BizPortals 365 for Project Management

Simple to Use

Simple, easy-to-use and navigate. Plus a consolidated view of your projects.

Pre-built Functionality

Inbuilt modules and lists that make it easy to create, maintain, and search project related information.

Move Projects Forward

Keeps team members informed, up-to-date, and on the same page. Track and move projects forward from start to finish.

Projects at a Glance

- ✓ Create and manage multiple projects from the Project Workspace
- ✓ Quickly view status of all projects and those that you assigned to
- ✓ Search for projects by their name, by manager or lead, or by time period
- ✓ Manage large projects by creating sub-projects under it

4
Total Projects

0
Completed Projects

2
Projects In Progress

Recent Projects

Sales Conference Prep Not Started
📅 03/23/2017 👤 Ben Walters

New Websites Not Started
📅 04/02/2017 👤 Isaiah Langer

Financial Management In Progress
📅 02/23/2017 👤 Isaiah Langer

Select Project By

☐ **Manager** [Projects Manager]
☐ **Lead** [Projects Lead]
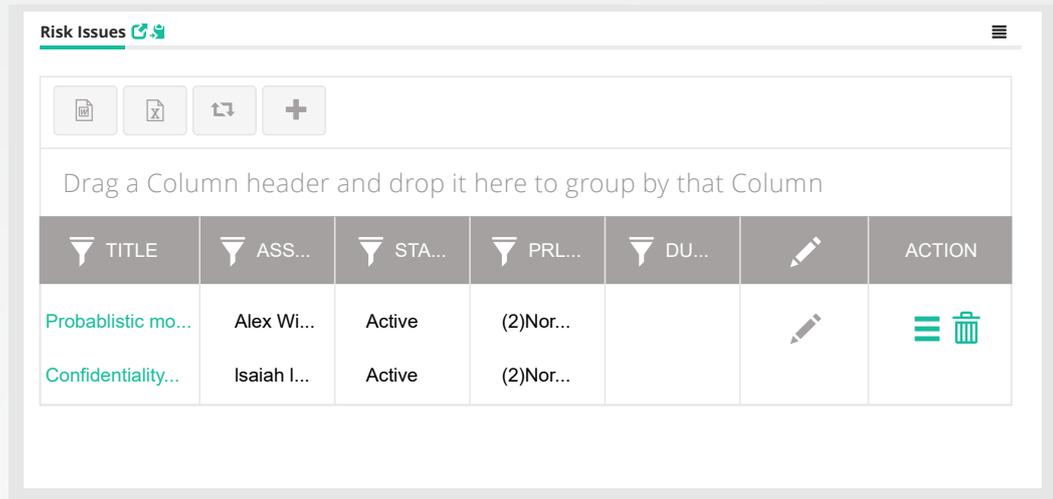☐ **Period**
  ○ Last 6 months
  ○ Current year

Discussions

Use the discussion feature to have focused conversations with team members about a project, topic, or task or to get updates and feedback without having to create email clutter.

Discussions

Team Dinner
Hello, the team dinner is scheduled for next Thursday (6th).can everybody vote on where we should go.?
Choices are: Bjs, D&Bs The Thumbler

👤 by Alex wilber 🕐 Mar 27,2017 💬 0 Replies

Incomplete Tasks
Alex, two of your tasks that are overdue haven't even begun yet. want to explain?

👤 by Isaiah Langer 🕐 Mar 23,2017 💬 1 Replies

Contact: bizinfo@bizportals.com

Issue Management

Manage your project risks and issues with the built-in issues list, which is easy to create and maintain. Inline editing makes creating and modifying items easy, saving time.
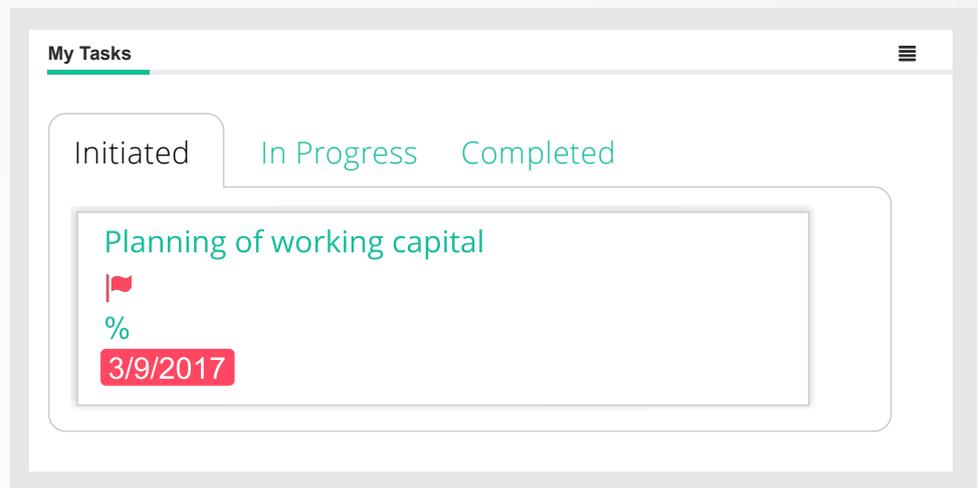
Risk Issues

Drag a Column header and drop it here to group by that Column

TITLE	ASS...	STA...	PRI...	DU...	✏	ACTION
Probablistic mo...	Alex Wi...	Active	(2)Nor...		✏	☰ 🗑
Confidentiality...	Isaiah I...	Active	(2)Nor...			

Task Management

- ✓ Easily create tasks and assign them to yourself or to other team members
- ✓ Filter your tasks based on their status, due date, priority and assignees
- ✓ Move and copy tasks between projects, create a list of action or backlog items, and export lists into an Excel spreadsheet
- ✓ Quickly and easily see your tasks on the home page

My Tasks

Initiated   In Progress   Completed

Planning of working capital
🚩
%
3/9/2017

Governance

Set and customize security level for each project. A project can either inherit its user permissions or you can assign users with different levels of access.

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More Project Management Features
on BizPortals 365

Team Sites

Create different sites for your teams and departments to promote focused teamwork or collaboration across teams.

Document Library

Have a dedicated document library for each project where all project related documents can be stored, shared, and versioned to help your teams be more organized and focused.

Calendars

Maintain events and major deliverables for projects and teams in Calendars so that all team members can know what's happening across your company or organization.

Notifications

Be notified and aware of new tasks, changes in projects, and updates to documents so you don't miss a thing.

Custom Lists

Create and customize lists to include all aspects of collaboration such as budgeting, meeting notes and requirements

Learn more about how BizPortals 365 can help your project management needs and start using BizPortals 365 today by visiting intranet.bizportals365.com

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