

PPI Website User Guide

Introduction

This document provides information on how to use the features on the new PPI website. All the content from the old website has been transferred onto the new website. All PPI research is now stored in a new searchable electronic research library. The new search function should make it much easier for you to search for PPI publications.

The PPI's electronic library of research can be accessed in a number of ways by using the new research search tool, named 'Search PPI Publications', or using the tabs at the top of the page.

The 'Search PPI Publications' search tool is located on the left of each page of the website and enables you to search all PPI research that has been published in the electronic research library. This includes all published PPI research reports, Briefing Notes, articles, press releases, speeches & presentations, event reports and responses & submissions.

You can search by type of publication (e.g. Report, Briefing Note etc.), by subject (e.g. state pensions, private pensions etc.), and by date of publication or via the free keywords option which allows you to search for specific phrases or words.

At the top right hand side there is a 'site search' box where you will be able to search for anything on the PPI website.

Please note that any links to the old website will no longer work but we hope that this user guide will help you to locate what you are looking for on the new website.

For further information please see the frequently asked questions below. If you do not find the answer to your query please contact the PPI Administrator on 020 7848 3744 or info@pensionspolicyinstitute.org.uk.

Frequently Asked Questions

Question 1: How do I get more involved with the PPI?

The PPI works closely with a wide range of organisations. Some organisations commission research from us, others join our Supporting Members Scheme or our mailing list.

The PPI is always happy to discuss commissioned research opportunities. To see the types of research that have been commissioned please click on 'The PPI and you' tab and select 'Commission Research'. You can discuss research further with Chris Curry, PPI Research Director on 020 7848 3731.

To join the PPI membership scheme please click on 'The PPI and you' tab and select 'Join the Supporting Members Scheme' this provides all information on the scheme and its benefits. There is also a link to view the current organisations that support the PPI through the Supporting Members Scheme. For any queries on the PPI membership scheme please contact Niki Cleal, PPI Director on 020 7848 3744.

You can also join the PPI mailing list if you click on 'The PPI and you' tab and select 'Join the mailing list'. Please fill in your details and click on submit when complete.

Question 2: How do I find a PPI Report?

You can view all published PPI Reports by selecting the 'Publications' tab. In the first instance this shows the 10 latest PPI Research Reports in reverse chronological order, i.e. most recently published first. To view all of the PPI's published research reports click on 'view all'.

Alternatively, you can search for a PPI Report using the new research search tool on the left hand side of the website. In the 'type of publication' option, select 'Report'. Select the publication 'subject' (state pensions, private pensions etc.) and/or 'publication date' to make your results more refined.

You can also search by word or phrase using the free keyword option. Please note the search tool only searches for keywords that are on the PPI website and will not search for words that are embedded in text of the PDFs.

Question 3: How do I find a Briefing Note?

To find a published PPI Briefing Note please select the 'Briefing Note' tab. The index lists all PPI Briefing Notes that have been published to date or browse all Briefing Notes in reverse chronological order.

Alternatively, you can search for a PPI Briefing Note using the new research search tool on the left hand side of the website. Select 'Briefing Note' in the 'type of publication' option. To refine the search, select the publication 'subject' (state pensions, private pensions etc.) and/or 'publication date'.

You can also search by word or phrase using the free keyword option. Please note the search tool only searches for keywords that are on the PPI website and will not search for words that are embedded in text of the PDFs.

Question 4: The PPI has made various responses and submissions to Government, where can I find these?

To find PPI responses or submissions please use the new research search tool on the left hand side of the website. In the 'type of publication' option, select 'Responses & Submissions'. To refine the search, select the publication 'subject' (state pensions, private pensions etc.) and/or 'publication date'.

Question 5: I attended a conference that the PPI presented at and I would like to view the presentation, how can I find this?

