


Roxhill Media Key Functions

Contents

Contents	2
Login Page	3
Site Navigation	4
Site-wide Overlay Guides	5
Toolbar Level 1	6
Toolbar Level 2	7
Profile Cards	7
Contact	8

Login Page

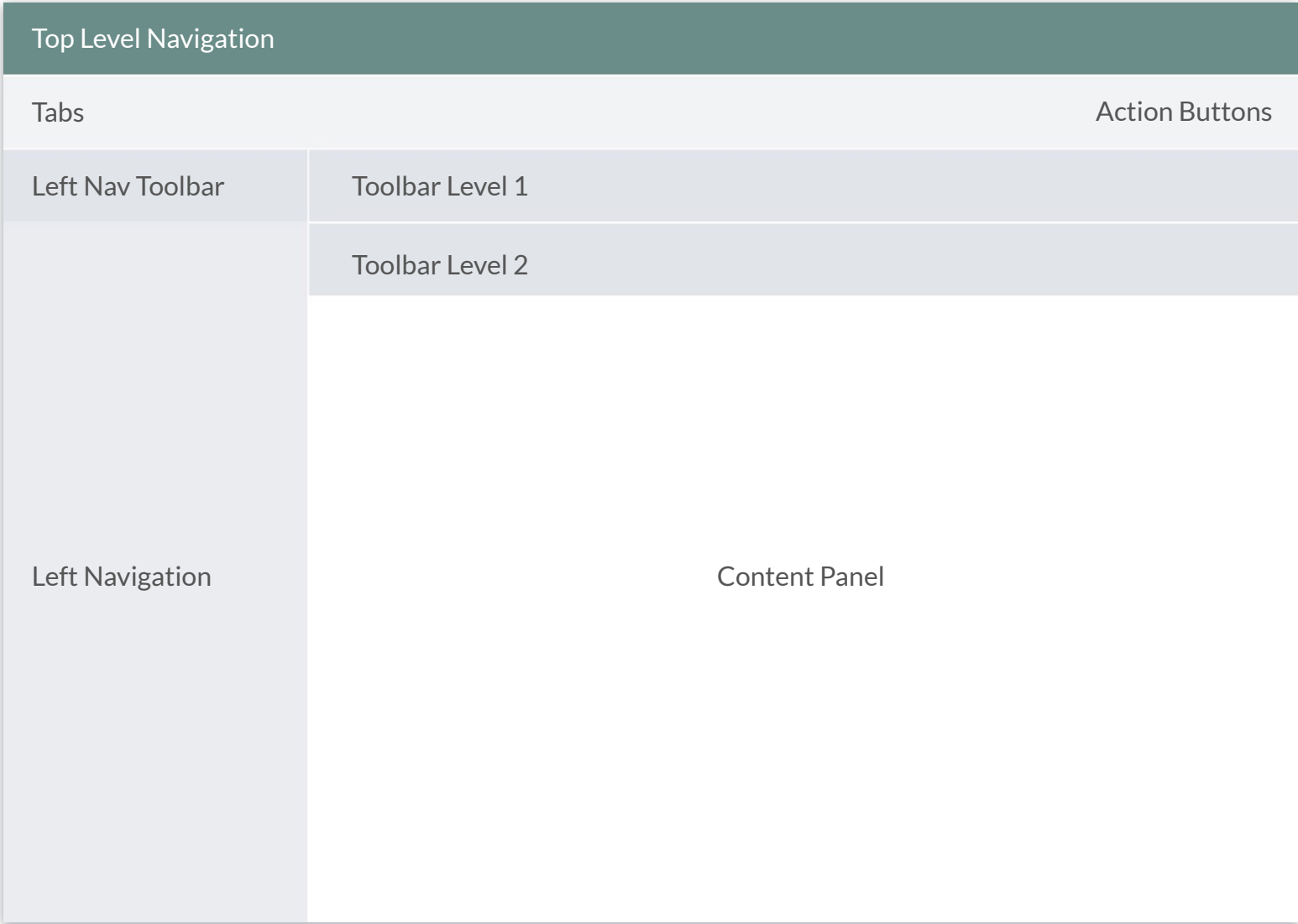
Enter your email address and password to login. You will land on the Roxhill homepage.



