

eCode360 Presentation Talk Track



Presenter:

Welcome!

eCode360 puts our Code into an electronic form, allowing clerks, planners, attorneys, citizens and other users to quickly access, navigate and share our Code information right from their computer or mobile device.

Currently, more than 1,900 local governments use eCode.

For the next few minutes, I am going to highlight some of the unique features and many benefits having an online Code can offer us and our constituents.

So let's get started...



Your username will be your email address. Your password is whatever you decide when you get the email that invites you to be an eCode user. If you didn't get an email inviting you to eCode, please let me know and I will re-send it.

Notes:



We now have anytime, anywhere access to our Code and public documents. Our eCode360 is a reliable resource we can count on.

So what exactly makes up the eCode360 experience?

- > First of all, *eCode360* is designed for simple and intuitive navigation.
- > Next *eCode360* ensures that users of your Code have information that is current, accurate and enforceable.
- > *eCode360* makes it easier for us to answer frequently asked questions with clarity and confidence. Users can even access the Code on their own to research and answer to their own questions, without having to phone you!
- > Finally, *eCode360* gives us a single, go-to resource. It consolidates all of our laws, regulations and related documents into an organized, centralized source so we can find the information we need in one place.

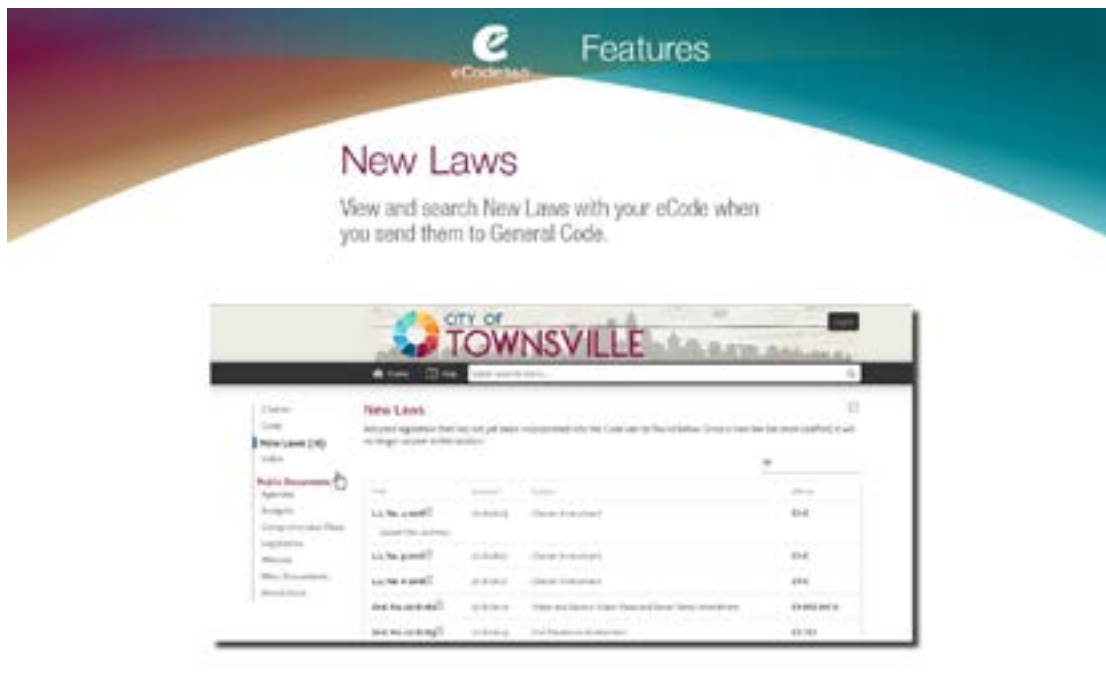
Notes:



“Search” is a valuable feature which simplifies how we look for specific topics within our Code. The search box is located near the top right of the page. Simply enter a keyword or phrase and *eCode360* will return a list that matches your search. It’s a great time saving tool.

You can click on one or more of the results to go to the section of interest. Filter results by type (click New Laws, Code or Minutes) by clicking on the color-coded tabs.

