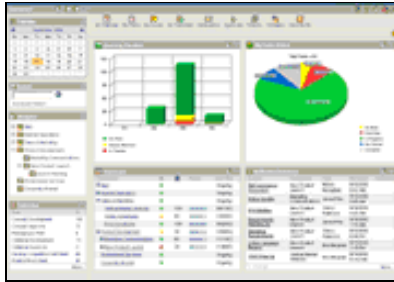


## Project Manager

The Project Manager module provides a rich set of functionality for project management, collaboration, reporting and business process management to ensure that corporate best practices and methodologies are adhered to, optimal plans are produced, communication barriers are eliminated and projects are executed with precision.

### Execute Projects with Control and Predictability

Badly executed projects are expensive in terms of money, credibility and employee morale. The Project Manager module of the Clarity system provides enterprise program and project planning, estimating, budgeting, resource allocation, collaboration, and time capture to help companies deliver project portfolios efficiently and flawlessly.



### Key Benefits of Project Manager:

- Robust collaboration features improve communication for better project planning and coordination.
- Powerful workflow cuts down on administrative burdens by automating routine tasks. Workflow status indicators and project dashboards help eliminate bottlenecks by notifying managers where things are in their processes.
- **Online tracking of Purchase Orders**
- **Exchange of project documents**
- **Access drawings and quality plan**
- **Raise technical queries**
- **Request for service support**
- **Rapid to deploy**
- **Easy to use**
- **Executive Portfolio and Project Dashboards**
- **Microsoft Project Integration**
- **Suitable for all projects types (IT, Services, Six Sigma, Operations, Marketing, etc)**

Project Manager holds the key to ensuring that corporate best practices and methodologies are adhered to, optimal plans are produced, communication barriers are eliminated and projects are executed with precision.



### Execute Projects with Control and Predictability

A project badly planned or estimated can adversely affect results, deliverables, organisational costs, credibility with customers and employee morale. The Project Manager module of the Clarity™ system provides project planning, estimating, budgeting, resource allocation and time capture to ensure that corporate best practices and methodologies are adhered to, optimal plans are produced, communication barriers are eliminated and projects are executed with precision.

### Create the Right Project Plan

All project plans facilitate collaboration, including threaded discussions and document management, as well as time tracking at the project or task level. Plans can also include tasks, Work Breakdown Structure (WBS) hierarchies, estimates, dependencies, deliverables and staff assignments. Resource and cost accounting activities associated with a project are fully integrated, allowing for seamless management throughout the project lifecycle.

### Build Project Plans from Best Practice Methodologies

Rather than starting from scratch, project managers can build project plans from pre-defined methodologies created in the Author module of the Clarity system. Answering project profile questions defined in the methodology automatically creates key tasks and milestones or a complete WBS, including deliverables and recommendations defined from the organisation's best practice methods.

## IT Products

### Contact Manager

- Unlimited Group's / Folders
- MS Outlook integrateable (optional)
- Process Activator (default)
- Access Control (user/group)

### Records Manager

- Version Manager
- Customisable to each client process
- Revision History & Log
- Process Activator (optional)
- Access Control (user/group)

### Online site Manager

- Online Web Editor
- Online Menu Manager
- Site Backup
- Release History & Log
- Process Activator (optional)

### Quick Project Management

- Bar Chart
- Time Recorder
- Process Activator (optional)
- Access Control (user/group)

### Document Automation System (DAS Manager)

- Customisable to all standards (default\_ISO:9000-2000)
- Access Control (user/group MR/Group MR)
- Revision Request
- Release History & Log
- Obsolete Doc/set
- Process Activator (default)
- Propriety Data Encrypt & Compressor (default)

(Optional Related Software's)

### Audit Manager

### Corrective and Preventive Manager

### Integrated CRM & SFA

- Calendar
- To do
- Dashboard
- Request Tracking (Help-Desk Support)
- Acronyms
- News & Events

## Use Templates and Workflows to Build Phase Gate Projects

Project templates can be used to expedite project creation and re-use previous work. Templates can use workflow to provide a model phase gate process. As each gate is passed, the workflow automatically copies the next set of tasks, documents, roles, budgets and forms from the template into the project, creating all of the underlying items necessary to complete the current phase.