The image shows a login page for Roxhill. The background is a dark teal color. At the top center, the word "Roxhill" is written in a white, serif font, with a white horizontal line underneath it. Below the logo, there is a white rectangular box containing the login form. Inside this box, the word "Email" is written in a small, bold, black font. Below it is a white text input field with the placeholder text "Enter your email...". Below the email field, the word "Password" is written in a small, bold, black font. Below it is a white text input field with the placeholder text "Enter your password...". Below the password field, there is a link that says "Forgotten your password?" in a blue, sans-serif font. To the right of this link is a dark teal button with the word "Login" in white, sans-serif font. At the bottom of the white box, there is a line of small, black text that reads: "If you have any issues accessing your account, or while using the application, please contact us at help@roxhillmedia.com."

Site Navigation

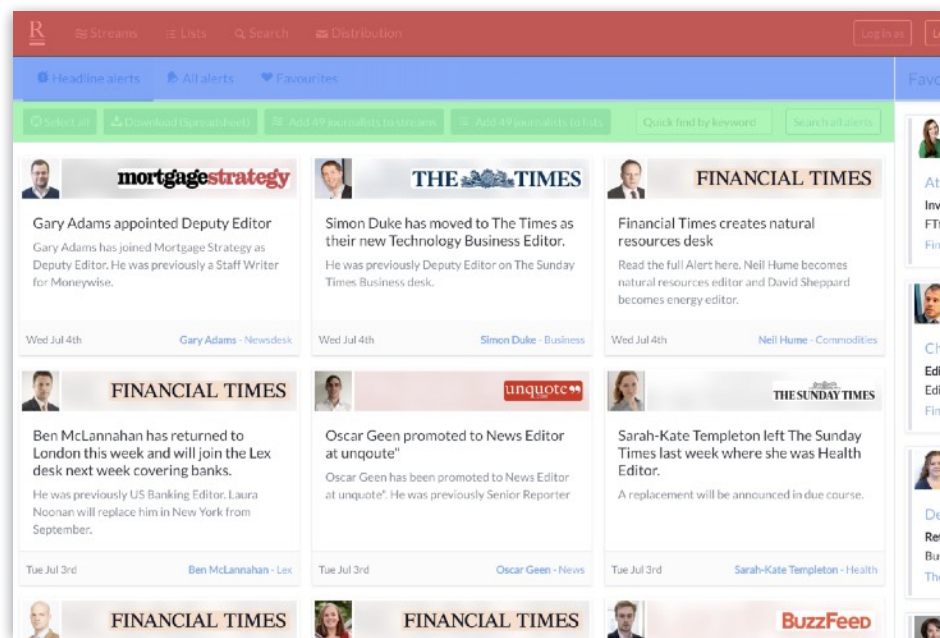
Below you can see a basic diagram of the layout of the site with labels. Throughout the user guides, these terms will be used to reference areas of the site.



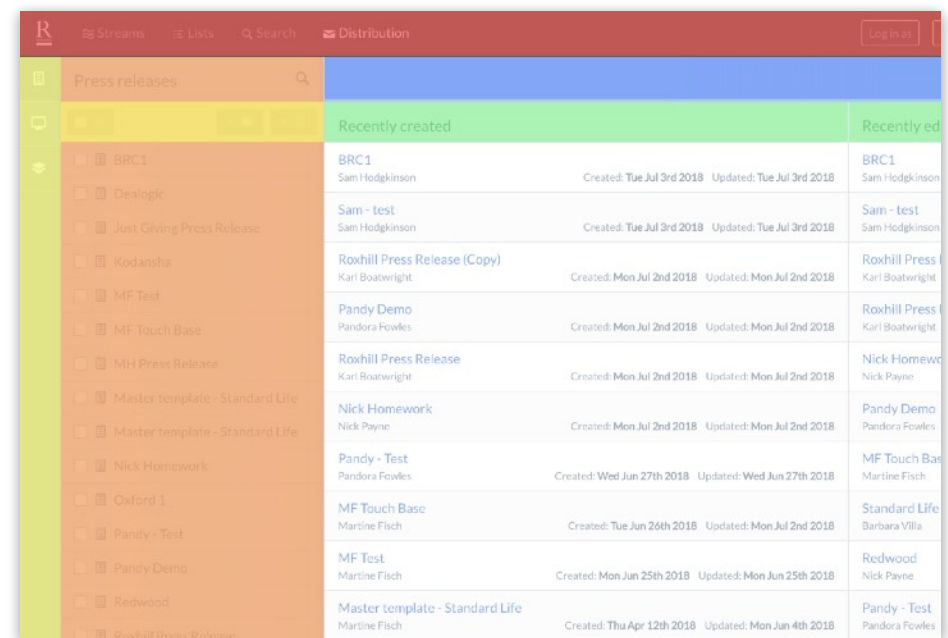
Site-wide Overlay Guides

On any page in the Roxhill app you bring up a guide of the page navigation. To do this is you can hold **Shift + C** to show you an overlay of the diagram on the previous page.

