



SHOWCASE 360

USER GUIDE

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INTRODUCTION

Welcome to the **Compusoft Showcase 360** Service.

This service offers two complementary solutions: **Showcase collaborate** and **Showcase Inspire**.

In this continuously changing world, you need tools which will allow you to keep a good relationship with your customers. In this regard, **Showcase Collaborate** will help you.

Inspire and attract new customers by presenting your designs in 360° on your website. Quickly create new showrooms of the latest catalogues, which your customers will discover in shops or online. This is what **Showcase Inspire** provides.

For more than 30 years, Compusoft has offered you solutions to ensure that you always stay a step ahead in your profession.

This guide will present to you the different features offered by **Compusoft Showcase 360**. Step by step, you will learn how to use them. This start-up guide and the detailed descriptions of the different features will provide you with the necessary knowledge required for extensive use of the **Compusoft Showcase 360** Service.

If, after reading this guide, you still have questions, our customer support team will be pleased to answer any questions.

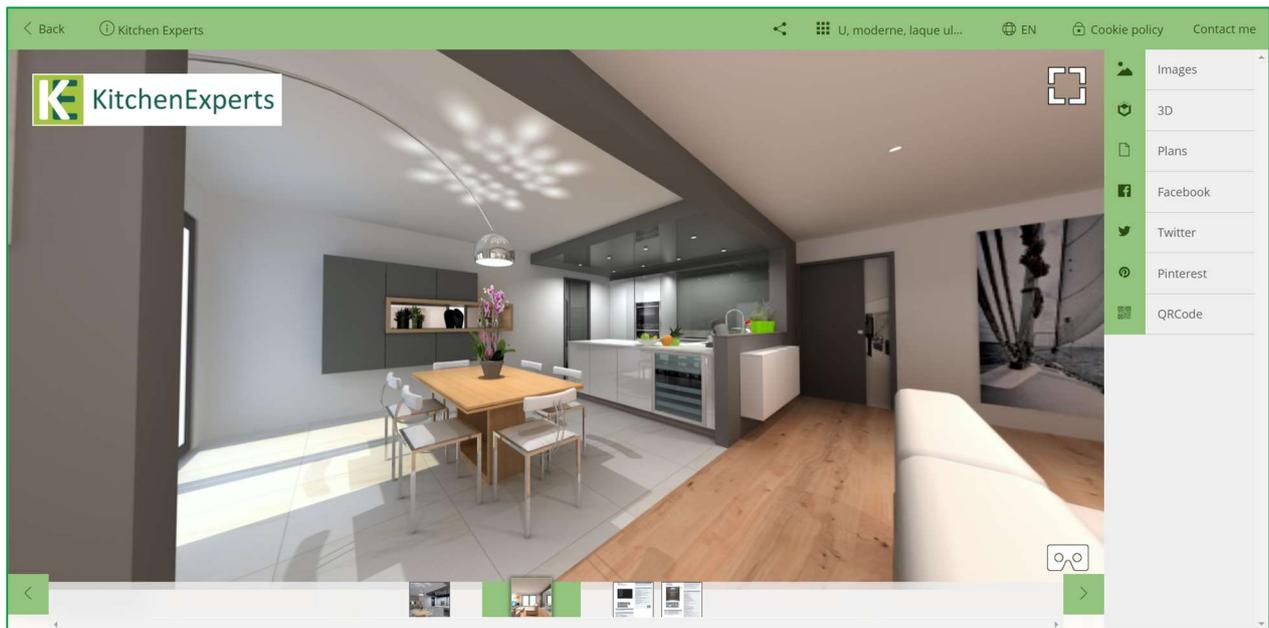
“We wish you every success with the **Compusoft Showcase 360** Solution and hope that you will appreciate its features”.

I. SHOWCASE COLLABORATE

A. What is CompuSoft Showcase Collaborate?

It is a platform for communication and discussions with your customer:

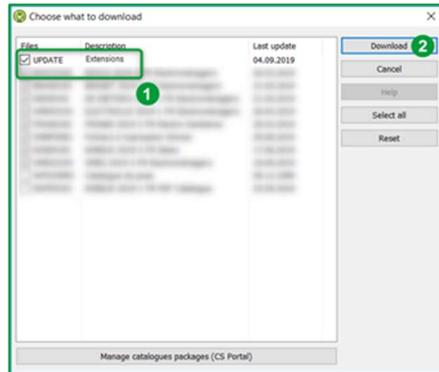
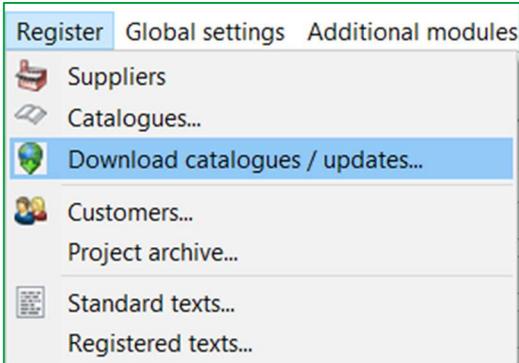
- ✓ It offers the possibility to upload your **“Winner Design 360°” creations** on a personalised and secure Cloud environment, accessible from any type of device (laptop, tablet and smartphone) **for a period defined and limited by the seller.**
- ✓ This system facilitates the sharing of your customers’ projects with their friends and on social networks. This solution promotes the value of your know-how, your sense of innovation and allows you to differentiate yourself from your competitors.
- ✓ This tool also offers customers the opportunity to **view the images of their kitchen project** or other visualisation of the shop **through a VR headset** in 3D and with a 360° view. Your customer will then get the impression of really being immersed in his dream kitchen.



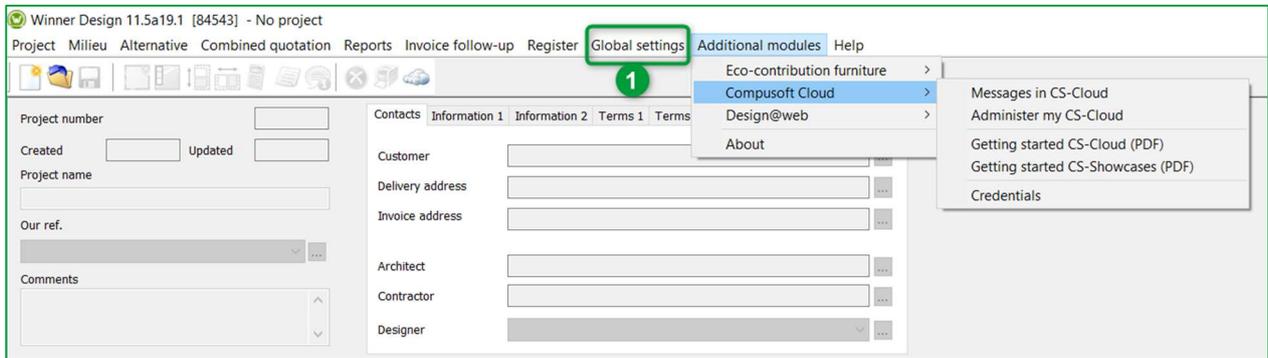
Note: This Showcase 360 software uses several icons for which you will receive explanations during your reading. You will find a summary of the description of these icons at the end of the manual.

B. Showcase Collaborate service installation

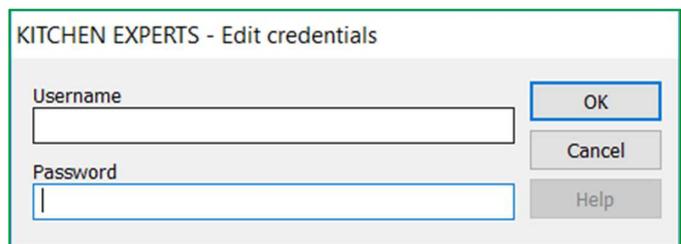
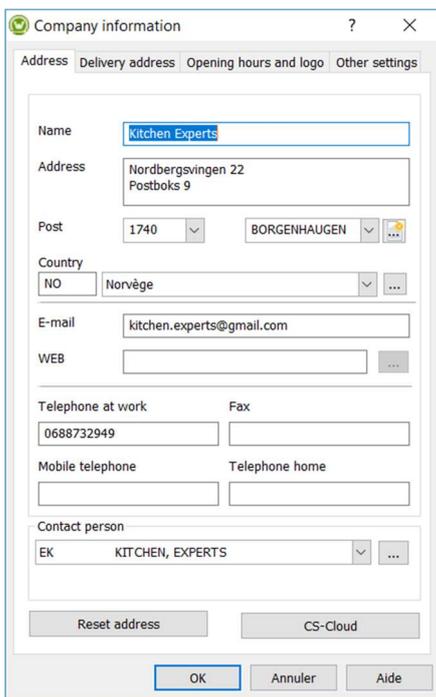
- 1) Open the **Register** menu in Winner Design. Click on **Download catalogues / updates**.
- 2) Select in the list **UPDATE extensions (1)** and click on **Download (2)**



- 3) Restart the Winner Design software. The CompuSoft Cloud extension is now enabled.



- 4) In the menu **Global settings (1)** menu, click on **Company information**. The following window opens:
- 5) Click on the **CS-Cloud** button to duplicate the logo and the contact details of the logo on the Showcase 360 space.



- 6) Enter your credentials received by email and click on **OK**.

The homepage of your **Compusoft Showcase Collaborate** opens. It is now enabled.

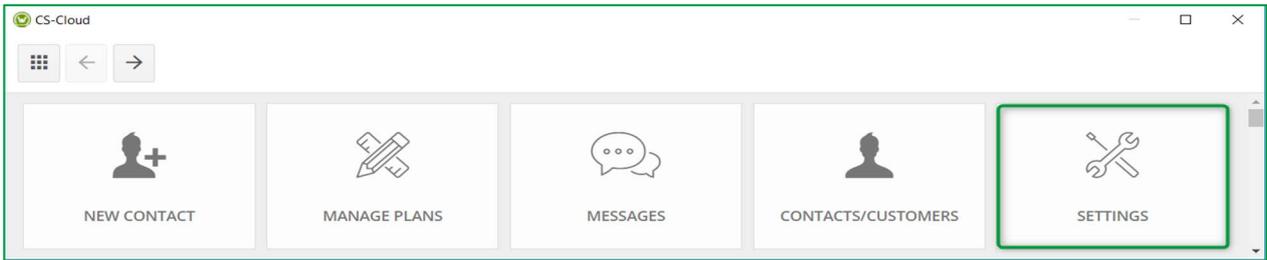
C. Settings of Showcase Collaborate service

To access the Showcase menu from Winner Design, click on  in the menu bar below:



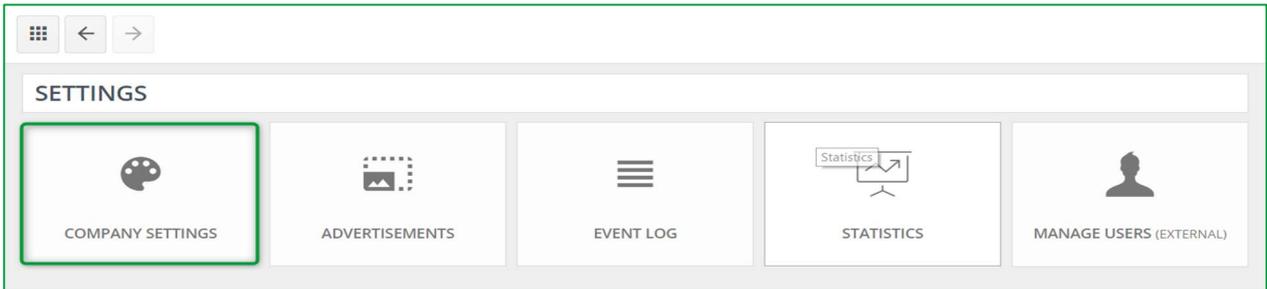
1. Showcase General settings

On the homepage, click on **SETTINGS**

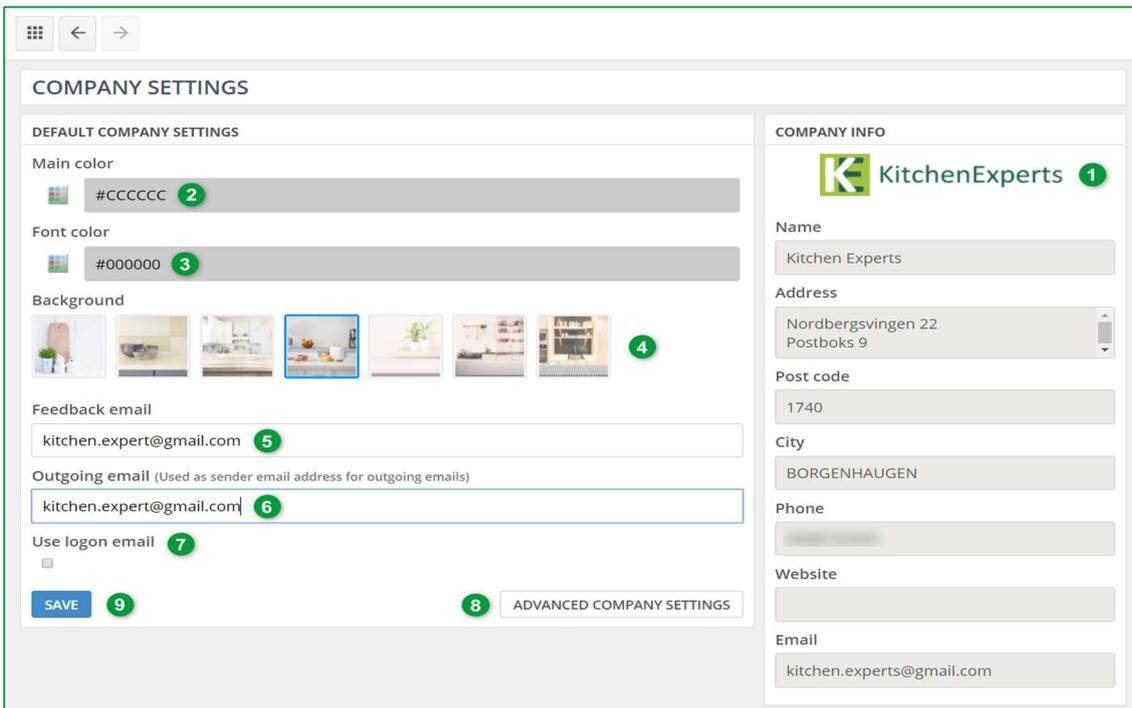


a) Company settings

The window below appears:



Click on **COMPANY SETTINGS**, the window below appears:

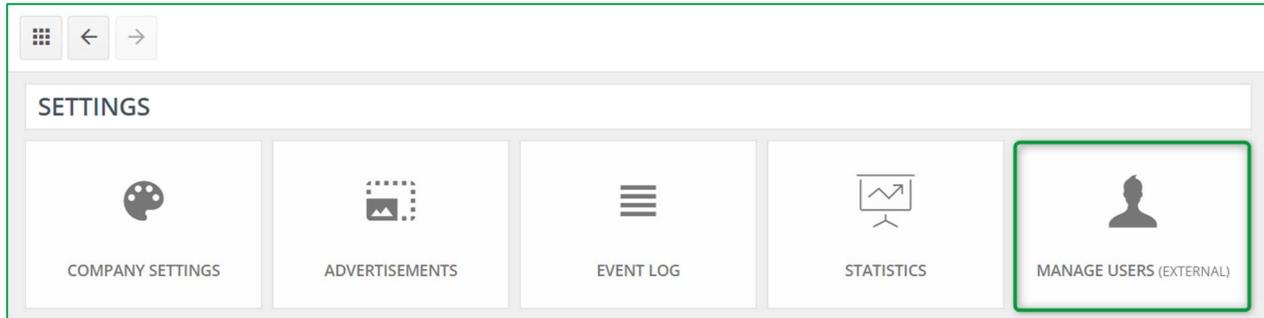


1	The company settings you entered in Winner Design (including the logo) are automatically filled in.
2	Select the main colour by clicking on the colour palette. You can also enter the HEXA code of the colour of your choice.
3	Select the font colour. You can also enter the HEXA code of the color of your choice.
4	Select the background image.
5	Enter in this field the incoming email address (address used to receive the emails sent by your customers).
6	This email address will appear as “sender’s email address” at your customer’s location.
7	Tick the box so that the outgoing email address is the same as the one linked to your Showcase account.
8	Settings managed by your IT support.
9	Click on SAVE to confirm.

Note: The main colour, the font and the background image which you choose are the ones that will be displayed in your customer’s Showcase interface: Showcase 360 Communication Platform

Note: This icon  at the top left allows you to come back to the SHOWCASE homepage.

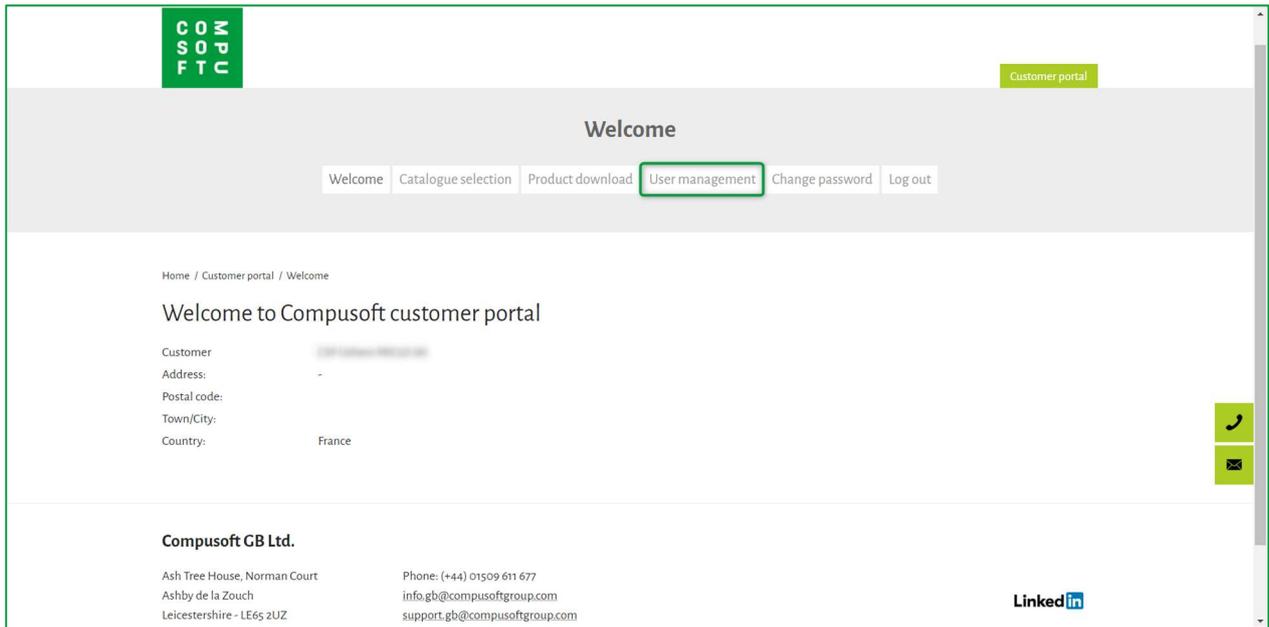
b) Manage Users



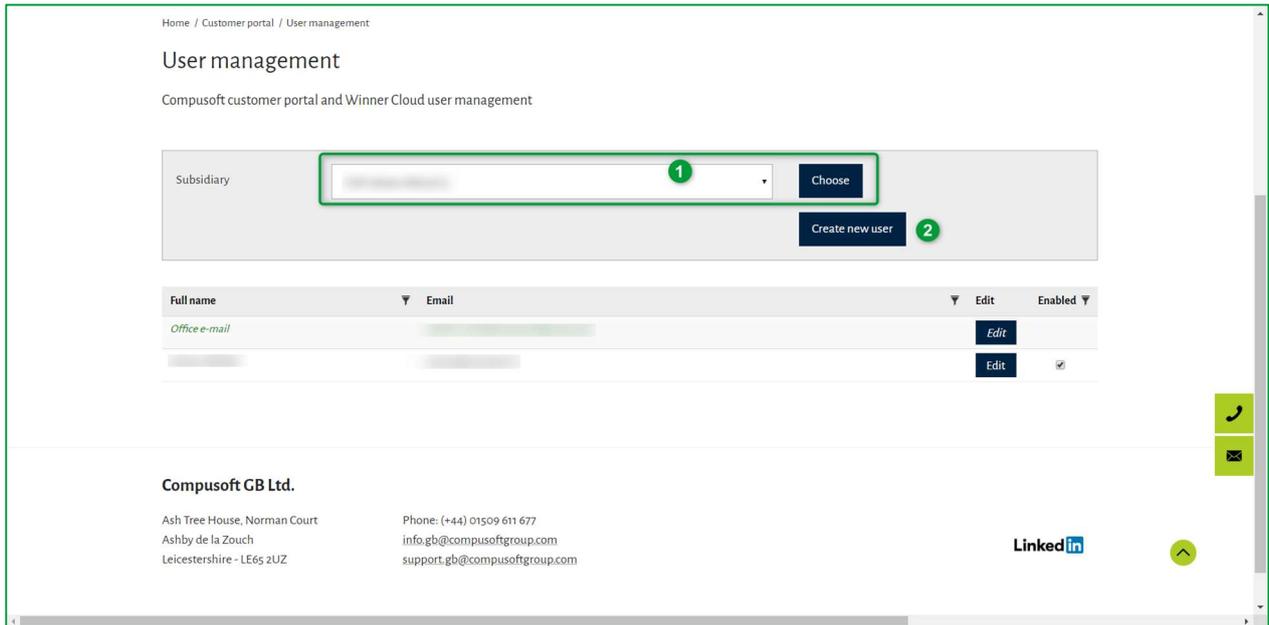
By clicking on this button, you will be redirected to your Compusoft customer space <https://compusoftgroup.com/en-gb/customer-portal>. You will be able to edit users’ access to the Cloud without necessarily contacting Compusoft every time you need to make changes.

Note: Only your login details (your store email address and password) will allow you to access your Compusoft customer space. From this account, you will be able to administer all the users in your shop and define who has access to which features. You may also add/remove users. It is therefore extremely important to NOT SHARE your login details with your employees. If one of the employees were to leave the company, you could easily remove their access to the Showcase 360 by deleting their account.

