

## BOARD PAPERS

- *Deploys on your SharePoint® server*
- *Securely delivers board documents to your directors' iPads*
- *Provides an enhanced meeting experience on the iPad*

*"Most board portals are offered as software-as-a-service. Board Papers lets you keep your documents under your control."*

*- Stuart Williams, CEO,  
Pervasent*



**Board Papers** brings a uniquely new approach to traditional board portal solutions, combining seamless Microsoft SharePoint® integration with an innovative iPad application.

Initially designed in concert with Standard Chartered Bank, Board Papers had to meet the exacting performance and security requirements of the 2010 Global Bank of the Year.

### A FAMILIAR INTERFACE FOR MANAGING MEETINGS

Traditionally, board support staff spend 40+ hours each month assembling material for board meetings, having it printed and bound, inserting late revisions and packaging documents for couriers to deliver in time for the meeting.

With Board Papers, board secretaries create meeting agendas using a custom SharePoint interface and associate any number of electronic documents with each agenda item to create meeting packs.

The SharePoint interface provides precise control over document distribution. Board secretaries can specify who should receive meeting packs, when to download documents to attendees' iPads and when documents will be archived.

**Documents are automatically downloaded to your directors' iPads** and updates are sent the minute they're available. Support staff time to prepare and distribute documents is cut in half. Printing and shipping costs are eliminated.



- *Multiple levels of security keep documents safe*
- *Directors have a full set of annotation tools for making notes*
- *Customizable to reflect your unique branding and requirements*

## THE IDEAL PLATFORM

Highly-portable with outstanding image quality, the iPad is the ideal device for board documents. All required materials are stored on board members' iPads. Meeting participants can discuss issues without peering over laptop screens.

Board Papers was built for the iPad from day one to take advantage of its multi-touch interface and create a polished and highly responsive reader experience.

In portrait or landscape mode, board members can tap to zoom, "swipe" through the largest documents or move immediately to a specified page number.

**Pen, highlighter and note tools** allow board members to add notes, underscore items and scribble in the margins as they review documents on the iPad. An annotation navigator makes it easy to find any annotation in a meeting pack.

## SECURE ENVIRONMENT FROM SERVER TO IPAD

While traditional board portal vendors require you to upload your board documents to their servers, Board Papers can be deployed on your internal SharePoint server. You have complete control of your sensitive material.

Access to meeting packs is set in SharePoint so documents are only provided to authorized meeting attendees. All documents are encrypted and "sandboxed." Board documents on the iPad can't be opened with other apps or copied.

**A lockbox system in the iPad app** requires users to login to access documents. Invalid credentials trigger escalating security features. Continued login failures cause the app to reset and all board documents to be deleted from the iPad.

Every document has an expiry date based on its associated meeting. Expired documents are automatically deleted, keeping the number of files stored on the iPad to a minimum.

## A CUSTOM FIT

Logos, colors and other graphic elements in the iPad reader can be tailored to reflect your organization's unique branding. Multiple cover formats can be defined to differentiate committee and monthly meeting packs.

The SharePoint framework is also easily customized for your unique document and workflow requirements. Pervasent provides the professional services required to deliver a turnkey system for your board staff.

## SOLUTIONS TO FIT YOUR BUDGET

By focusing on the key features your organization needs, and delivering to the single best device for board documents, Pervasent can provide a board portal solution to fit your budget.

**Contact us to arrange a demonstration** and learn more about Board Papers and Pervasent's paper-replacement solutions.

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**Pervasent Inc.**  
P O Box 10136  
Oakland Ca 94610  
**(510) 903-1001**  
[inquiries@pervasent.com](mailto:inquiries@pervasent.com)