In addition to building projects on demand, workflow can automate many project management tasks, including timesheet notification and approval, budget and forecast updates, action item assignment, resource allocation, as well as document routing and approval. Using the graphical workflow status indicator, project managers can easily track where an item is in the process, both to facilitate the removal of bottlenecks and to measure cycle time for continuous improvement.

## Schedule and Staff Projects Effectively

Project Manager includes scheduling to establish dates for key tasks and milestones, for managing project and resource calendars, and to group multiple sub-projects into programmes for schedule roll-up, all within the web-native Clarity environment. For advanced scheduling and baselining, Project Manager allows users to use either the Workbench module in the Clarity system or Microsoft Project.

Once a project is created in Project Manager, it can be staffed quickly by searching for resources by name or role. For advanced searching by skill set and resource pool, and for evaluating overall resource capacity and demand, managers can access the functionality in the Clarity Resource Planner module.

## Track and Analyse Time

Project Manager allows enterprises to track and analyse costs for the work people do and determine the estimated time to completion. Timesheet functionality enables individuals to record time and resource usage on the projects to which they are assigned. Once a timesheet is submitted, users with time approval rights can review the timesheet for accuracy and completeness before approving it.

## Improve Budgeting and Forecasting

The budgeting and forecasting features in Project Manager offer tools to plan, track and analyse the financial performance of initiatives. Project managers can create budgets and update forecasts at the summary or detail level, including labour, expense, materials and equipment categories. As the project progresses, forecasts are updated, providing a real-time view into the project completion percentage for financial analysis and charge-back allocations.

## Capture the Right Information

Project Manager is easily adapted to the unique needs of each organisation. The eXtensible Data Model (XDM) in Project Manager provides a means of delivering best practice documents and forms, such as project contracts, team charters, and risk assessments. To further tailor Project Manager, users can access the PowerMods™ functionality in Clarity Studio to add and arrange custom fields.

## Effectively Manage Programmes

Project Manager provides users with the ability to create and manage at the programme level, providing top-down budgeting and forecasting, as well as bottom-up risk, status, cost and schedule reporting for constituent sub-projects. From programme-level reports and dashboards, users can drill directly into the sub-project details.

## Access Enterprise Services for Collaboration, Reporting and Integration

The collaboration functionality in Clarity allows project teams to share knowledge, manage documents and resolve issues. Project managers can easily create collaboration environments so teams can share information in one location instead of tracking down information scattered across the enterprise.

Project Manager also accesses the enterprise business intelligence services provided in Clarity. Standard and custom reports, as well as portlets and dashboards, provide powerful insight into the data, giving team members, managers and executive sponsors the critical information to assess the status of their initiatives.

Project Manager uses the Organisational Breakdown Structure (OBS) service to allow customers to define their own hierarchical structures, such as by division, geography or resource pool, and then organise information and provide access accordingly. This feature automatically rolls-up data based on the OBS.

## HR Manager

- Customisable to all industry standards
- Process Activator (default)
- Access Control (user/group)

(Optional Related Software's)

## Competence Manager

- Competence Profile
- GAP Analysis
- Training Schedules / Calendar
- Training Records

## Evaluation Tools

- Employee Survey
- Customer Survey
- Online Quiz

## Inventory & Accounting System (FastTally)

- Customisable to all industry standards
- 100% web based multi-company unlimited year.
- All activities integrated
- Low maintenance
- User definable fields
- Cutting edge Solutions
- Process Activator (default)
- Access Control (user/group)

## IT Services

### Customized Software Design & Development

### E-Commerce

### CRM & SFA Consulting

### ERP Consulting

### Software Implementation & Support

### Training