If you want to give access to the Showcase Collaborate to one of your collaborators, log in to your customer space (Customer Portal) using your login details. The window below appears:



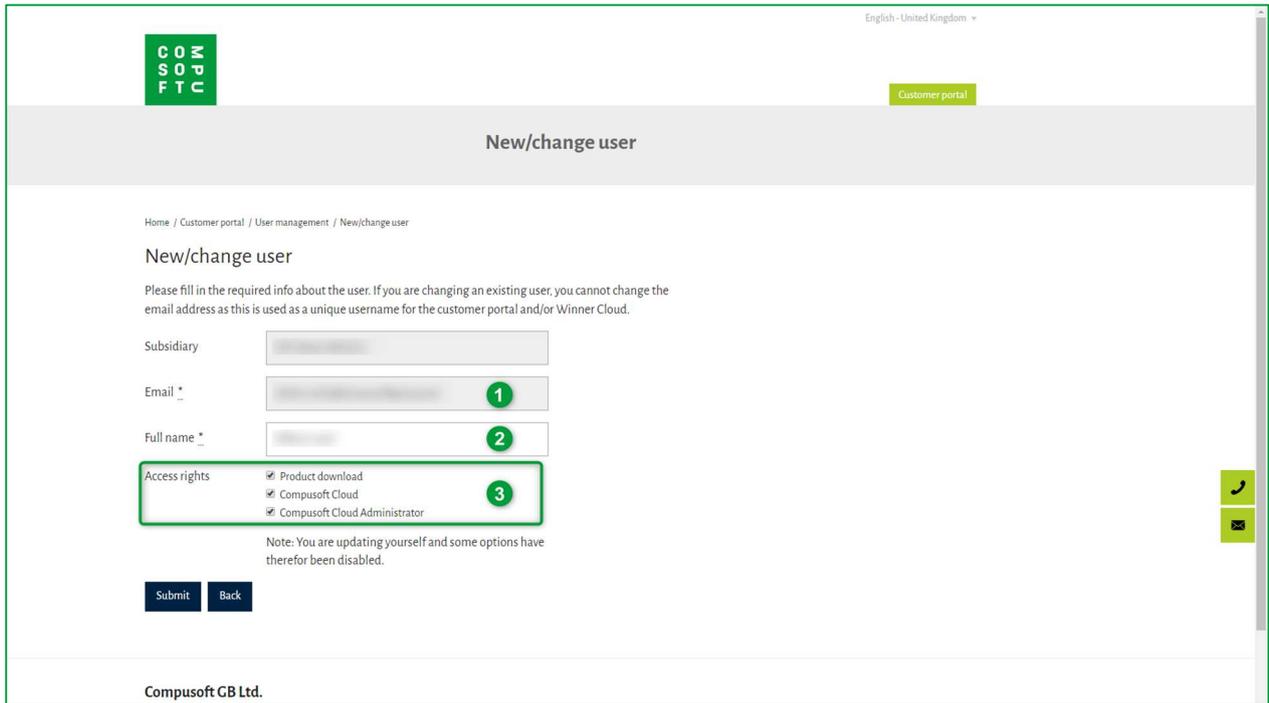
Click on the **User management** menu:



At this point, you may create a new user. To do this:

- ✓ If needed, select the subsidiary on which you will add this new user and click on **Choose (1)**.
- ✓ Click on **Create a new user (2)**.

The following page appears:



- ✓ Enter the email address of the new user (1), his surname and first name (2).
- ✓ Select the access rights to which he is entitled (3).

Note : If you give your collaborator the rights “Showcase 360 Administrator”, they will be able to access the showcase settings. If you give them “User Management” rights, they will be able to allow or restrict the access of other Showcase 360 users.

- ✓ Confirm by clicking on **Submit**.
- ✓ The new user will be added to the list. The “**Enabled**” box on the right side will be ticked. In the event that a collaborator leaves the company, you can disable their access to the Showcase 360 Service by unticking this box.

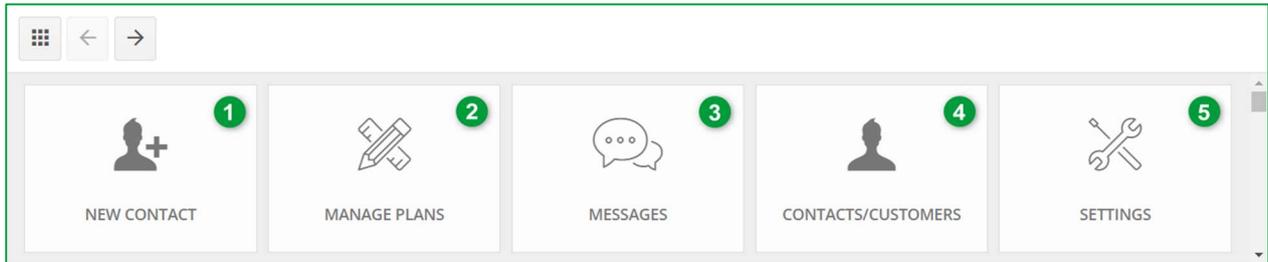
Full name	Email	Edit	Enabled
Office e-mail		Edit	<input type="checkbox"/>
		Edit	<input checked="" type="checkbox"/>

2. Showcase Main Menu

To access the Showcase main menu from Winner Design, click on  in the menu bar below:



The following menu appears:



1	NEW CONTACT: You can enter the email address, the surname and first name of a contact that does not exist in your Winner Design database. This new contact will appear in the contacts/customers list of your Showcase space.
2	MANAGE PLANS: This menu allows you to view all the plans that you have uploaded on your Showcase 360 space. (See chapter: E. 2- Manage plans from Winner Design on page 24)
3	MESSAGES: This menu allows you to access all discussions between the shop and your potential customers and current customers. It is therefore very easy to keep track of your records of communication and switch between different conversations.
4	CONTACTS/CUSTOMERS: You can view the different “contacts/customers” appearing in your Showcase 360 space.
5	SETTINGS: The settings of your Showcase 360 space can be managed from this icon: Company settings.

Note : Adding a contact via the Showcase 360 space will not automatically add the contact in Winner Design.

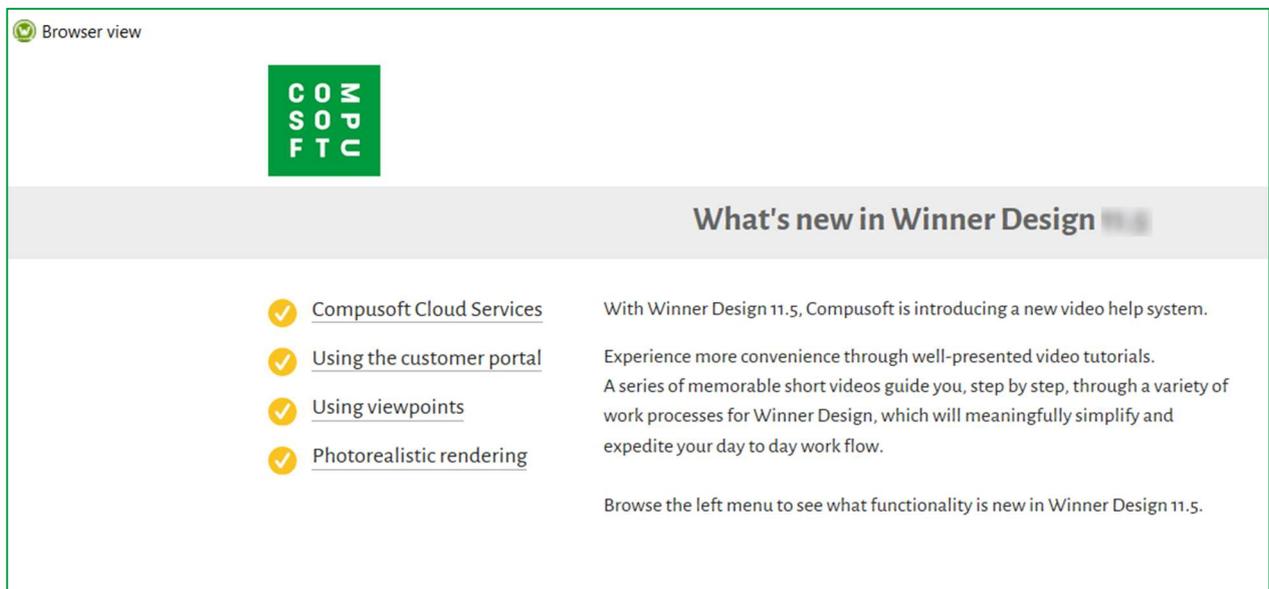
D. Use of Showcase collaborate service

1. First step: Create viewpoints in 360°

Before uploading anything on the Showcase 360 platform, it is necessary to first create the 360° viewpoints from the perspective which you have created using Winner Design.

a) Video tutorials: 360° Photorealistic Viewpoints

Note : Learn easily through our online videos, in the Winner Design Software Help menu. Click on “What’s new in Winner Design” then on “Using viewpoints”.



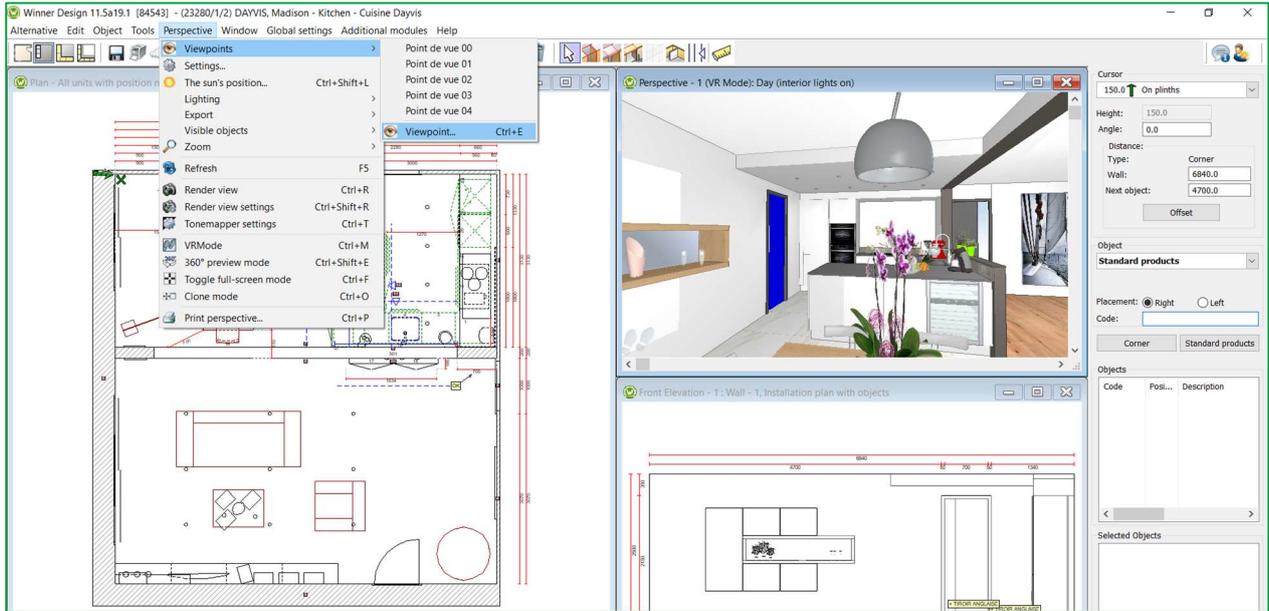
Viewpoints are needed to access the 3D view on the Showcase 360 platform. Viewpoints are created from your Winner Design application in the “**Perspective**” main menu in VR mode.

b) “Viewpoints settings” Menu

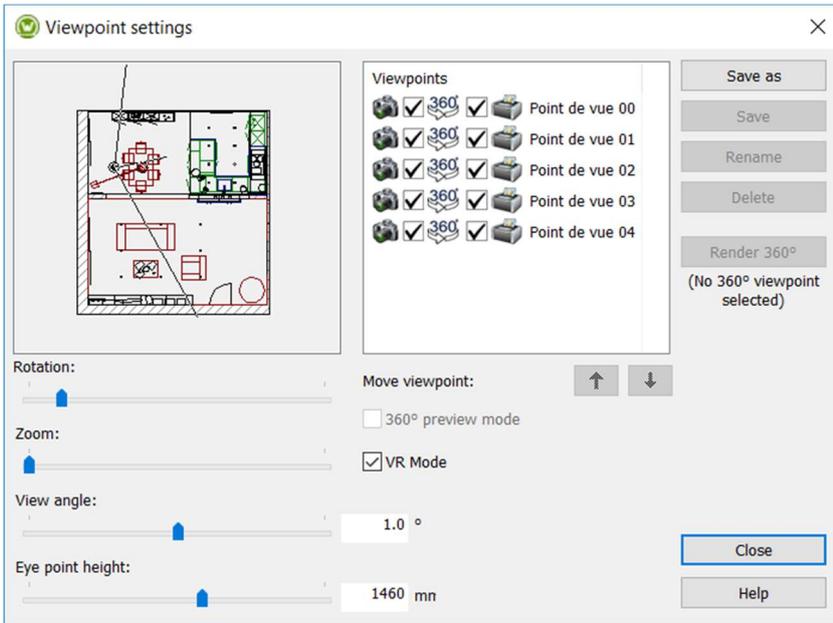
To access the “**Viewpoints settings**” menu, click on “**Perspective**” in the main menu and select “**Viewpoints**”.

Shortcut: Double click on an external wall in the perspective in VR mode, or

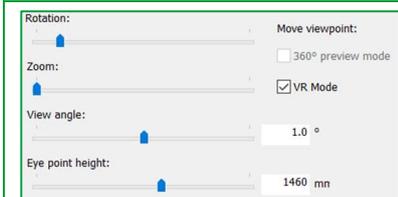




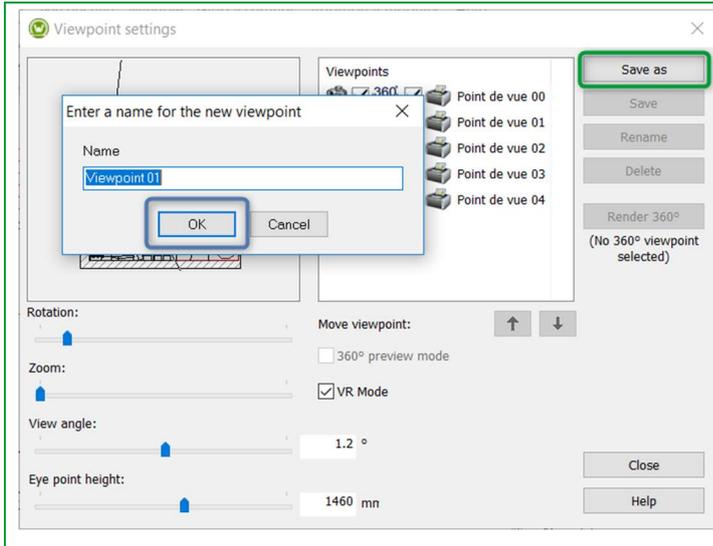
The window below appears: position yourself where you want to save your viewpoint by following the steps below:



- a) Placement of the viewpoint:
 Move your viewpoint to the place which you defined by clicking on the black dot with the mouse.
 If the black dot is not in the room, it will not be possible to create a 360°.

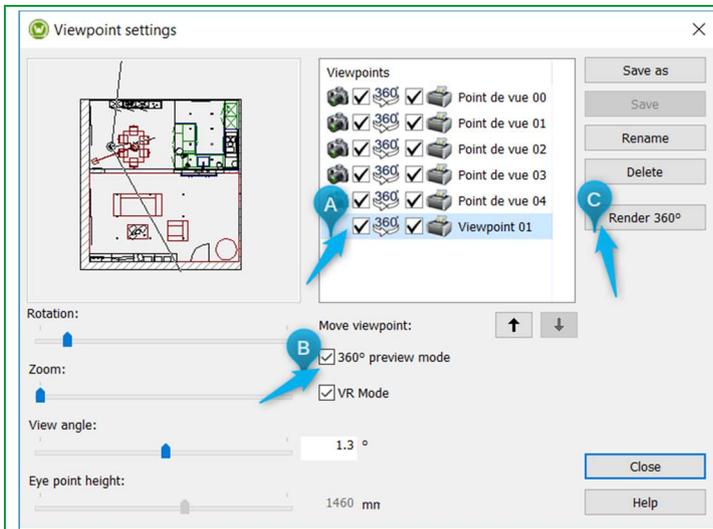


- b) You can set the characteristics of the viewpoint:
- ✓ Rotation
 - ✓ Zoom
 - ✓ View angle
 - ✓ Eye point height



c) Save as and confirm

The window below appears:

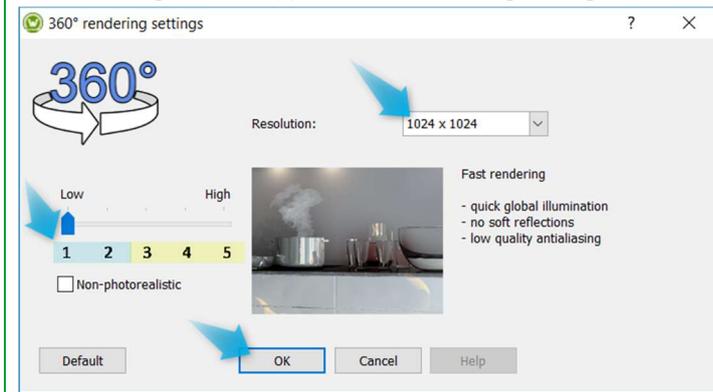


d) Tick the 360° box (A)

e) Tick the “360° preview mode” (B)

f) Click on the button “Render 360°” (C)

The following window appears: 360 rendering settings



g) Set and define the level of photorealism (1 to 5), the quality of the recommended resolution (1024 x 1024), and confirm by clicking on **OK**.

Note: You can create non-photorealistic viewpoints by ticking the box “ Non-photorealistic”

To view the perspective below in 360°, click on **“Perspective”** in VR mode in the main menu and select **360° Preview mode**.

Example of a viewpoint created from Winner Design: 360° Mode.



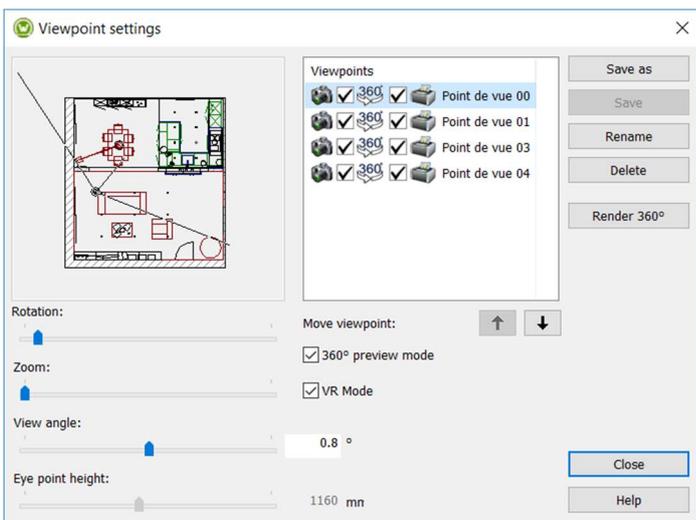
Each "eye" represents a viewpoint, click on it to move from one viewpoint to another one.

2. Second step: Upload the plan on the Showcase platform

a) Mode: 360 Preview Mode

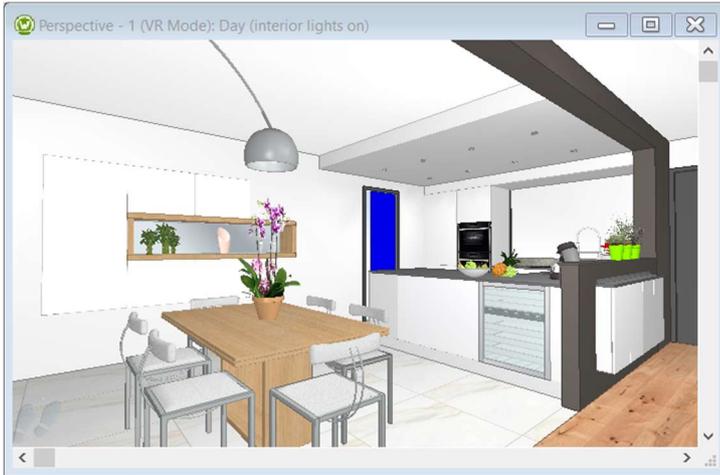
To upload on the Showcase 360 Communication Platform, we **strongly advise** you to position yourself in the “360 Preview mode” in order to view the project in real photo quality when opening the plan on the Showcase platform:

Ctrl + E: Settings of the viewpoints.



Note: Before you upload, you can **delete** or **rename** viewpoints using the “Rename” and “Delete” buttons.

VR Mode:

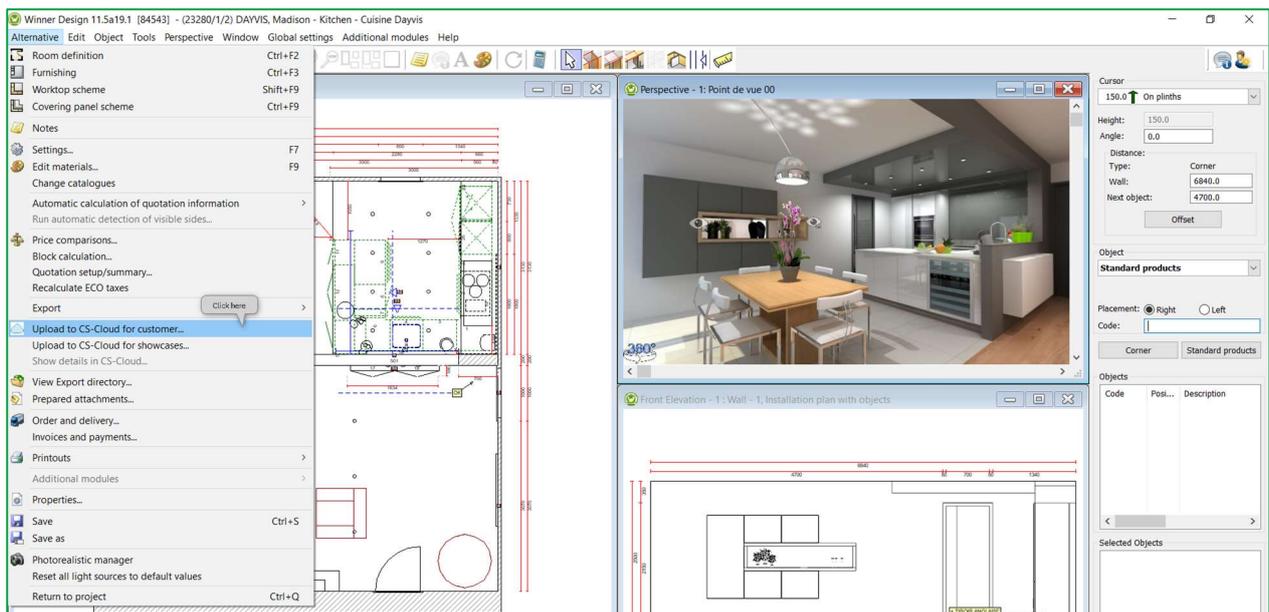


360° Preview Mode:

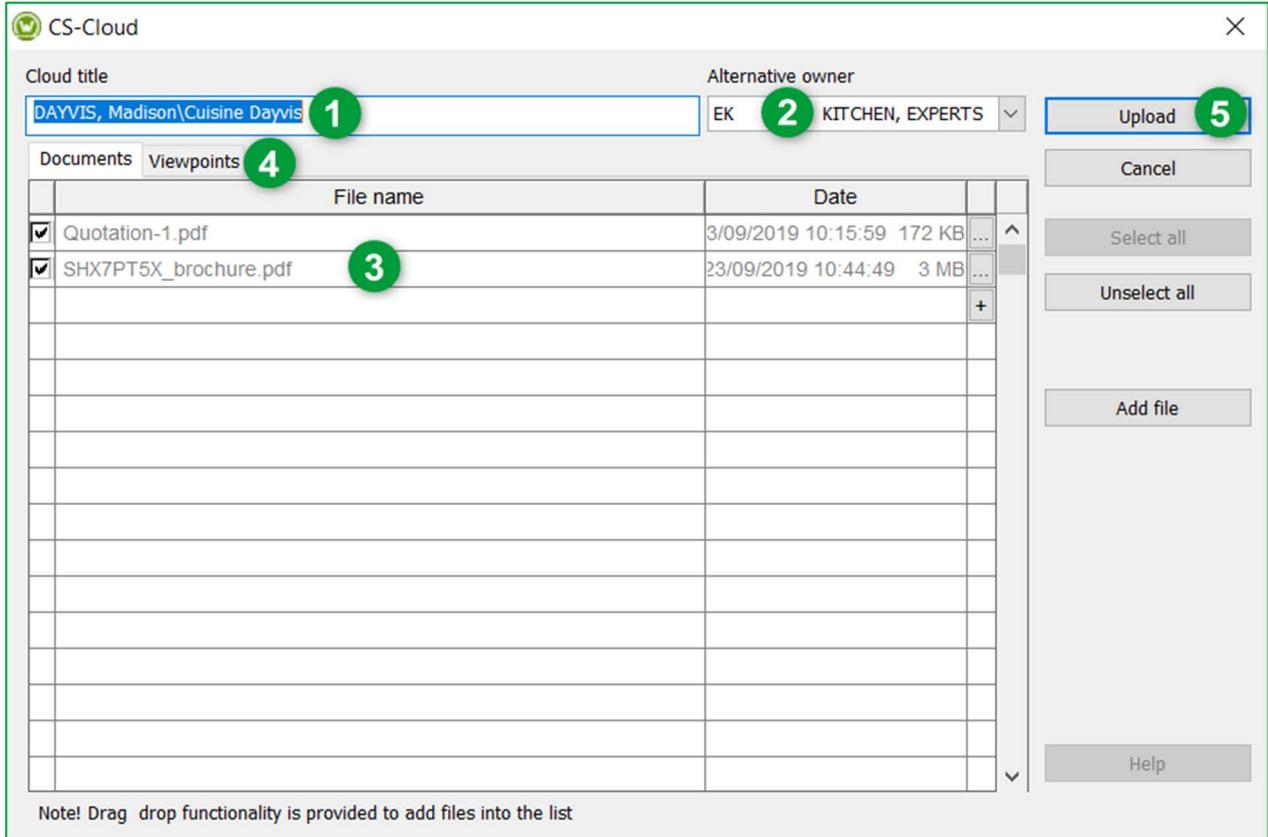


b) Upload on the Showcase 360 Platform

In the main menu, click on **“Alternative”** and select **“Upload to CS-Cloud for customer”**:

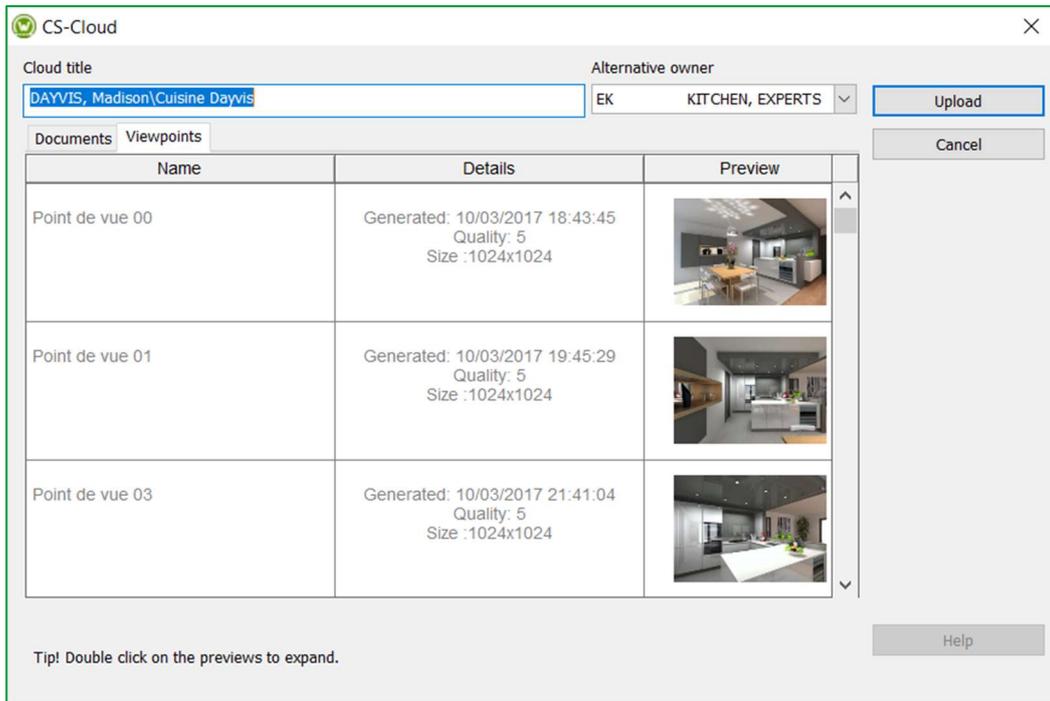


The following window appears:



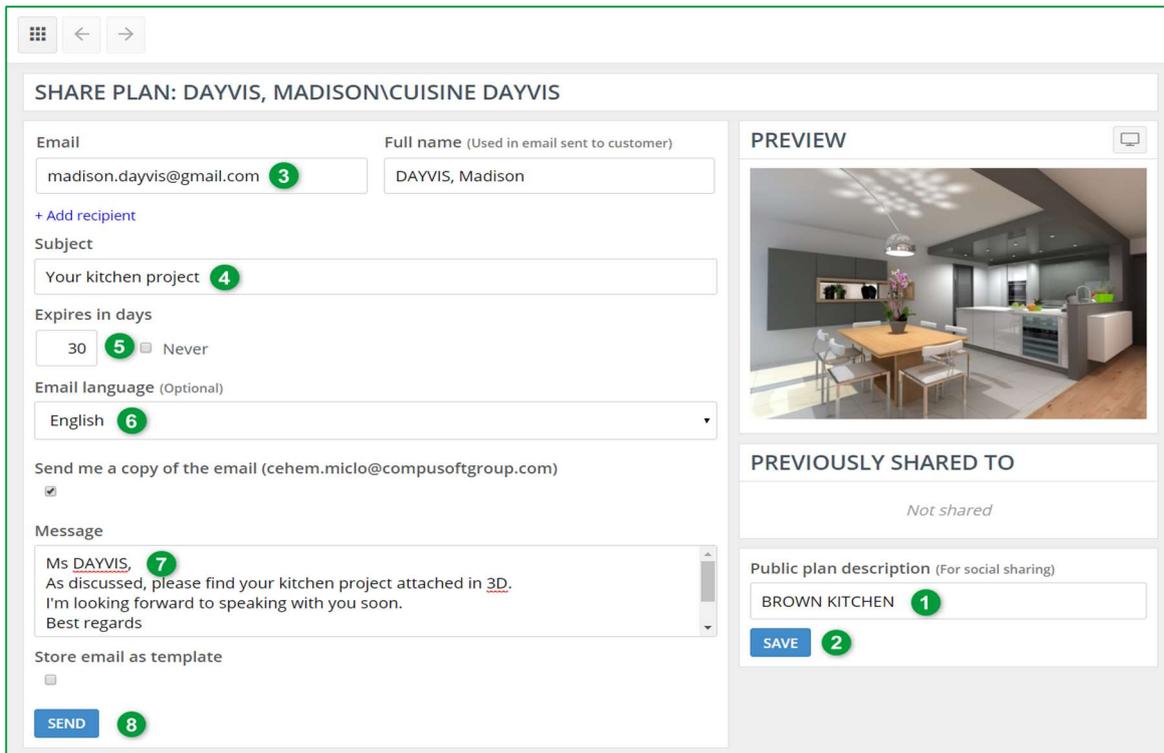
1	<p>The Cloud Title is automatically filled in and takes, by default, the following name: [Name of the project] + [Name of the plan]. You can change it knowing that this name will be the name used in your Cloud space.</p> <p><u>TIP:</u> By giving a unique and meaningful name to your plan, you can easily find it in your Showcase 360.</p>
2	<p>Alternative owner is filled in by default, use the drop-down menu to change the seller's name.</p>
3	<p>All files (JPG and PDF) which you exported from Winner Design for this plan (Elevation, quote, plans, etc) may be added.</p> <p>Click on Add files and choose the files that you want to share from your Winner Export folder or from your personal directory.</p> <p>You can also attach external files (presentation of your company, terms of sale, etc.)</p>
4	<p>The 360° viewpoints created for this plan will be automatically added.</p> <p><u>TIP:</u> We recommend that you first generate the 360° renderings from your plan. The sending of the plan and renderings to the Cloud will be even faster. If a 360° rendering of the plan is in progress during the upload on the CS-Cloud, these images will be automatically uploaded in the background when the rendering is completed.</p>

Note: Before confirming the upload of your plan, by clicking on the Viewpoints tab, you can view the viewpoints that you will upload on your Showcase 360 space.



5 Once these steps have been completed, click on **Upload**.

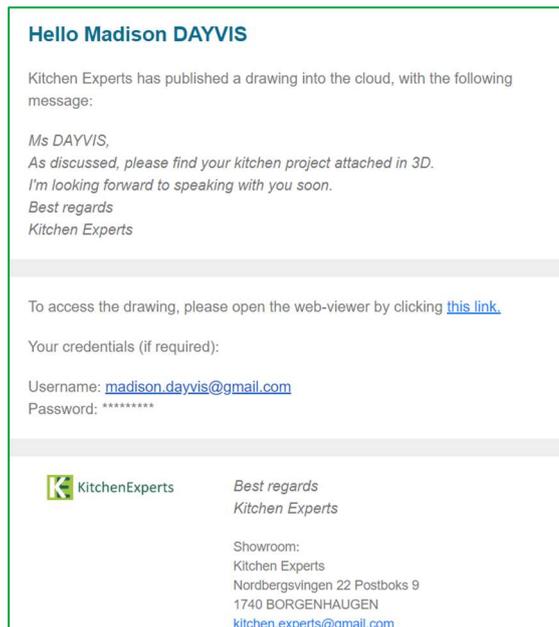
The following window appears:



1	Public plan description: Rename the plan's title to avoid seeing the name of the project and the name of the plan when sharing to social networks. See Paragraph "Upload on social network from the platform" (Facebook, Twitter, Pinterest)
2	Click on Save
3	The email address, the first name and last name are automatically filled in if they are already present in Winner Design. You can add other recipients if necessary.
4	Enter a Subject for your message (example: Your Kitchen project in 3D).
5	You can set how long the plan will be available in your customer's Showcase 360 space. You only need to specify the number of days during which the project will be accessible. In the example below, the plan will be available for 30 days. After these 30 days, your customer will no longer be able to access it. If you want the plan to be available with no time limit, simply tick the box Never .
6	The email language will define the language used for sending emails to your customer. By default, this is the language defined in Winner Design. If needed, you can modify it, by simply selecting the desired language in the drop-down list.
7	You can add a personal Message that will appear in the email sent to customers.
8	Click on Send .

Note: The same information will be shared with the different recipients. However, each recipient will receive their own login details and password.

The plan is now shared with your customer and with all the recipients. They will receive an email with your message and a link to access their **Showcase Collaborate** space (their credentials are automatically filled in). They will then be able to access the plan you shared with them. You can share multiple plans with the same customer. If the box has been ticked, you receive an email confirming that the message has been sent to the different recipients. Here is the email that your recipients will receive:



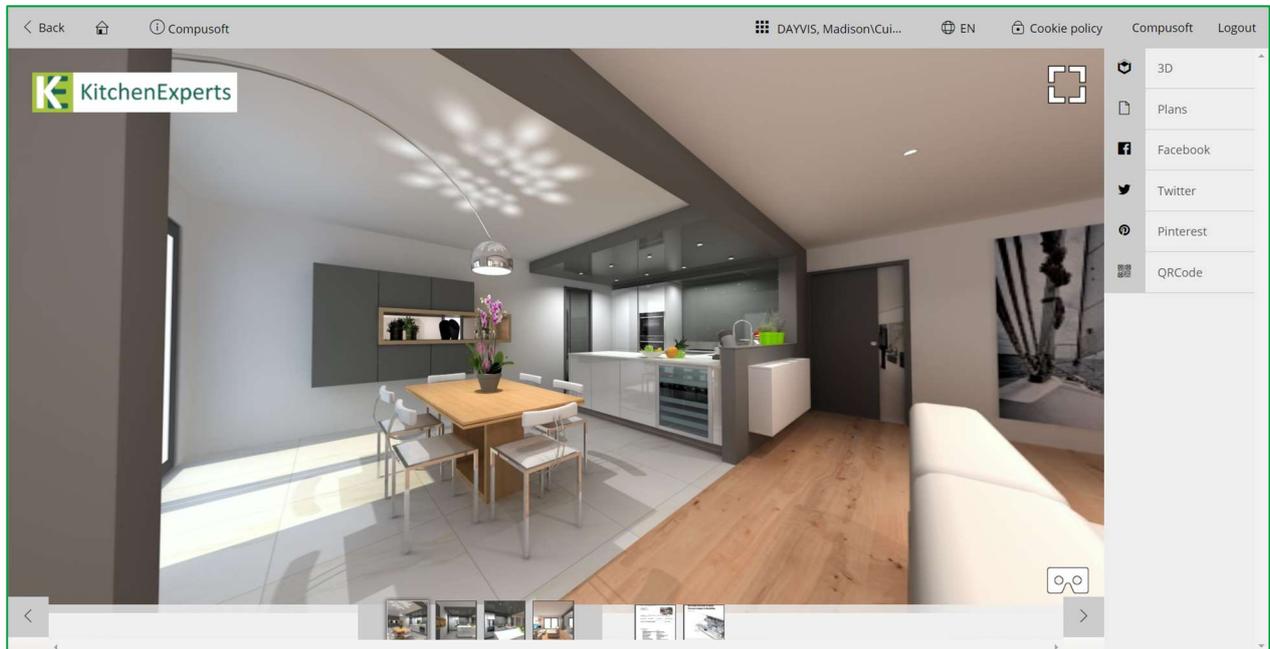
Note: The email sent to your customer is a predefined email. Only the message that you enter can be adapted. The other information is set by default and can not be changed. Customers can not reply to the email.

If you just want to upload/transfer your plan in the SHOWCASE 360 space, don't fill in the different cells and just click on Show Plan or on the icon  at the top left.

E. Showcase Collaborate communication platform

1. General presentation

When your customer clicks on the email link, they will automatically be redirected to their personal and secure area with an **intuitive and interactive interface**. They will have access to different viewpoints and attachments (if any). They will also see the messages that you sent to them.



Note: By sharing their kitchen, the customer will spread the contact details of your company with your logo, which will allow you to reach more potential customers: this is called viral marketing. You save money on your marketing budget!

Pictograms description:

	<p>Images: You can find all images uploaded by the Winner Design user.</p>
	<p>3D: Access to a 360° virtual tour of the entire room. Just click on the image while holding your finger on the mouse: you can move to the right or to the left and from the top to the bottom of the image and zoom in and out by using the wheel of your mouse.</p>
	<p>Plans: it contains all the documents attached to the plan when it is shared.</p>
	<p>Messages: Messaging in the form of “Chat”. Your recipient can write messages, ask questions and even add notes and comments of photos of their kitchen project and you can quickly respond and transmit changes or variations requested. The relationship becomes more personal and more precise. This simplifies communication with your customer about their project. The messages are saved throughout the discussion. This simple and fast communication tool reduces the possibility of error and misunderstanding, and clearly helps the customer in making his decision.</p>
	<p>Social Networks: The customer can share your creation with all of their contacts via social networks (ex: Facebook, Twitter, Pinterest, etc...).</p>
	<p>QRCode: Generate a QRCode that can be used to directly open this plan.</p>

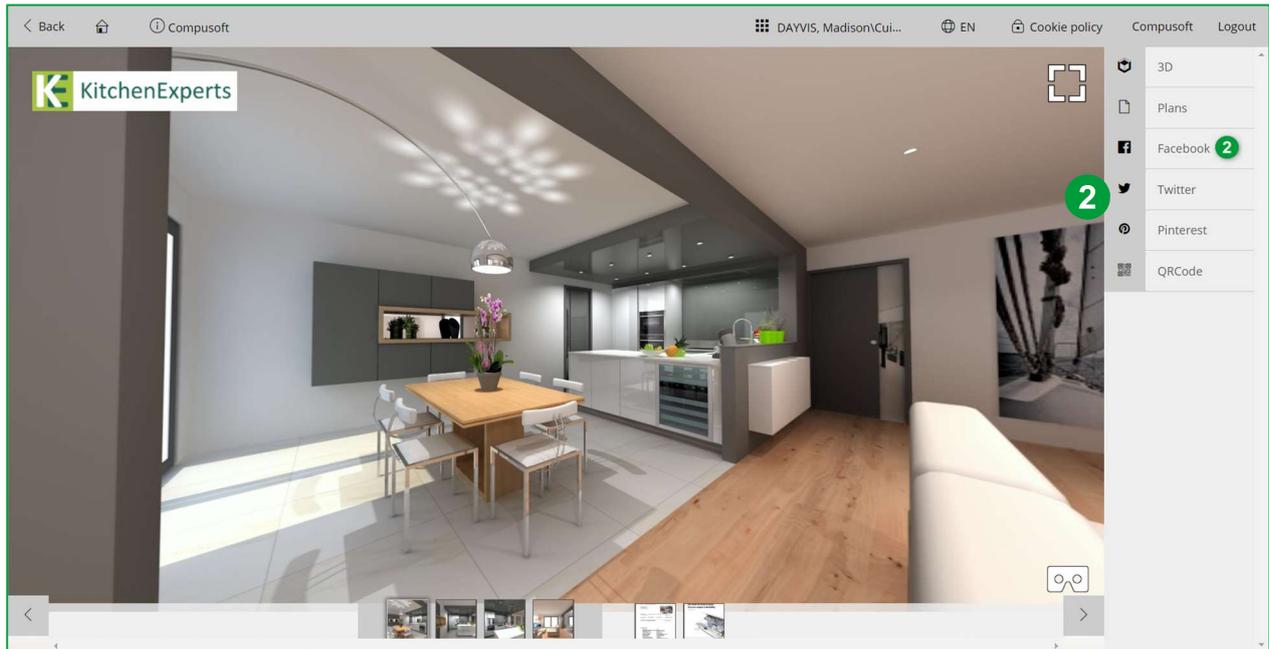
Note: Also used as after-sales tools for a kitchen installer. For example when they are at a customer’s location, they can take pictures and send them directly to the shop to make an after sales request or add accessories.

Note: 3D images shared on Showcase Collaborate are compatible with VR headsets and glasses.

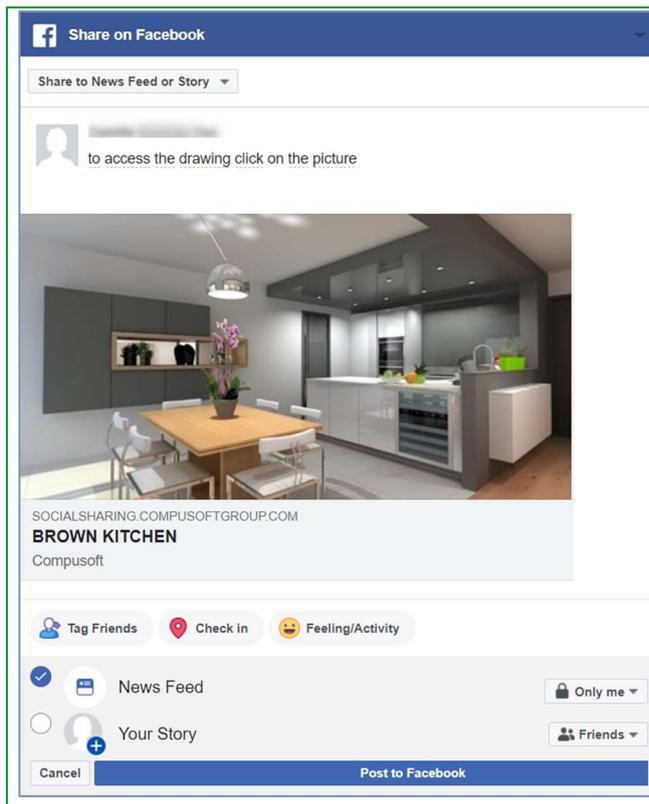
a) Upload to social networks

From the Showcase 360 platform, your customer, having a Facebook, Twitter or Pinterest account, can spread his kitchen project or any other visualisation on his social networks.
This allows you to value your know-how and your sense of innovation.

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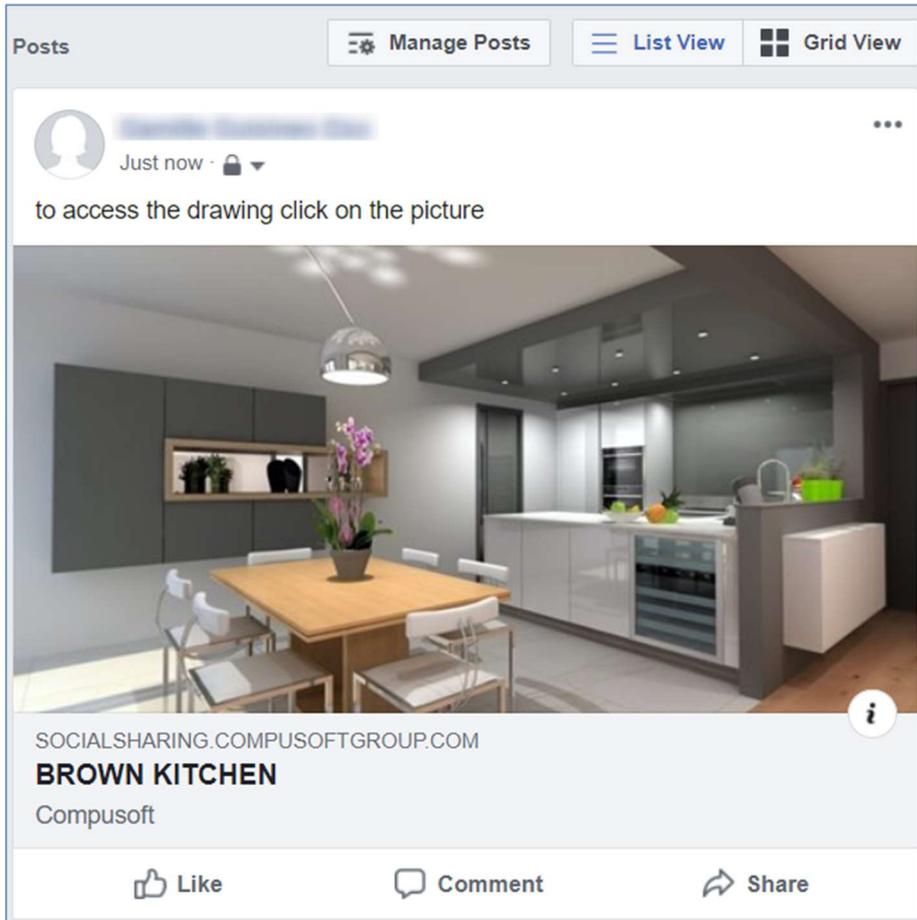


Click on Facebook (2), this opens your Facebook login page:



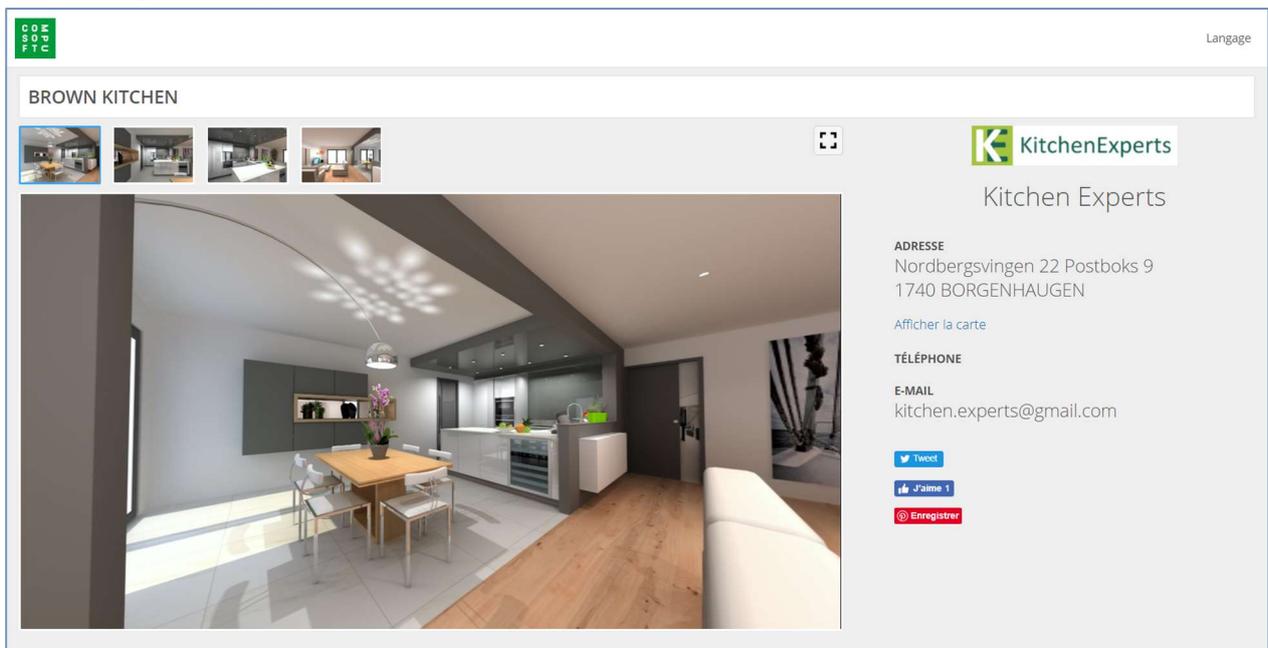
- 1) Add a comment if needed;
Example: Click on the picture for a 360° view.
- 2) Upload

Here is the publication on Facebook:



Contacts (friends, family, public, etc) can click on the picture and view the different viewpoints of the kitchen in 360°.

