



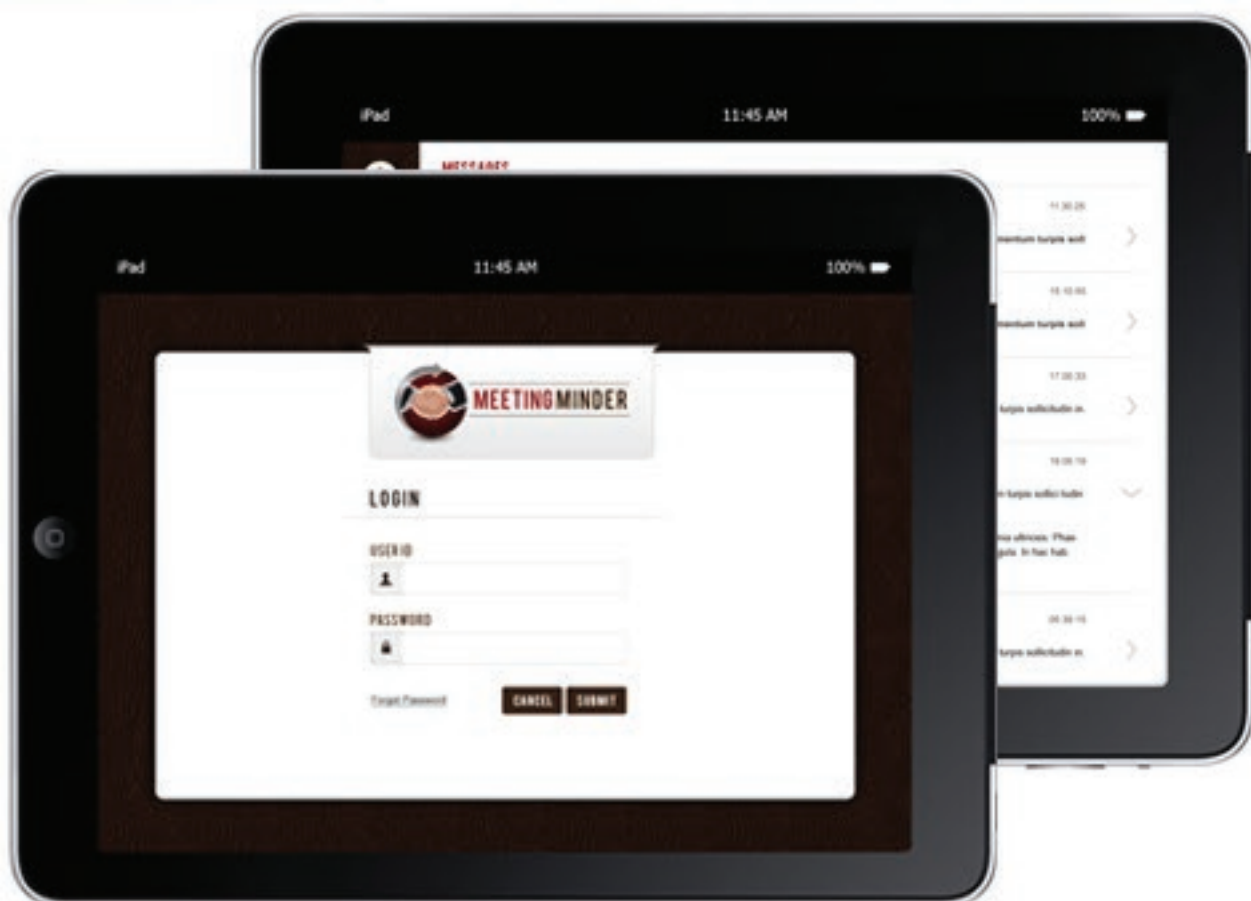
