



To: MySite Design Pty Ltd **From:**
Fax: 07 3358 3229 **Pages:** 1
Re: Version 2.0 Upgrade – Project Version **Date:**

Please accept this as my order for the following Consultation Manager Project to be upgraded to Version 2.0⁺.

I understand that Version 2.0 requires Firefox 3.5 or higher or Internet Explorer Version 7.0 or higher to operate. I will ensure that all Team Members on my project have access to these browsers. *Note: we recommend using Firefox to achieve the best performance.*

I understand that Version 1 of my project will be retained and I can go back to Version 1 on request but any data I add or edit in Version 2.0 will not appear in Version 1.

I understand that it is my responsibility to ensure all my Team Members have trialed the Demonstration Project for Version 2.0 and viewed all of the training videos and now understand how to: *(please tick each of the following)*

- build a multi-criteria search using the advanced search capabilities and save this search to favourites
- open and work on multiple items simultaneously in the workspace
- add an event and link it to a stakeholder, property and an action
- clone, merge, delete and restore a stakeholder
- generate a stakeholder consultation report and a stakeholder statistics report based on a search
- map issues spatially using the mapping features and overlay electorate and statistical information directly onto the map

Organisation: _____ Name*: _____
Project Name: _____ Signature: _____
Date: _____ Name*: _____
Signature _____

* Signatures of two Team Leaders in Consultation Manager on this project are required.

+ Version 2.0 is newly released software and your feedback and suggestions are encouraged.