

# Main Page | Intranet

## Main Page Navigation Guide | Intranet

The screenshot shows the UNIL Intranet Main Page. At the top, there is a header with the UNIL logo, the date 'lundi, 18 novembre 2019', and links for 'Donner un avis', 'Aide', and 'Contact'. A language selector shows 'English' and 'français', with 'English' highlighted by a red box and the number 1. Below the header, there is a search bar labeled 'Rechercher dans les actualités' with a magnifying glass icon and a circular arrow icon. A red box and the number 2 highlight the search criteria dropdown menu. A red box and the number 3 highlight the search field. A red box and the number 4 highlight the 'Partager' button. A red box and the number 5 highlight the 'Show/Hide advanced search' icon. Below the search bar, there is a table with columns: 'Détails/Editer', 'Type/institution', 'Visuel', 'Référence', 'Visibilité', 'Modifié le', 'Liens', and 'Action'. The table contains two rows of data. A red box and the number 6 highlight the 'Année' dropdown menu. A red box and the number 7 highlight the 'Agr' dropdown menu. A red box and the number 8 highlight the 'Détails/Editer' button. A red box and the number 9 highlight the 'Action' column. The table data includes details about a book chapter and an article.

1. Language Selection

2. Proposed search criteria, for example, publications with documents.

3. Search field. The *magnifying glass* button launches the search. The right button (circular arrow) resets the fields.

4. Generate a shareable link leading to the results of selected search criteria.

5. To Show/Hide advanced search, click on the surrounded icon.

1. **Language Selection**
2. **Proposed search criteria**, for example, publications with documents.
3. **Search field**. The *magnifying glass* button launches the search. The right button (circular arrow) resets the fields.
4. **Generate a shareable link** leading to the results of selected search criteria.
5. To **Show/Hide advanced search**, click on the surrounded icon.

6. You have the option to **Sort your search** based on various criteria (latest modification, relevance, year, etc.). Select the desired filter. The triangle on the right indicates the sorting order, which you can reverse by clicking on it. You can also choose the number of notices visible on the page.
  7. Perform actions such as **Exporting the results** of checked searches (see 9).
  8. Click on this icon to **Show/Hide details** about the publication and to [\*\*edit the notice\*\*](#).
  9. **Select the publications** on which to perform an action (see 7).
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Révision #2

Créé 18 février 2024 17:37:49 par Hamza Karmouche

Mis à jour 18 février 2024 17:41:49 par Hamza Karmouche