Each page is slightly different. As such, the overlay will show the relevant guides for the page you are on.



Example A shows the homepage, which features the Top Level Navigation, the Tabs and Toolbar Level 1.

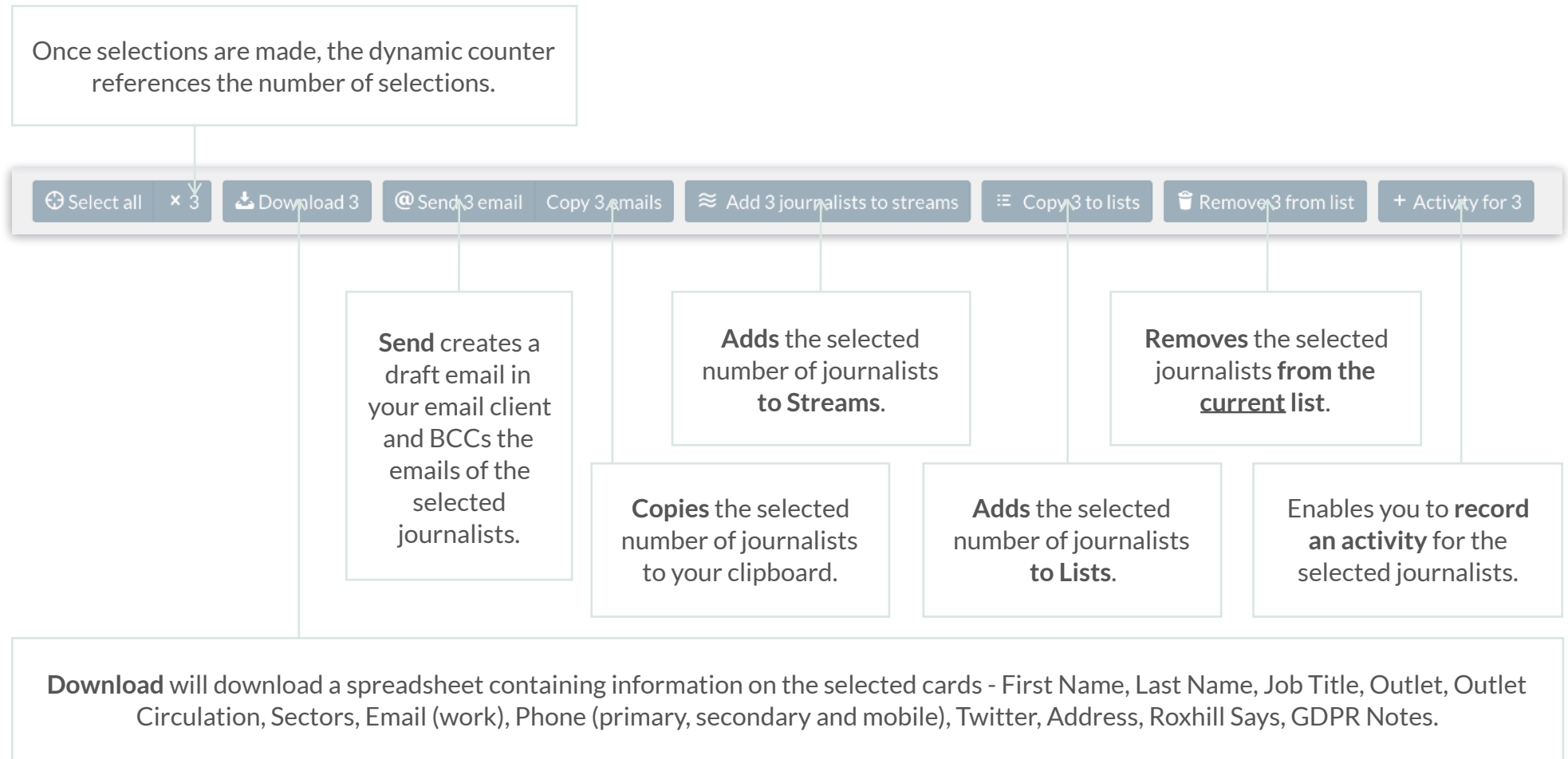


Example B shows the Distribution landing page, which features the same elements as well as the Left Nav (including Left Nav Toolbar).

