|  |
| --- |
| Exhibit D  Reports  For  Judicial Council of California  (Judicial Council) |

1. **Dashboards and Analytics**

| Report Title | Frequency | Comments |
| --- | --- | --- |
| Overall program status report | Daily, Weekly, and Monthly | [to be developed and agreed upon at a later date] |
| Asset Management Activity Summary | Monthly | Monthly report form available on Judicial Council web portal. This is a summary report of the asset name, file size, the total number of views, upload and download bandwidth, type of asset, and the breakdown of storage used by each asset type |
| User Management Activity Summary | Monthly | Monthly report available on the Judicial Council’s web portal. This is a summary report showing the number of users, most recent login date, and user status |
| Engagement Report Activity Summary | Monthly | Monthly report available on Judicial Council web portal. This is a summary report with a list of monthly top downloads and search terms listed by those most frequently used. |
| Asset inventory | Monthly | This is a summary report available with a list of assets categorized by type, size, and by department. |
|  |  |  |