The following window appears:



The contact details of your shop are then highlighted during the access period which you have defined and limited. As a result, the details of your company are even more effectively highlighted, which in turn will bring more potential customers (**viral marketing**).

b) “Chat” instant messaging

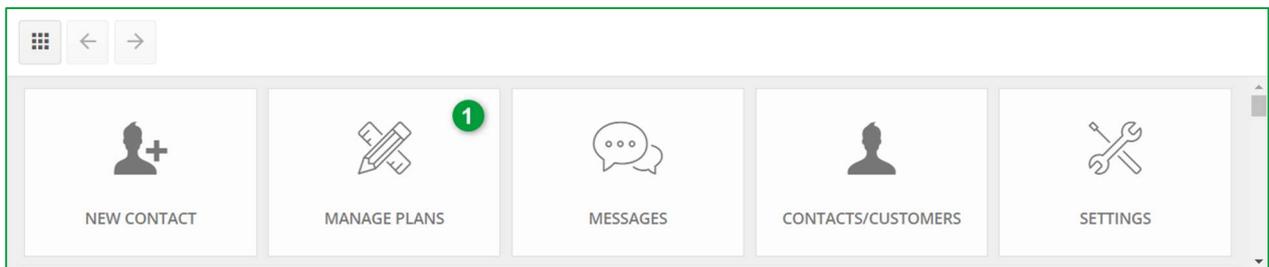
With SHOWCASE 360, you can keep in touch with your customers using instant messaging.

This simplifies communication with your customer about their project. The messages are saved throughout the discussion.

This simple and fast communication tool reduces the possibility of error and misunderstanding, and **clearly helps the customer in making his decision.** (see Chapter E-3: “Interaction between Winner Design and the Showcase 360 Platform p.27 ») for the explanation of the operation.

2. Manage plans from Winner Design

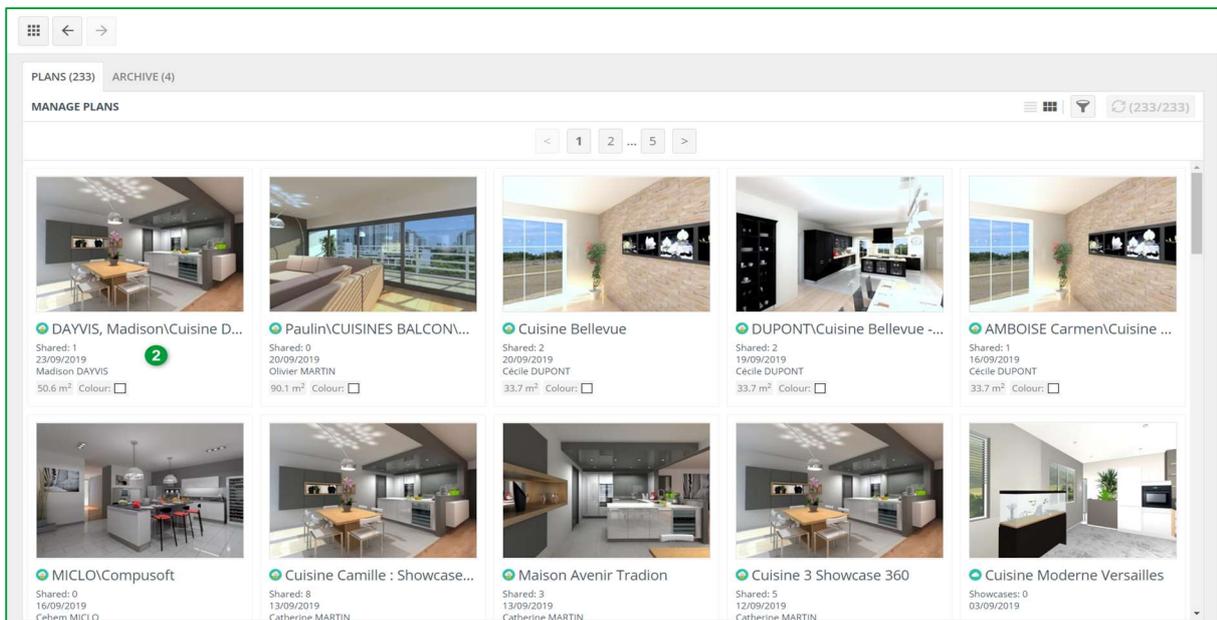
To access Compusoft SHOWCASE 360 space from Winner Design, click on the icon . It will direct you to the homepage:



Note : Find the description of the icons in Chapter C.2- Main Menu Showcase page 11

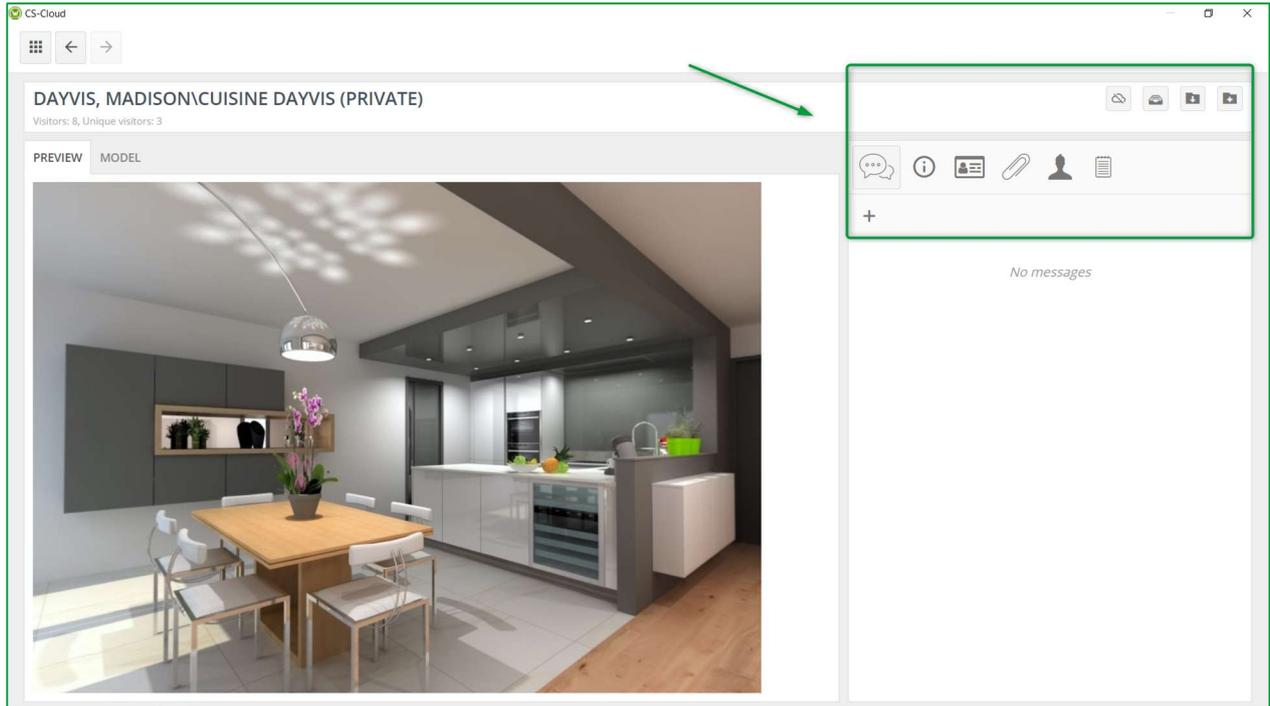
a) “Manage Plans” Homepage

Click on **MANAGE PLANS (1)** in the Compusoft SHOWCASE 360 homepage. You will find all your plans uploaded on this service.



The first plan of the list at the top left is the one you just uploaded. Select it. (2).

The page below appears:



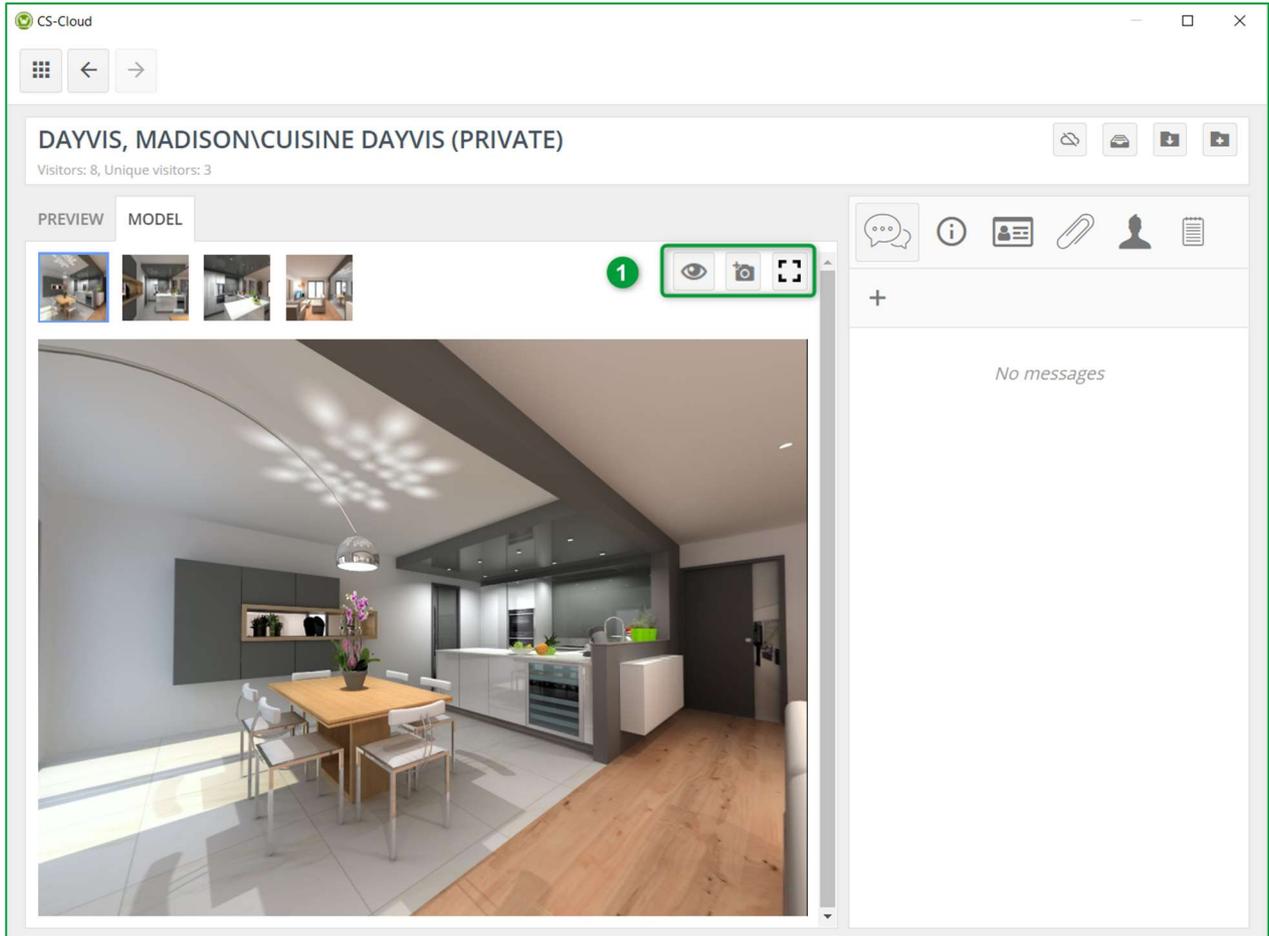
b) “Manage Plans” Menu

	<p>Unpublish: Removes the Showcase 360 plan. The plan (with attachments, Notes, etc.) and the discussion thread will disappear from your Showcase 360. If you created this customer in Showcase 360 (and not in Winner Design), it will also disappear from your contact list. The customer to whom you shared this plan will no longer be able to access it.</p>
	<p>Archive plan: Just like in Winner Design, you can archive your plans.</p>
	<p>Import into the project in progress: The plan will be imported into the selected Winner Design project</p>
	<p>Import into a new project: The plan will be imported into a new Winner Design project</p>
	<p>Open to edit: Open the plan in Winner Design if it has been uploaded from this device</p>

	<p>Plans messages: Shows messages sent between you and the customer. You have two ways to write a message : 1) Click on the + sign to open a window where you can enter you message. 2) Click on the discussion thread to open the message history. In the lower part, you can enter your message or add an image.</p>
	<p>Plan info: Shows the attributes of the plan (eg colour, size, etc.). These attributes can be edited. You can use them to search and filter more easily in your SHOWCASE 360 space.</p>
	<p>Customer: Customer details.</p>
	<p>Attachments of the plan: All attachments (eg elevations, quotes, etc.) that you have uploaded and sent to your customers will appear in this list. During the period that you have defined, you have the option to add, delete or disable documents.</p>
	<p>Sharing the Plan: Shows the contacts to whom the plan was shared. Click on the + sign if you want to share the same plan with other people.</p>
	<p>Notes of the Plan: If you added a note/attachment to this plan, the information will be displayed in this list. You can also add notes or attachments in the Showcase: click on the + symbol and add a note or attach a file. And vice versa: these notes/attachments will be displayed in your Winner Design notes:</p>  <p>Notes can easily be added from a tablet or smartphone, which is very convenient if you are with your customer. You can easily take a picture and attach it to your plan, you will access it once you are back in the shop.</p>

Note: Notes that you add to a plan are not visible to customers. They are only for internal use

By clicking on the « **VIEWPOINTS** » tab, you get this:



At this level, you can enable or disable the viewpoint.

You can also download a photo of the room taken at your customer's location. You can also display the selected viewpoint in full screen **(1)**.

	<p>Disable viewpoint: Allows you to disable this viewpoint remotely at your customer's location.</p>
	<p>Loading of the viewpoint: Allows you to load a 360 image file directly from your PC to Showcase 360.</p>
	<p>Show in full screen: Allows you to view your viewpoint in full screen.</p>

3. Interaction between Winner Design and Showcase 360 platform

a) Interaction on the Showcase 360 platform

Throughout the entire period that your customer has access to his **Showcase platform** (duration defined by the seller at the time of publication to the Showcase), you will interactively intervene remotely from the messaging integrated to Winner Design.



To do this, click on Messages and add a new message

The following window opens:

New message ×

To

madison.dayvis@gmail.com 1

Message

Ms DAYVIS, 2
 As discussed, please find your quotation attached.
 Best regards
 Kitchen Experts

SEND MESSAGE 3 CLOSE

1	The email address is filled in by default.
2	Enter your personal message
3	Click on SEND MESSAGE

☰
←
→

DAYVIS, MADISON\CUISINE DAYVIS (PRIVATE) ☁️ 📧 📷 📎

Visitors: 8, Unique visitors: 3

PREVIEW MODEL

👁️ 📷 🖼️

☰
📧
👤
📎
📄

←

Kitchen Experts :: Offic... 23/09/2019 12:26

1 Ms DAYVIS,
As discussed, please find your quotation attached.
Best regards
Kitchen Experts

Write message ...

SEND
2
ATTACH FILE ...

Once validated, this message will then appear in the messages list 1.

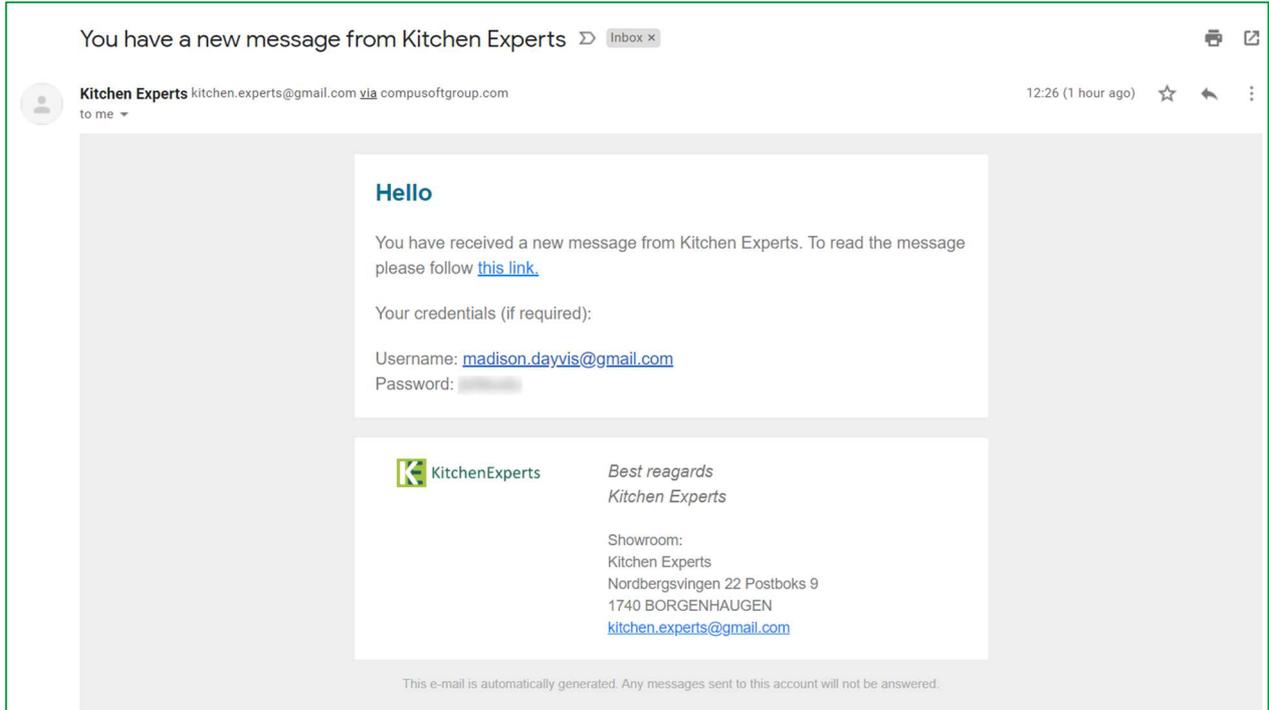
Note: When a plan is newly published in the Showcase, no message is attached to it.

By clicking on the message area, you will find the entire content of the message sent. This allows you to keep track of each message sent.

You can send as many messages as you need by adding attachments where needed (2).

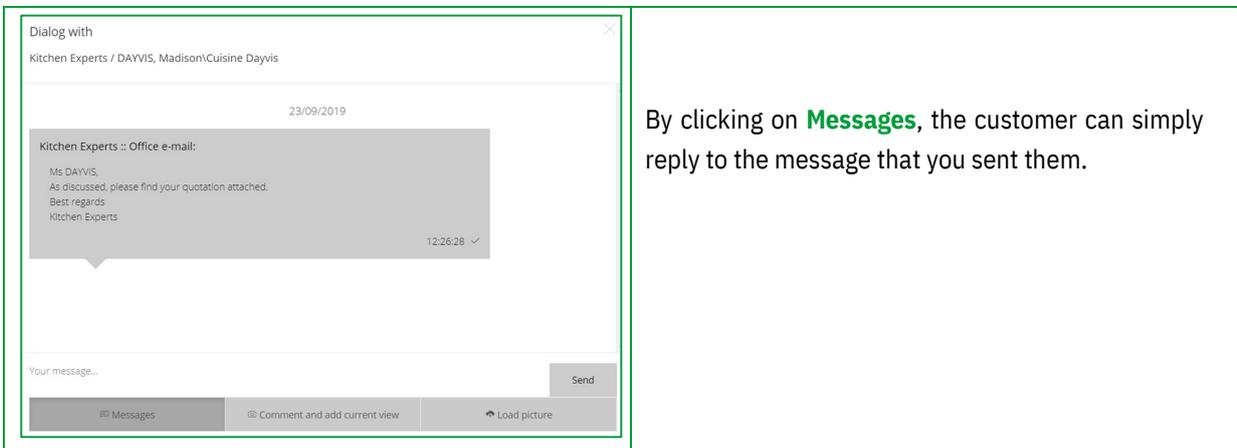
b) Interactions: “ Showcase 360 Platform User “

Your customer will receive as shown below an automatically generated email informing him that he received a new message from you:

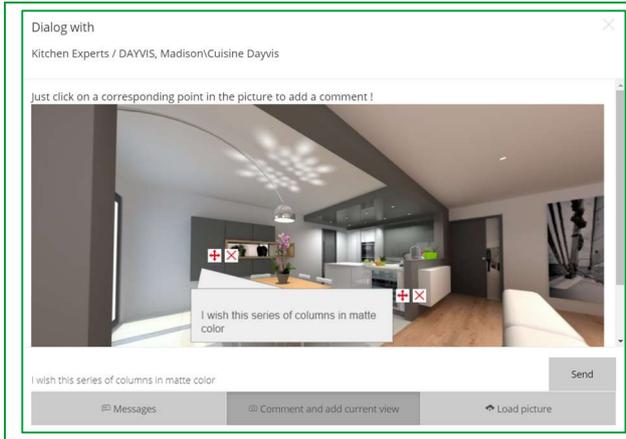


When your customer opens the received link, your message will open automatically in his personal « **Showcase Platform** » space. Next to the shared plan (and attachments if any), your customer will also see the messages that you sent them as you can see in the window below.

The following window appears. Your customer will now have 3 options:



By clicking on **Messages**, the customer can simply reply to the message that you sent them.



- ✓ By clicking on **Comment and add current view** the customer can point out a specific element in the image, comment on it and **Send**
- ✓ By clicking on **Load picture**, the customer can upload a picture (e.g. from their current kitchen) from their own files (PDF or Image) and **Send**

Note: As soon as you reply to a message, the customer will receive an email and will see the message appear in the dialog window.