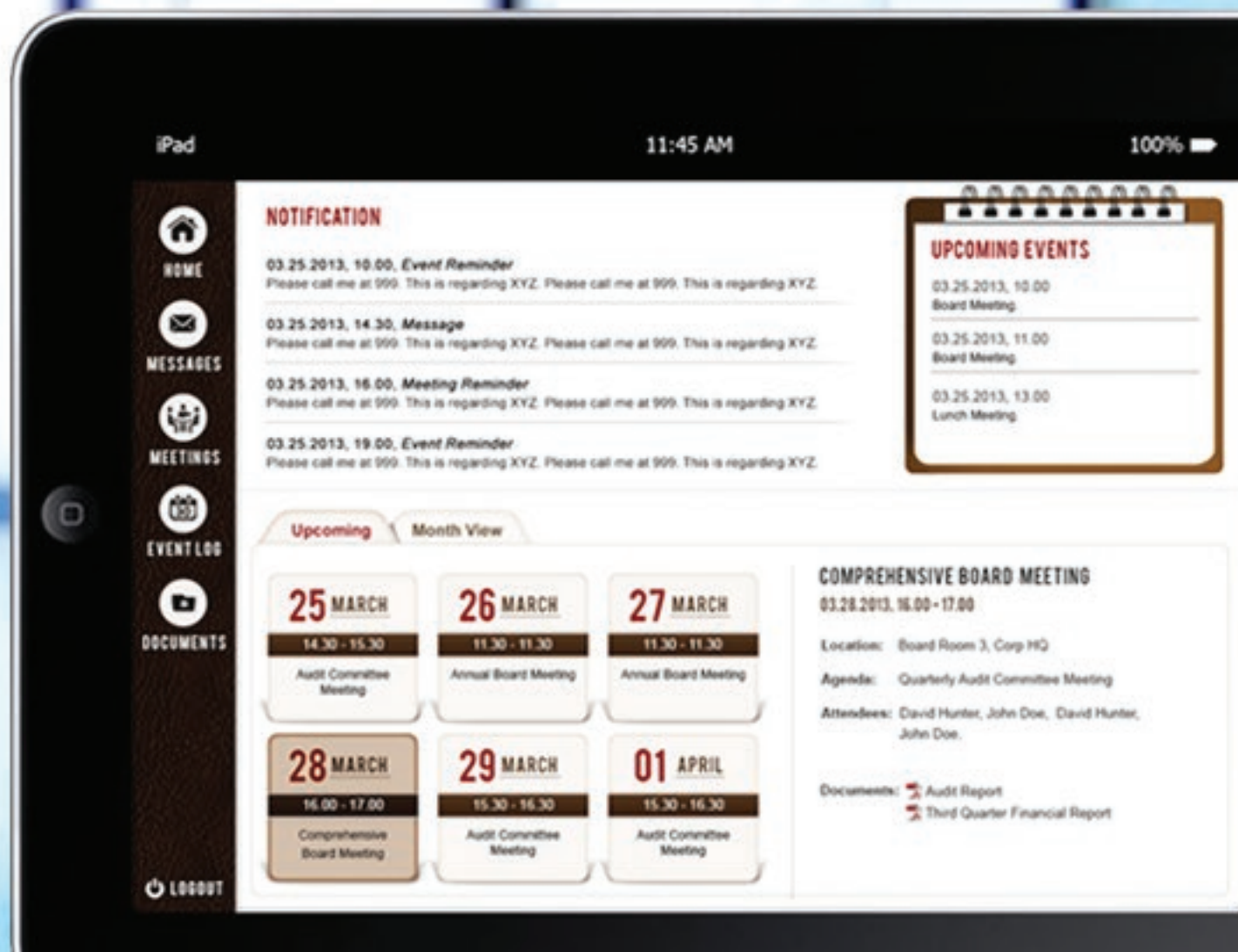
# MEETING MINDER



