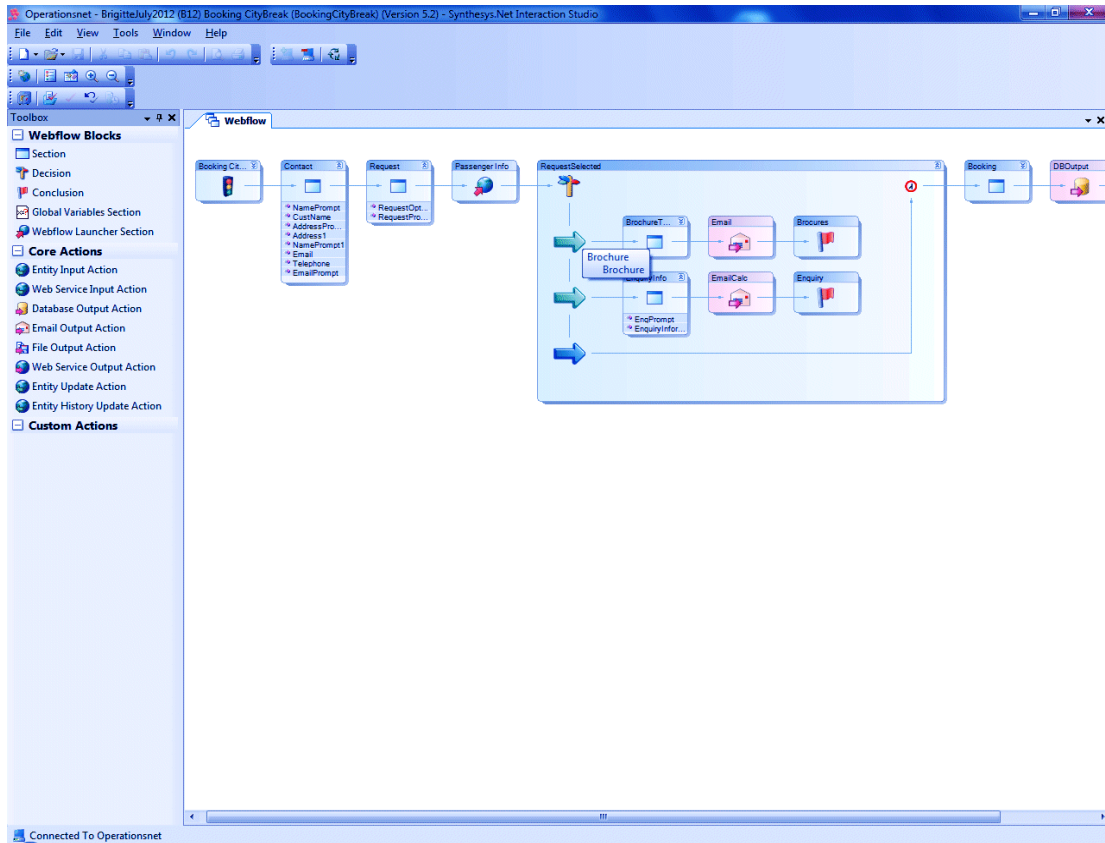



# THE SYNTHESYS.NET INTERACTION STUDIO



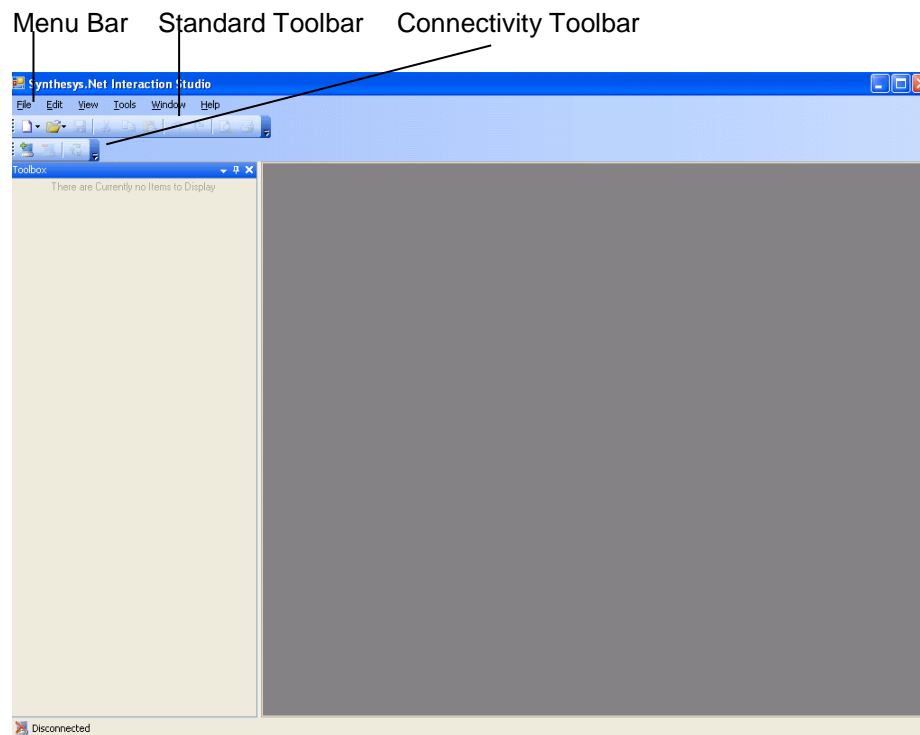
## THE SYNTHESYS.NET INTERACTION STUDIO

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## STARTING THE INTERACTION STUDIO

Once installed, open the Synthesys Interaction Studio clicking on the Synthesys IDE icon  on your desktop.

The following screen is presented:

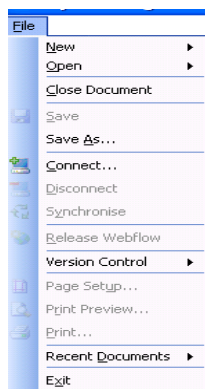


The following section describes in detail the elements indicated above.

## THE MENU BAR

The menu bar at the top of the *Synthesys Interaction Studio Screen* provides access to a series of menu options via pull down menus:

### File Pull Down Menu



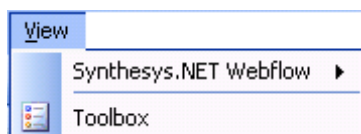
Menu Option	Used To
New	Create a new Synthesys Webflow.
Open	Open an existing Webflow.
Close Document	Close the currently displayed Webflow.
Save	Save the currently displayed Webflow.
Save As	Save the currently displayed Webflow on a different server and/or under a different account.
Connect	Connect the local client machine to the server.
Disconnect	Disconnect the local client machine from the server.
Synchronise	Synchronising the local client with the server to pick up the latest published Webflows and updates of Web controls.
Publish Webflow	Publish the currently displayed Webflow to make the latest version available in the Synthesys Portal in the Web Browser.
Version Control	Allow the rollback to a previous or older Version of the Webflow, and to check Webflows in and out.
Page Setup	Display the standard Windows <i>Printer Set-up</i> window.
Print Preview	Preview how the Webflow displayed will look when it is printed.
Print	Print the currently displayed Webflow.
Recent Documents	Select a previously opened file.
