

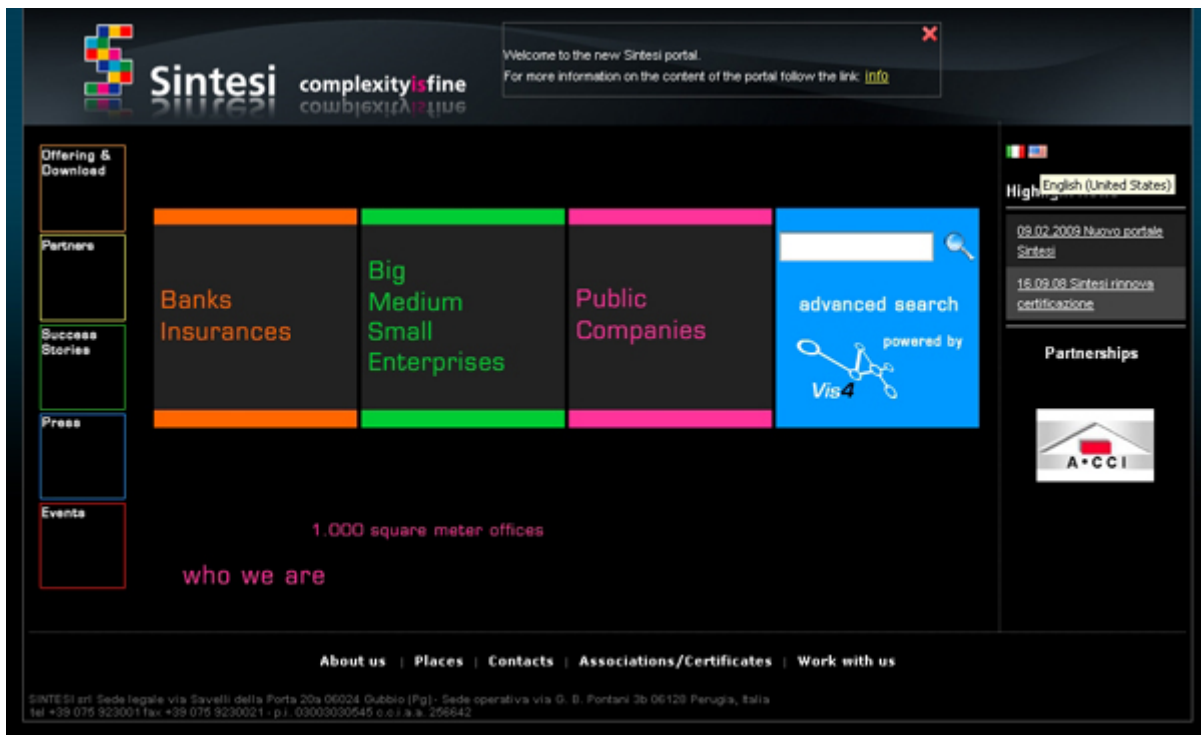
Sintesi Portal Users Guide 09.02.09

Foreword

The present document aims at providing guiding principles to users for the navigation inside Sintesi portal. The guide contains a set of illustrations aimed at the simplification of operations comprehension. The present portal preserves substantially unchanged the functions existent in the previous portal. The improvements brought are aimed at a **simpler, more rapid and effective navigation and data retrieval**. In order to reach this goal the portal was restyled following the next logics:

- ▶ at the homepage core are positioned 4 master squares, 3 of which represent the markets Sintesi refers to: **finance, industry and public**. Inside each of the 3 squares there are listed the spheres of solutions application pertaining to the respective market and links to solutions are made to them.
- ▶ On the right side menu, present in all pages, the portal administrator has chosen to put in the foreground general information regarding the sections of major interest for the user as: solutions, markets, collaborations, case studies and events.
- ▶ On the right side column of homepage the user can find information regarding company news and logos of enterprises which collaborated with Sintesi; the left side column from the subsequent pages gives space to detailed information about reference solutions, as: brochures, product specifications, case studies and collaborations.

