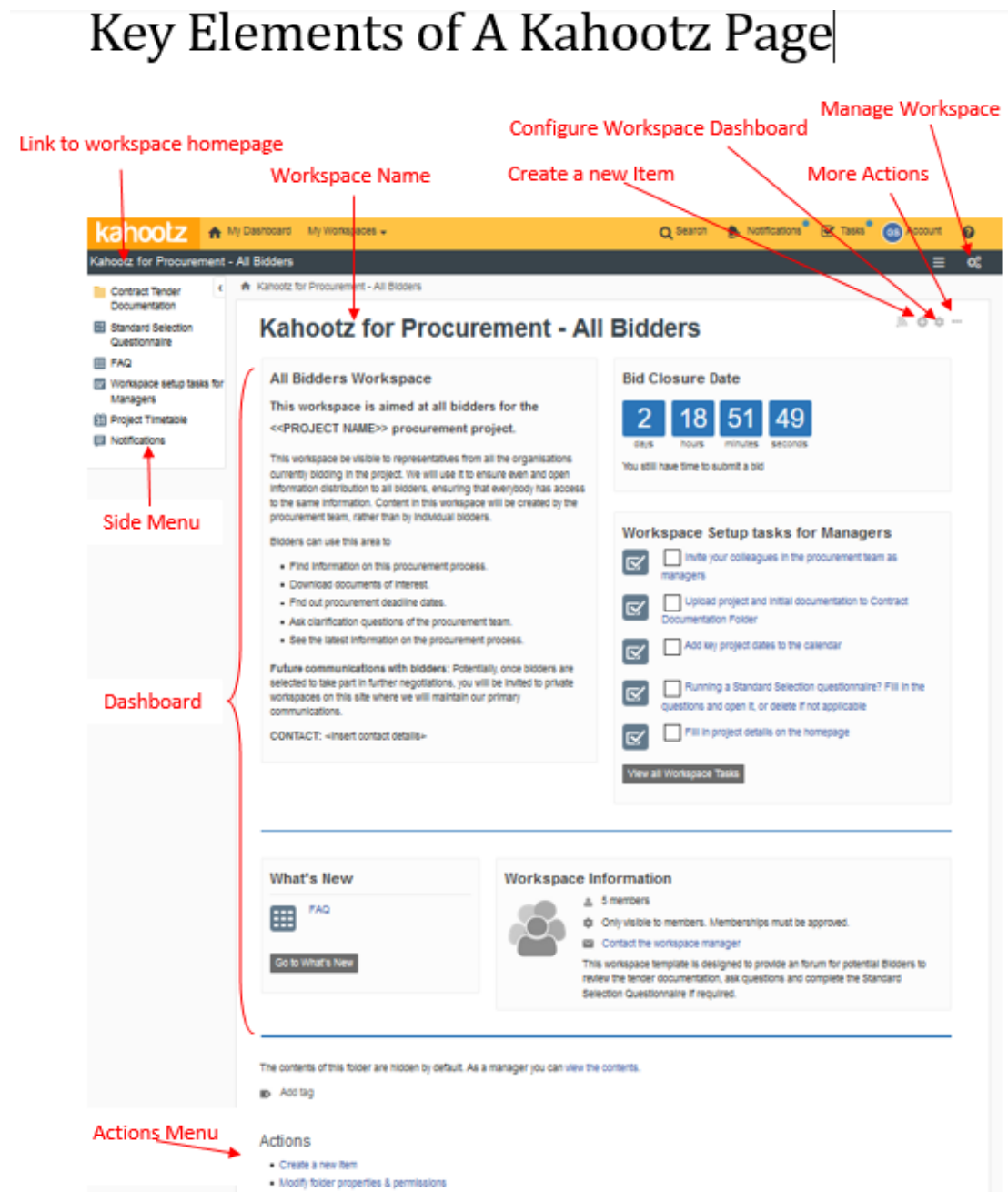


Glossary / Terminology with Definitions used across Kahootz

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Key Elements of A Kahootz Page



The screenshot shows the 'Kahootz for Procurement - All Bidders' workspace. Red arrows point to various UI elements with labels:

- Link to workspace homepage:** Points to the 'Kahootz' logo in the top navigation bar.
- Workspace Name:** Points to the title 'Kahootz for Procurement - All Bidders' in the breadcrumb navigation.
- Create a new Item:** Points to the '+' icon in the top right corner.
- Configure Workspace Dashboard:** Points to the 'Workspace' icon in the top right corner.
- Manage Workspace:** Points to the 'Workspace' icon in the top right corner.
- More Actions:** Points to the 'More Actions' icon (three dots) in the top right corner.
- Side Menu:** Points to the left-hand navigation menu containing items like 'Contract Tender Documentation', 'Standard Selection Questionnaire', 'FAQ', 'Workspace setup tasks for Managers', 'Project Timetable', and 'Notifications'.
- Dashboard:** Points to the main content area of the workspace.
- Actions Menu:** Points to the 'Actions' section at the bottom of the page, which includes 'Create a new item' and 'Modify folder properties & permissions'.

The workspace content includes:

- All Bidders Workspace:** A section explaining the workspace's purpose for the procurement project, its visibility to all bidders, and a list of tasks bidders can perform (e.g., find information, download documents, ask questions).
- Bid Closure Date:** A digital clock showing 2 days, 18 hours, 51 minutes, and 49 seconds remaining.
- Workspace Setup tasks for Managers:** A list of tasks for managers to complete, such as inviting colleagues, uploading documentation, and adding project dates to the calendar.
- What's New:** A section with a 'FAQ' link and a 'Go to What's New' button.
- Workspace Information:** A section showing 5 members, visibility settings, and a link to contact the workspace manager.