Exit	Close the Synthesys Interaction Studio screen.

## Edit Pull Down Menu



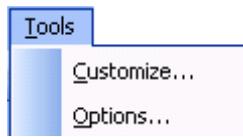
<b>Menu Option</b>	<b>Used To</b>
Cut	Remove the currently highlighted selection and place it on the Windows clipboard.
Copy	Copy the currently highlighted selection and place it on the Windows clipboard.
Paste	Paste the contents of the Windows clipboard at the cursor/insertion point.
Delete	Delete the currently highlighted selection.
Undo	Undo the last action that was performed on the system.
Redo	Redo the last action that was performed on the system.

## View Pull Down Menu



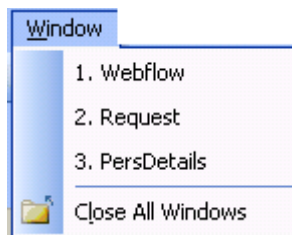
Menu Option	Used To
<b>Synthesys Webflow</b>	
Calculations	Display calculations used in the current Webflow.
Controls used	Display the Web controls used in the current Webflow.
Properties used	Display any properties, for example branching, associated with the current Webflow.
Webflow Item List	Display the number of sections, conclusions, decisions images and Input & Output actions used in the currently opened Webflow, together with associated details.
Webflow	Display the Webflow
Webflow Properties	Display the <i>Properties of the currently opened webflow, including Webflow Name, Help URL and Parameters used, the History showing published versions, Encryption status, Abort Reasons, Dashboard and Parked &amp; Held information as configured for the webflow and Default Styles used in the current webflow.</i>
	Please see the section <b>Webflow Property Options</b> for more information.
<b>Toolbox</b>	Restore the Toolbox, if it has been closed down. In the Webflow design view, the Toolbox displays the available Webflow Blocks.
	In the Section view, the Toolbox displays the Core Controls and Custom Controls available.

