

## ORDER FORM: ONLINE LEARNING CENTRE

**Mail to:** ChalkPort Pty Ltd, PO Box 702 , Everton Park QLD 4053. **OR Fax to:** (07) 3356 1199

**SERVICED SOFTWARE ON SHARED SERVER**

A branded copy of the Online Learning Centre software to be installed and maintained on ChalkPort's web server for one year with the option to extend the arrangement until further notice. I understand the fees and charges are:

Technical service charge: \$2,400 (ex GST) per annum (Invoiced immediately)

Charge per enrolment: \$15 (ex GST)

Invoiced on the last day of each month based on the number of enrolments in all units in that month.

**Termination:**

I understand I may choose not to continue with this agreement at any time after the first six months as long as ChalkPort is given 30 days notice in writing.

**ChalkPort managed service responsibilities:**

The software application will be hosted on a shared web server maintained by ChalkPort, subject to ChalkPort's General Terms and Conditions. ChalkPort will provide:

**Establishment services**

What we do initially:

**OLC Setup & branding**

- OLC software install
- OLC linking to website
- OLC masthead branding
- OLC client user account creation

**Units/enrolments catalogue**

- Catalogue link to OLC
- Catalogue link to website

**e-Learning readiness training (phone)**

- One session: Administrator
- One session: Manager

**Technical services**

What we do for the term of the Agreement:

**Technical**

- All bug fixes
- Limited support by email & ticket
- 24 hour turnaround on critical issues
- All OLC upgrades automatically installed
- Linux admin for learning server
- Linux faultfinding for learning server

**Hosting**

- Shared bandwidth (100mbps)
- 1GB upload per month
- Unlimited downloads

**Shared learning server**

- Hardware setup
- Linux setup
- 5GB disk space
- Hardware faultfinding & support

**Backups**

- Real time automated full backups (Raid 1)
- Daily onsite and offsite archival backups
- Critical Restore from backup service

**Security**

- Firewall setup & monitoring
- Password encryption
- Network intrusion detection

<b>Name of organisation</b>	
<b>Address of organisation</b>	
<b>ABN</b>	
<b>Contact name</b>	
<b>Contact's email</b>	
<b>Contact's telephone</b>	
<b>Purchase Order no. (optional):</b>	

I accept the above conditions on behalf of the organisation:

.....  
Name of person (please print)

.....  
Signature

.....  
Date