

Required Product Features & Expected Deliverables

- All the required functionality required to prepare for and attend board and committee meetings, in one application.
- Every aspect of every meeting quickly available at the fingertips with a bird's eye view of all meetings, prior, current and future and a drill-down view of all documentation.
- Filter meetings by groups and committees.
- Facilities such as audit trails, instant updates, email alerts, instant comments and feedback sharing, annotation capabilities, ease of viewing documents and setting approvals, instant access to past Board papers, remote wipe out, search and access past board meeting papers and iPad application.
- Paperless
- Should provide a web-based administration platform designed to cater for every requirement for managing and preparing board and committee meetings.
- Should provide cloud base hosting facility.
- High security should be available with encryption at all levels
- Training sessions for users
- Maintenance and support as per the annual support contract
- The Board App iPad Application / Windows
- The Server side administration solution and web based interfaces