INTRODUCTION TO BOARDEFFECT

Gavi
The Vaccine Alliance

HOW TO GET CONNECTED

You have received an email with the URL, login and password

When you login for the first time you will be invited to change your password so you may choose your own password, which you will be able to reset at any time

Passwords are case sensitive and must contain at least eight characters, one letter and one number

BoardEffect 'Home Page'

My BoardEffect is the 'Home Page'
- **General Messages**
- **Upcoming Events**

'Library' accessible to all Users and contains information such as
- **Statutes, By-Laws, Charters,**
- **Board Member Reference Book,**
- **Policy Handbook**
- **Previous Board and Committee Minutes**

'Workrooms' on the left for Board and each Committee
- **Board and Committee meeting papers**
- **Votes**

Events

Each Board/Committee meeting is entered as an event into the system

You may choose to add the event to your own personal calendar/agenda

If you do so you will automatically receive alerts if changes are made to the event e.g. dates and/or venue changed

Workrooms

The Board and each Committee has a 'workroom'

Users are given access to workrooms on a case by case basis and you will only see the workrooms to which you have been given access

Each workroom has its own home page, events page, library and collaboration page (votes, surveys, discussion fora)

Meeting Book

Once the agenda and papers become available for a meeting they will be attached as a 'meeting book' to the relevant event and an email notification will be sent out to Board etc.

Meeting papers will no longer be sent out as attachments to emails

You may
- **Download individual papers**
- **Download the entire meeting book**
- **Use 'file viewer' to view the meeting book and annotate**

Meeting books for past meetings will be found in the 'library' of the Board or relevant Committee

Collaboration

Polls – can be used for voting e.g. recent example of HPV unanimous consent decision could be done in the future through BoardEffect

Surveys

Discussion

Mobile Apps

BoardEffect has mobile apps for IOS and Android devices

When using the app you can download meeting books and read them offline

You can also annotate your meeting book using tools such as sticky notes, highlighting, underlining etc.

Next Steps

Platform to be piloted for May PPC meeting *(will also put on myGavi in parallel)*

Platform to be fully implemented for June Board meeting *(Board papers from 2015 and 2016 will already be accessible)*

By end August all meeting agendas and papers for Board and all Board Committees from 2010 onwards will be uploaded to the platform

THANK YOU