

The image shows the Lenovo logo, which consists of the word "Lenovo" in a white, sans-serif font on a red rectangular background. A small "TM" trademark symbol is located at the bottom right of the word.

**Lenovo**<sup>TM</sup>

# Lenovo HR Knowledge Base

## Redesign Wireframes

Version 3



# HUMAN RESOURCES

## Knowledge Base

[HR SERVICE CENTER](#)[WORKDAY](#)[TIME AND ATTENDANCE](#)[JOBS @ LENOVO](#)[LEARNING @ LENOVO](#)[DIVERSITY](#)[CULTURE](#) [User Name](#)

- [-] Tree
  - + Branch
  - + Another Branch
    - A Leaf
    - A Leaf
    - A Leaf
    - A Leaf
    - A Leaf

- [-] Tree
  - + Branch
  - + Another Branch
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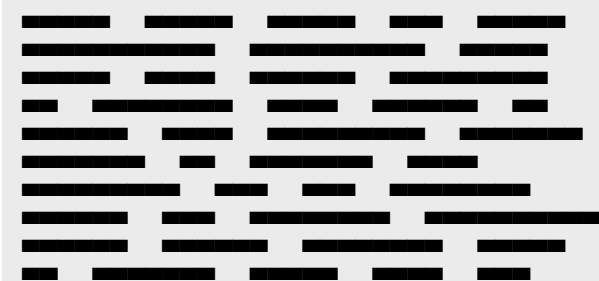
- [-] Tree
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## Human Resources

Enable Lenovo's people by delivering exceptional employee experience through the RIGHT tools, SIMPLE processes, ACCURATE data & CUSTOMER-FOCUSED services, all in an efficient and effective way

## Hot Topics



## Frequently Accessed Documents

- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]

## My HR Support Cases

- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]

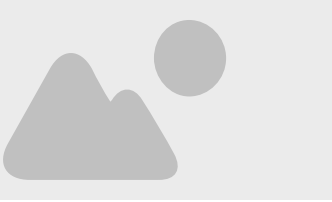
## Recently Viewed Documents

- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]
- [Redacted]

## Metrics/Reports








# HUMAN RESOURCES

## Knowledge Base

- HR SERVICE CENTER
- WORKDAY
- TIME AND ATTENDANCE
- JOBS @ LENOVO
- LEARNING @ LENOVO
- DIVERSITY
- CULTURE

## Human Resources

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 Ask An Agent

## Hot Topics

[Redacted content]

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### My HR Support Cases

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### Recently Viewed Documents

- [Redacted]
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### Metrics/Reports





Search Knowledge Base



ces

# SOURCES

JOBS @  
LENOVO

LEARNING @  
LENOVO

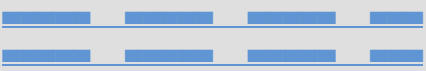
DIVERSITY

CULTURE

exceptional employee experience through  
ACCURATE data & CUSTOMER-  
and effective way

ments My HR Support Cases

ts Metrics/Reports





Find People (Name / Title / Email / Phone)

Search Lenovo Central

[ABOUT LENOVO](#)

[YOUR CAREER](#)

[YOUR WORK](#)

[COLLABERATION](#)

[COUNTRY & OFFICE SITES](#)

[EMPLOYEES](#)

Lenovo Central / Human Resources

Language: English  Other

# HUMAN RESOURCES

## Knowledge Base



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[WORKDAY](#)

[TIME AND ATTENDANCE](#)

[JOBS @ LENOVO](#)

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[DIVERSITY](#)

[CULTURE](#)

[User Name](#)

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    - A Leaf
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[Open HR Support Case](#)



# HUMAN RESOURCES

## Knowledge Base

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WORKDAY

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JOBS @ LENOVO

LEANING @ LENOVO

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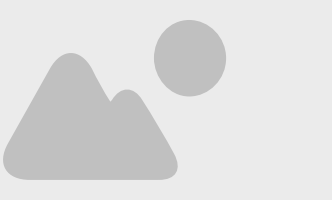
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[REDACTED CONTENT]



# HUMAN RESOURCES

## Knowledge Base

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ABOUT LENOVO

YOUR CAREER

YOUR WORK

COLLABERATION

COUNTRY & OFFICE  
SITES

EMPLOYEES

Lenovo Central / Human Resources

Language: English  Other

# HUMAN RESOURCES

## Knowledge Base



[? HR SERVICE CENTER](#)

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[? TIME AND ATTENDANCE](#)

[? JOBS @ LENOVO](#)

[? LEARNING @ LENOVO](#)

[? DIVERSITY](#)

[? CULTURE](#)

[User Name](#)

Team

Location

User Name

GO!

