

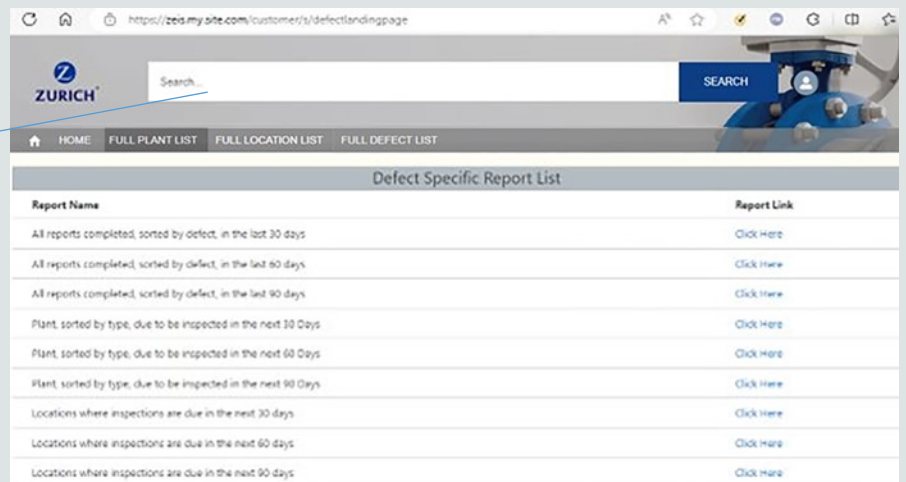
ZEIS Customer Portal Userguide

0.1 Home Page

On the Home Page you can see the full plant list sorted by Plant Type/Location/Defect.

Use the Search Bar to quickly access information

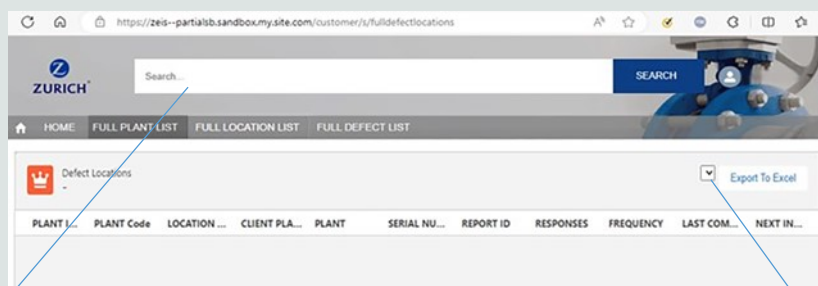
Choose from last 30, 60 or 90 days of reports



The screenshot shows the ZEIS Customer Portal Home Page. At the top, there is a search bar with the text "Search..." and a "SEARCH" button. Below the search bar is a navigation menu with tabs: HOME, FULL PLANT LIST, FULL LOCATION LIST, and FULL DEFECT LIST. The main content area is titled "Defect Specific Report List" and contains a table with two columns: "Report Name" and "Report Link".

Report Name	Report Link
All reports completed, sorted by defect, in the last 30 days	Click Here
All reports completed, sorted by defect, in the last 60 days	Click Here
All reports completed, sorted by defect, in the last 90 days	Click Here
Plant, sorted by type, due to be inspected in the next 30 Days	Click Here
Plant, sorted by type, due to be inspected in the next 60 Days	Click Here
Plant, sorted by type, due to be inspected in the next 90 Days	Click Here
Locations where inspections are due in the next 30 days	Click Here
Locations where inspections are due in the next 60 days	Click Here
Locations where inspections are due in the next 90 days	Click Here

0.2 Full Plant List Tab



The screenshot shows the ZEIS Customer Portal Full Plant List Tab. At the top, there is a search bar with the text "Search..." and a "SEARCH" button. Below the search bar is a navigation menu with tabs: HOME, FULL PLANT LIST, FULL LOCATION LIST, and FULL DEFECT LIST. The main content area is titled "Defect Locations" and contains a table with columns: PLANT, PLANT Code, LOCATION, CLIENT PLA..., PLANT, SERIAL NU..., REPORT ID, RESPONSES, FREQUENCY, LAST COM..., and NEXT IN... There is also an "Export To Excel" button.

PLANT	PLANT Code	LOCATION	CLIENT PLA...	PLANT	SERIAL NU...	REPORT ID	RESPONSES	FREQUENCY	LAST COM...	NEXT IN...
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Use the Search Bar to quickly access information

Click here to choose plant type

0.3 Full Location List Tab



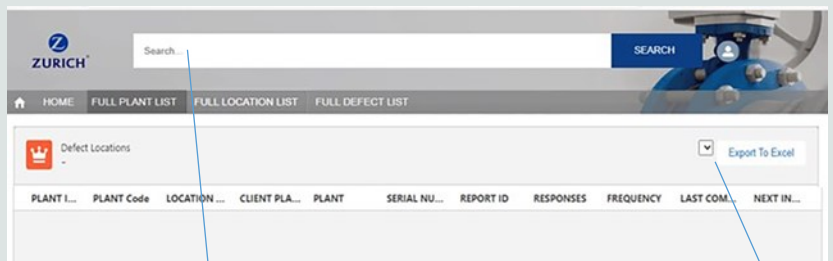
Use the Search Bar to quickly access information

Click here to choose location

0.4 Full Defect List Tab

All reports are categorised by whether or not there is a defect and then by seriousness of the defect.

Full details can be found on our website: www.zurich.ie/engineering-insurance/inspection-services/



Use the Search Bar to quickly access information

Click here to choose defect type

Customer Feedback? Your feedback is important to us so please click on the following link so we can learn from your experience:

<https://forms.office.com/r/KgAbZ9qQqU>