## Tools Pull Down Menu



Menu Option	Used To
Customize	Create and configure toolbars as required.
Options	<p><b>Environment:</b> To configure the layout of the Synthesys Interaction Studio environment (i.e. tabbed or windowed).</p> <p><b>Webflows:</b> To browse for the webflow path</p> <p><b>Servers:</b> To add or delete servers.</p>

## Window Pull Down Menu



Menu Option	Used To
1. Webflow 2. Request 3. PersDetails	Show the section tabs displayed in the Webflow design area.
Close All Windows	Close down all open windows currently displayed in the Webflow design area.

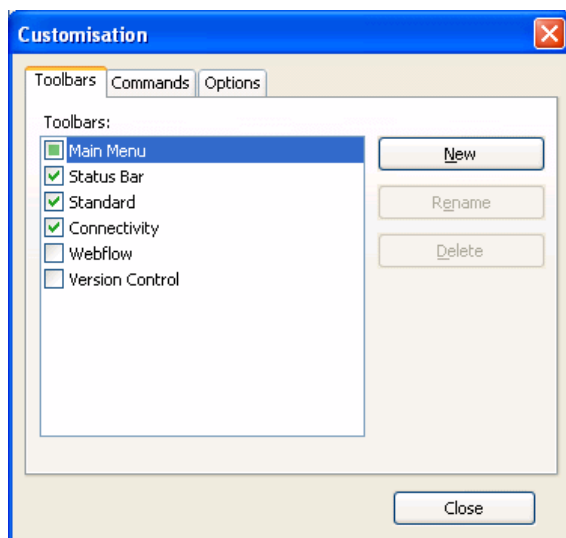
## Help Pull Down Menu

Menu Option	Used To
About	Display details about the Synthesys Interaction Studio.

## TOOLBARS

The **Standard** and **Connectivity** toolbars are automatically displayed on opening the Synthesys Interaction Studio screen.

The **Webflow** and **Version Control** toolbars can be added to the Synthesys Interaction Studio screen via **Tools /Customise**, by placing a tick in the check box next to the toolbar name.



How to create your own personalized toolbars is described in the section 'Creating your own Toolbars'.



*The toolbars can be placed anywhere in the Synthesys Interaction Studio Screen. They can also be positioned at the top, bottom, or to the left or right of the Webflow design area.*











*Displaying all existing toolbars, many of the operations will be available via the toolbar, rather than the file menu.*



## The Standard Toolbar




The Standard Toolbar is positioned directly below the Menu Bar in the Synthesys Interaction Studio screen.



Button	Used To
	Create a new Synthesys Webflow.
	Display the <i>Open Webflow</i> window, where you can open an existing Webflow.
	Save the currently displayed Webflow. Webflows are automatically saved to the central server using a fixed format file name. The file name is generated using the account prefix and the name of the Webflow.
	Remove the currently highlighted selection and place it on the Windows clipboard.
	Copy the currently highlighted selection to the Windows clipboard.
	Paste the contents of the Windows clipboard at the cursor/ insertion point.
	Undo the last action that was performed on the system.
	Redo the last action that was performed on the system.
	Preview how the currently displayed Webflow will look when it is printed.
	Display the <i>Print</i> window for your default Windows printer.

## Connectivity Toolbar







Button	Used To
	Connect the local client machine to the remote server.
	Disconnect the local client machine from the remote server.
	Synchronizes the local client machine with the remote server, picking up the latest Webflows and any updates to Web controls.

## Further available Toolbars






### Webflow Toolbar



Button	Used To
	Publish the currently displayed Webflow to make the latest version available in the Synthesys Portal in the Web Browser.
	Display the properties of the currently open Webflow.
	Zoom in / out of the currently open Webflow.
	Display the <i>Print</i> window for your default Windows printer.

### Version Control Toolbar



Button	Used To
	Open the Select Version Control dialog.
	Check in a Webflow. To be able to publish a Webflow, the Webflow has to be checked in.
	Check out a Webflow. To be able to work with and edit a Webflow, you need to check it out.
	Undo Check out.
	Get the latest Version of the Webflow.