- Tree
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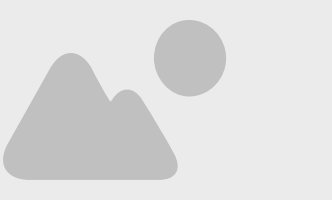
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Employee	Manager
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[? Open HR Support Case](#)





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## Knowledge Base

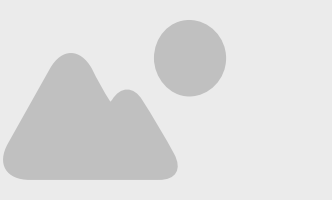
- HR SERVICE CENTER
- WORKDAY
- TIME AND ATTENDANCE
- JOBS @ LENOVO
- LEARNING @ LENOVO
- DIVERSITY
- CULTURE

- Employee
- Manager

[Redacted content]





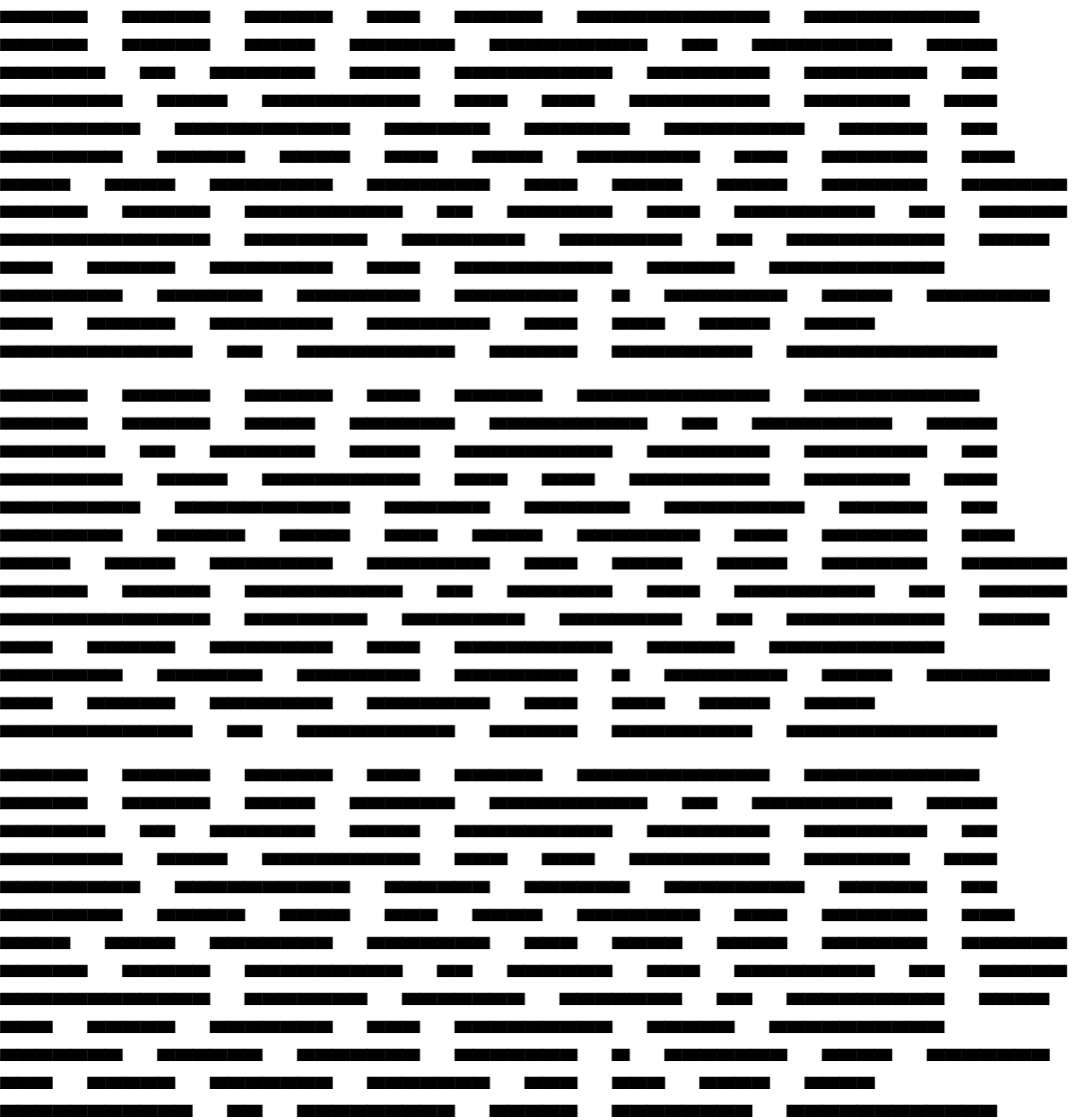


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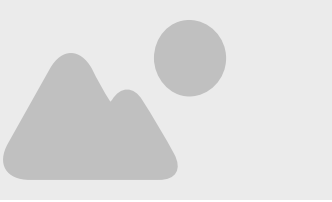
- Employee
- Manager
- HR