Note: The Web Viewer is designed to be usable whatever the platform used (Windows, iOS, Android, ...) If they open the plan on a mobile device, they also have the opportunity to view the uploaded 360° with VR glasses. The customer will then be virtually immersed in their future kitchen and the feeling of realism will be all the more important.

c) Interactions: “Winner Design User”

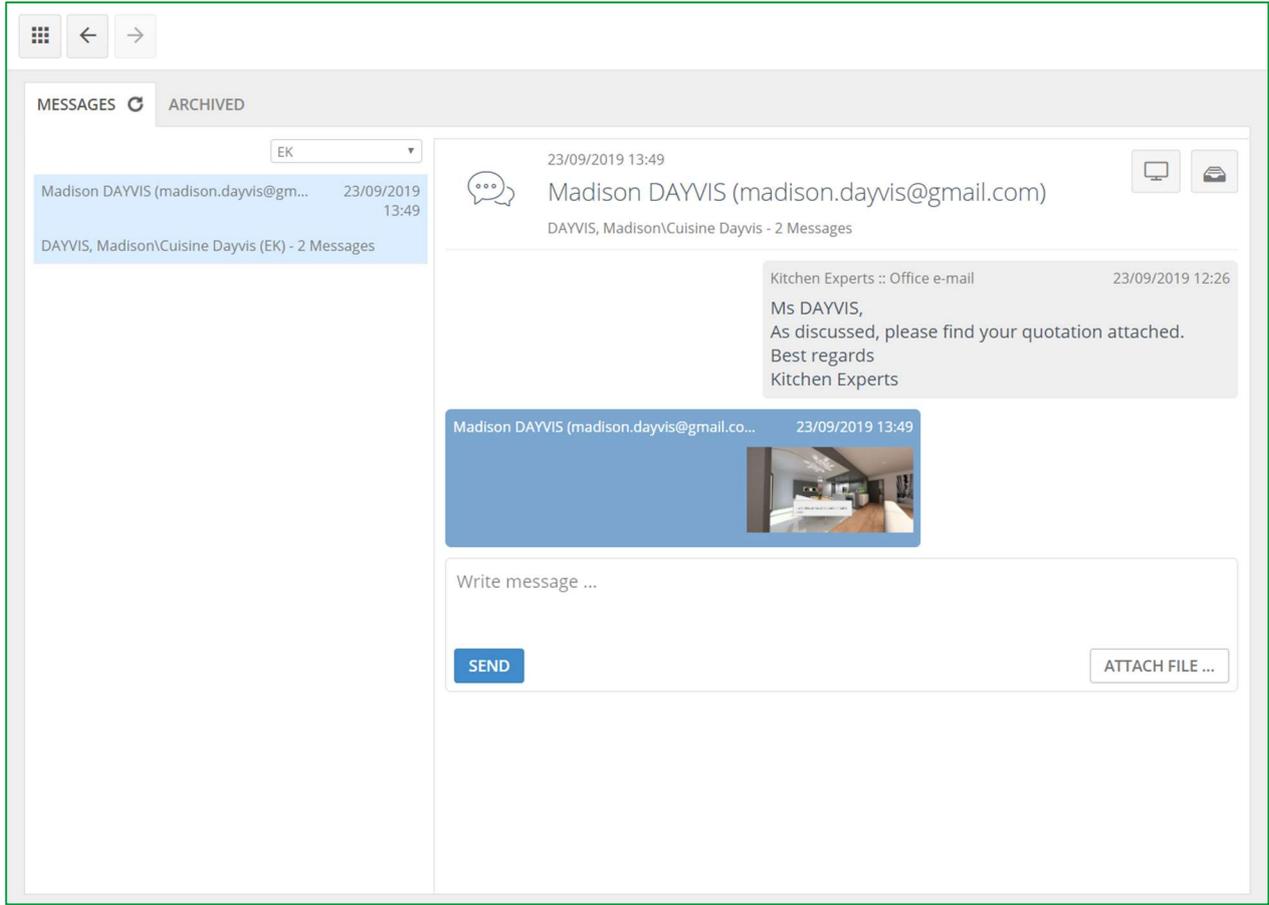
When the client replies to you, you are informed directly from Winner Design. You can access their message, either by clicking on the icon  “**Show Showcase Collaborate messages linked to the plan**”, or by clicking on the Pop-up information represented by the icon , or via the showcase 360 homepage by clicking on the icon .

- ✓ **Access messages via the Pop-up information**



When you click on the Pop-up message , you will access the last message received on the communication platform.

The following window opens, you can see the message and reply to it directly.



You can view the applicable plan by clicking on the icon  while on the displayed message

When you have completed a discussion with your customer and to avoid cluttering the platform, you can archive the messages by clicking on the icon . You can find the archived messages by clicking on the **ARCHIVED** tab.

Note: When you have read the last message sent by the customer, the Information Pop-up icon takes the following form: 

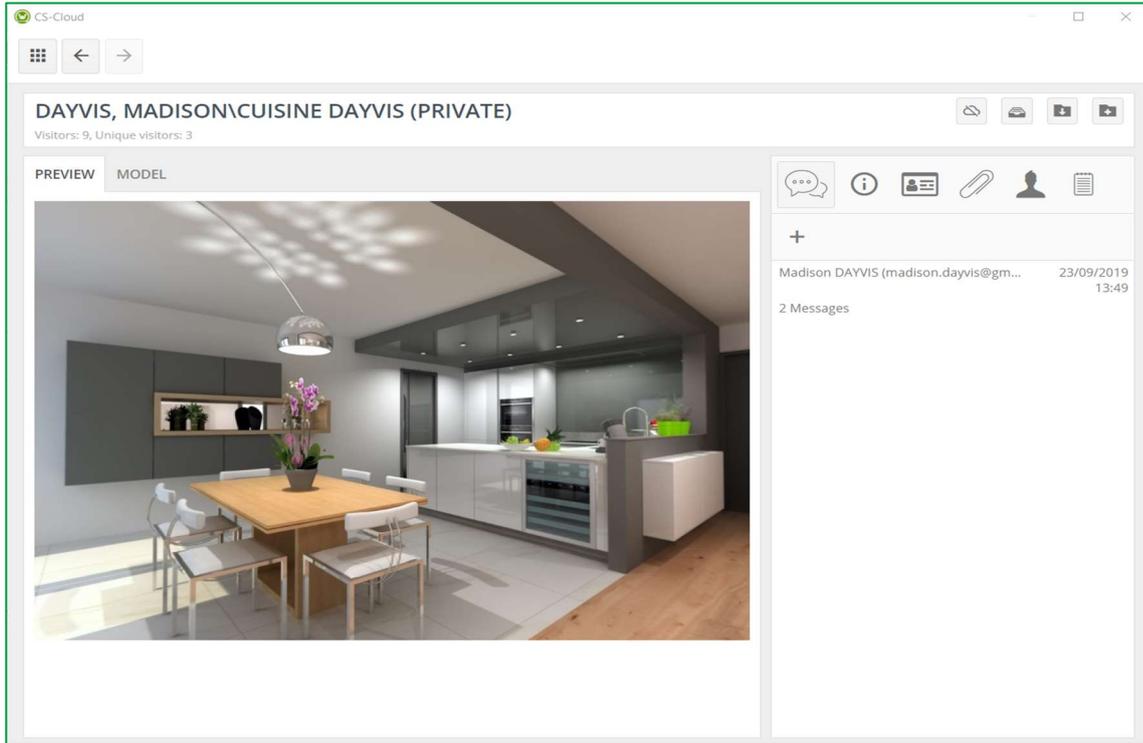


✓ **Access messages via** 



When you click on this icon, you access the messages sent for the selected plan.

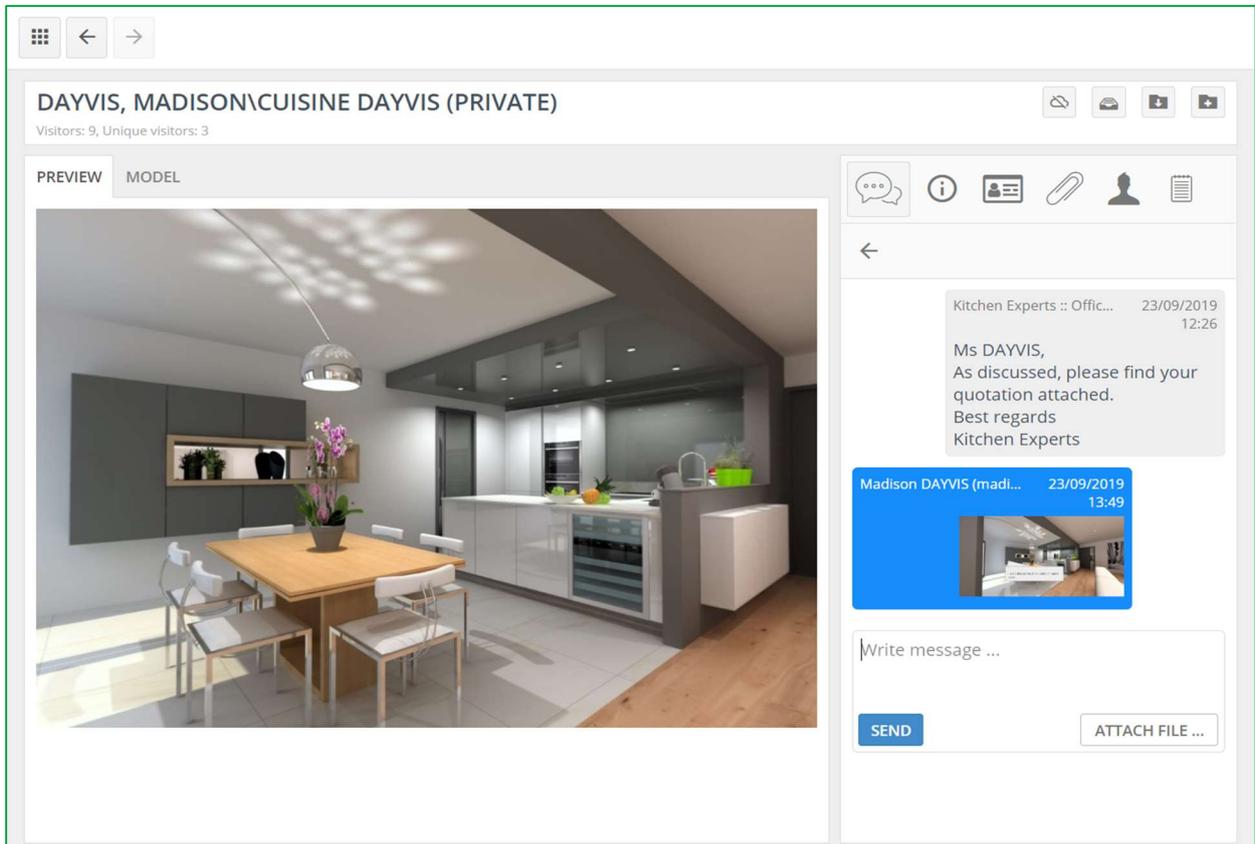
Showcase 360 User Guide



By clicking on the message, you open the history of all the messages concerning the plan.

If necessary, you can send a new message, reply to your customer, attach a file such as a picture, a plan, a perspective or any other document previously stored on your computer.

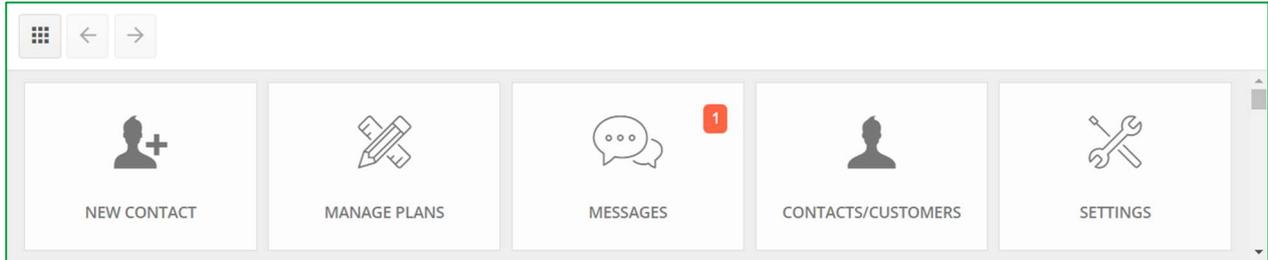
You will find below the discussion thread with your customer:



✓ Access messages via 



Clicking on this icon will take you to your Showcase 360 homepage. You can see a number framed in red appearing in the **MESSAGES** menu.



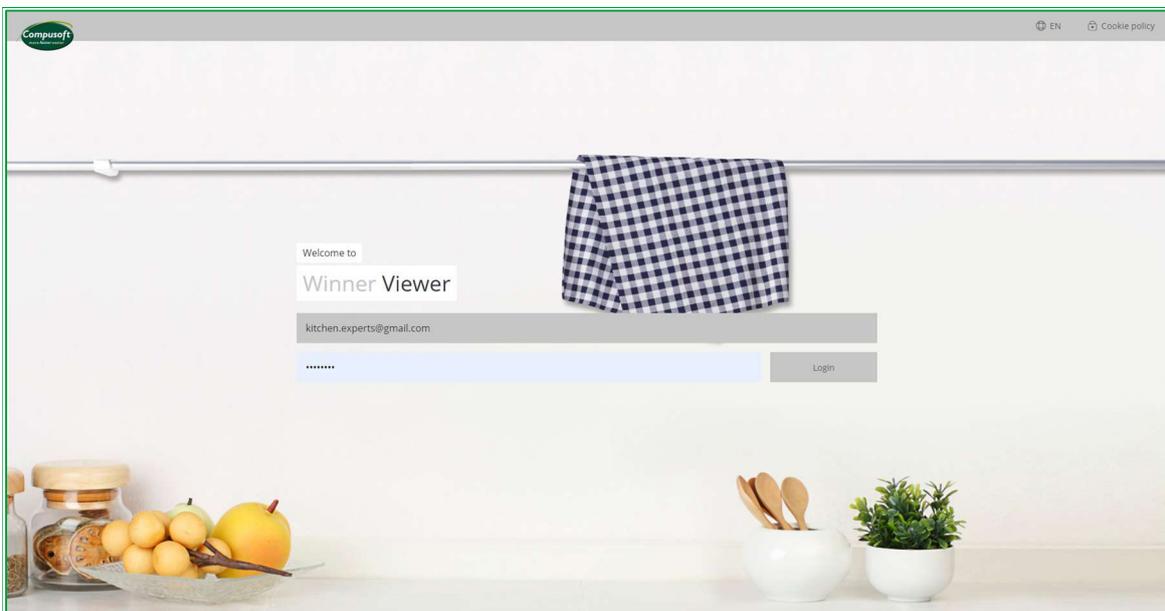
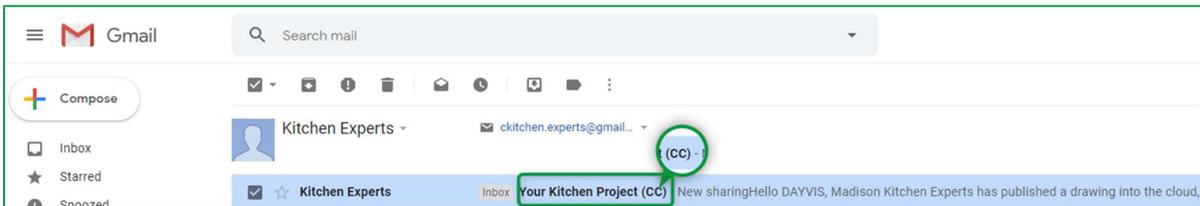
This means that you have one unread message on your **Showcase Collaborate** platform.

When you click on the MESSAGE menu, you will access the last message received on the communication platform.

4. Winner Viewer for Showcase 360

If you want to access your Showcase 360 space from your mobile devices (laptop, tablet and smartphone), click on the link received by email and enter your Showcase login details.

Note : Subject to having checked the box Send me a copy of the email (ckitchen.experts@gmail.com) see (7) p18



One of the main advantages of Compusoft **Showcase Collaborate** is the ability to keep in touch with your customers through the communication platform.

This simplifies the communication between you and your customer concerning his project.

The messages are saved throughout the discussion.

This simple and fast communication tool reduces the possibility of error and misunderstanding, and **clearly helps the customer in making their decision.**

Inspire and attract new customers by presenting, on your website, your designs in 360° views as a virtual Showroom called **Showcase Inspire**: Inspiration gallery.

Quickly create the new showrooms of the latest catalogues, which customers will discover in stores or online.

Showcase Inspire Platform



Showcase Inspire is an additional functionality for your Showcase Collaborate.

If you would like to have this option or request a presentation, contact our sales department via telephone at **+44 1509 611 677** or log on www.compusoftgroup.com in the "Showcase 360" section.

II. SHOWCASE INSPIRE

A. What is Compusoft Showcase Inspire?

Compusoft **Showcase Inspire** is a virtual showroom where you can show multiple projects.

Plans which you have uploaded on the SHOWCASE 360 service can either be put onto your website or be shared with your customer.

No need to copy images or using an external company to maintain the content of your website. With Compusoft **Showcase Inspire**, you can do it yourself!

From your computer, you can update your virtual showroom as many times as you need and exhibit all the projects you want.

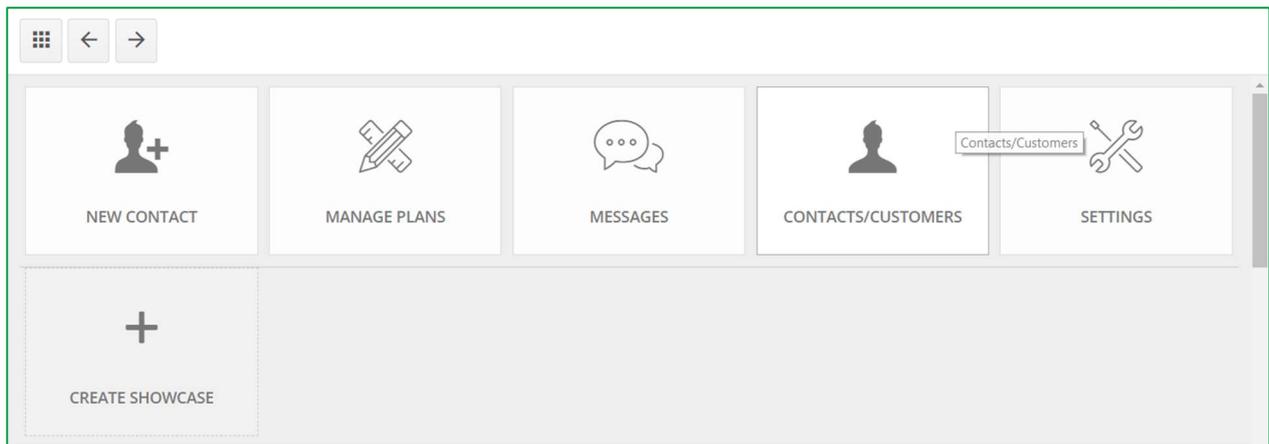
Compusoft **Showcase Inspire** also allows you to create personal galleries: you can make a selection of plans which correspond to the personal expectations of a potential client and share it with them. This will help them in their decision making process. Compusoft **Showcase Inspire** is also a perfect way of presenting your expertise and know-how as a kitchen dealer in an easy and professional way.

B. Activation of the Showcase Inspire Service

To activate the **Showcase Inspire** service, please contact our company by calling the following phone number +44 01509 611 677 or simply write an email to info.gb@compusoftgroup.com.

C. Showcase Inspire service Homepage

If in addition to the **Collaborate** option, you chose the **Inspire** option, here is what you see on your homepage.



“Showcase main menu” reminder:

- **NEW CONTACT:** You can enter the email address, the last name and first name of a contact that does not exist in your Winner Design database. This new contact will appear in the contacts/customers list.

Note: Adding a contact via the SHOWCASE space will not add it automatically in Winner Design.

- **MANAGE PLANS** This menu allows you to view and search all the plans, that you uploaded on your SHOWCASE

space, by using filters.

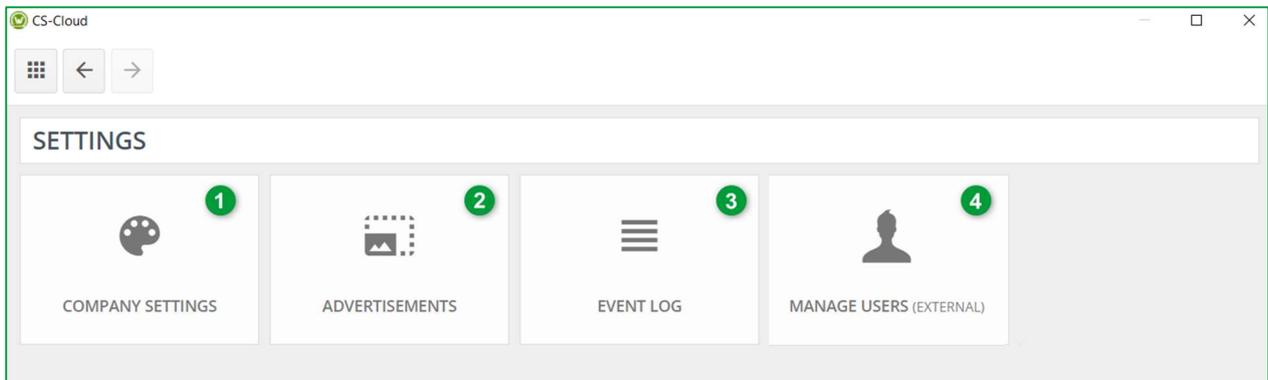
- **MESSAGES:** This icon allows you to access all discussions between the shop and the different potential customers and current customers. It is therefore very easy to keep track of your records of communication and switch between different conversations.
- **CONTACTS/CUSTOMERS:** Shows a list of all your contacts/customers in your SHOWCASE space.
- **SETTINGS:** you can manage your SHOWCASE 360 space settings: company settings, advertisements and users. This is what will be seen next.

1. Main Settings

Click on **Settings**



main window. The following window appears:



a) Company settings (1)

This is the same settings as those defined in this guide. See Chapter I c) Company settings page 7

b) Advertisements Settings (2)

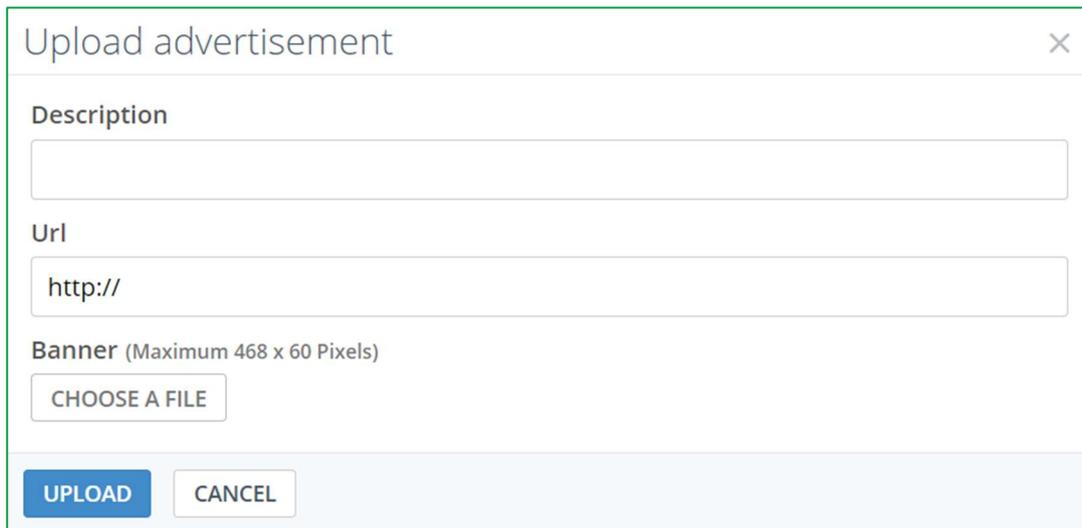
It is possible to attach advertisements to the plans you shared through showcase. Attention! We want to underline that Compusoft Showcase is not an advertisement tool. These advertisements are only a URL link between the Compusoft Showcase 360 and the website where your ad will appear.

