

SPEAR System Requirements (A2P usage)

		Councils & Applicants		All other users
		Subdivision Permits	Certifications	
Accessing SPEAR	<ul style="list-style-type: none"> Need to be able to access SPEAR website: http://www.spear.land.vic.gov.au 	Required	Required	Required
Browser / Windows	<ul style="list-style-type: none"> Internet Explorer version 11, Mozilla Firefox and Google Chrome. SPEAR is likely to work with other browsers, but there may be occasional formatting anomalies. Windows 7 is currently supported 	Required	Required	Required
		Required	Required	Required
Broadband	<ul style="list-style-type: none"> Recommended to ensure quick uploading/downloading of documents 	Recommended	Recommended	Recommended
Browser Options: Java & Java-script enabled (Browser setting)	<ul style="list-style-type: none"> Recommended to maximise full functionality of SPEAR (usually default setting) – see your IT. Mandatory for digital signing. 	Recommended	Mandatory	Recommended
Cookies	<ul style="list-style-type: none"> Must be enabled for all users who logon to SPEAR. SPEAR only uses session cookies which are valid for the current browser session and are not stored on disk. 	Required	Required	Required
PDF Reader (e.g: Adobe Reader)	<ul style="list-style-type: none"> Required for all users. The latest version is recommended. Version 5.x and later will be sufficient for reading PDF files stored in SPEAR. 	Required	Required	Required
PDF Writer More details in FAQ section on website.	<ul style="list-style-type: none"> For creating copies of plans of subdivision, a PDF writer capable of at least Version 1.2 or greater is required. All other documents loaded into SPEAR may be created with any one of a range of freeware or commercially available PDF writers. Note: A PDF writer that can merge pages into one file is required for surveyors and may be handy for other users. 	Required	Required	Required
SPEAR email notifications	<ul style="list-style-type: none"> IT to ensure that SPEAR system generated emails are recognised / allowed through organisations' 	Required	Required	Required

	firewall/mail server.			
E-mail address	<ul style="list-style-type: none"> • One for each organisation site; and • One for each user. 	Required	Required	Required

Additional requirements if digitally signing documents

Digital Certificates	<ul style="list-style-type: none"> • These are Gatekeeper ABN-DSC certificates, purchased through Symantec. • Only required for users who will be signing documents – other users do not require one. • Digital certificates must be backed up during the installation process. • Any major IT upgrade may cause you to lose your digital certificates. They can be restored from the backup file or a replacement can be arranged through Symantec. • Digital certificates can be installed on multiple computers, if required. • If you have a full Citrix system you will need to apply, download and use your digital certificate on a 'stand-alone' PC outside of the Citrix system, or an 'offline' mode. • If you have a 'locked down' IT system you may need IT to allow download and installation of digital certificates and access to the Internet. • Java must be installed on a signing user's PC for signing to work. As a minimum, Java Version 6, Update 26 must be installed. <p>Note: Signing is not possible on Macs.</p>	Optional for Councils	Mandatory	Not required
Network, firewall or mailbox settings	<ul style="list-style-type: none"> • SPEAR makes use of standard HTTP and HTTPS to port 80 and 443 of the web server. No special actions or set-ups are required by subscribers or organisations to access the SPEAR server. However, for organisations that have firewall restrictions in place, they will need to ensure they have rules in place to allow their users' access to the SPEAR server. In addition, for users with Mail sweepers, they also need to have Rules in place to 			

	allow emails from SPEAR to be delivered.			
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