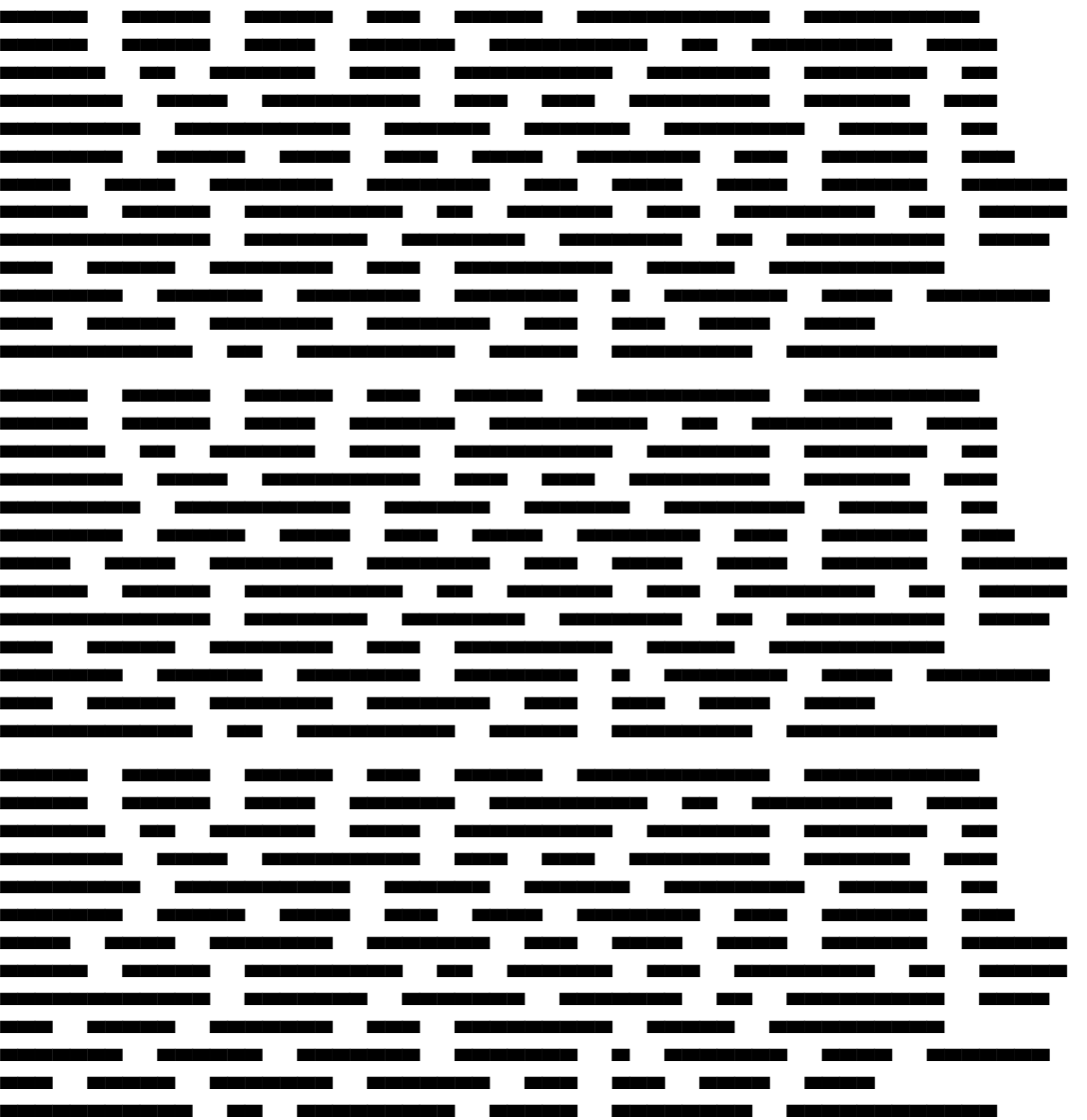




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  - HR
  - HRSC



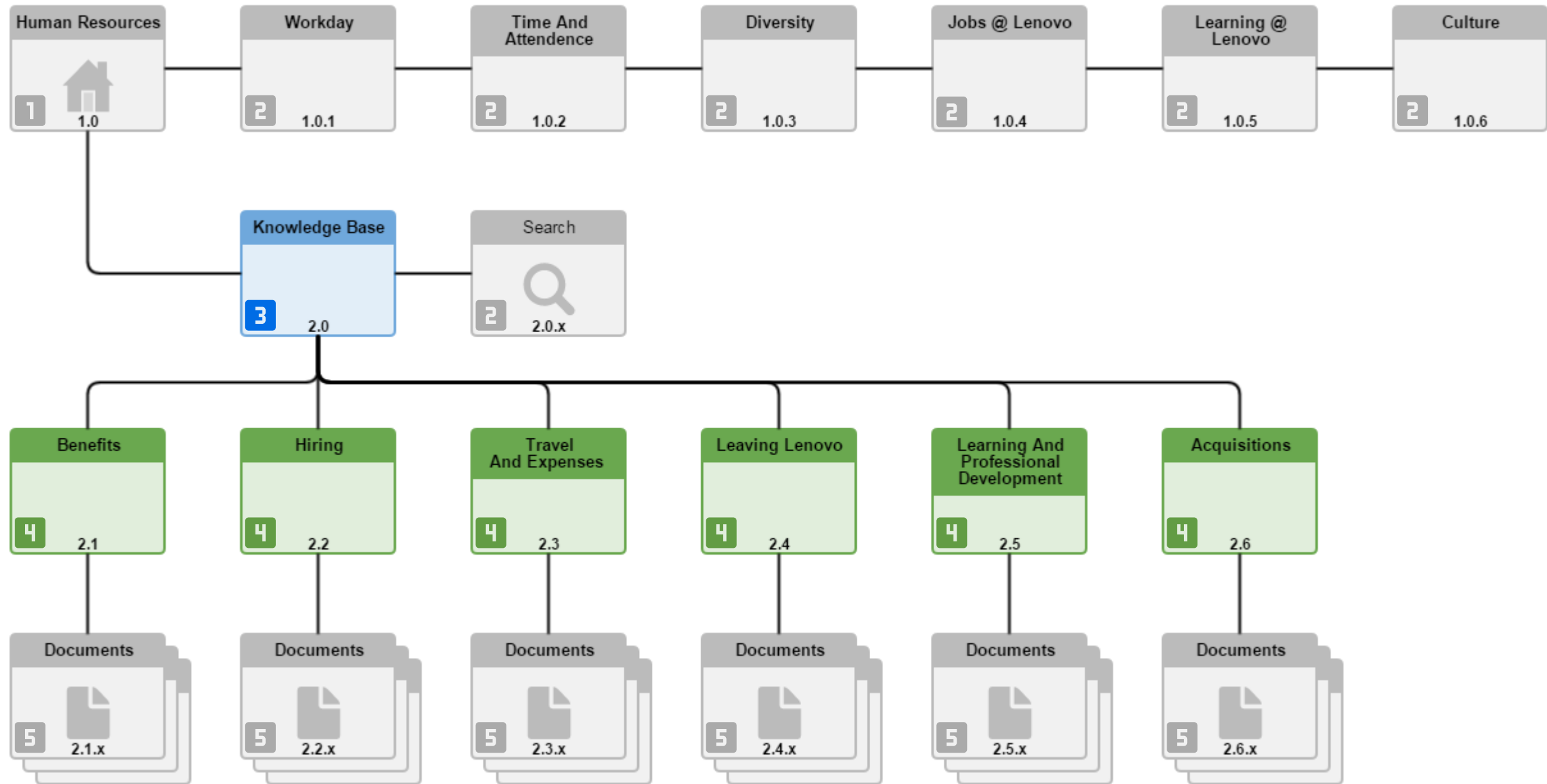


# Lenovo HR Knowledge Base

## Redesign Wireframes

Version 3.1

# Sitemap



**1** Main Landing Page

[Layout Style: Page 4](#)

**2** Existing Tool or Site

**3** Human Resources Knowledge Base

[Layout Style: Page 3](#) "Master" Template Layout

**4** Knowledge Base "Section" Areas

[Layout Style: Page 5](#) List of Links/Further Navigation