Click on **SETTINGS** then on **ADVERTISEMENTS**. The following window appears:



Click on the icon  **Upload advertisement.**

The following window opens:



Upload advertisement

Description

Url

http://

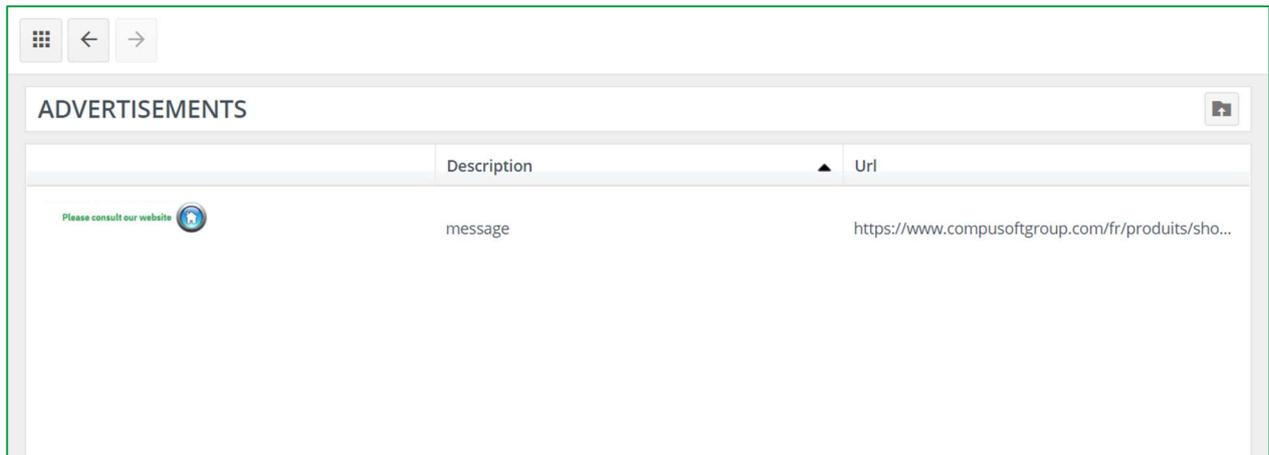
Banner (Maximum 468 x 60 Pixels)

CHOOSE A FILE

UPLOAD CANCEL

- ✓ Add a **description** for the advertisement.
- ✓ Enter a **URL**: when the user click on the advertisement, he will be redirected to this website.
- ✓ Choose the image you want to show your customer. This **maximum** size of image can be **468 x 60 pixels**.
- ✓ Click on **UPLOAD**.

The following window opens:



	Description	Url
	message	https://www.compusoftgroup.com/fr/produits/sho...

It shows a list of all the different advertisements that you have created. You can upload as many advertisements as you want.

c) *Event log (3)*

Clicking this button, opens the history of the operations performed in your showcase 360. These operations include: a list of all new plans uploaded on the showcase, the deleted plans, the shared showcases, etc.

This log will not be accessible to non-administrator users.

d) Manage users (4)

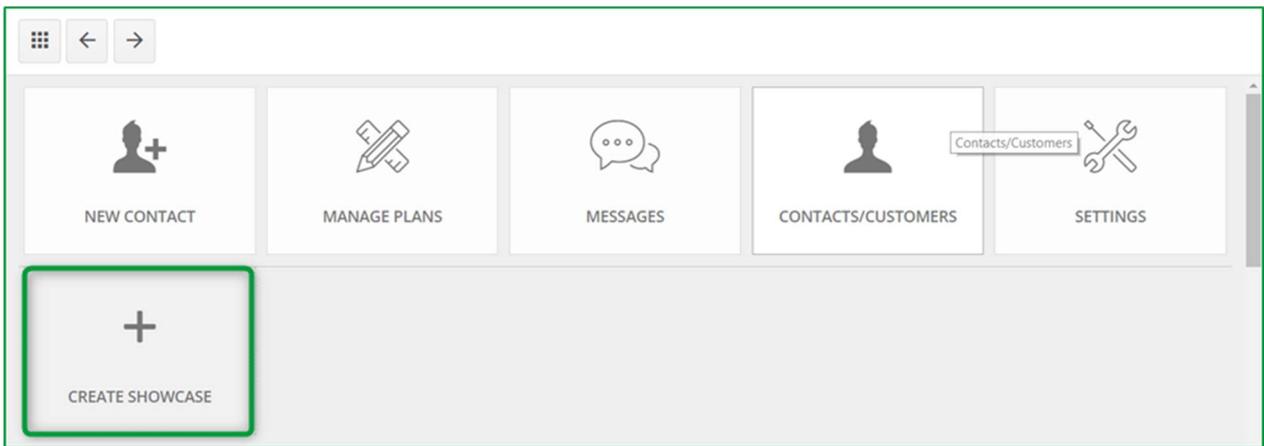
By clicking on this button, you will be redirected to your CompuSoft customer space <https://compusoftgroup.com/en-gb/customer-portal>. You will be able to edit users' access to the Cloud without necessarily contacting CompuSoft every time you need to make changes.

This is the same settings as those defined in this guide. See Chapter I, C, 1, b Manage Users page 8.

2. Use of Showcase Inspire

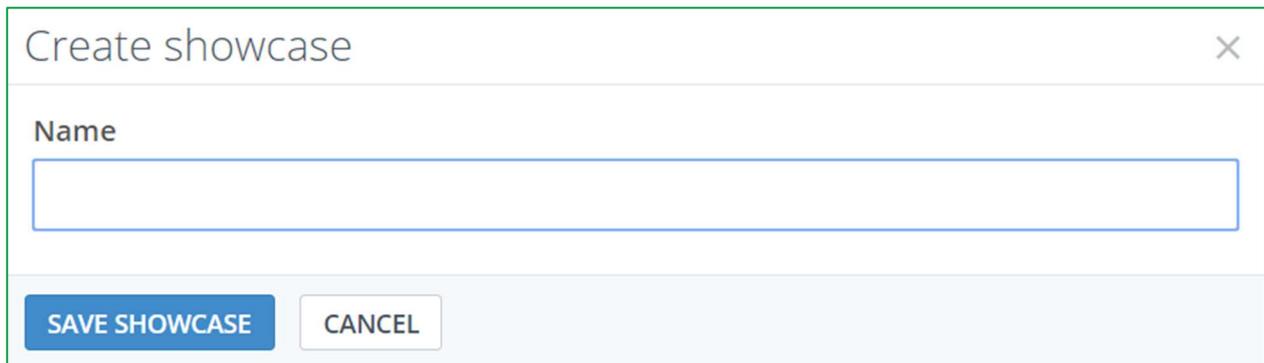
a) 1st step: Create a Showcase Inspire Gallery

Go to the main menu:



a) Click on **CREATE SHOWCASE**:

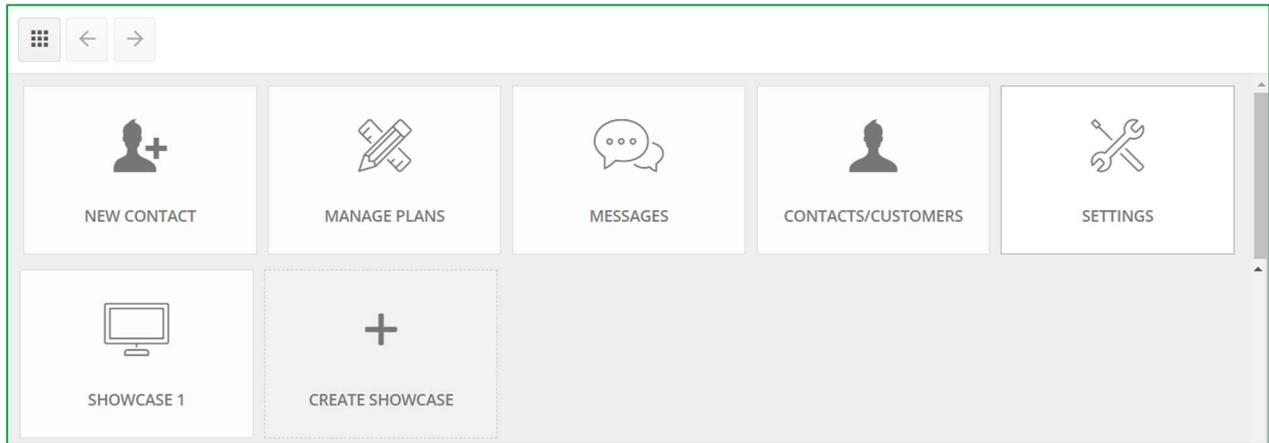
The following window appears:



b) Enter the Name of your showcase and click on **SAVE SHOWCASE**:

c) It will be added to the list below.

The showcase you just created appears in this list.



Note : You can create multiple showcases. Each showcase created will appear in this list.

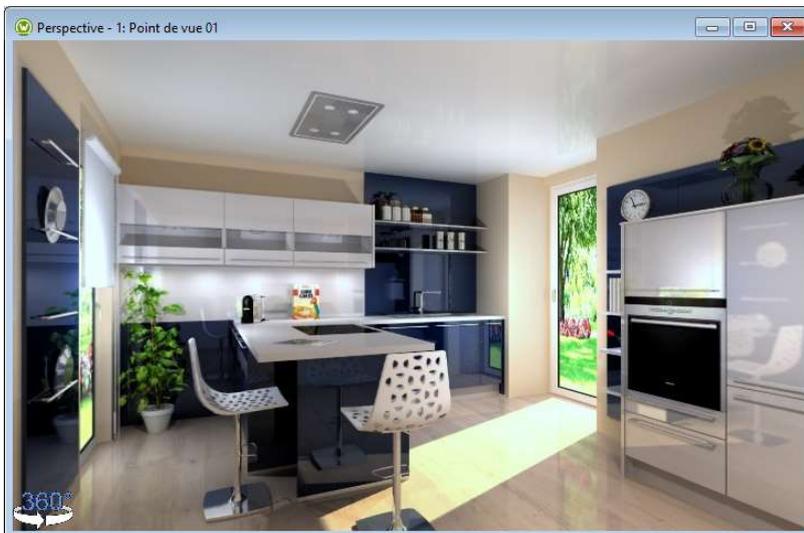
b) 2nd step: Upload a plan on Showcase Inspire

- ✓ Open the plan you want to upload. Make sure that the perspective is displayed in “360° Preview”.
- ✓ To display the perspective in “360° Preview”, click inside the perspective and press Ctrl + Shift + E:



REMINDER: You first need to create 360° viewpoints and preferably generate them in photorealism. **Creation of viewpoints in 360° page 12**

360° Preview Mode:



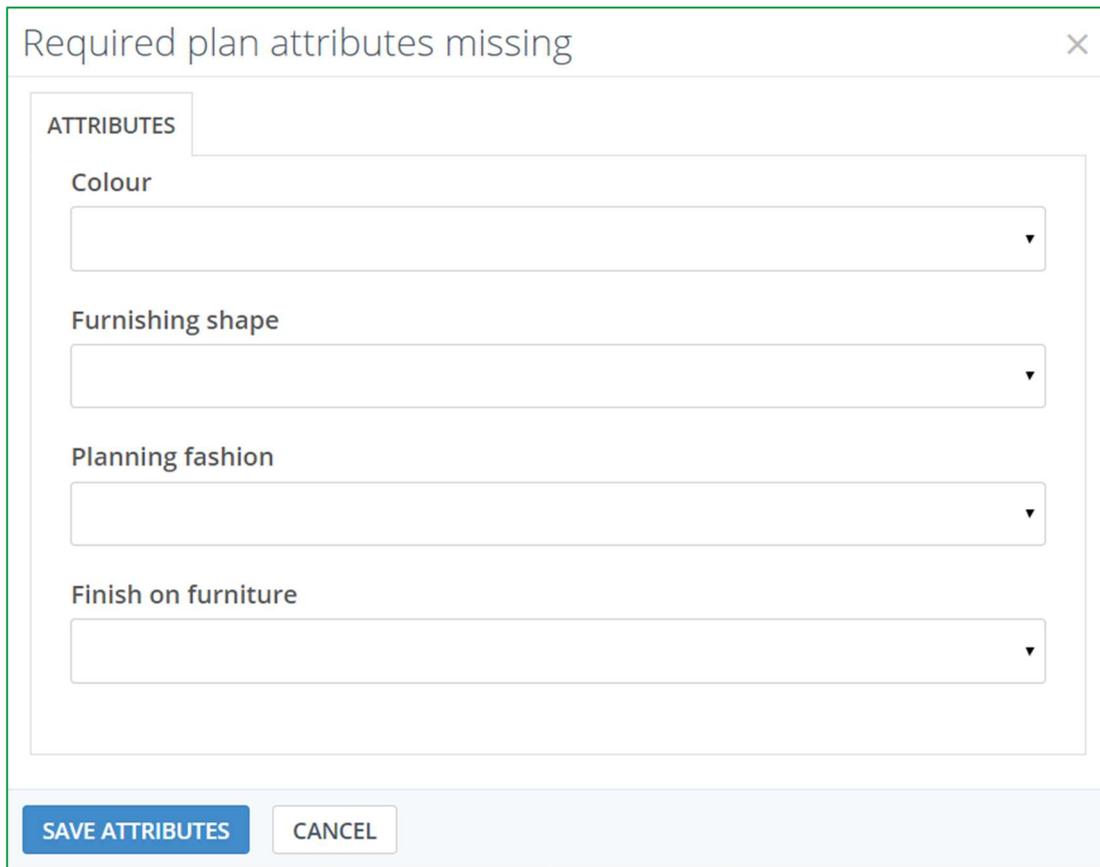
Reminder:

- ✓ **The Cloud Title** is automatically filled in and takes, by default, the following name: [Name of the project] + [Name of the plan]. You can change it knowing that this name will be the name used in your Cloud space.

TIP: By giving a unique and meaningful name to your plan, you will easily find it in your SHOWCASE 360.

- ✓ **Alternative owner** is by default [Our ref.].
- ✓ **Add file:** choose files you want to attach. All files (**JPG and PDF**) which you exported from Winner Design for this plan will appear in this list of documents to upload. (See the picture above). Select the documents to upload. You can also attach external files (presentation of your company).
- ✓ **Viewpoints:** The 360° viewpoints created for this plan will be automatically added.
- ✓ **Upload.**

The following window appears:



The screenshot shows a dialog box with the title "Required plan attributes missing" and a close button (X) in the top right corner. Inside the dialog, there is a section labeled "ATTRIBUTES" containing four dropdown menus. The first dropdown is labeled "Colour", the second "Furnishing shape", the third "Planning fashion", and the fourth "Finish on furniture". At the bottom of the dialog, there are two buttons: "SAVE ATTRIBUTES" (highlighted in blue) and "CANCEL".

Fill in the different attributes using the drop-down menus. These attributes will help you to filter the plans as mentioned in **“Use of filters”** (page 58).

Required plan attributes missing ✕

ATTRIBUTES

Colour

Seidengrau 1
▼

Furnishing shape

I 2
▼

Planning fashion

Traditional / Classical 3
▼

Finish on furniture

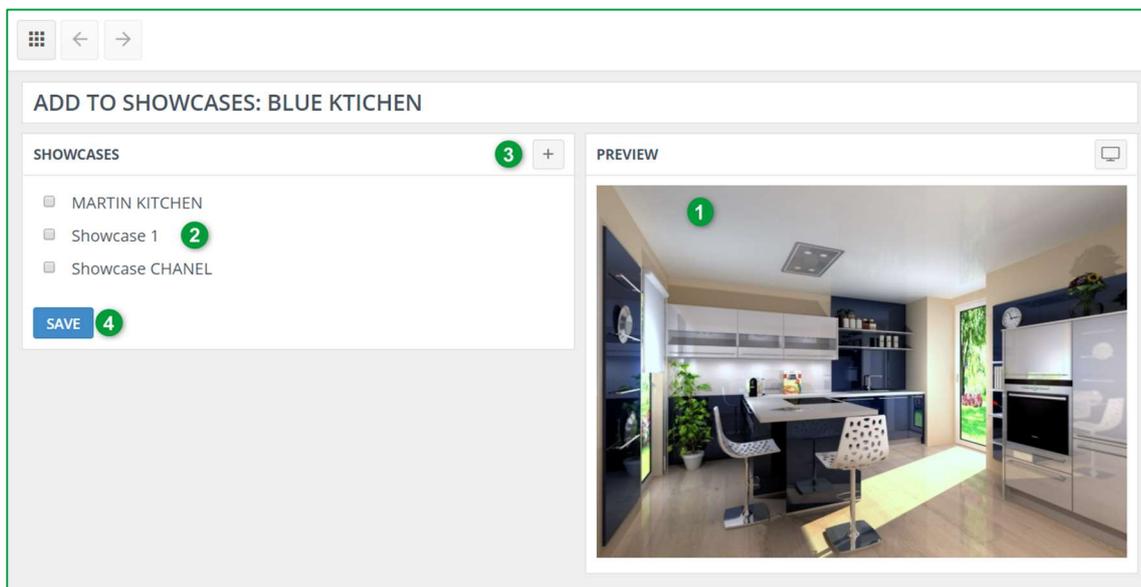
Lacquer 4
▼

5
SAVE ATTRIBUTES

CANCEL

1	Indicate the main colour proposed by the software (predefined list, depending on the selected catalogue)
2	The type of furnishing shape (predefined list: kitchen in L, linear, in U, in island, parallel)
3	The planning fashion (predefined list: modern, contemporary, ...)
4	Finish on furniture (predefined list)
5	Click on SAVE ATTRIBUTES

You will arrive on the following window:



1	You can see the design as it will be displayed in your Showcase Inspire
2	Add to a previously created showcase by ticking the box of the relevant showcase.
3	Or / And add a new showcase by clicking on 
4	Confirm by clicking on SAVE .



If you create a new showcase by clicking on

The following window opens:

Create showcase
×

Name

SAVE SHOWCASE
CANCEL

Enter the name of your new showcase, **eg Showcase 2** then click on **SAVE**.

The following window opens: The showcase you just created appears in this list.

☰
←
→

ADD TO SHOWCASES: BLUE KITCHEN

SHOWCASES +

- MARTIN KITCHEN
- Showcase 1
- Showcase CHANEL
- Showcase 2

SAVE
1

PREVIEW 🖼



✓ Tick the box of this new showcase and confirm by clicking on **SAVE (1)**.
The plan is now added to the Showcase 2.

Note: You can create multiple showcases. Each created showcase will appear in this list.

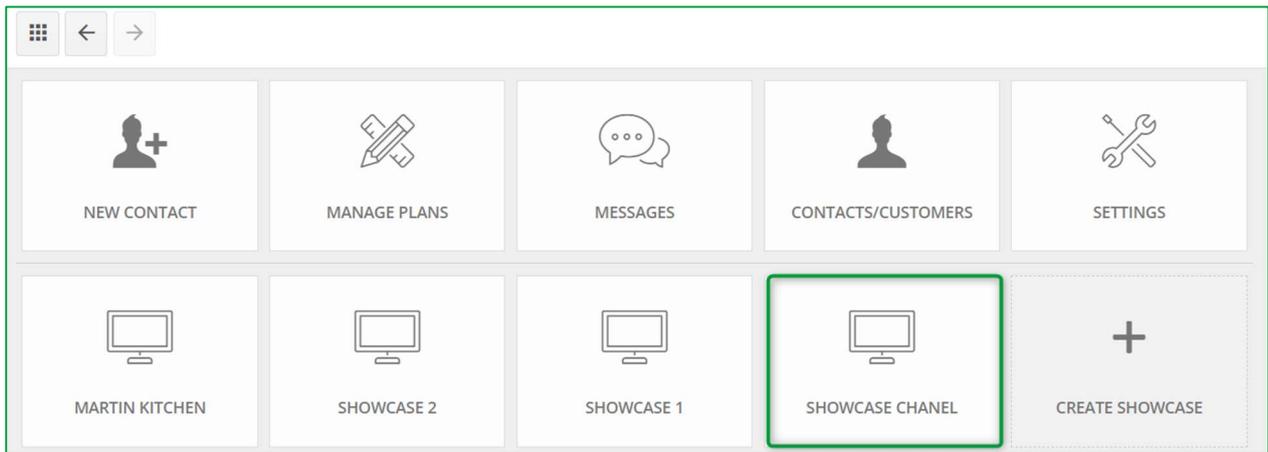
You can now create different showcases that you would have created with designs as successful as each other, sold or in the process of being sold, or even lost! They will then be highlighted and can inspire future customers.

3. Manage a “Showcase” gallery

To access the SHOWCASE 360 space from Winner Design, click on the icon  in the following menu bar:



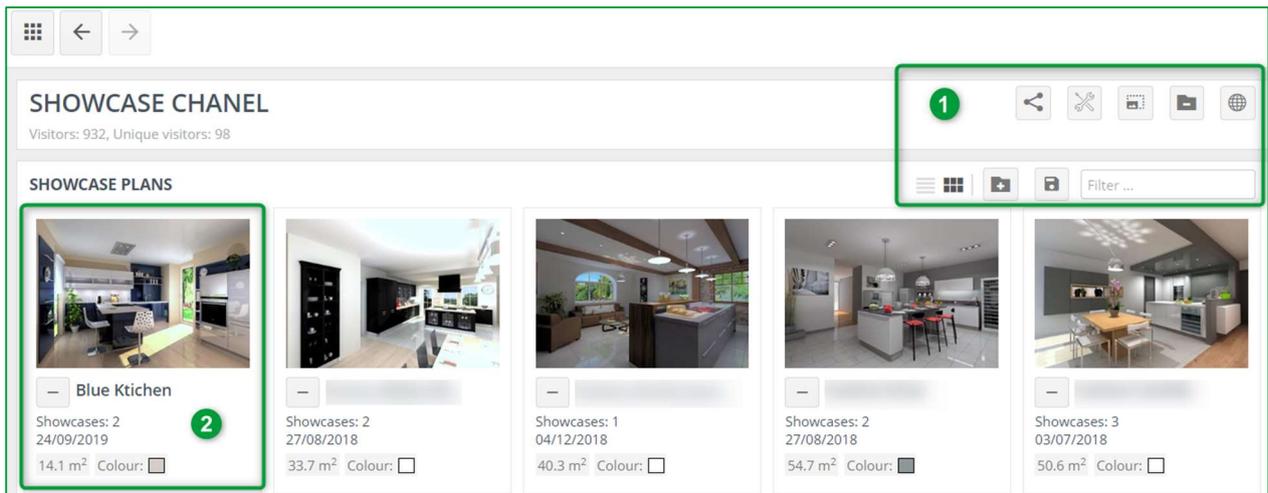
You arrive on the Showcase 360 homepage:



Click on the relevant Showcase. Here we selected “**SHOWCASE CHANEL**”. You will find all your plans uploaded in this showcase.

a) Showcase Menu: Tool bar

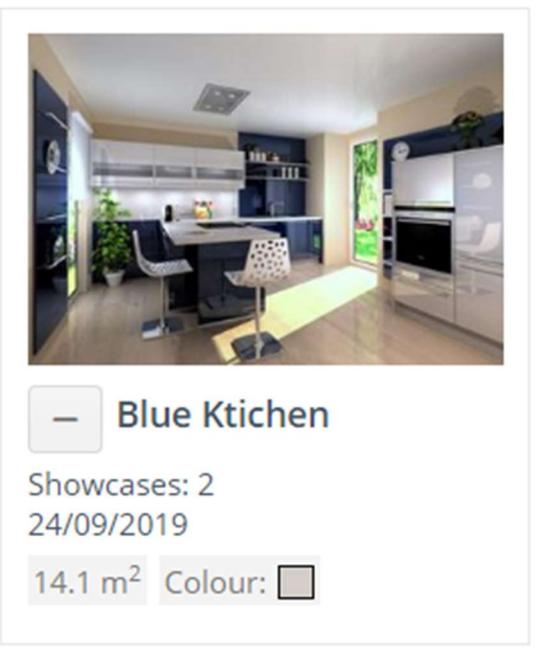
Click on the chosen showcase, the window below appears:



Description of the tool bar **(1)** of this window:

	<p>Share: You can share your showcase between several shops.</p>
	<p>Settings: You can change the settings of your showcase (colours, logo, name, etc).</p>
	<p>Advertisements: You can select and upload an advertisement (banner form) that you have previously saved.</p>
	<p>Delete showcase: You can delete your showcase.</p>
	<p>Show website: By clicking on this icon, you can see the same rendering as the one the user will see on the website.</p>
	<p>List view: Shows the list of plans in your gallery without a visual.</p>
	<p>List with images (Mosaic): Shows the list of plans in your gallery with a visual.</p>
	<p>Add plans to the gallery: You can add any public plan you have uploaded in the current gallery.</p>
	<p>Save the gallery: Validate an action such as adding or deleting a plan, etc.</p>
<input data-bbox="180 1671 513 1733" type="text" value="Filtre ..."/>	<p>Filter ... Search for the name of the plan, name of the seller etc.</p>

You will find the plan that you just uploaded in this showcase (2).