Notes:



When we pass new legislation, we send it to General Code at ezsupp@generalcode.com. General Code will post the legislation on the “New Laws” tab. Here, everyone will be able to view the pdf of the new legislation. When our code is supplemented and the new legislation is codified and integrated into the correct section of the Code, the New Laws tab will disappear.

Notes:



Our Code can be printed. In order to print a part of our code, navigate to the content, put a checkmark in the box to the left of a particular section(s) or chapter(s). Then click the Print button, which opens the sections you selected in a printable format. You can even change the font size! If you click the Print button without checking any boxes, you will Print the entire Code.

Notes:



Multicode search is a great tool for finding sample legislation. It allows us to search topics across several Codes at the same time. For example, if we wanted to see how a variety of municipalities in our area are handling a similar legislative issue, MultiCode Search would allow us to do just that. MultiCode Search does require that you set up a username and password before you can use it.

Notes:



eCode360 can also help us improve response time to questions and improve transparency with its Email feature. Let's say that a citizen or a colleague has a question about a specific fee or regulation in our Code. Using the checkboxes, you can select content to email a link to those specific sections or chapters of the Code. Then click the email button and it will open up a new email message with a link to the section you selected.

Notes:



When you've logged in to eCode using your password, you can select a section of your Code, click on the download icon, and you will have the option of downloading that particular Code section to a PDF or Word document. You can then distribute the PDF as necessary or use the Word document to draft suggested changes to existing laws. Attorneys and planners often use this tool.

Notes:

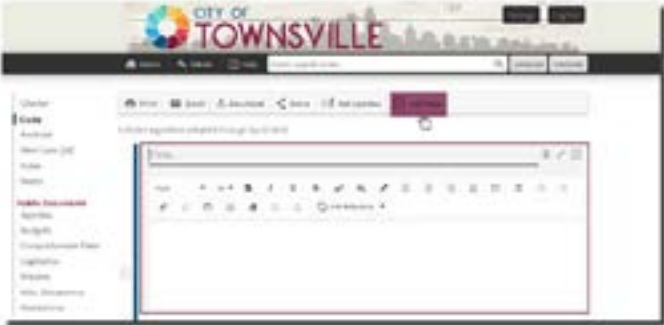
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eCode360

Features

Notes and Custom Links

Requires Log-in

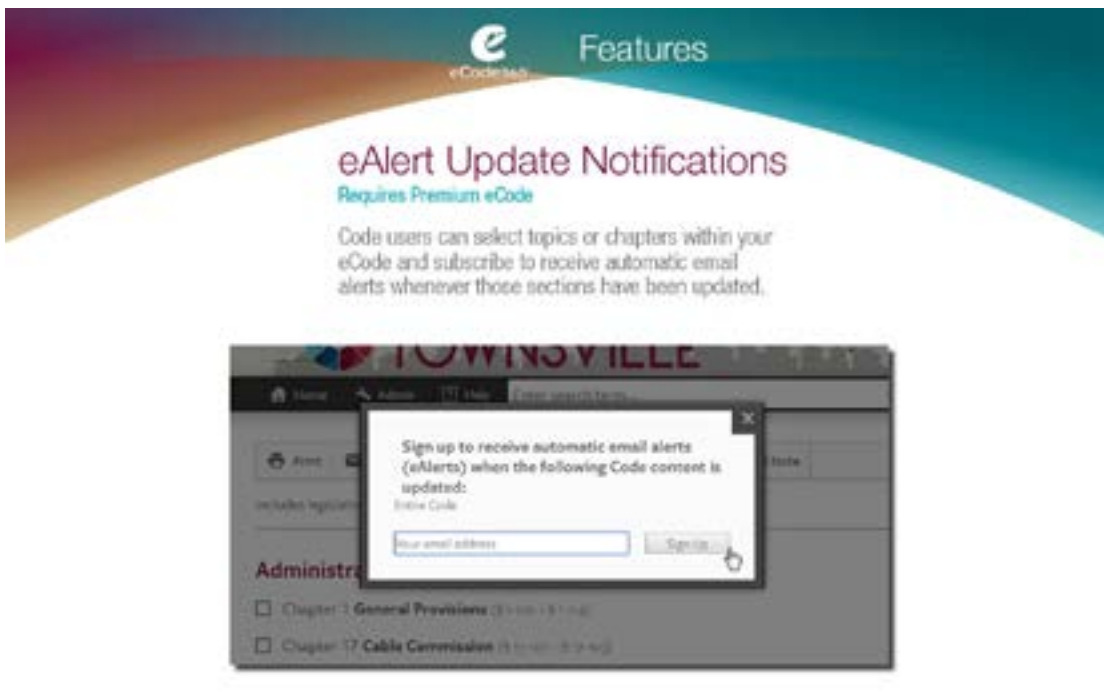
Create annotations anywhere within your Code that you can make viewable to everyone, a group of staff, or just to yourself. A note can contain a link to external information, another part of your Code, or even a form on your municipal website.



