

# Nasdaq Boardvantage® Board Portal

A paperless boardroom for effective corporate governance

Nasdaq Boardvantage<sup>®</sup> is Nasdaq's award-winning board portal software that facilitates strategic and efficient collaboration for boards, committees, and leadership teams through its intuitive interface and robust security features.

# Time-Saving Tools

## **Digital Agenda**

A re-imagined way to prepare and consume meeting content, Digital Agenda anticipates your needs and offers simplified tools to navigate through complex meeting workflows, including a powerful Create from Folder feature as well as intuitive Drag & Drop functionality.

#### Dashboard

A smooth, modernized aggregate of meetings, calendar, valuable files, internal and external links, and custom content. The dashboard is a sophisticated way to present a volume of content in a single view.

#### **Robust Search**

Easily locate information by searching individual or all documents, with the ability to filter by key words, date range, TeamSpaces, and file type.

#### **Meeting Manager**

Plan meetings in seconds, with the ability to link to personal calendars, add details, attach content, track attendance, and initiate remote meetings.

## Bulk Upload with Boardvantage Drive

Easily drag and drop multiple files into specific TeamSpaces and folders. Save documents directly to Boardvantage Drive, which appears as a Windows drive on your desktop.

#### **Board Book Creation**

Create board books comprised of any file type and simply link files to the agenda.

#### **Edit in Native Format**

Edit files in their native formats to create a seamless workflow for managing documents. Changes automatically update content and present directors the latest versions.

#### **Task Management**

Create, assign, and track meeting actions and streamline workflows with individual or group tasks.

## **Reporting Tool**

Run reports related to user details, permissions, document statistics, meeting attendance, and retention policies.

# Streamlined Collaboration

#### Notifications

Receive notifications via email or SMS when documents are completed and ready for review. Send reminders when content requires editing.

#### Email

Communicate sensitive information with internal and external stakeholders and limit exposure to phishing with added security. Send alerts to personal email or enable push notifications.

#### **Approvals and Voting**

Approve and vote on written consents, budget approvals, meeting minute approvals, resolutions, and more with a single click.

#### Surveys

Easily build and distribute Directors' and Officers' Questionnaires, Conflict of Interest Questionnaires, Board and Committee Assessments, and other surveys. Utilize templates, customize question types, pre-fill responses, view progress, notify users, and generate reports.

#### Signatures

Digitize signatures on transactions and other sensitive documents. Track status and notify users of pending signatures.

#### Annotations

Add private and shared annotations to any file, with additional capabilities to highlight, draw, and drop pins.

#### **Presenter Mode**

Initiate meetings from any location with remote attendees. Control flow, advance pages, or pass control to other presenters.

#### **Collaboration Tools**

Add comments to documents and share with specified collaborators. The "Check In" and "Check Out" features allow collaborators to maintain version control within the portal. Leverage the "Follow" feature to be notified when changes are made to documents. Ideal for internal collaboration and client communications.

## **Offline Access**

Robust offline access to all active modules for a seamless and improved workflow, while in remote or inaccessible areas



# Manage Your Sensitive Information

## **Content Segregation**

Create TeamSpaces aligned with your affiliates, subsidiaries, divisions, and departments. Configure and customize branding, logos, colors, permissions, and module settings.

## **Permission Settings**

Set permissions and restrict access for individual files or entire folders, giving specified users access to information in the way it is intended.

#### **Document Repository**

Store unlimited files of any type, with customizable folder structure. Configure retention settings to align with your corporate governance policies.

#### **Version Tracker**

Simply track document versions, creating visibility into what changes were made and by whom.

#### **Remote Purge**

Minimize risk of discoverability. Files and notes can be purged centrally, even if out of Wi-Fi range.

#### Single Sign-On (SSO)

Streamline the sign-on process and compliance with security requirements using a centralized login for multiple systems. Control identity management and authentication.

# 24/7/365 SUPPORT



## Accessibility

- Ready access to materials, whether online or offline, from most iOS, Windows, and Android devices.
- Offline access to meetings, files, private notes, email, approvals, surveys, and signatures.
- Annotations made offline sync back to the server when online.
- Offline content is encrypted and password-protected,

# Onboarding

- Comprehensive onboarding and ongoing education and training.
- Configure platform settings to your preference.
- Receive assistance with routine requests such as adding users, creating boards and committees, and applying custom branding.
- Product localization is available in English, Arabic, Portuguese, Italian, Japanese, and simplified Chinese.

# Contact Us

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