At this point, you can see in how many showcases this plan has been uploaded - in this example only two times, you also see the date on which the plan was uploaded (24/09/2019), the surface of the room (14.1 m²), as well as the main color detected).

If necessary, you can delete the plan of this gallery by clicking on .

Confirm your actions by clicking on  **Save Showcase.**

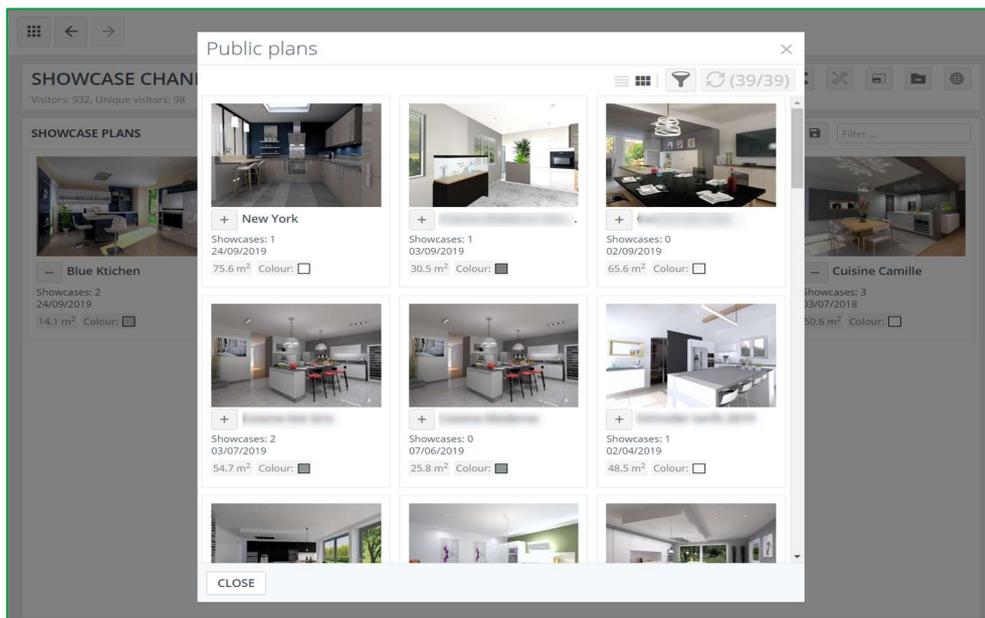
b) Add plans to your Showcase

Only public plans can be added to your Showcase.



To add a plan, click on the icon , your gallery will move to the background and the public plans will appear.

Select the plan(s) that you want to add by clicking on  :



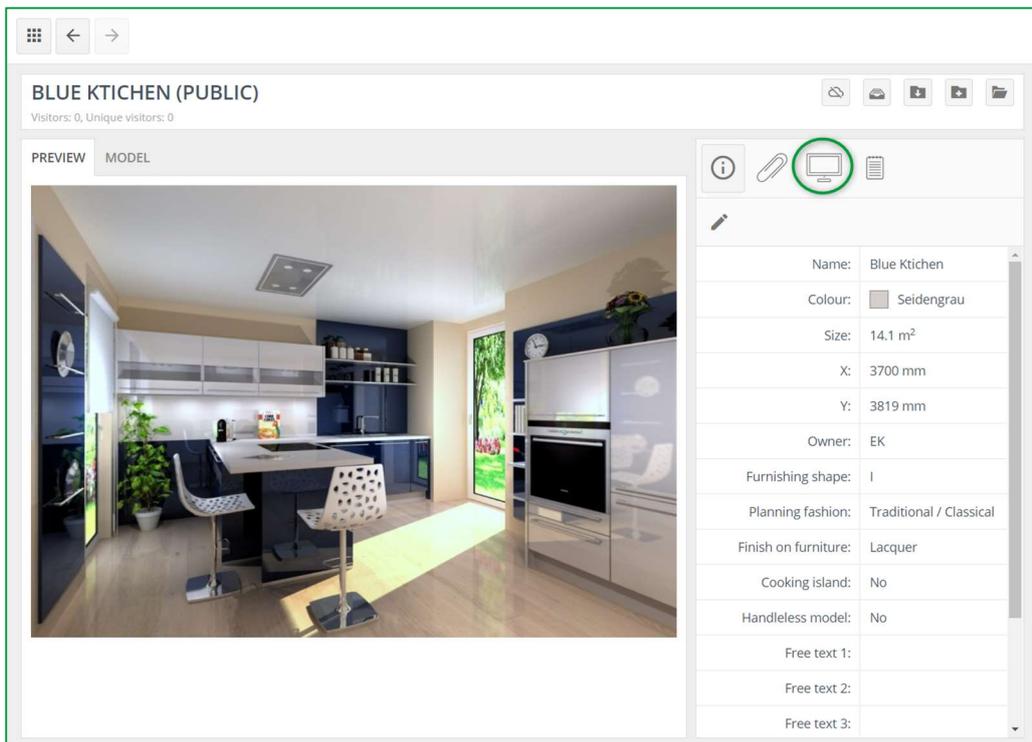
Click on  **Save showcase** to confirm.

c) Delete plans from your Showcase

If you want to delete a plan, click on  and the plan will be deleted from your gallery.

✓ Click on  **Save Showcase**, when done.

d) Manage a plan in your Showcase



The tool bar for public plans is slightly different than the one for private plans.



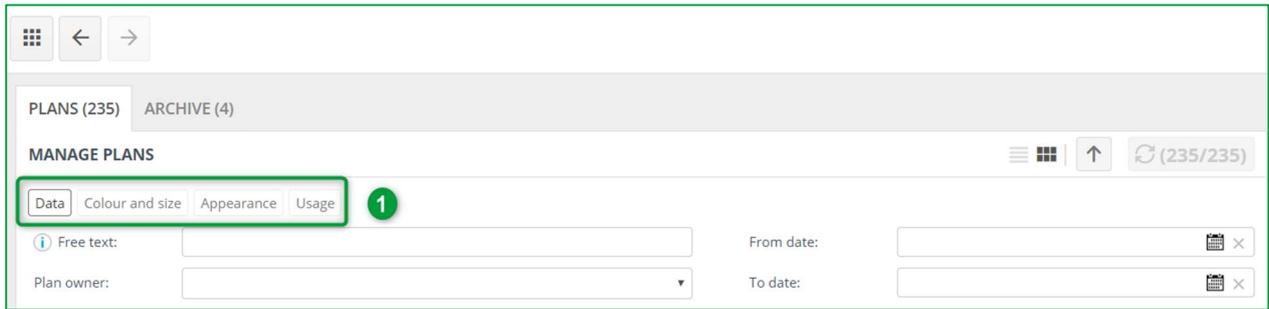
Showcase plans: shows a list of showcases this plan is uploaded to. You also have the opportunity to upload this plan to another showcase.

Plan information, attachments and notes are the same as explained for the Showcase collaborate.

e) Using filters

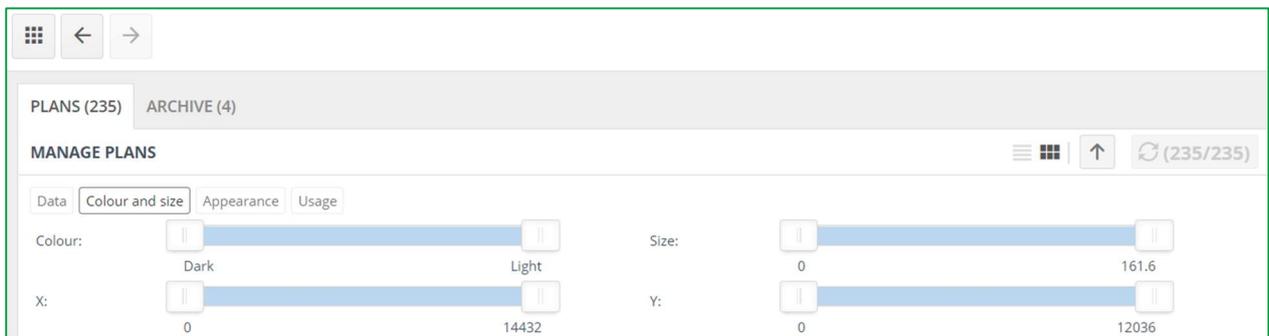
By using filters in the Showcase, you make it easier for yourself to find plans again. First you have to define the attributes. Once the attributes are defined, you can start using them to search and filter.

To find a plan in **MANAGE PLANS** of the Showcase 360 homepage, click on Show filters .

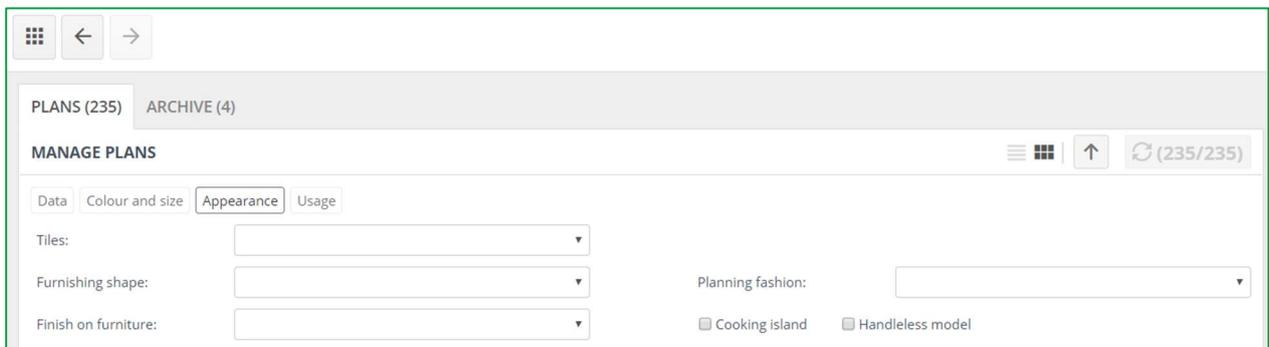


Several filters will then appear. You will find several tabs (1) containing several filters. These filters will help you to refine your searches.

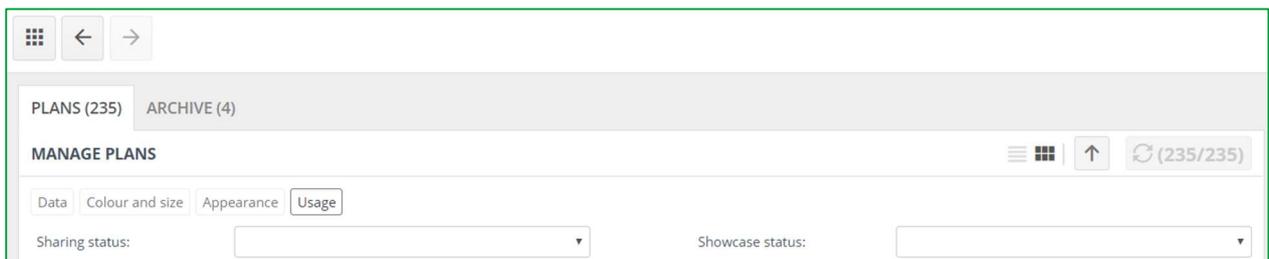
You can type in free text (eg, Cognac shop) in order to find all plans associated with this. You can search for plans by using the initials of the seller or by indicating the time period of upload.



The filters in the form of sliders are to help you filtering on colours, dimensions of the room and its surface.



In the Appearance tab, you find fields with multiple choices imposed according to the criteria you have previously assigned.

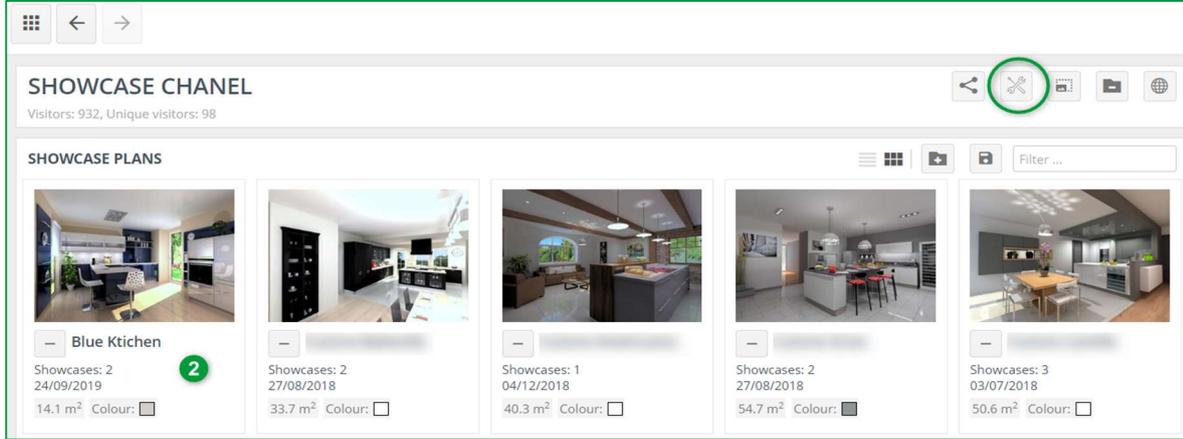


In the Usage tab, choose from the drop down list, the sharing status (shared plans/not shared) or the showcase status (plans in showcase/not in showcase).

4. Showcase Settings

a) Settings for a specific Showcase

Choose a showcase and click on it, the following window opens:



Click on **settings** on the top right screen. The following window appears:



Settings

Name

Main color

Font color

Logo
 KitchenExperts

Background

Feedback email

Showcase url [Download qr code](#)

*empty fields use default company settings

Here you can select setting for this specific showcase:

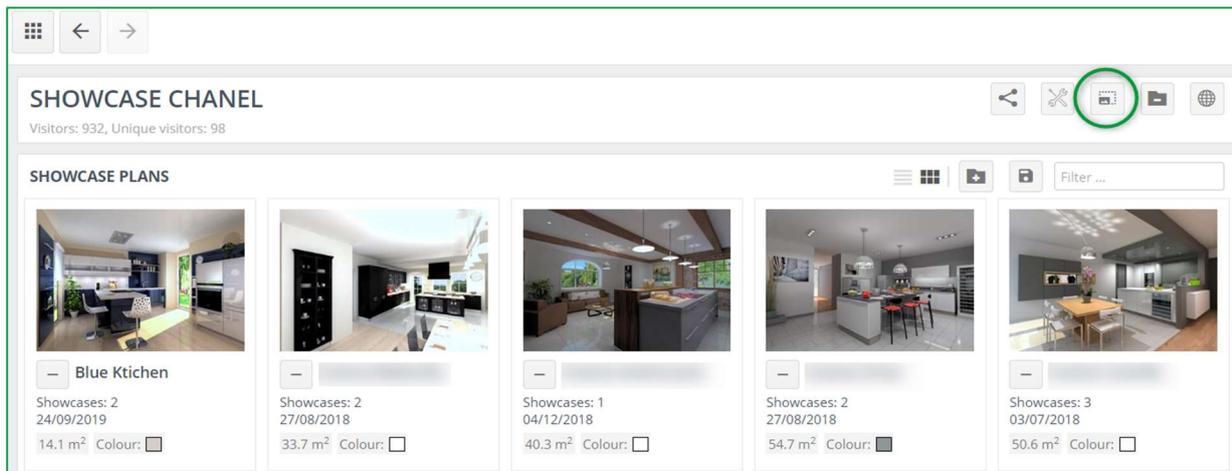
1	Name: You can change it if needed.
2	Main colour: This is the main colour of your showcase as it will appear in the “Showcase Inspire Platform” Website. You can also enter the HEXA code of the colour of your choice.
3	Font colour: This is the main font colour of your showcase as it will appear in the “Showcase Inspire Platform” Website You can also enter the HEXA code of the colour of your choice.
4	Logo: This is by default the same logo as in the company settings. This can be changed if you want to.
5	Background: This is the background image displayed on the showcase Website.
6	Feedback email: On the website, there is a button “Contact-me”. The customer needs to enter their information details. This information will be sent to the feedback email address.
7	Showcase URL: This URL is used when sharing a Showcase with a customer.

Click **SAVE**.

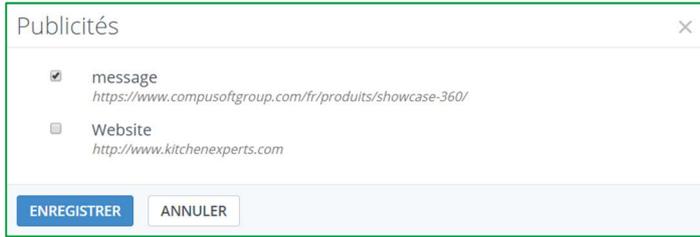
b) How to add an advertisement

This part was explained in the **Chapter C1b “ Advertisement settings in Showcase Inspire” page 36.**

See how to use it:

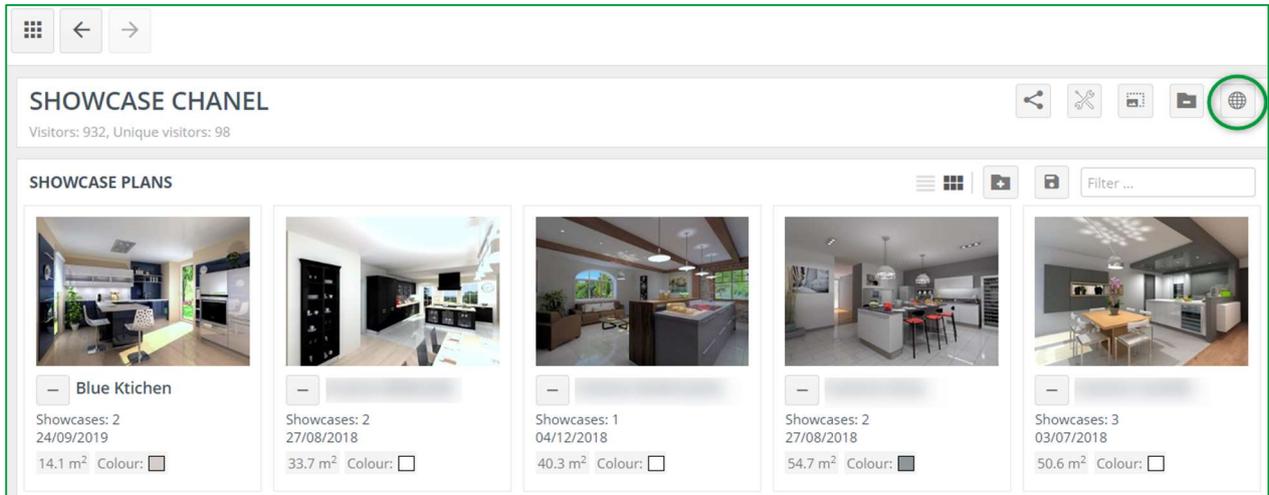


Click on **Advertisements**  , the following window appears:



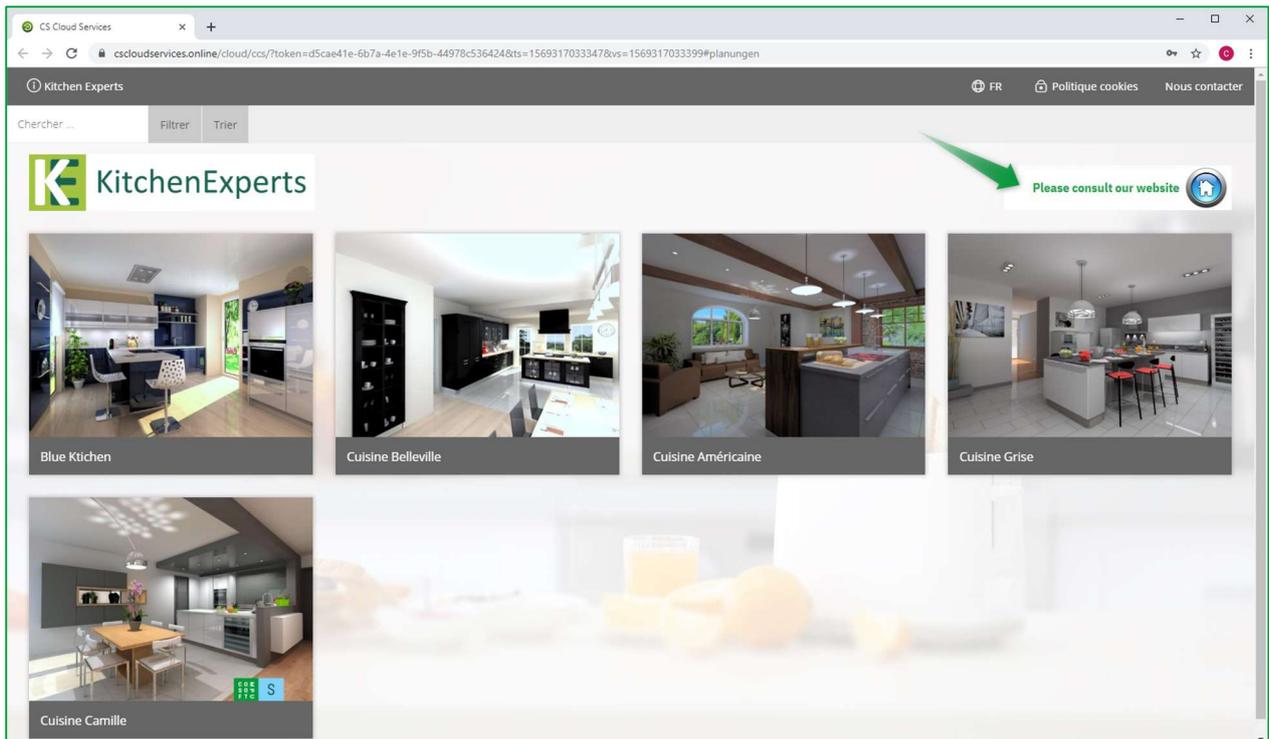
- ✓ Choose the advertisement you want to show in your showcase.
- ✓ Confirm by clicking on **SAVE**.

c) View the Showcase website



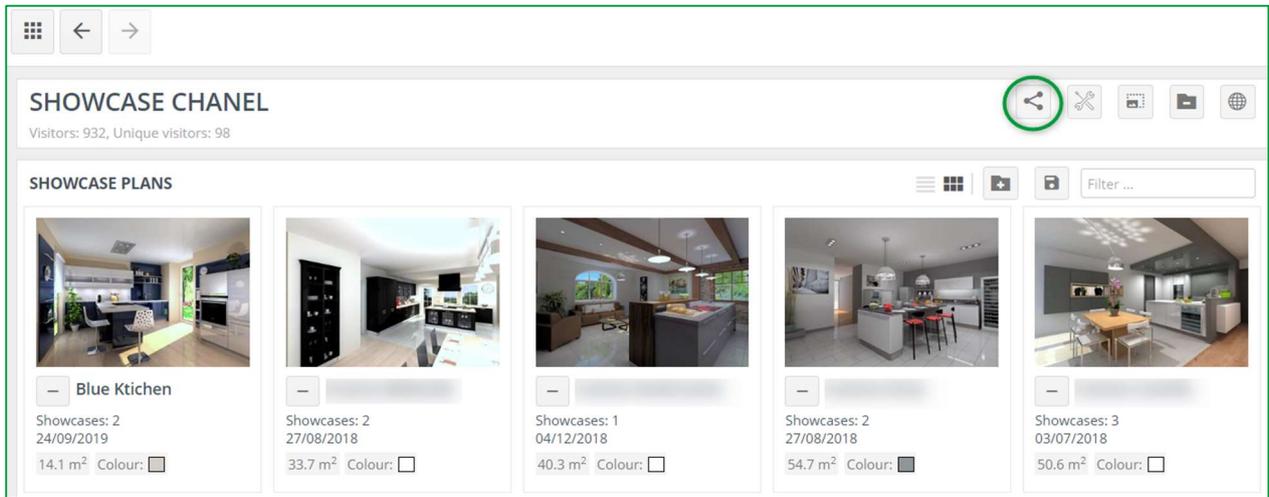
If you first want to see how this showcase will appear, click on **Show website** .

