on this page have moved to new homes in the new tabbed navigation.

## Project



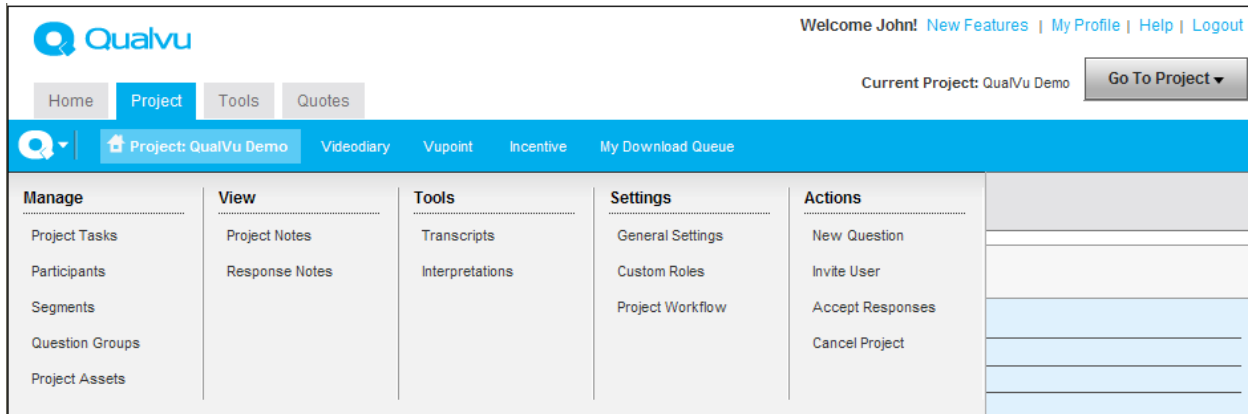
This functions as “Project Home” did in the old navigation. It will show you the specifics of the particular project you requested, including project tasks, questions, participants and users. From here, you can navigate to Videodiary, Vupoint, Incentive and My Download Queue.

**Tips:** when you are in a project and have navigated away from the project home page, you can just click the name of the project from the sub-navigation list to take you back to the project home. (You can also click the project tab).

## Project Tools & Actions



All of the tools you use to manage a project, which used to be on the left side of the screen, are now centralized and accessed via the tools & actions icon in the secondary navigation of the project tab. Once clicked, the menu options will appear.



## Tools



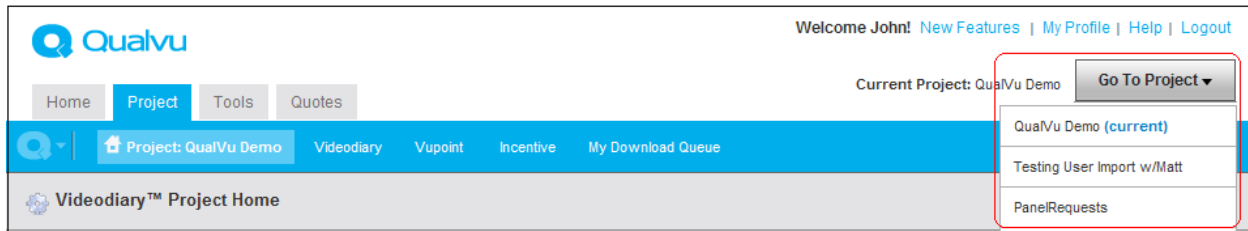
For clients who maintain custom panels, those are now accessed from the Tools menu.

## Quotes



To view current and past project quotes for research projects with Qualvu, click on the Quotes tab or Project Quotes sub navigation.

## Go To Project



This list will allow users to jump directly to a specific project at any time, and from anywhere in the system. You no longer have to navigate to your home page to access your list of projects. The Go to Project list is ordered by the date & time you last accessed each project, with the most recent appearing first in the list. So, if you are always going back to the same project, it will be first in the list. If you have a lot of projects, and not all are immediately visible in the quick Go to Project list, clicking "View All" at the bottom of the project list will show you all of your projects.

Once you have selected a project, it becomes the "Current Project" as you navigate through the application. Any project specific pages or tools, such as the Project tab, will be set to the current project.

## Conclusion

We are confident the new features will improve your work flow within the Qualvu product and are excited to hear your feedback. Please send an e-mail to [productfeedback@qualvu.com](mailto:productfeedback@qualvu.com) with any questions or comments about the new navigation or any other aspect of the Qualvu product.