The portal is conceived in a “user-friendly” manner in order to create an “on-line system” designed for a better fruition and valorisation of solutions.

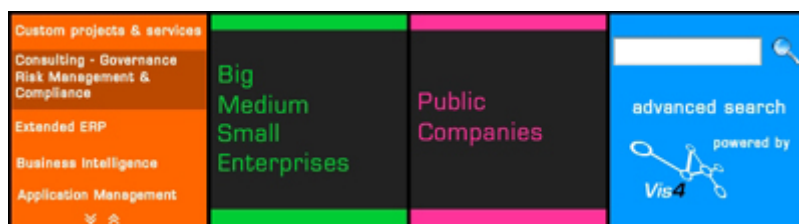


Central body

The heading, visible on all portal pages, is made of an image containing the company's logo.

As mentioned before, in the central part of the portal the user can find four master squares, three of which allow them to navigate within the items of each macro area.

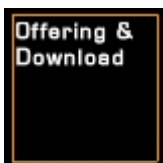
- ▶ The 3 master squares are structured in such a manner so that the markets in which Sintesi operates would be represented in a distinguished way giving reference about their relative spheres of application. The pages correlated to the selected sphere of application illustrate exclusively the company solutions (above the heading of each page there is a navigator which favours the orientation inside the portal. The complete navigation path is visualized within the page heading; it is possible to skip from one page to another inside the navigation path without go back over to the homepage.
- ▶ Within the last master square the user can search for information in 2 modalities; the classical search engine consents the search by keywords and the visual search of the innovative Vis4Search product allows the user to perform an easier data retrieval due to clusterisation of the search results through graphic visualisation.



Company sections of interest

On the left side menu there are 5 sections:

- ▶ the “offering/download” section contains the visual description of solutions and their pertinent markets, so the user would have a great visibility on Sintesi solutions and the markets to which these ones refer. Clicking on interested point between market and solution, the user has the possibility to download informative documents (the documents existent inside the portal are predominantly in pdf format and they are spotlighted by apposite icon).



- ▶ the “collaboration” section illustrates, through a short text description, the enterprises which had a connection with Sintesi.



► the “success stories” section instances experiences of company’s best practices.



► the “press” section contains the company press reviews.



► the “events” section lists the manifestations to which Sintesi participated.

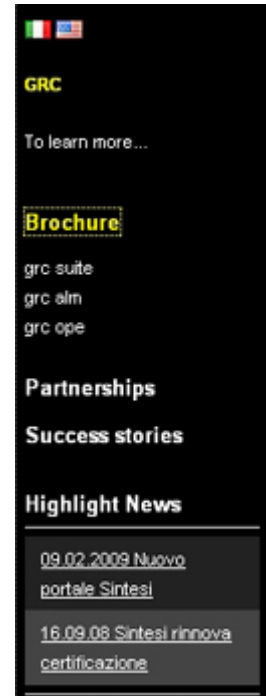


Solutions/solution’s sphere of application sections

On the left-site column of subsequent pages to the homepage, there are useful sections from where the user can get detailed information about the solution’s sphere of application and consequently about Sintesi solutions.

There is also the possibility of downloading brochures/case studies and taking note of collaborations, pertaining to specific areas, Sintesi had. Moreover, through front line news, the user is constantly updated.

Through the above mentioned structure of the portal the information retrieval is rapid and easy.



References

The “*footnote*” section, present in all portal pages, contains

- ▶ who we are: description of company profile
- ▶ Offices: reference to company offices with map visualization
- ▶ Contacts: useful references
- ▶ Membership and certifications: the description and logo of institutions of which Sintesi is member and the company certifications
- ▶ Jobs: section dedicated to the company recruiting

[About us](#) | [Places](#) | [Contacts](#) | [Associations/Certificates](#) | [Work with us](#)