To find a speech or presentation that a member of the PPI team has given at a conference please use the new research search tool on the left hand side of the website. In the 'type of publication' option, select 'Speeches & Presentations'. To refine the search, select the publication 'subject' (State pensions, private pensions etc.) and/or 'publication date'.

You can also search by word or phrase using the free keyword option. Please note the search tool only searches for keywords that are on the PPI website and will not search for words that are embedded in text of the PDFs.

Question 6: I would like to see the presentations and read a write up of a PPI seminar I was unable to attend, where can I find this?

To find information on a previous PPI seminar or event, click on the 'events' tab and then click 'previous events'.

To search for information on previous PPI seminar or events use the new research search tool on the left hand side of the website. In the 'type of publication' option, select 'Event Reports' which will display all published information on previous PPI events. To refine the search, select the publication 'subject' (State pensions, private pensions etc.) and/or 'publication date'.

You can also search by word or phrase using the free keyword option. Please note the search tool only searches for keywords that are on the PPI website and will not search for words that are embedded in text of the PDFs.

Question 7: I would like to see information on future PPI events where should I look?

To find out information on future PPI events click on the 'events' tab and then 'future events'.

Question 8: How do I find PPI press notices or interviews by the PPI?

To find all PPI media related information please click on the 'Press' tab. The Press section includes all published PPI Press Releases, Articles and Interviews.

Alternatively, you can search for a PPI Press Releases or Articles with the new research search tool on the left hand side of the website. In the 'type of publication' option, select 'Press Releases' or 'Articles'. To refine the search, select the publication 'subject' (state pensions, private pensions etc.) and/or 'publication date'.

Question 9: Where can I find the contact details for who I should contact for the PPI to give an interview on pensions?

To find contact details for Martin Campbell, the PPI's media contact please click on 'Press' and 'Media Enquiries'.

Question 10: Where do I find the latest data and statistics on pensions?

The latest pensions data and statistics can be found by clicking on the 'Pension Facts' tab. Here you can choose to view the Pensions Primer which is a reference manual that describes the UK's current pension system; Pension Facts which gives key data and statistics on pensions and retirement income; and projections of key facts and figures on retirement income provision in the UK.

You can also use the new research tool to find the latest pensions data and statistics. Search by subject and select "pensions facts and projections" or use the free keyword search tool.

Question 11: Where do I find information on the UK pensions system?

You can find information on the UK pensions system by accessing the PPI Pensions Primer which is a description of the pensions policy framework in the UK. Click on the 'Pension Facts' tab and then click on the Pensions Primer.

Question 12: Where can I find information on the PPI models?

Information on the PPI models can be accessed by clicking on the 'Current Projects' tab and then selecting 'models'.

Question 13: How do I join the mailing list?

Click on 'The PPI and you' tab and select 'Join the mailing list'. Please fill in your details and click on submit when complete.

Alternatively, click on 'Contact Us' tab and select 'Join the mailing list'. Please fill in your details and click on submit when complete.

Question 14: Where do I find general information on the PPI and its activities?

The 'about' tab includes all general information on the PPI. This section of the website includes the PPI's History, Aims & Objectives, and Structure. It also includes information on PPI Staff, Council Members, Governors and President. Also available are past PPI Report and Accounts and Future Plans of the PPI.

The 'PPI and you' tab provides information on the PPI Supporting Members Scheme, Commissioned Research projects, joining the PPI mailing list and information on any current vacancies at the PPI.

The 'Current Projects' tab includes details of the current plans of the PPI's research.

The 'Contact Us' tab provides the PPI's office, postal address and key contacts.

Question 15: I am no longer working in the pensions industry, how do I unsubscribe from the mailing list?

Click on 'Contact Us' tab and select 'Unsubscribe from the mailing list'. Enter your email address and click on submit. This will remove your email address from the mailing list.

Question 16: How can I see everything that is on the PPI site in a simple format?

The sitemap at the bottom right hand side will help you find information and search the PPI site as it provides details the various pages and how they link to each other.