convene

Empowering Boards
Streamlining Meetings
Upholding Good Governance
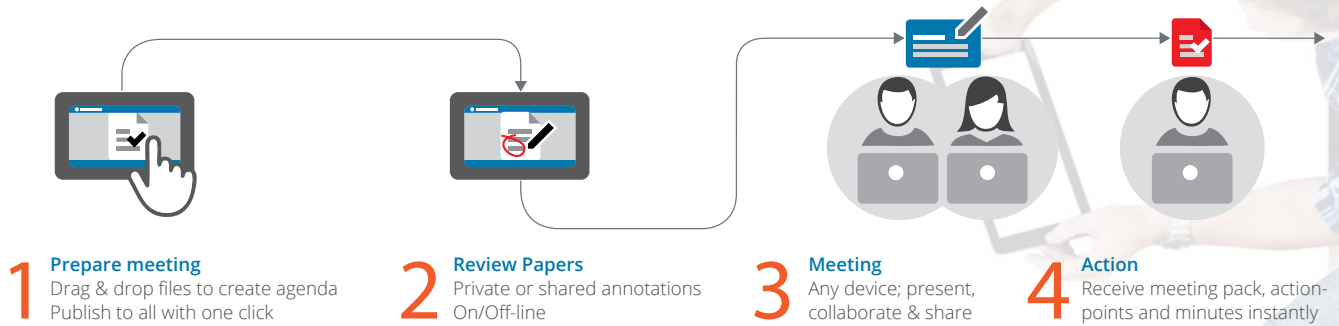
MEET SMARTER...

Make all your meetings smart, simple, secure

1 **Prepare meeting**
Drag & drop files to create agenda
Publish to all with one click

2 **Review Papers**
Private or shared annotations
On/Off-line

3 **Meeting**
Any device; present,
collaborate & share

4 **Action**
Receive meeting pack, action-
points and minutes instantly

Prepare for Meetings Effortlessly

Meeting documents that used to take hours to prepare, print, post,
and shred can be sent in minutes with just a few clicks.

Use Powerful Meeting Tools

Add private or shared annotations, assign and track actions, present
using laser pointer, and be on the same page with Convene's real-time
synchronized views. Enjoy a paper-like meeting experience through
Convene's highly usable and intuitive interface.

Collaborate Paperlessly

Vote on resolutions, review documents, sign documents by
e-signature, complete surveys, and answer questionnaires
on mobile devices.

Access Meeting Packs Anywhere

Access documents anywhere, with or without internet access.
Everyone instantly gets the latest documents and meeting updates.
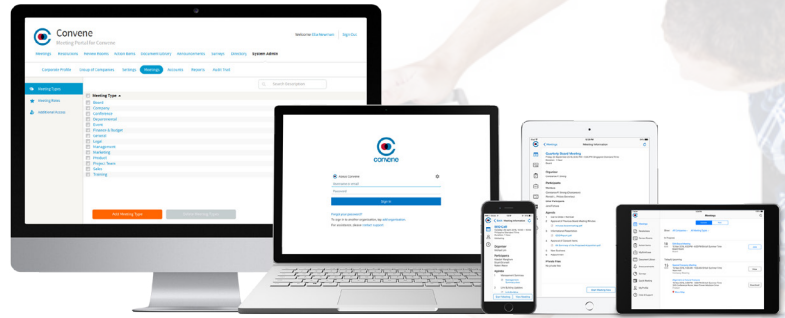
Join Meetings from Remote Locations

Users can remotely join board meetings anywhere, whether at home
or while travelling.

www.azeusconvene.com/australia

Choose Your Preferred Platform

Convene works equally well on iPad, Android, Windows, and Mac devices - online or offline.

Maximise Security and Control

Data is kept safe with Convene's 256-bit AES encryption, access rights, remote wipe for lost devices, and many other security features. Cloud-hosted solution with data hosting in Sydney or on-premise version available.

convene

Features	Azeus Convene
Pre-Meeting Management	
Build an agenda list with attached documents per agenda	✔
Schedule and publish meetings	✔
Collate and distribute meeting packs in one click	✔
Automatic meeting invitations and notifications via email	✔
Meeting Presentation	
Start remote meeting	✔
Real-time interactive presentation, voting, collaboration	✔*
Private and shared annotations, add action items and notes	✔
Synchronized page navigation during presentation	✔
Real-time laser pointer tool	✔
Post-Meeting Management	
Send meeting summary email	✔
Export meeting as PDF for distribution and record keeping	✔
Review past meetings	✔
Collaboration	
Document library	✔
Voting	✔
Resolution	✔
Review & approval	✔
e-Signature	✔
Security	
User authentication	✔
Document encryption (server-side)	✔**
Document encryption (mobile device)	✔**
Network encryption	✔**
Disable account after n login attempts	✔
Wipe data after n login attempts	✔
Application and infrastructure penetration testing	✔
Hosting Options	
Cloud (Hosted)	✔
On-premise (Self Hosted)	✔

✔* Synchronized page navigation, shared annotations
✔** Wireless network transmissions between Convene and its web portal are encrypted via 2048-bit Secure Sockets Layer (SSL)

www.azeusconvene.com/australia

... AND MORE EFFICIENTLY.

" Convene has saved time, money, improved our decision-making and the way we work. It has increased productivity and consistency of information. We're really happy with the program. It just makes life so much easier."

Tamara Boyd, Corporate Services Manager, Boort District Health

---

" I knew that once the directors got used to the system, electronic papers and cloud-based system, things would be easier for them and me. Essentially, I was able to deliver papers into the directors' inboxes, so finally I was driving the board papers rather than the board papers driving my time."

Brian Halse, Chief Executive Officer, ChemCert Limited & ChemCert Training Group

convene

Accreditations, Affiliates, Partners, and Integration

IT EUROPA
EUROPEAN IT & SOFTWARE
EXCELLENCE AWARDS
2016 WINNER

CMMI DEV / 5 SM
Exp. 2018-03-06 / Appraisal #23333

ISO 14001 CERTIFIED

ISO 27001 Certified

SSAE 16 TYPE II

QAssure
Chamber of Commerce and Industry Queensland

NSW GOVERNMENT
Approved Supplier Prequalification Scheme: ICT Services
01/03/2013 - Open

Australian Government
Department of the Prime Minister and Cabinet
ICT Procurement

ANDROID APP ON Google play

Download on the App Store

Learn more about Convene by browsing through our website **azeusconvene.com/australia** or watching **this video**.

Contact Us

✉ sales@azeusconvene.com

📞 +61 (04) 3139 5477

www.azeusconvene.com/australia