

# Xoralia user dashboard

With the release of a user dashboard, end users are now able to view their read statistics against all documents across all document libraries in a singular view. Our new dashboard displays long term statistics in an easily understood visual chart, encouraging them to read documents on time and try to improve their average quiz score.

The screenshot displays the Xoralia user dashboard. At the top left, the Xoralia logo is shown next to the text 'Last synced: 29/03/2022 at 11:20'. On the top right, there are buttons for 'Open in SharePoint', 'Settings', and a refresh icon. The main content area is divided into a left sidebar and a main panel. The sidebar includes a 'Choose library' dropdown set to 'HR policies (8)', a 'Documents I must read' section with a red badge '8', 'All documents in this library', and 'Documents you own' with sub-sections: 'My documents due for review' (1), 'My documents that have expired' (1), and 'All my documents' (4). The main panel features a search bar, a 'Filter by' section with 'All tags' and 'All contacts' dropdowns, and a 'Reset all' link. Below the filters is an alphabetical index from A to Z. A 'Select all' button and an 'Assign to employees' button are also present. The document list shows two items: 'Annual Leave Policy' (Version: 2.3, March 2021) and 'Company car policy' (Version: 2.7, March 2021). The 'Annual Leave Policy' entry includes metadata: 'Read by date: Dynamic', 'Review date: 23/02/2022', 'Expires: 25/03/2022', 'Last updated: 10/03/2022', and 'Contact: HR Service desk'. It also has tags for 'Staff policies' and 'HR processes', a 'View read report' link with a 17% progress indicator, and 'Expired' and 'Assigned' buttons. The 'Company car policy' entry includes: 'Review date: 13/11/2022', 'Expires: 13/12/2022', 'Last updated: 15/03/2022', and 'Contact: HR Service desk'. The bottom left corner shows 'Powered by Xoralia V 2.2.1' and the bottom right corner has a 'Records' dropdown.

Our mandatory documents section details a user's attestation history throughout all time, alongside metadata such as document title, document version, the date attested to and their quiz score. The list also details unread assigned and links to each document for ease of attestation.

Choose library: Published

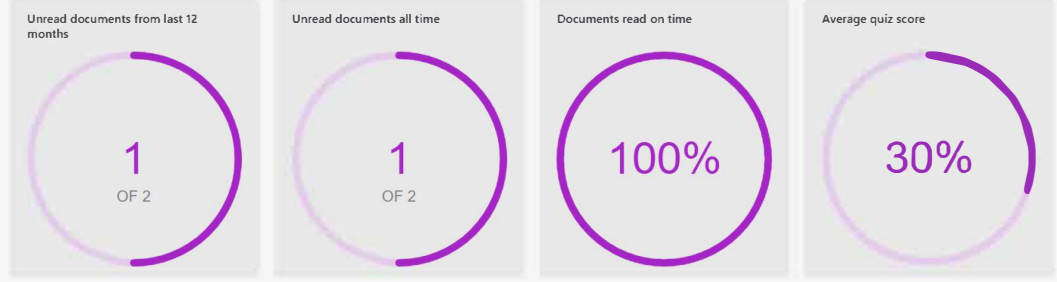
- 0 Documents I must read
- 16 All documents in this library

Documents you manage

- 1 Documents that have expired
- 16 All my documents

Tools

### Dashboard



### Mandatory documents

The list below shows all the documents that you have been assigned to read.

Document name	Version	Date assigned	Date read	Quiz score
<a href="#">Read Report history - Fixed Date.docx</a>	V3.0 26th April	12/04/2022	Overdue	N/A
Annual leave policy.docx	1	06/07/2022	07/07/2022	N/A