

iLegislate

The leading mobile application for paperless agendas



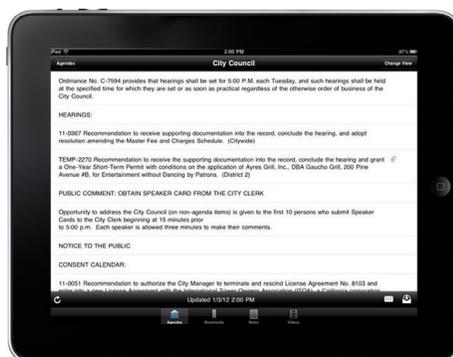
- Convenient access to meeting agendas and supporting documents
- Reduce paper consumption and move to a paperless environment
- Review agendas and attachments offline and on-the-go
- Easily take notes, annotate, and email agenda items
- Review indexed, archived meeting videos

Overview

Government agencies spend thousands of dollars annually printing, copying and binding meeting materials. Not to mention the staff costs for collecting, organizing and distributing these materials. Granicus has always strived to help government agencies cut costs with new technologies. With our latest mobile application, iLegislate, governments can review meeting agendas, supporting documents and archived videos on the iPad® while saving staff hours of manual labor preparing and distributing agendas.

iLegislate seamlessly connects agenda data to the iPad and makes it available for offline viewing. Elected members and staff can review agendas and supporting documents, annotate PDF attachments, and bookmark items of interest. This mobile technology enables users to review meeting materials before, during or after a meeting from any location, even without an internet connection. All of your data is automatically backed up to the Granicus cloud once an internet connection is reestablished.

iLegislate is compatible with both Apple iPad versions and is available for free through the Apple App Store™ for Granicus Government Transparency or Legislative Management Suite owners. iLegislate supports the Granicus open API and integrates with other third party agenda management systems.



Benefits & Functionality

Review meeting agendas with supporting documents



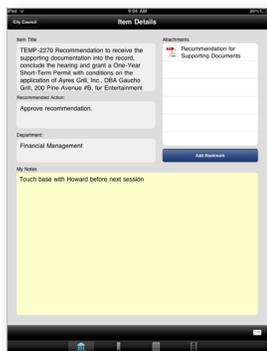
Easily review upcoming and previous meeting agendas through your iPad. Read agenda item details, including the suggested action, by simply clicking on the item within the agenda. Download the agenda and review the complete packet without an internet connection.

Stream indexed archived videos



Using H.264 technology, watch archived videos within the iLegislate application. Simply click on the videos tab and choose from the same list of archived videos available through your website including meetings, Public Service Announcements, events and more. Archived videos are indexed, making it easy to jump directly to items of interest.

Take notes, annotate, and bookmark specific agenda items



When reviewing an agenda item's details, users can add personal notes to an item or bookmark it for future review. We've even made note and bookmark review easier by allowing users to see all notes or all bookmarked items at once.

Make your follow-up process easier - email agenda items with notes



Within the agenda items detail, users can email agenda items that need further attention. All notes and attachments related to that item are drafted in the email. Edit the email as needed and send to yourself or staff members. You can also email all agenda items with notes for a specific agenda and receive a list of your action items from that meeting.

Feature List

Review paperless agenda packets including:

- Entire published agenda
- Agenda item details:
 - Item title, recommended action, department
- Supporting documents

Take notes on agenda items

Annotate PDF attachments

- Underline, highlight, draw, add comments and bookmark your attachments

Bookmark items of interest

Email

- All agenda items with notes
- Specific agenda item with notes and supporting documents
- Individual attachments (PDF, Word, Excel)

Take agendas offline

- Review all materials & take notes

View archived meeting videos

- Indexed by agenda item

Review previous meeting agendas

- Keep agendas for as long as you need them
- Easily delete the ones you no longer need
- Review and add notes

