



Sprint User Guide

feburman.infigosoftware.com/sprint



F. E. BURMAN

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Overview

Powered by the latest technologies, SPrint has been enhanced to give you a better experience.

Faster, responsive user interface, fully mobile optimised, dynamic templates with drag and drop, basket functionality and much more, all to make creating and ordering your products a breeze.

- Storefront style layout
- Responsive user interface
- Mobile device friendly
- Faster user experience
- Drag and drop
- User upload products
- User editable templates
- Variable data products
- Basket functionality

Login/register

Login URL

feburman.infigoftware.com/SPrint

Existing SPrint users

Login with your @savills.com email address

Password: Spr1nt

New SPrint users

Send a new account request to
it@feburman.co.uk with the following
details:

Full name, Office, Email and Tel.



Welcome, Please Sign In!

Existing User Login

Email:

Password:

Keep me logged in

[Forgotten password?](#)

Login



Categories and search

To select a product simply navigate the site by either:

Featured Categories

Select your appropriate category icon on the home page, select your discipline type then your desired product.

Search bar

Type the full name or first few characters of the product name desired into the search bar and click go.

Welcome,

Powered by the latest technologies, SPrint has been enhanced to give you a better experience.

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[Watch Tutorial Video](#)

Featured categories



Navigation

Sub Categories

Select the sub category for your required product type.

Products

A collection of customisable and static products and their alternative versions.

CATEGORIES

[Northcote Road](#)[Sales](#)[Brochures](#)[Window Cards](#)[Marketing Flyers](#)[Marketing Collateral](#)[Lettings](#)[New Homes](#)[Rural](#)[Commercial](#)[International](#)[Savills Corporate](#)

Sales



Brochures

CATEGORIES

[Northcote Road](#)[Sales](#)[Brochures](#)[Window Cards](#)[Marketing Flyers](#)[Marketing Collateral](#)[Lettings](#)[New Homes](#)[Rural](#)[Commercial](#)[International](#)[Savills Corporate](#)

Brochures

**Brochure A4 A 2pp**

From £18.78

A4 2 pages with 1 picture

[Details](#)**Brochure A4 B 2pp**

From £18.78

A4 2 pages with 3 pictures

[Details](#)**Brochure A4 A 4pp**

From £27.89

A4 4 pages with 10 pictures

[Details](#)

Product page

Every product landing page is unique to each product, displaying the product name, price, quantities, specifications and where relevant the paper type or file format.

Select your desired quantity and click Start to begin customising your product.

Where a product is static, simply add it to the basket to checkout or continue shopping.



Brochure A4 A 2pp

A4, 2 page landscape brochure with 1 picture.

£18.78

Qty

20 @ £18.78

Start

Products specifications

Size A4 Landscape
Pages 2pp
Format Brochure
Substrate 400g Silk

Product tags

[Sprint_2pp](#) [12](#)

Product editor

The product editor allows you to type directly on the template or in the text input fields on the right and provides you a real time preview of your customisation.

Upload images to the gallery, drop and drag images from the gallery or directly from your desktop.

Skip from page to page, preview your full document, download a proof PDF, save as project should you need to come back to it at a later date (access saved projects from within your user Account).

Images

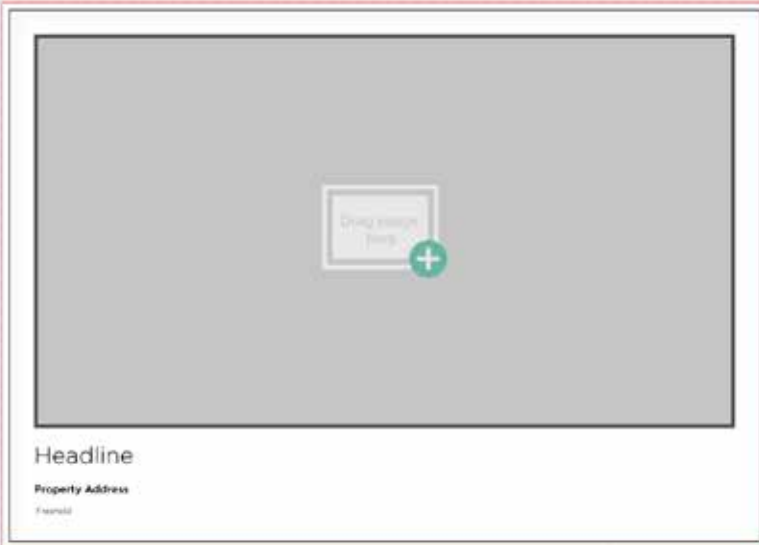
Drag photos in the gallery or upload using the buttons below.

