

INTRODUCING DESK

Desk is a unified platform designed to streamline your admin process, allowing more of your valuable time to be spent client facing. Desk functions as an agent productivity suite, giving you mobile access to your most critical apps and ensuring your data and content are syncing across the applications that you love the most.

With simplified navigation and a robust search completely integrated to help you find what you need quickly and efficiently, so you can get back to building your business.

Simplified Navigation

Navigation has been completely built into Desk so you don't have to leave and go into another app to find your materials, forms, documents, etc.

Favorites

Save your favorite resources all in one place! You can favorite all of the documents you use the most from within Desk as well as add the links to your

Notifications

All notifications you receive will be indicated with a number here. You will be notified about Desk releases, and in the future, about Apps that are important to you.

Profile

This menu provides access to your profile. Other features include: Take a Tour of Desk which guides you step-by-step through each feature; Reset Dashboard Layout, which restores Desk to its default app selection and order; choose your own communication preferences in "Settings", allowing you to determine the frequency of emailed news updates; or sign out.

Help Center

Browse the Help Center for answers to Frequently Asked Questions, tutorials, videos and Quick Start Guides for each app.

Chat with Support

Connect with a support team member for quick answers or for more advanced questions call 877.426.5393.

Company Intranet & News

Your intranet is completely integrated into Desk. It includes a comprehensive news section with local and companywide news.

Homepage

This is a customizable space for your most important apps. We've started you off with a default set of apps; you can move them around, add, or remove apps at any time.

Adding An App

Use the blue Add App plus icon to add additional apps to your screen. New apps will show up on the top left and will glow. There is also a second Add App button.

Mobile Friendly

We know that many of our users need quick access to information when they are in the field. Desk Intranet is mobile friendly on all devices.

Coming Soon

- Company Directory
- Enhanced Search Filtering
- Content Subscription & Alerts

THE PRODUCT STUDIO



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