

How do I send research in Synaptic Research?

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This article explains how to send research to other named users on your licence.

It is possible to send research between named users on a licence. To do this find the piece of research to be sent to a named user. Use the **Send** button on the Menu Bar:



Personal Pension (Fully Insured) £200.00 pm

Ranking | Report | Quote | Comparison | Change title | Save as PDF | Delete | Copy | Send | Not shared | Help

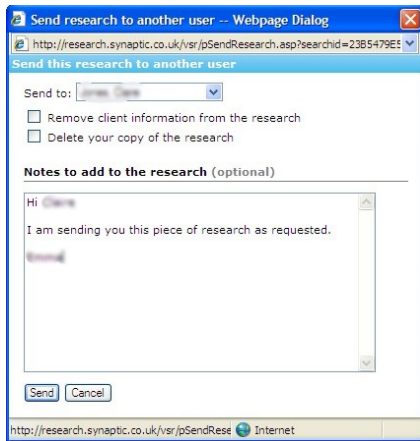
10 contracts out of 34 (29%) - 1 manually excluded

Company	Contract	Minimum age at entry (NB)	PPI cover ceases at age NB
Friends Provident	The Personal Range - Individual Pr	None	N/A
Legal & General	L&G (available on Cofunds) Portfol	18	N/A
Legal & General	Portfolio Plus Pension	18	N/A
Prudential Intermedia	Prudential Pru Flexible Retirement Plan	17	N/A
Scottish Life (Royal L)	Scottish Life (Royal L) Pension Portfolio	None	65
Scottish Life (Royal L)	Scottish Life (Royal L) Pension Portfolio (Financial Adviser)	None	65
Scottish Widows	Individual Personal Pension Plan	None	60
Scottish Widows	The Retirement Account - Flexible	None	60
Scottish Widows	The Retirement Account - Nil Comi	None	60
Scottish Widows	The Retirement Account - Scaled C	None	60

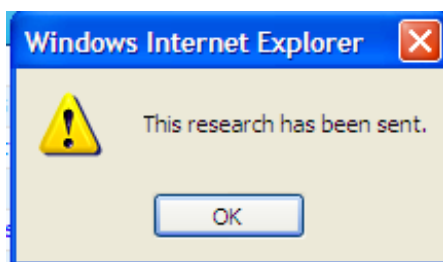
Now select who this is to be sent to and confirm what you want to happen:

- Remove client information from the research
- Delete your copy of the research

Make any notes as appropriate and when done, click **Send**:



A pop up box will appear, click **OK**:



Your colleague will receive a copy of this research the next time they log into Synaptic Research.

A message will appear on the **Menu Bar** on the front screen to confirm that a piece of research has been received:



The **Recent** tab will show the piece of research received:



The first item in this list is the piece of research which has been sent.