The screenshot shows the eCode360 web application interface for the City of Townsville. The header includes the eCode360 logo and the word 'Features'. Below this, the title 'Notes and Custom Links' is displayed, followed by the text 'Requires Log-in'. A paragraph explains that users can create annotations within their Code, which can be made viewable to everyone, a group of staff, or just to themselves. A note can contain a link to external information, another part of the Code, or even a form on the municipal website. The screenshot itself shows a web browser window with the City of Townsville logo at the top. The main content area displays a list of code sections on the left and a large text area on the right where a note is being added. The note area has a text input field and a rich text editor toolbar.

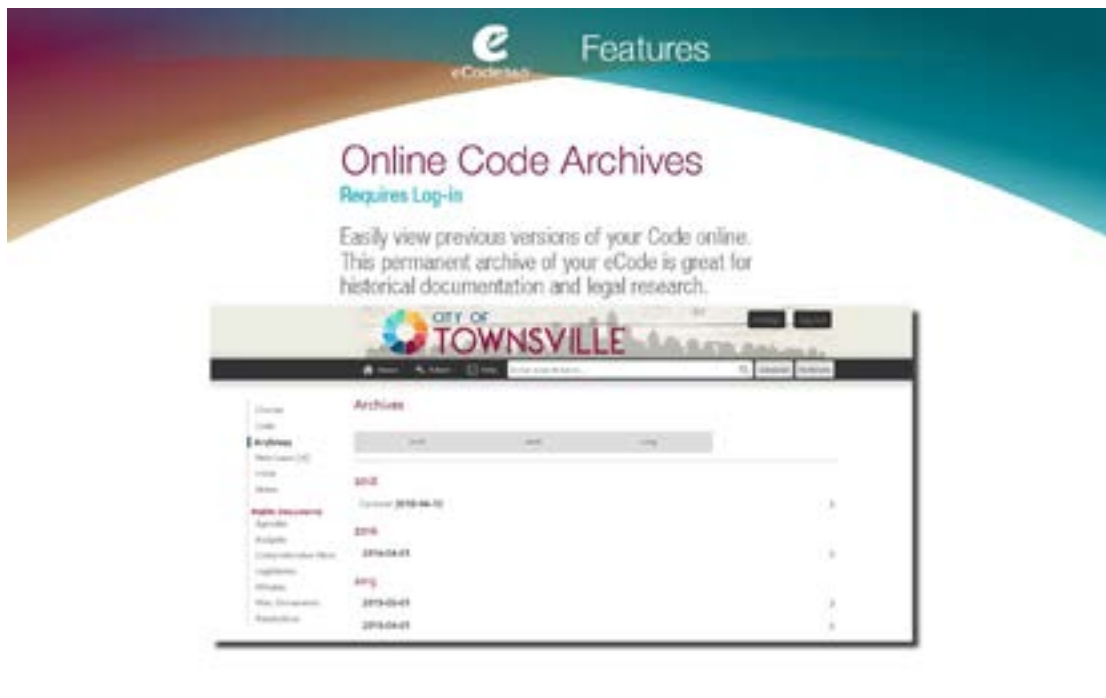
We can add notes to sections of our Code. These notes can be kept private, made public, or made viewable to a group of staff. Many municipalities' Planners, Code Enforcement, and Clerks login and use notes to link to application forms in the appropriate section of their Code so citizens can find them where they need them. This can save us time and be a convenience to the public.