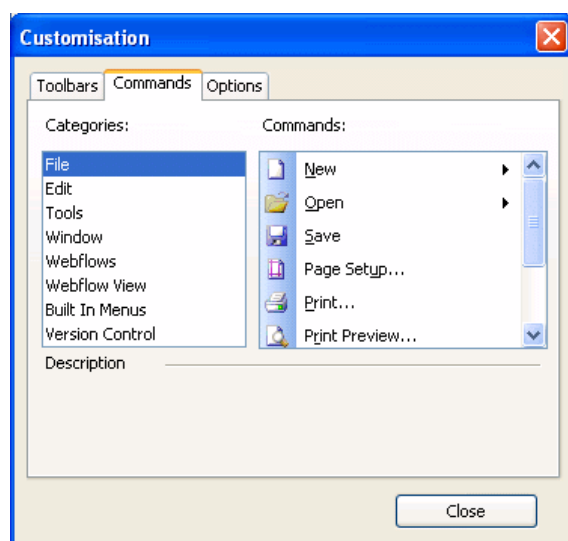
## Creating your own Toolbars

You can also create and configure your own toolbars as required.

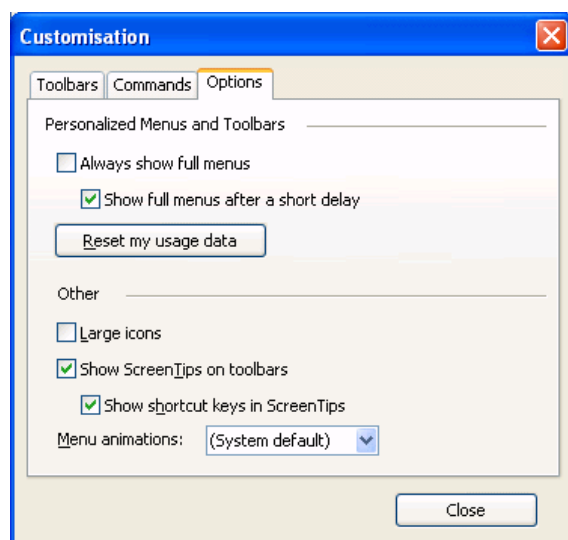
Go to **Tools /Customise** and click the **New** button in the Customization window. Enter a name for your toolbar and click **Close** to display the new toolbar.

Next, go to **Tools /Customise** again, but this time, click the **'Commands'** tab in the Customization window.

Select and drag the required icons onto your toolbar.



Further options to personalize your toolbar are available via the **'Options'** tab.

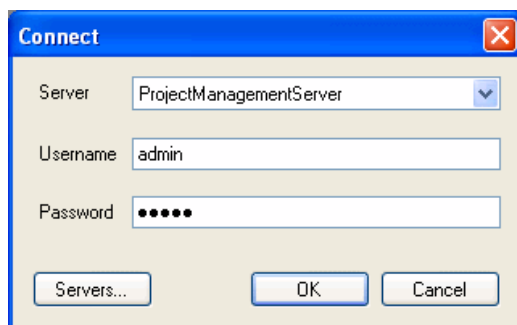


## CONNECTING TO A SERVER

You can now choose to design your Webflow off line, and only connect to the server to publish your Webflow before taking a call in the Webflow browser, or you can connect to the server immediately.

To connect the Interaction Studio to a Synthesys server, go to **File / Connect**.

This will open the *Connect* dialog.

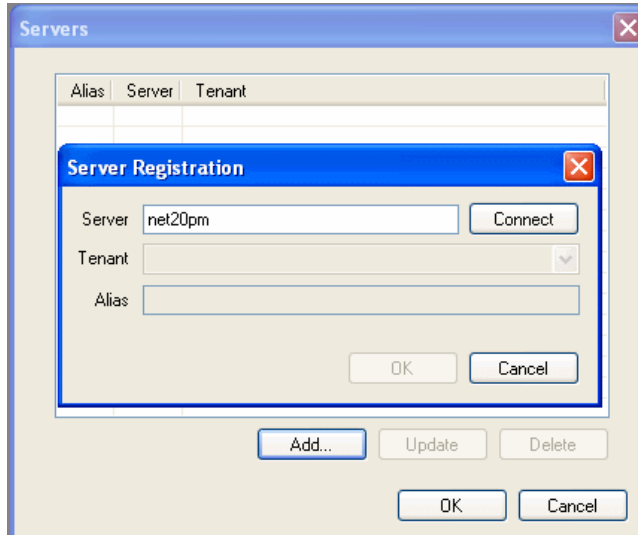


Select the required server from the drop down menu.