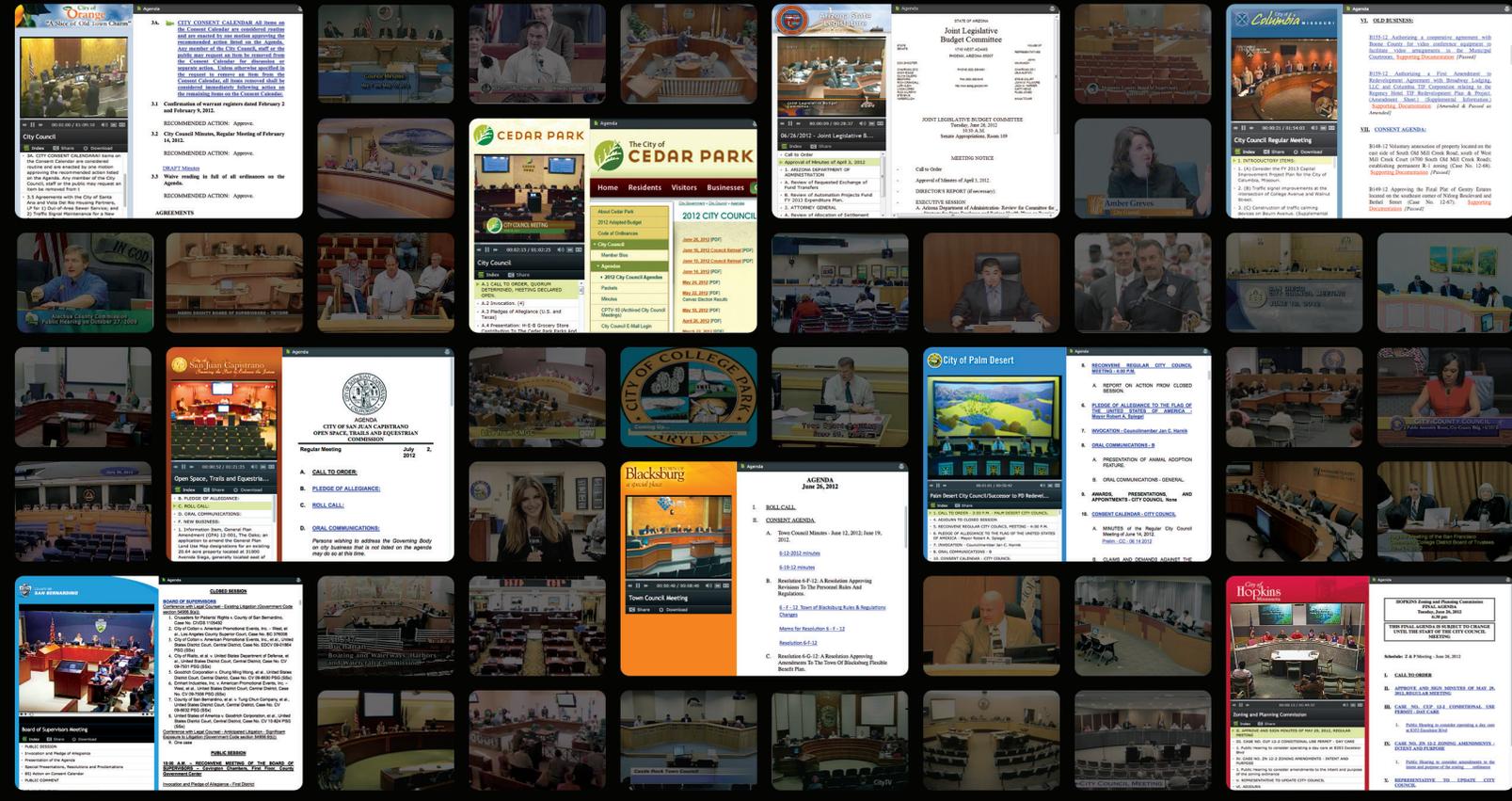
Review agendas for various meeting bodies

Automatically backup data to the cloud

Dependencies

Government Transparency or Legislative Management Suite

Apple iPad® (version 1 or 2)



Everything you need to manage and broadcast government media online

- Give citizens convenient access to live and archived streaming through your website.
- Reduce public inquiries with searchable, self-service access online.
- Import agendas and index video live to eliminate hours of work.
- Manage and distribute unlimited meetings and events—all completely automated.
- Reach a broader audience - integrate closed captions with video.

Promote accountability and build public trust.

Transparency around public meetings is more important than ever. Citizens want to learn about policy decisions that affect their lives and see how their tax dollars are being spent. But, the burden and expense of managing this information is time consuming for government employees and can be cumbersome for citizens to find at complex government websites. What if you could automate this process and make it incredibly convenient for everyone?