**5** Individual Document Level

[Layout Style: Page 5](#) Content Pages or Document Download

Current Lenovo Central header.

*How is this changing?*

# Lenovo Central

### KB Search

Complaints about having two search bars  
*Can we hide the main Lenovo Central one?*

Search Lenovo Central

ABOUT LENOVO

YOUR CAREER

YOUR WORK

COLLABORATION

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EMPLOYEES

Lenovo Central / Human Resources

Language: English  Other

# HUMAN RESOURCES

## Knowledge Base

Search Knowledge Base SEARCH

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**Log In**  
 Augment current data in Active Directory with a set of data from Workday as well.

Is there the possibility of self identifying for specific groups like HRSC agents and admin assistants?

**Links**  
 These 7 buttons link to tools or sites that already exist today.

**Banner Images**  
 China wish a rotating banner. Others in AP might also.

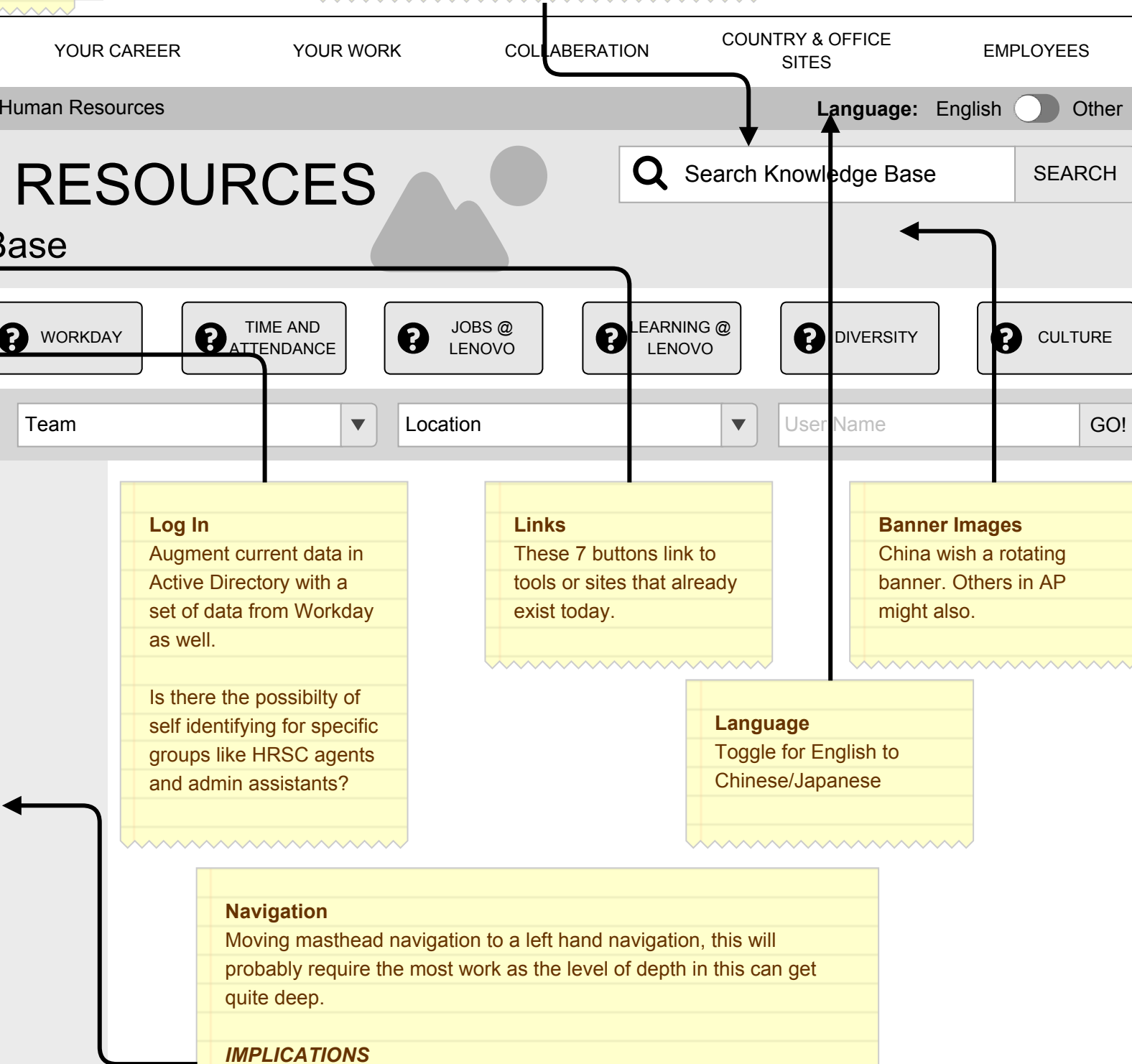
**Language**  
 Toggle for English to Chinese/Japanese