Add files...

Back to gallery

Pages

Navigation icons: Home, Back, Forward, Refresh



Headline

Property Address
Example

Headline

Property Address

Property Address line 2

Property Post Code

Guide Price

Tenure

Select Option

Years Remaining on Lease?

Default

Current Price:
£18.78

Images

How to add images

To add images, drag photos into the gallery or upload using the 'Add files' button.

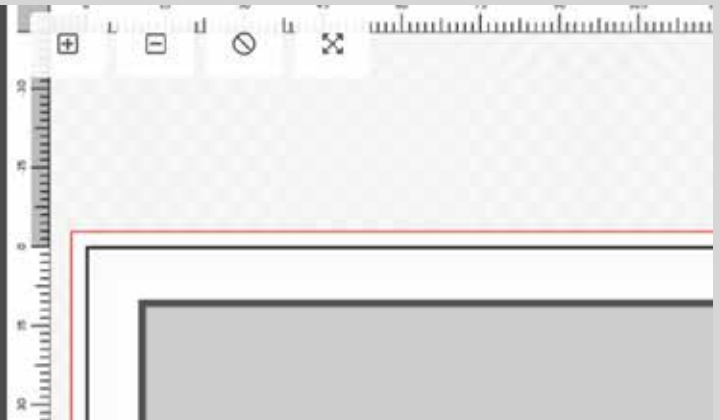
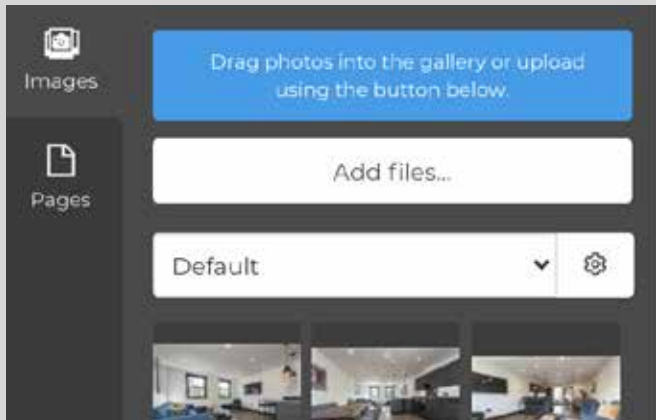
Choose a default album

When uploading images to your project, create a new album and give it a name.

Alternatively select one of your existing albums if you'd like to use or add more images to it.

How to delete images

To delete an image from a gallery album, move the image upwards and drag it to the red box labelled 'Drop here to delete'.



Choose an album ×

Choose a default album

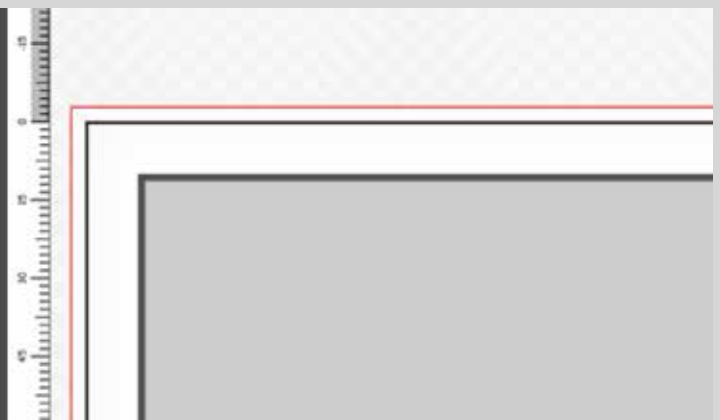
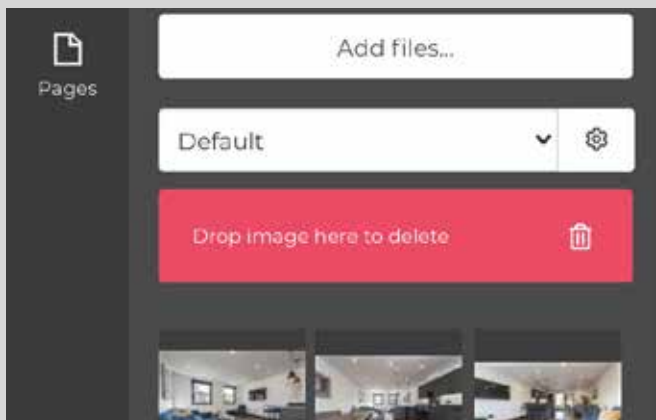
In order to upload images, you have to select an album as your default. You can either select an existing album or create a new one:

Select Album:

Default ▼

Create a new album:

New Album



Checkout

You can add either single or multiple products to your basket to checkout under a single Cost Code.

Give each item in your basket a unique reference name or number by clicking the edit button under the desired item.

Select the department of your office you wish the order to be invoiced to.

Your office address will be auto populated for the delivery address, alternatively enter a new delivery address if required.

Enter your Cost Code when prompted.

Basket

Image	Product(s)	Price	Qty.	Total	Actions
	Window Card Backlit A3L 1pp Name: Unnamed		1	£14.00	Edit Design Edit Options Delete

Sub-Total: £14.00
Delivery: £0.00
Total: £14.00

[Continue shopping](#)

[Checkout](#)

Department for invoice: Sales [-]

* Department for invoice

- ✓ Sales
- Lettings
- New Homes
- Savills Corporate

[Update basket](#)



[Home](#)

[Approval Workflow](#)

[Account](#)

[Basket\(1\)](#)

[Log Out](#)

Search products

[GO](#)

[Work in Progress](#)

[Approvals](#)

[Approval History](#)

Payment information

Cost code:*

[Back](#)

[Continue](#)

Approval workflow

Users submit an order as normal and the approval takes place between submission and order arriving in print operations.

Work in Progress

Products which require approval are put into the 'Approval Workflow' queue and notify all assigned approvers.

Approval

When a product is approved by an approver, the creator is notified and the job is sent to print operations.

Search products

GO

Work in Progress

Filter By:

Job Id

Search Term:

Search in jobs

Status:

All

GO

Job Id	Product Name	User	Status	Comments	Actions
d2027	Brochure ASL 4pp (Test)	tonyl@feburman.co.uk	Awaiting Approval (0/1)		Edit Download Cancel

Displaying items 1 - 1 of 1

Search products

GO

Work in Progress

Approvals

Approval History

Approval

Filter By:

Job Id

Search Term:

Search in jobs

Status:

All

GO

Job Id	Thumbnail	Product	# Records	# Pages	User	Status	Comments	Job Created	Actions
d2027		Brochure ASL 4pp (Test)	1	4	Tony Leahy	Awaiting Approval (0/1)		19/04/2021 10:40:34	Edit Download Approve Reject

Displaying items 1 - 1 of 1

Account settings

Under the 'My Account' tab users can access and edit their customer details, add additional addresses, manage their image albums for products, view orders, access all purchased downloadable products and change their passwords.

MY ACCOUNT

Customer info

Addresses

Album Management

Orders

Downloadable products

Change password

Customer info

Your Personal Details

First Name:

Last Name:

Email Address:

Company Details

Company name:

LiveChat and contacts

For help or enquiries please use the LiveChat (bottom right of the screen) where one of our agents will be happy to assist. You can leave a message if an agent is unavailable.

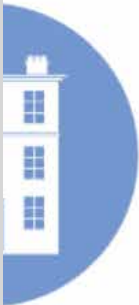
Alternatively please contact:
Tony Leahy
Email: tonyl@feburman.co.uk
Tel: 020 7206 1000

has been

re-optimised,
market
creating and



Featured categories



Send message

Please fill out the form below and we will get back to you as soon as possible.

* Name

* Email

* Message

Submit

We're  by tawk.to



@feburmanltd



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