INSIGHTSOFTWARE PROFESSIONAL SERVICES OFFERINGS:

Jet Reports and Jet Analytics

PROFESSIONAL SERVICES OFFERING[1]	DESCRIPTION

Professional Services with no Statement of Work – Time and Materials under 25 hours	**Offering Name: Professional Services with no Statement of Work – Time and Materials under 25 hours:**
	
	Description of Services
	• These services are remote professional services hours provided by insightsoftware consultants. By way of example, these hours can be used for:
	  • Consulting on the preparation of consolidated financial statements
	  • Report design, report creation
	  • Software upgrades, if new versions are available and the necessary technical adjustments
	  • System testing, data plausibility checks
	  • Help with new product functions
	  • Documentation
	  • Support with changes to the product configuration
	  • Project management (20% of the contracted time)
	
	• The definition of the scope of the services and the timing of the consulting services must be agreed in advance between the customer and insightsoftware.
	• These services cannot be used as an extension of existing projects or as part of an initial introduction or installation.
	• The consulting services included in this order expire 12 months from the date of the written order.

New Customer Jet Analytics Foundation Bundle-Installation, Configuration, and Training	**Installation**
	• Jet Analytics Installation and Configuration
	  o Up to 20 hours of Professional Services Consulting
	• Jet Reports Installation
	  o Installation for 1 user and knowledge transfer
	  o Customer to perform installation for additional users
	  o 2 hours of Professional Services Consulting
	• Jet Analytics Configuration and Customization Scoping
	  o 10 hours of Professional Services
	  o Based on results of the scoping process, additional hours to complete project may be required.
	• All Services to be used within 90 days of the effective date of the Purchase Document.
	
	Training
	• Training - Jet Reports - Report Designer
	  o 1 private class
	  o three 3-hour sessions
	  o Up to 10 students
	• Jet Analytics Training
	  o 1 seat in a public class which is held monthly; Additional seats may be purchased.
	  o Five 4-hour sessions