Available on the  
**App Store**

## Comprehensive Easy to Use Highly Productive & Effective

View your meetings, events,  
reminders, action items  
- All in one place.



Meeting Minder is the perfect meeting assistant app for all types of organizational settings. It replaces all your to-do lists and notepads that you carry to remember your meeting agendas. Combining a comprehensive, clear and easy-to-use interface, Meeting Minder enhances your meeting experience – every time.



### Home

Get all the information you need in one view. The Home tab provides a collective view of all your meetings, upcoming events, messages and notifications



### Event Log

Free yourself from the hassle of keeping tabs on recurring meetings. Event Log acts as a central hub that collects and stores all the information about your upcoming meetings



### Meetings

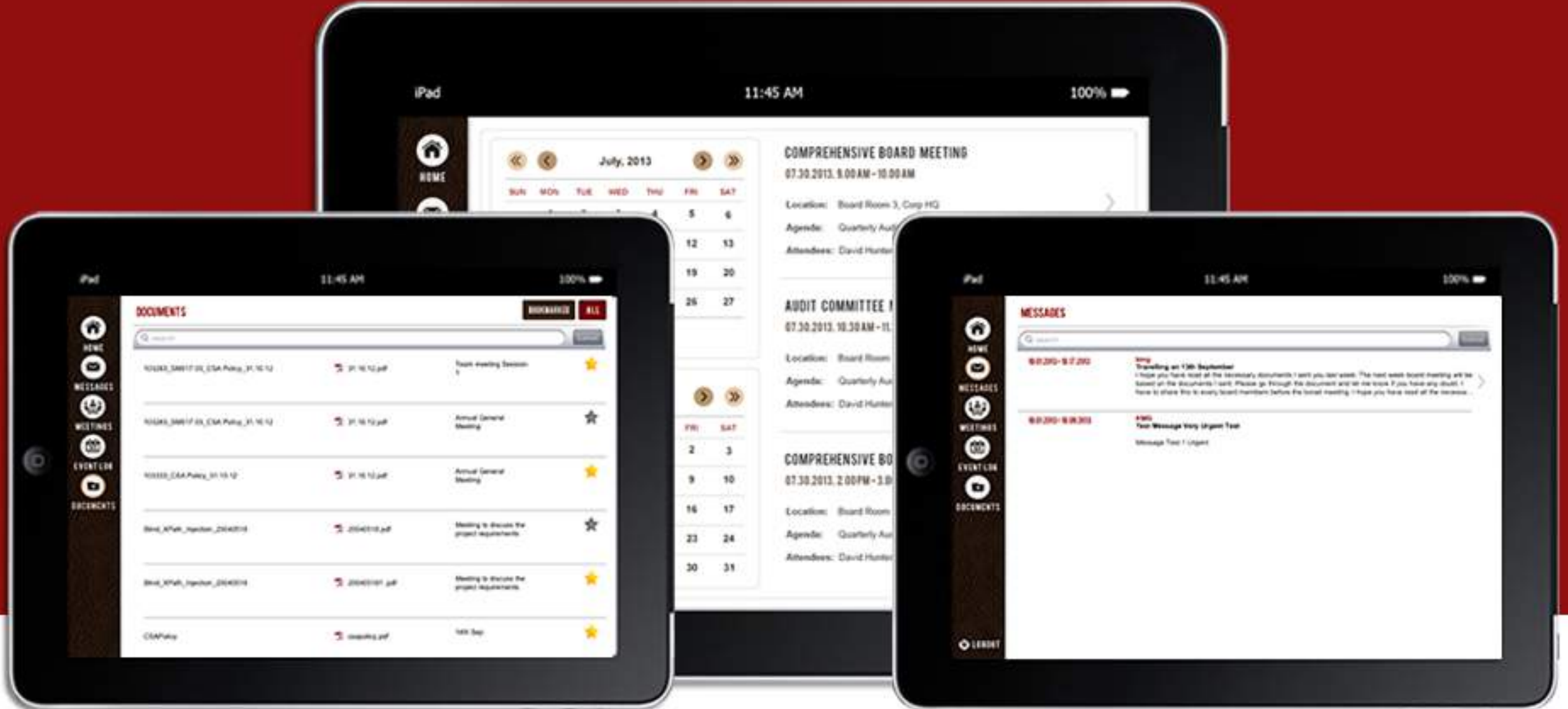
View complete details about current and upcoming meetings along with related documents. You can also access the documents with just one tap



### Documents

Access all your documents from one place. With Meeting Minder, you will never have to worry about managing your documents again. You can even add notes for future reference





## Simple. Efficient. Productive.

Meeting Minder is a comprehensive meeting assistant app for iPad that is designed to enhance your efficiency and save you the hassle of having to schedule your daily tasks. It has all the tools and functionalities to help you stay on top of everything in your day-to-day busy life.

### See what to do, in one view

See every action item in just one view. The Home view intelligently fetches and displays all your current and upcoming tasks, meetings and notifications. It's an easy way to see what all tasks are at hand. Keep a tab on all your messages, stay engaged, deal with urgent items and manage your schedule.



### All your documents at a glance

Store all your documents in one place to gain quick access anytime. With Meeting Minder, you won't have to sift through a slew of emails before finding the document you were looking for. View detailed information such as Place, Time, Venue, Agenda and Attendees, of all your meetings. You can even access all your bookmarks offline and add annotations to your documents.

### Never miss out on Upcoming Events

The app features a separate tab for all upcoming events sourced directly from a centrally connected portal. Items from Event Log automatically show up on the Home view.

