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| Client Name | | |
| Document Title | | |
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# Executive Summary

## Our understanding of your brief

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## 2nd level

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### 3rd Level

#### 4th Level

##### 5th Level

# Other key styles

## Tables

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| --- | --- |
| Activity | Fixed Investment  (AUD ex GST) |
| Create a new pre-briefing alpha in the DPC environment (or another tenant), using out of the box features in SharePoint, OneDrive, MIP and Teams. Test and evolve this version to finalise the prototype |  |
| * Discovery and Design (Rapid App Envisioning and Design process) | 54,720 |
| * Alpha Implementation | 89,920 |
| * Prototype Implementation (building on feedback from the Alpha release) | 66,200 |
| * Training and launch support | 25,000 |
| * Pen Testing | 25,000 |
|  | $ 260,840 |

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| Reference 1 – Victorian Department of Justice and Community Safety | | |
| Contact Name | Position / Title | Contact Details |
| Dishella Fernando | Director, Transformation at Department of Justice and Community Safety, Victoria | Email: [Dishella.overend@justice.vic.gov.au](mailto:Dishella.overend@justice.vic.gov.au)  Mobile: 0403 522 265 |
| Project Title & Location | EBC – Electronic Briefing and Correspondence System (Melbourne, Victoria) | |
| Project Scope | Please see detailed case study in section **Error! Reference source not found.** of this document.  The Electronic Briefing and Correspondence System (EBC) manages the end-to-end process of a DJCS work product’s lifecycle: from creation, review, approval, and archive into TRIM. The system enables key decision in the Department (including their four ministers) to review and make decisions faster.  Engage Squared worked closely with the Department’s team to undertake requirements analysis, functional and technical design, implement and test the solution, deploy and train technical, admin and business users, and design and deliver a change and adoption campaign. | |