The Government Transparency Suite helps agencies give access to all public meetings and important records online and creates an unprecedented level of openness. Leveraging a powerful media management solution, organizations can easily publish content at their website, link related documents, and provide keyword searching for citizens. Plus, using reports on visitor trends, agencies can quickly gauge interest in the most important issues.



Conveniently deliver media online and increase transparency.

- Increase convenience with access any time, from anywhere.**
 Citizens and staff can watch live streaming broadcasts or play archived videos through your website. Viewers can quickly jump to any topic through index points to review only the information that is important to them.
- Maximize public access with a searchable integrated public record.**
 Empower citizens to find what they need through a searchable public record on your website. All meeting audio, video, minutes, and agendas are tightly integrated together. Plus, citizens can subscribe to your agenda, or to a particular search, to get real-time notifications when new content is available.
- Ensure ADA compliance with a closed captioning integration.**
 Easily stream meetings with scrolling closed captions. Also, quickly access and publish a full transcript and even search for any word spoken on video.
- Review and annotate paperless meeting materials on the iPad.**
 Staff and elected members can review agendas and supporting documents, as well as bookmark and take notes on items, through a native iPad application.

Award-winning, proven streaming solution for local, state, and federal agencies.

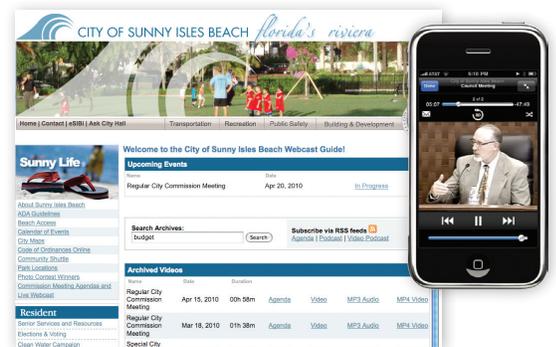
- Unparalleled streaming performance and reliability.**
 Reduce the burden on IT staff by leveraging a world-class hosted infrastructure and an on-site media server, backed by a comprehensive maintenance program.
- Unlimited bandwidth, unlimited storage, and intelligent routing.**
 Store files redundantly and intelligently route media to avoid network congestion. Our proven streaming solution ensures quality, speed and reliability. Get permanent storage, backups, systems monitoring, and dedicated support.
- Simplify media management through automation.**
 Schedule events to broadcast live or record from any video source including cable, camera, VHS, or DVD. Archived files automatically transfer to internal and external distribution networks and are instantly published to the web with no additional steps.
- Save hours of time by importing agendas & indexing in real-time.**
 Import agendas and index video live during the meeting. After the meeting, produce a public record with the agenda linked to the video.

Features for Staff

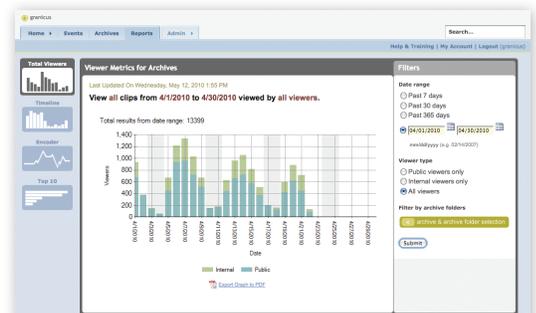
- Live Event Streaming
- Encoding Appliance
- Intelligent Media Routing
- Proactive Systems Monitoring
- Import & Parse Agendas
- Link Relevant Documents
- Index Video Live
- Create Text Transcripts
- Reports & Analytics
- Paperless Agenda for the iPad

Benefits to Citizens

- Closed Captioning
- Advanced Search
- Downloadable Media



Deliver rich media and critical documents through your website and mobile devices.



Measure viewership to understand trends and growth in audience engagement.



“ We’ve been able to save up to 19 hours per week on our agenda process which translates into real dollar savings for our county. ”

Anne Noris / Clerk of the Council, King County, WA

Reach new levels of automation with a complete legislative solution

- Eliminate manual workflows. Create and manage items for agendas in one system.
- Automate agenda item approvals with electronic approval processes.
- Simplify agenda creation—automatically compile files and supporting materials for upcoming meetings.
- Publish minutes with end-to-end automation.
- Easily track legislation and generate historical reports for staff, citizens and council.

