Meetnits

Helping leaders
move forward with
effective meetings

Meetnits

A Software that Steers Towards Effective Meetings From Start to End

Before the meeting

Committee setup
Broadcast pre-reads
Date polling
Agenda vetting
Auto deck collating

During

Minutes recording
Presenter mode
Annotate & share
Assigning tasks
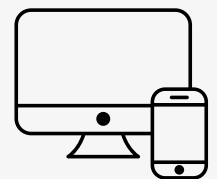Instant search
Approvals & eSignature

After the meeting

Automated task reminders
Tracking of task done
At-a-glance overview
Automated filing
Document management

Get things done on your favourite mobile devices

Meetnits

10 REASONS WHY LEADERS USE

Meetnits

Secure sensitive meeting minutes & pre-reads. Leaving sensitive documents such as minutes & pre-reads in email or laptop is a risk as they remain with the user even if s/he has retired. MEETNITS ensures that only current authorised people can gain access.

Intuitive & convenient to suit a board members' busy workday. One place for all your committees & meeting materials. Our intuitive user experience provide views like physical folders for each committee. MEETNITS also works off-line so you can read & react anywhere, anytime

Be fully informed. MEETNITS powerful search capability. It not only searches within current minutes & agenda, but also all previous meetings' document. A main board member may also read sub-committee papers. Search may also organise by subject matter in chronological order..

Single source, always updated. Be assured that you have the latest materials, including any revision of minutes & pre-reads. Apart from reading materials, MEETNITS also provide info on committee members, status of meeting, term of reference etc.

Capture your thoughts. Add secured annotations to pre-read materials & minutes for reference before, during & after meeting. Recall them for reference anytime.

Swipe through agendas, pre-reads & minutes. In the MEETNITS's app, meeting documents are organised like a book. No more searching & opening of attachments.

Make better decisions. With information & context of matters at your finger tip, board members can be confident that they are making fully informed decisions.

Follow up with matters.. Matters arising are tracked and officers in charge are reminded via email. Management may monitor progress of tasks with an at-a-glance overview

Peace of Mind. SQL View, author of MEETNITS, has been serving the Governance Sector since 1993. Our core experience in Document and Record Management puts us at the forefront of Governance Technology..

Lessen the load on committee secretaries. MEETNITS provides productivity tools such as suggestion of meeting dates, automatic routing for vetting and approvals, on-boarding and retiring of committee members, and simultaneous minutes taking.

Don't Miss Our Early Bird Discount

CLICK HERE

OR
contact us at
marketing@sqlview.com

About SQL View
Founded in 1993, SQL View has been providing the Government & Private Sector with practical software for Enterprise Transformation. Our software can be found in the offices of Far East Organization, Singapore Post, Boardroom, Gardens by the Bay and more.

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