

Dear Customer,

At AGORA SecureWare, we're constantly trying our best to provide you with a leading application that responds to your specific needs. For this reason, your feedback is always highly valued by us, so please keep the input coming on feature requests, etc.

In the last few days, we deployed an update to our platform, which includes several minor bug fixes and improvements. This update introduces a new feature we hope you enjoy and find helpful!

Assemblies

According to Swiss legislation ([CO Art. 701d](#)), it is now possible to hold virtual shareholder meetings.

AGORA supports small and medium enterprises, offering all the tools for doing it in a confidential, secure, and simple way.

We introduced a new data element type called "Assembly", which gives you the possibility to:

- Define the assembly's agenda.
- Define the participants and their weight for voting¹ (the number of owned shares) and send them the invitation so they can store it in their calendars.
- Store all the relevant documents for the participants, who can read them online or download them as a ZIP archive or a single PDF file.
- Define eventual delegations if participants cannot be present.
- Participate in the assembly through our integrated video conference tool (Swiss hosted with all audio and video traffic encrypted on the network, which does not require client installation).
- Vote and download the vote report as a PDF file.
- Take the assembly's minutes online and export them in a customisable Word document.

In addition, you have the support of all the typical AGORA features:

- Granular access control with different levels of permissions (including the option to only see documents in the browser with a watermark without the possibility of downloading them).
- Tasks management
- Document annotations
- Digital signing for PDF documents
- Audit trail to check the history of every transaction performed in your Trust Room, by a user, or on a single element.
- Encryption of all shared resources both on transit and on-rest.

¹ A default weight can be defined on the user level, and this value will be automatically inherited in all newly created assemblies.

The detail of an assembly, with its agenda and resources:

The screenshot displays the 'Shareholder meeting 2023' agenda. The interface includes a search bar at the top, navigation icons on the left, and a main content area with an agenda list. The agenda items are as follows:

Item	Time	Resources
1	15:00 - 15:15	Approval of shareholder meeting 2022 minutes
		Minutes_SM_2022.pdf (Wile E. Coyote - 1.9 MB)
		Approval of shareholder meeting 2022 minutes (ProxCon)
2	15:15 - 15:45	Annual accounts presentation
		Annual Review.pptx (Wile E. Coyote - 3.3 MB)
3	15:45 - 16:00	Discharge of the board of directors
		Discharge of the board of directors (ProxCon)
4	16:00 - 16:15	Varia

On the right side, there is a summary card for the meeting on September 21, 2023, from 15:00 to 16:15, including a 'JOIN MEETING' button and sharing options.

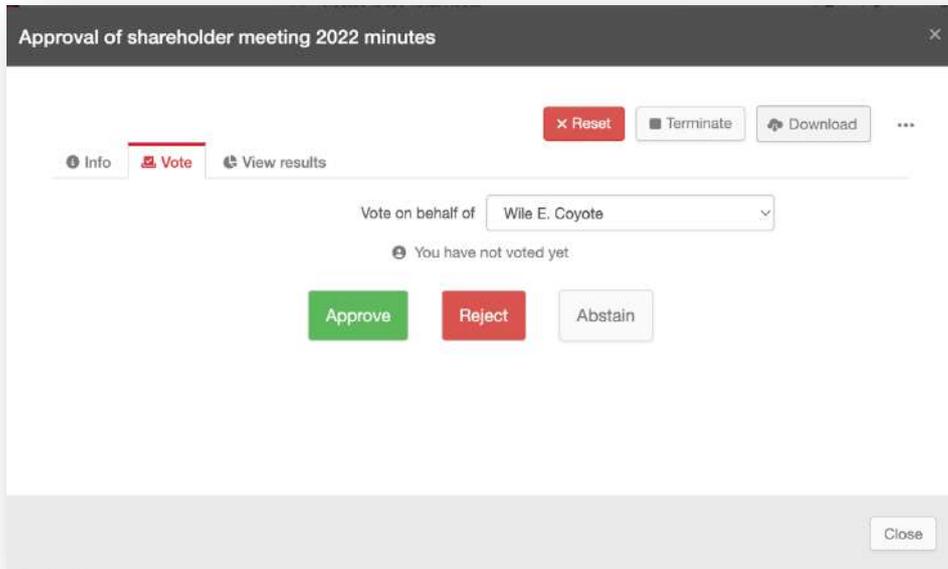
The list of the assembly's participants with the possibility to set delegation:

The screenshot displays the 'Attendees' tab for the 'Shareholder meeting 2023'. It shows a list of participants with their names, weights, statuses, and delegates. The attendees list is as follows:

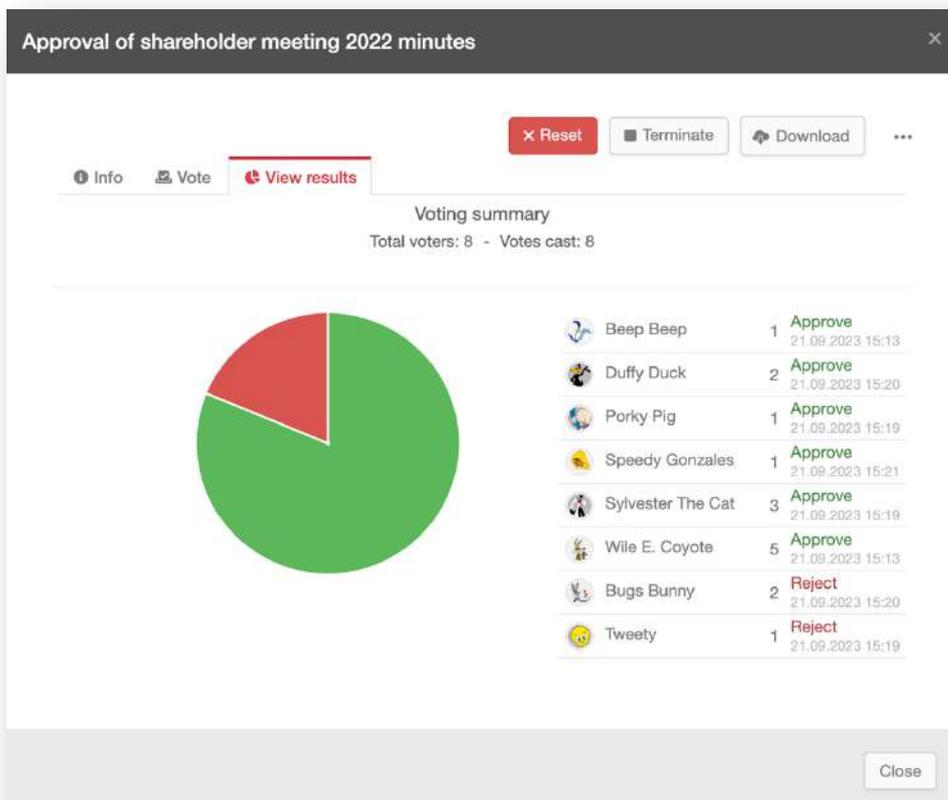
Name	Weight	Status	Delegate
Beep Beep	1	Not present	Wile E. Coyote
Bugs Bunny	2	Present	
Duffy Duck	2	Present	
Porky Pig	1	Not present	Sylvester The Cat
Speedy Gonzales	1	Present	
Sylvester The Cat	3	Present	
Tweety	1	Not present	Sylvester The Cat
Wile E. Coyote	5	Present	

The interface also includes a search bar for attendees and a summary card on the right side, similar to the one in the previous screenshot.

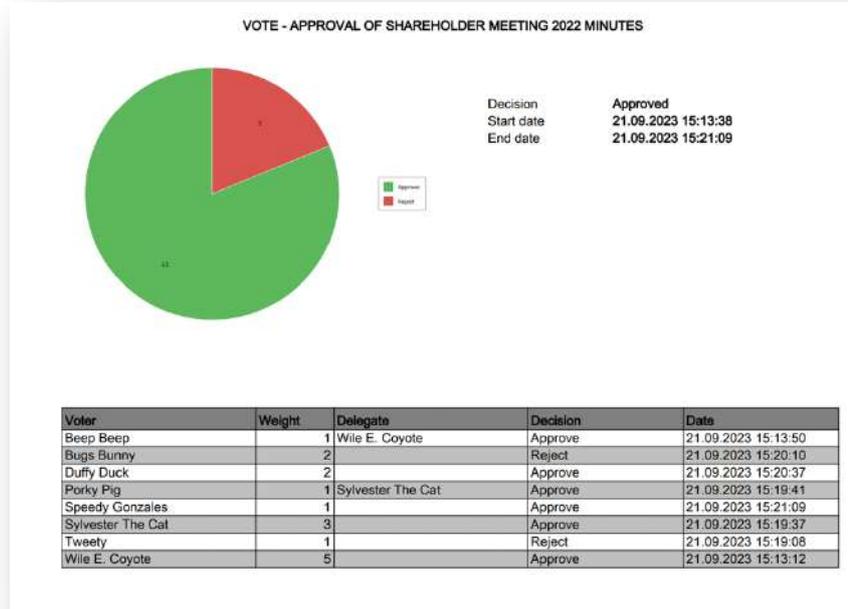
A vote:



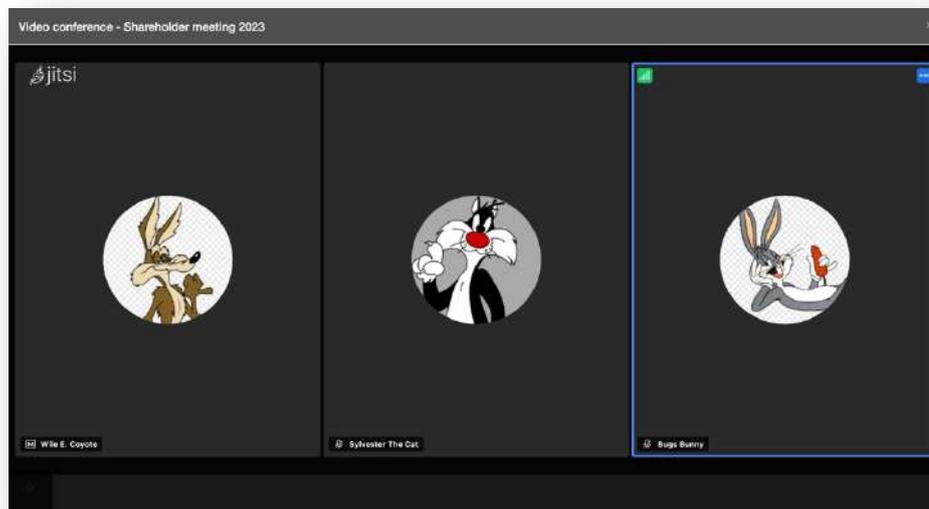
The vote's results:



Vote's PDF report:



Videoconference (with screen sharing, whiteboard, chat and more integrated):



Please get in touch with us whenever you would like more information.

Enjoy secure collaboration on our platform.

Best regards,

AGORA SecureWare

September 2023