Comprehensive and automated agenda workflow.

Legislative workflows often require a significant commitment from clerical staff. Drafting legislation, getting items approved, compiling information from various departments, and creating an agenda are integral parts of the pre-meeting process, yet can be very time-consuming. Then, there are live and post-meeting processes that staff must follow to ensure an accurate account of a meeting. With so many moving parts, steps can be overlooked or items can be inadvertently dropped. Using a completely automated, round-trip legislative workflow solution can save staff countless hours while helping them maintain legislative accuracy.

Granicus’ Legislative Management Suite, powered by Legistar technology, allows government staff to easily manage the entire legislative process from start to finish. From drafting files, through assignment to various departments, to final approval, this suite is an automated solution designed to reduce workloads and create a more efficient method for managing decisions.

This suite maintains all legislative data and tracks each item’s path through the entire process. Plus, it allows staff to quickly and easily publish agenda and minutes documents to the Web, helping ensure records availability and promote government transparency.

Simplify the agenda creation process.

- **Create legislative items for meeting agendas.**
Easily create new files for meeting agendas. By indicating the item type (resolution, ordinance, communication, etc.), meeting body in control of the item, and the item's status, items are automatically placed on the appropriate upcoming meeting agenda.
- **Draft items in a familiar system and add supporting materials.**
Simply type the file text directly into the system or draft it in the familiar template of Microsoft Word®. Create templates and standard paragraphs for quick drafting. Once the text of an item is complete, add supporting attachments of any file type to substantiate the item.
- **Automate agenda item approvals with electronic approval routing.**
Electronically route agenda items for approvals. Create an automated approval sequence and let the system manage the work. Selected approvers will be notified when the item is ready for their review. Approvers can review all item details, supporting documents, make edits and approve or deny the request.

Keep the public informed - publish agendas and minutes to your website.

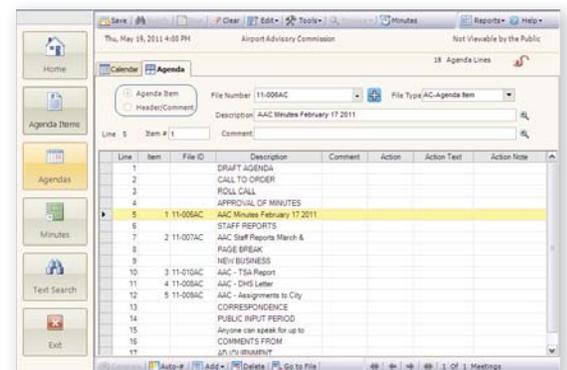
- **Assemble complete agendas packets for upcoming meetings.**
Gather and compile legislative data for meeting agendas with the push of a button. Items are automatically placed on agendas based on the item's status and the meeting body in control. Agenda items can also be added on the fly or selected from a drop-down menu of existing files. Once the agenda is compiled, print or publish full packets to the Web.
- **Publish minutes and reassign items to the appropriate department.**
All actions, votes, and notes can be captured for a seamless, round-trip workflow. Staff can publish draft minutes to the organization's website within minutes of a meeting's adjournment. Plus, the system can reassign agenda items to the appropriate department based on the actions taken during a meeting, saving staff time and reducing errors.
- **Track legislative items and generate historical reports.**
Track bill, ordinances, resolutions or other legislation from inception through approvals and actions taken. Staff can easily search all file history and generate legislative reports.

Feature List

- Draft files and edit text in Microsoft Word™
- Add supporting documents
- Cross-reference items to agendas and minutes
- Set electronic approval routing
- Review agenda item history
- Automatically assemble and publish agenda packets
- Auto-number agenda items
- Create templates for each meeting body
- Record roll call, motions, votes, and discussion
- Automatic item referral routing
- Publish minutes to the web
- Full text search
- Print search results
- Searchable meeting calendar
- Unlimited users and records
- Video streaming integration



Easily create agenda items, add supporting documents, and electronically route for approvals.



Automatically generate agenda packets for upcoming meetings and publish them to your website.