**Navigation**  
 Moving masthead navigation to a left hand navigation, this will probably require the most work as the level of depth in this can get quite deep.

**IMPLICATIONS**

- Multiple levels, must be mobile friendly. ([Example](#))
- Global and local nav intermingle.
- Biggest user change.

Popouts (like current navigation drop down) for Desktop use  
 Not Mobile!



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Search Knowledge Base  SEARCH

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[User Name](#)
Team 
Location 
User Name  GO!

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## Human Resources

Enable Lenovo's people by de...  
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 ACCURATE data & CUSTOM...  
 efficient and effective way

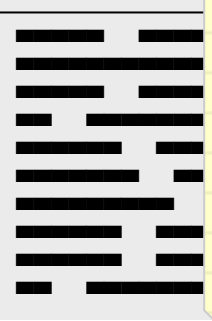
Ask An Agent

**Middle Section**  
 Just content

Statement on HR Service Delivery Model.

Links to Ask Agent

## Hot Topics



**Hot Topics**  
 A Teamsite template that needs to be created  
 - Separate country and language options  
 Different from China

- Tree
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## Frequently Accessed Documents

- [Redacted]
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- [Redacted]

**Frequent Docs**  
 Most popular docs  
 - Global  
 - Country specific  
 - Available on Adobe (?)

## My HR Support Cases

- [Redacted]
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**Dovetail Open Cases**  
 - Case # & Title  
 - Link Cases  
 Needs Dovetail API integration

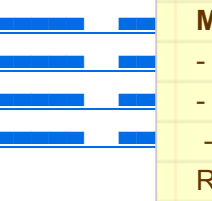
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## Recently Viewed Documents

- [Redacted]
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- [Redacted]

**Recently Viewed Docs**  
 - Allow user to bookmarks documents?  
 - Automatic last opened documents?

## Metrics/Reports



**Metrics/Reports**  
 - Last updated  
 - Adobe reports (integration?)  
 - Globaly, By Country, By Role, Date Range

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Employee	Manager	HR	HRSC
<p><b>Page Content</b> Role based content or links to further content, global and country specific.</p>	[Redacted]	[Redacted]	<p><b>Above Tabs</b> Visibility based on roles, an employee (for example) wouldn't see any of these, a manager would only see Employee and Manager tabs, and so on.</p> <p>Teamsite template has capability for adding Manager note, HR note, can this be leveraged?</p>
<p>Create a Dovetail case button? - Is it possible with integration?</p> <p>Need to capture user info, URL, things like that.</p>	[Redacted]	[Redacted]	[Redacted]