

EVOLVE

User Guide





Evolve is the African Bank change application that provides a central platform that simplifies and synthesises how we evolve as a business.



EASY ACCESS
to change
resources



VOICE
your change
sentiment



ORGANISE
your change
conversations



LEARN,
unlearn,
relearn toolkits



VOICE
your change
sentiment



ENABLE
your evolution



Change Leaders



LeaderSHIFT

Access LeaderSHIFT content and supporting assets

Record your attendance at LeaderSHIFT

Complete a LeaderSHIFT survey



Snac-chat

Invite team members to view Snac-chat content and assets

Record team member attendance at Snac-chat



Ability Enablement

Access ability enablement content and supporting assets (i.e. quizzes and role plays)

Observe team members' performance and record performance scores

Draw reports for team performance



Reporting

View LeaderSHIFT attendance

View Snac-chat attendance

View ability enablement reports



African Bankers



Snac-chat

Receive notifications about
Snac-chat content

Access Snac-chat content
and assets

Respond to surveys about
Snac-chats



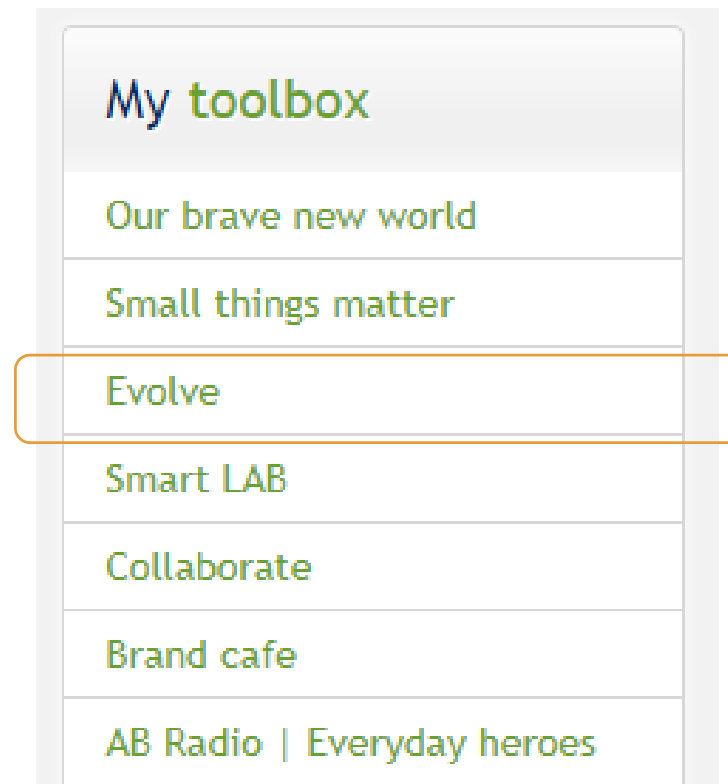
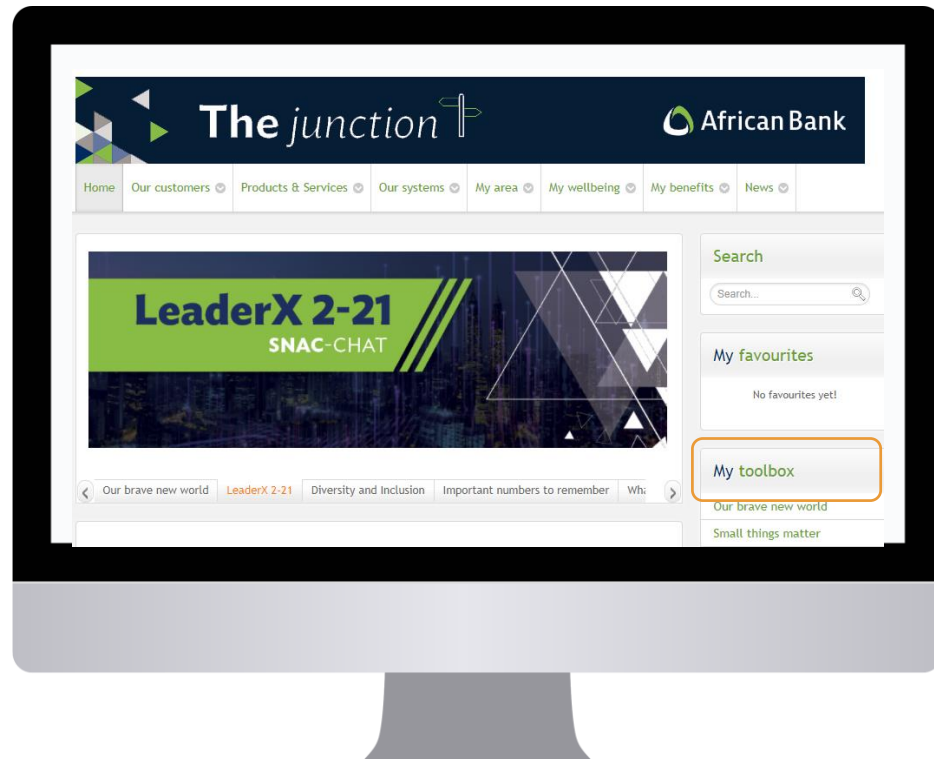
Ability enablement

Access ability enablement
content and supporting
assets (i.e. quizzes and role
plays)

View your performance
observation scores provided
by your managers



To access Evolve click the 'Evolve' link on The Junction under **My Toolbox**.





If you are logging in for the first time:

- Click on **Forgot login details?**
- **You will receive an email asking you to reset your password.**
- Once you have reset your password, you will be able to enter your username: your work email address and your new password to log in to Evolve.
- Before continuing, you will be asked to upload your profile photo and update any profile information.

WELCOME
Let's get you logged in

Email

Password

LOGIN

[Forgot login details?](#)


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Navigate the dashboard




African Bank
EVOLVE


Claire 


Dashboard Profile


Hi Claire

LeaderneXt 


Select the dropdown list to access your change initiatives

 LeaderSHIFT

 Snac-chat

 Ability Enablement

Access your change content as assets in the menu for each change initiative

Manager View 



The screenshot displays the African Bank EVOLVE dashboard. The header includes the African Bank logo and the EVOLVE brand name. The user's name, Claire, and a profile picture are shown in the top right corner. Below the header, there are two tabs: 'Dashboard' and 'Profile'. The main content area lists four tasks, each with a completion status (a green checkmark in a circle) and a right arrow. The tasks are:

- 02 Strategy Summary (Due Date: 27 Nov 2020)
- 03 Customer Insights (Due Date: 27 Nov 2020)
- 04 Reflections (Due Date: 27 Nov 2020)
- 05 LeaderneXt Poll (Due Date: 30 Nov 2020)

A callout box on the right side of the dashboard provides instructions: "Access your content and activities in the path listed on the dashboard. Once you have completed each element, a tick will appear on the right hand side of the dashboard".