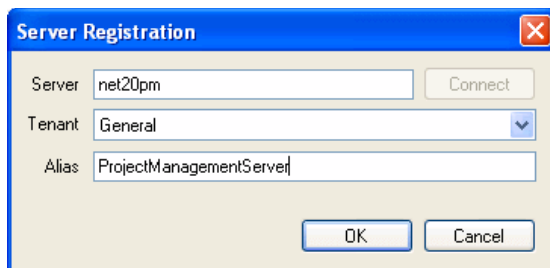
Enter your **user name** and **password** in the Username and Password fields displayed.

## Creating a new Server

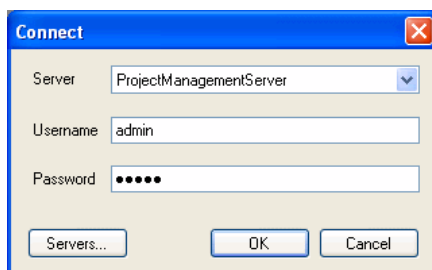
To create a new server, go to **File / Connect**, select **Servers** in the *Connect* window and click the **Add** button.



Enter the name of the server and select **Connect**. Once connected select tenant "General" and then give the server an appropriate name that you can remember.



Select **OK** and connect to the server by entering your username and password as given to you by your administrator.

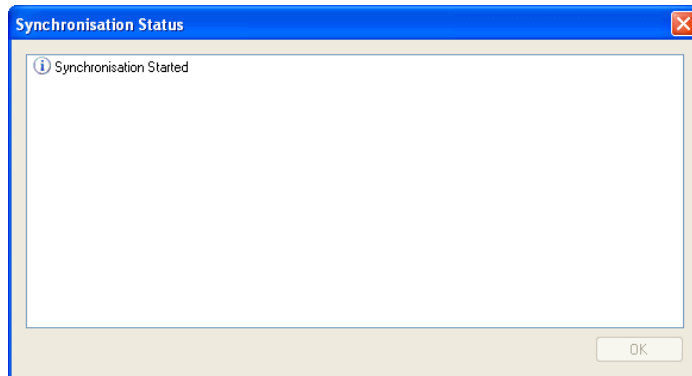


## Synchronising with the Server

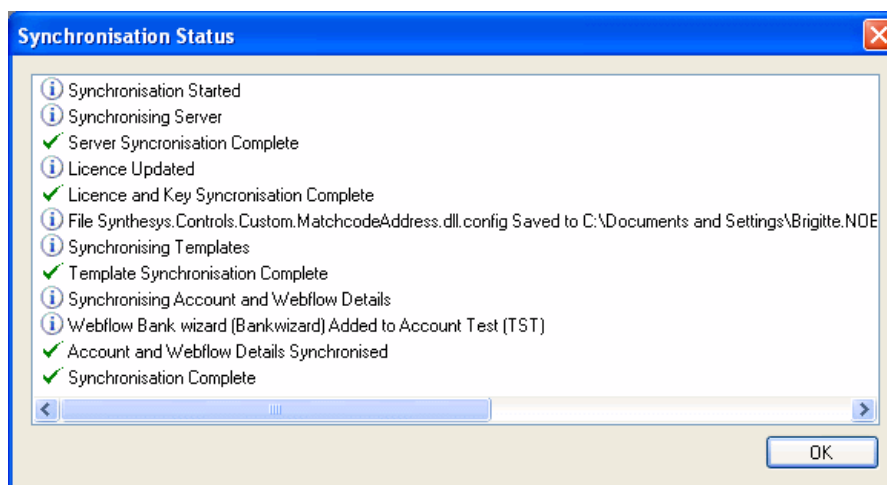
Once you have connected to the server, you need to synchronize the client machine with the server, to pick up the latest Webflows and any updates to Web controls.

Go to **File / Synchronise**, or alternatively click the Synchronize  icon.

Initially, the **'Synchronisation Started'** line will appear.



After a short while further lines appear, with the last line reading **'Synchronisation Complete'**.



Click OK to exit the *Synchronisation Status* screen.