Notes:



eAlert Update Notifications lets us or our constituents select a topic or chapter in the Code and be notified if there is a change to that section by clicking that button and adding your email address. You will be notified by email whenever those sections have been updated.

Notes:



eCode360 saves previous versions of our Code. Anytime any of us needs to view what the Code looked like at a certain point in time, it's right there, in a permanent archive.

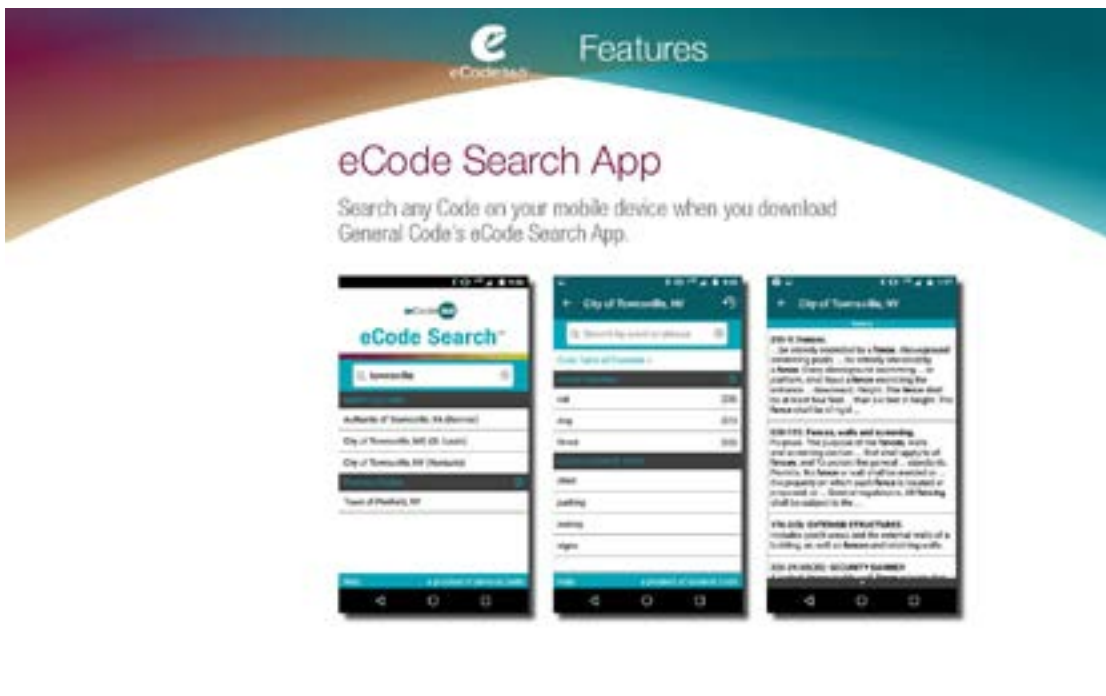
You can use this feature by logging in to *eCode360*. Just click the “archives” button on the left once you’ve entered your password.

Notes:



A final feature I'd like to share with you is called PubDocs™. This tool allows us to post supporting materials to *eCode360* including meeting minutes, budgets, agendas, resolutions and other important public information. When we upload documents here, they are searchable using eCode just as our Code is searchable. PubDocs greatly improves accessibility to these public documents and improves transparency. General Code's bulk uploader software makes it easy and convenient to upload years of electronic files into the PubDocs module. Only eCode Administrators can upload public documents.

Notes:



The *eCode360* Search app is available for both iPhones and Android phones. It is free to download and it makes our code only a tap away. The app can also be used to view other municipality's codes. Enter the municipality's name or their zip code, to access and search their Code.

Notes:



General Code is happy to help all of us further understand and utilize our eCode. Email ecodehelp@generalcode.com or call 1.800.836.8834