Toolbar Level 1

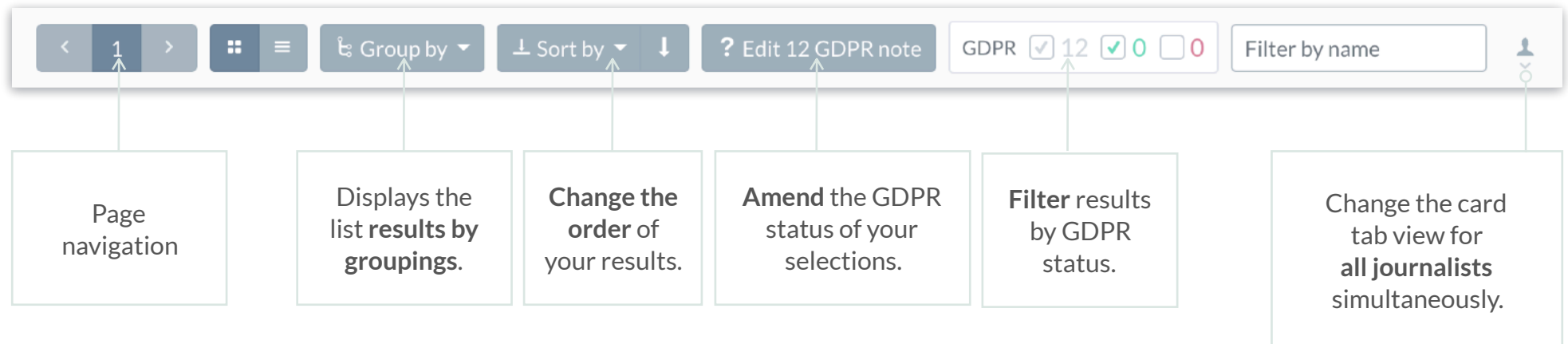
This toolbar appears on most list pages, for example Search, within the Roxhill app and contains actions related to **journalists**.

By default, the active action buttons apply to all journalist within the list.



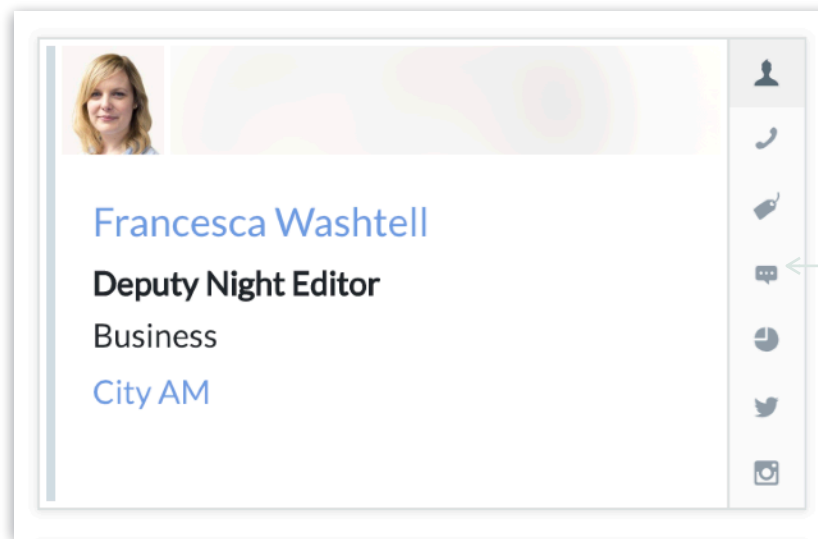
Toolbar Level 2

This toolbar appears underneath Toolbar Level 1 and contains actions related to page management as well as GDPR levels.



Profile Cards

Details around cards can be found [here](#).



Contact

If you have any questions

For any questions or if you need any advice, please contact our account managers, by email or phone:



help@roxhillmedia.com



+44 (0)20 3981 0010

Roxhill Media, WeWork No.1 Poultry, London, EC2R 8EJ