The following screen will open and you will see the advertisement the same way as the user will see it:

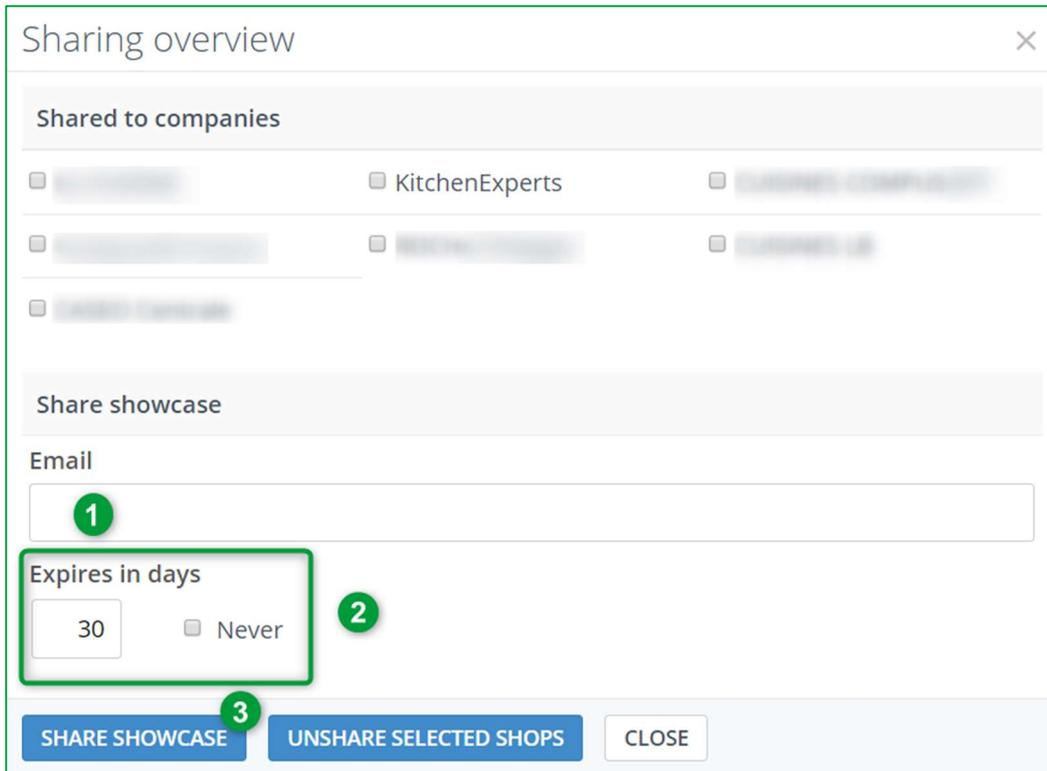


d) Share a showcase

For companies with multiple shops, you can share showcases between shops.



To do this, click on  **Share preview**, the following window opens:

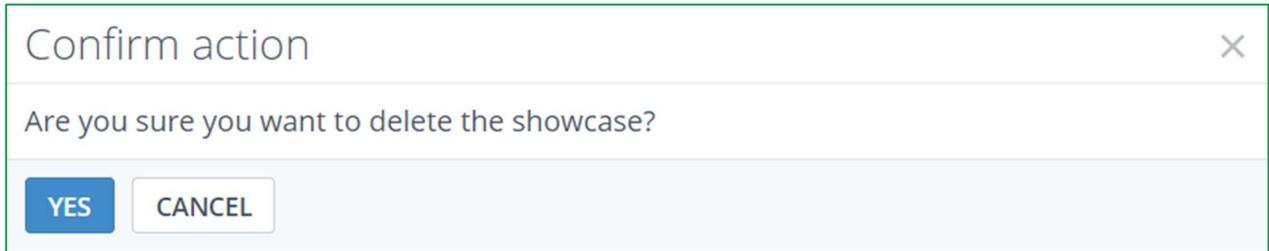


Type the email address of the specific shop with whom you want to share your showcase (1). Specify the number of days you want to share it with them. If you want to share it permanently, tick the box "Never" (2).

Confirm by clicking on **SHARE SHOWCASE** (3).

e) Delete a showcase

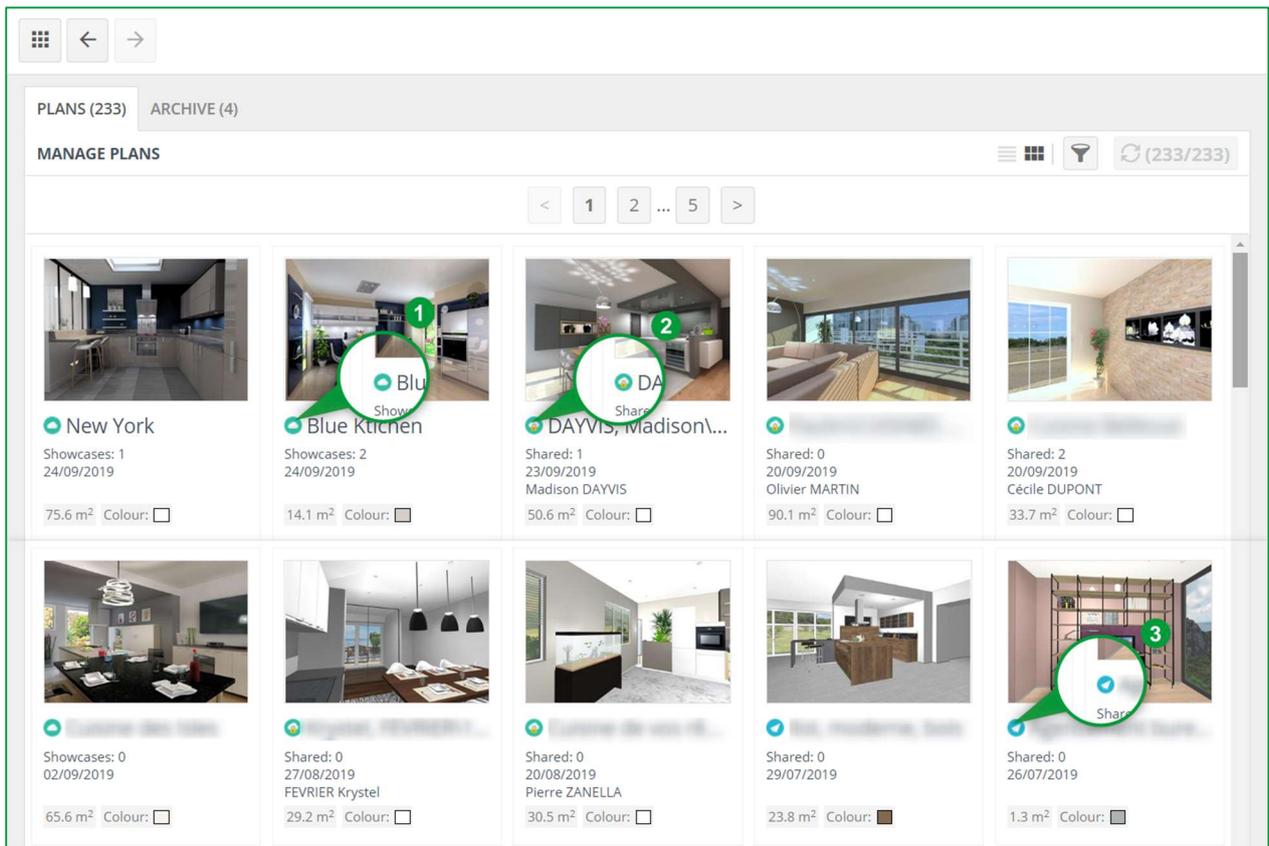
To delete a showcase, click on  **Delete showcase** , the following window opens:



Click on **YES** to confirm.

Note: When you delete a showcase, you do not delete the plans attached to this showcase. You will find these plans in **MANAGE PLANS**.

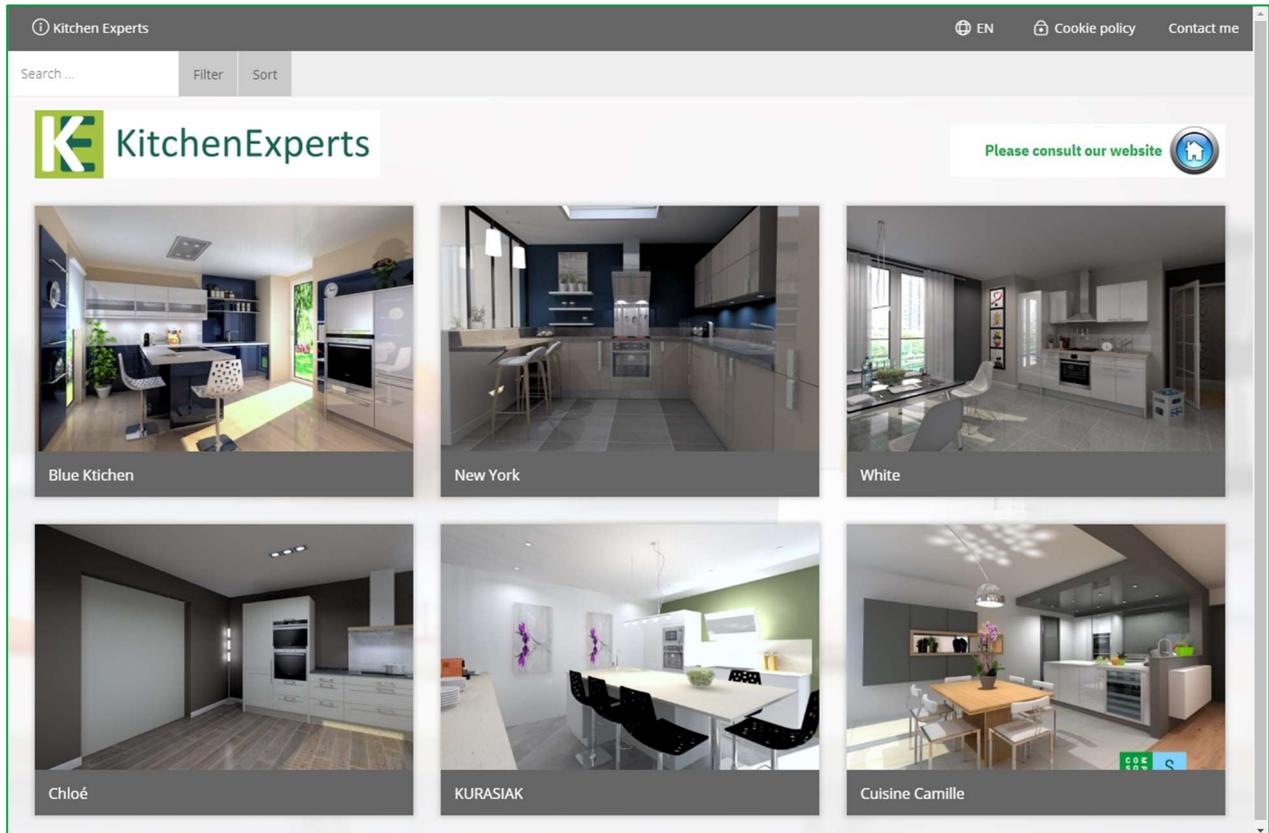
f) Meaning of icons in “Manage Plans”



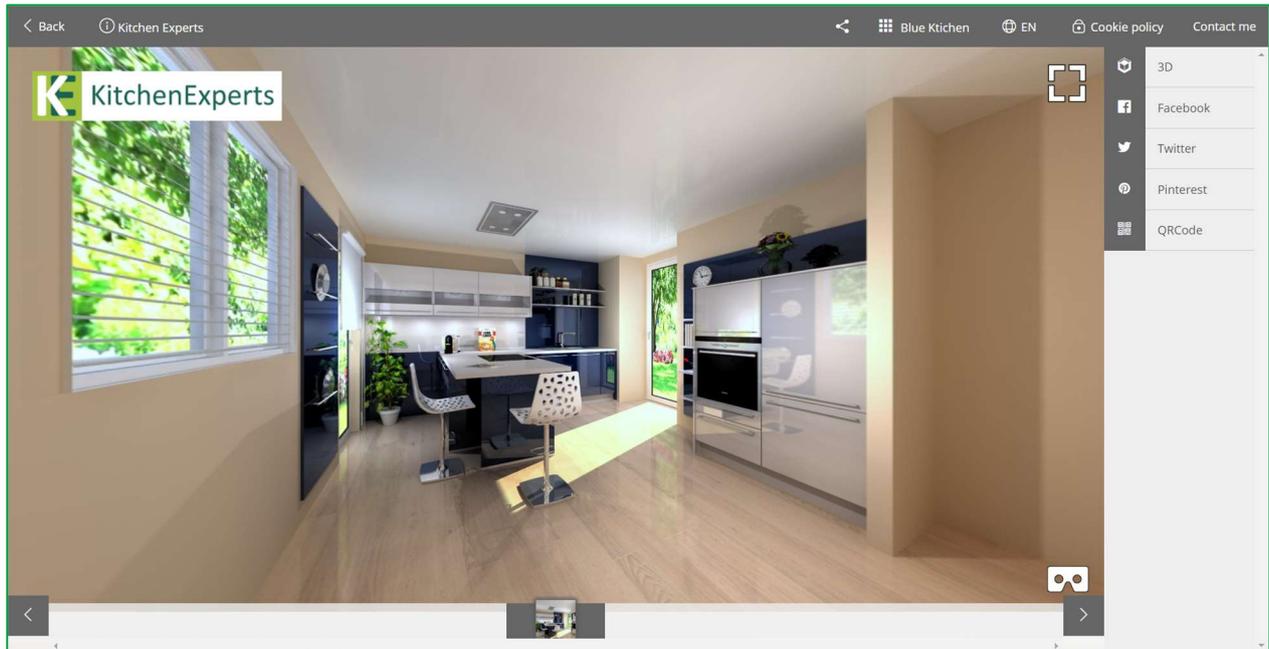
	<p>Show filters: When you have a lot of uploaded plans, you will be able to make a selection based on criteria that are assigned to each of them.</p>
	<p>Public plan: Plan uploaded for Showcase Inspire (for a showcase) via Winner Design.</p>
	<p>Private plan: Plan uploaded for Showcase Inspire (for a customer) via Winner Design.</p>
	<p>Shared plan or showcase: This icon in front of my showcase or my plan means that it has been shared. You can import this plan in a new Winner Design project or a project in progress but you cannot share it with a customer or another shop directly from Showcase 360 and you cannot unpublish or archive it. In case of a showcase shared with me, I can view it but but not edit it or share it myself.</p>

D. Showcase Inspire Platform

When a potential customer or a current customer is on the Showcase Inspire Platform, they will see a showcase similar to this one:



Clicking on a plan opens the following window !

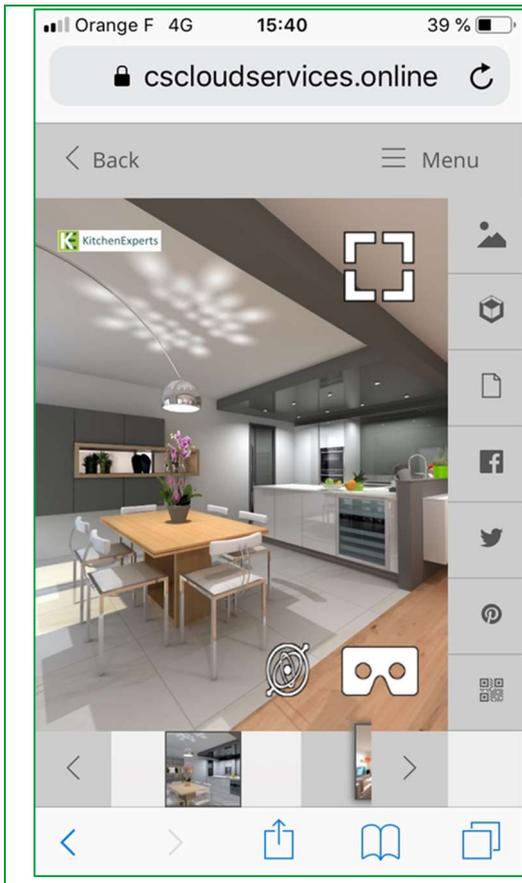


Note: The features are the same as for the Showcase Collaborate communication platform. See page 20.

III. Use of a Virtual Reality headset

This tool also offers customers the opportunity to view the image of their kitchen project or other visualisation of the store by using a VR headset in 3D and with a 360° view. Your customer will then get the impression of really being immersed in their kitchen.

If your customer views the plan from a smartphone, they will be able to view the kitchen in 360° directly with VR glasses by enabling the VR mode on their phone. The feeling of realism will be all the more important and they will be completely immersed in their kitchen. *This plan is also available to customers and their friends!*



View from a smartphone

Open the link received by email from your smartphone which allows you to access **Showcase Collaborate** space using your login details if necessary.



Gyroscope



VR Mode (Using a VR Headset)

✓ Click on



Use of a VR Headset

- ✓ Tilt the smartphone in landscape mode for VR mode vision:



- ✓ Then insert the smartphone inside the headset in the place provided for this purpose:



(1)

- ✓ Configure the quality and zoom of the view by using the different adjustment buttons.

(1): The 3D images shared on Showcase 360 are compatible with VR headset and glasses which are commercially available.



Vision in the VR headset

- ✓ The small cross and the different viewpoints in the form of an eye are visible inside the headset.
- ✓ Direct the cross towards an eye to open a new viewpoint for a new immersion in 360° in the room.



Exit the VR Mode

To exit the VR Mode, tilt your smartphone in portrait mode and click on the screen. Then click on exit VR.

The 3D images shared on Showcase 360 are compatible with VR headsets and glasses for an immerse experience that is as impressive as it is rewarding: the VR headset is available in most stores and superstores in your area and at an affordable price.



IV. Appendix : ICON INDEX

A. Icons used in Winner Design

	<p>Administer my Showcase 360 It's simply the gateway to the Showcase 360.</p>
	<p>Show Showcase messages linked to a plan Opens Showcase 360 and access to sent or received messages between you and the consumer for the selected plan.</p>
	<p>Unread message (s) in showcase 360 Pop-up indicates that you have a new message on the Showcase collaborate platform.</p>
	<p>Read messages in showcase 360 Status of the above icon once all messages have been read.</p>
	<p>View notes attached to the plan You can add notes or files to the plan. These notes and files synchronize in the showcase and vice versa. Notes that you add to a plan are not visible by your customers. They are only for internal use.</p>

B. Icons used in Showcase 360

	<p>Homepage: Homepage of the Showcase 360 service.</p>
	<p>Unpublish: Removes the Showcase 360 plan. The plan (including attachments, Notes, etc.) and the discussion thread will disappear from your Showcase 360. If you created this customer in Showcase 360 (and not in Winner Design), it will also disappear from your contact list. The customer to whom you shared this plan will no longer be able to access it. The messages will be permanently deleted.</p>
	<p>Archive plan: Just like in Winner Design, you can archive your plans.</p>
	<p>Import into the project in progress: The plan will be imported into the selected Winner Design project</p>
	<p>Import into a new project: The plan will be imported into a new Winner Design project</p>
	<p>Open to edit: Open the plan in Winner Design if it has been uploaded from the same Winner installation.</p>

	<p>Plans messages: Shows messages sent between you and the customer. You have two ways to write a message: 1) Click on the + sign to open a window where you can type your message. 2) Click on the discussion thread to open the message history. In the lower part, you can enter your message or add an image.</p>
	<p>Plan info: Shows the attributes of the plan (eg colour, size, etc.). These attributes can be edited. You can use them to search and filter more easily in your SHOWCASE 360 area.</p>
	<p>Customer: Customer details.</p>
	<p>Attachments of the plan: All attachments (eg elevations, quotes, etc.) that you have uploaded and sent to your customers will appear in this list. You can add documents or deactivate them during the defined period or simply unpublish them.</p>
	<p>Sharing of the Plan: Shows the contacts with whom you shared this plan. Click on the + sign if you want to share the same plan with other people.</p>
	<p>Notes of the Plan: If you added a note/attachment to this plan, the information will be displayed in this list. You can also add notes or attachments in the Cloud: click on the + symbol and add a note or attach a file. And vice versa: these notes/attachments will be displayed in your Winner Design Notes: Notes can easily be added from a tablet or smartphone, which is very convenient in case you are with your customer. You can easily take a picture and attach it to your plan, you can access it once back in the shop. Notes that you add to a plan are not visible to customers. They are only for internal use.</p>
	<p>Edit: You can edit some attributes of the plan. These attributes will help you to find easily a plan by using filters (see this chapter)</p>
	<p>Save: Save changes to the attributes of the plan.</p>
	<p>Disable viewpoint: Allows you to disable this viewpoint remotely at your customer's place.</p>
	<p>Loading of the viewpoint: Allows you to load a 360 image file directly from your PC to Showcase 360.</p>
	<p>Show in full screen: Allows you to view your viewpoint in full screen.</p>

	Show plan: Shows the plan concerned by the message.
	Archive messages: Removes messages from the current list to archive them. You can find all your archived messages by clicking on the ARCHIVED tab.
	Plan Showcase: By clicking on this icon, you see in which showcase (s) you uploaded this plan.
	Create a showcase: When you upload a plan for a showcase from Winner Design you have the opportunity to create a new showcase by clicking on this icon.
	Share: You can share your showcase between several shops.
	Settings: You can change the settings of your showcase (couleurs, logo, name, etc).
	Advertisements: You can select and upload an advertisement (banner form) that you have previously saved.
	Upload an advertisement: You can upload a banner which will be displayed at the top right of the showcase together with a URL link that will lead the user to the website associated to this link.
	Delete showcase: You can delete your showcase.
	Show website: By clicking on this icon, you can see the same rendering as the one the user will see it on a website.
	Save the gallery: Validate an action such as adding or deleting a plan, etc.
<input type="text" value="Filtre ..."/>	Filter ... Search for the name of the plan, name of the seller etc.
	List view : Displays the list of plans in your gallery without a visual.
	List view with images: Shows the list of plans in your gallery with a visual.
	Add plans to the gallery: You can add any public plan you have uploaded in the current gallery.
	Show filters: When you have a lot of uploaded plans, you will be able to make a selection based on criteria that are assigned to each of them

	<p>Public plan: Plan uploaded for Showcase Inspire (for a showcase) via Winner Design.</p>
	<p>Private plan: Plan uploaded for Showcase Inspire (for a customer) via Winner Design.</p>
	<p>Shared plan or showcase: This icon in front of my showcase or my plan means that it has been shared with me. I can import this plan in a new Winner Design project or a project in progress but I cannot share it with a customer or another shop directly from Showcase 360. I cannot unpublish or archive it. In case of a showcase shared with me, I can view it but not edit it or share it myself.</p>
	<p>Images: You can find all images uploaded by the Winner Design user.</p>
	<p>3D: 360 Virtual tour throughout the room: just click on the image while holding your finger on the mouse. You can then zoom in and out, move to the right or to the left of the image.</p>
	<p>Files: It includes all the documents that you have attached when publishing the plan.</p>
	<p>Messages: Messaging in the form of “Chat”. Your recipient can write messages, ask questions and even make notes and give comments on photos of his kitchen project. You can quickly respond and transmit changes. The relationship becomes more personal and more precise and thus stronger. This simplifies communication with your customer about their project. Messages are saved throughout the discussion. This simple and fast communication tool reduces the possibility of error and misunderstanding, and clearly helps the customer in making his decision.</p>
	<p>Social Networks: A customer who placed an order and is now waiting for the delivery of their kitchen will be able to share your creation with all of their contacts on social networks (eg Facebook, Twitter, Pinterest, etc...)</p>
	<p>QRCode: Generate a QRCode that can be sent to the user to directly open this plan.</p>