

# CONSTRUCTION PROJECT MANAGEMENT



## Features Overview

ProjectTeam is a **fast, easy-to-use, and highly customizable** project management system for owners, architects, engineers and contractors.

### THE BASICS

#### ✔ Project Documents and Field Management

With ProjectTeam, quickly create RFIs, submittals, drawings, punch lists, field reports, and more, then share them with other users on your team, or keep them private. If you want to share documents with other parties not currently using the system, it's easy to engage them using their e-mail address.

#### ✔ Contract and Change Management

Manage all your construction contracts in one cloud-based location so you can access them whenever and wherever you need them. Then create change orders and payment applications against your various contracts. Easily track project costs, balance to completion, materials received to date, and work completed to date.

#### ✔ File Management and Version Control

Upload your project files, photos, drawings, models, reports, schedules, spreadsheets, and bid documents so that the information is available wherever you go. When you use ProjectTeam, a complete version history of every file is maintained, so you can track who's viewed or downloaded each version.

#### ✔ Email Management and Activity Notifications

Activity feeds and e-mail notifications keep you up-to-date on all of your projects within ProjectTeam. You'll receive updates on document changes, newly shared information, action items assigned to you, and more. Every notification has a quick link back to the system to keep your project information organized.

### BENEFITS

#### Work better, together

Connect with other companies on your project and selectively share information. Bring on unlimited collaborators to keep everyone involved.

#### Track anything, anywhere

Easily create project documents from your desktop, tablet or phone. There are no limits to the amount of custom forms and fields you can create.

#### Make better, faster decisions

Track everything on your project and then create detailed reports and dashboards to help make better decisions.

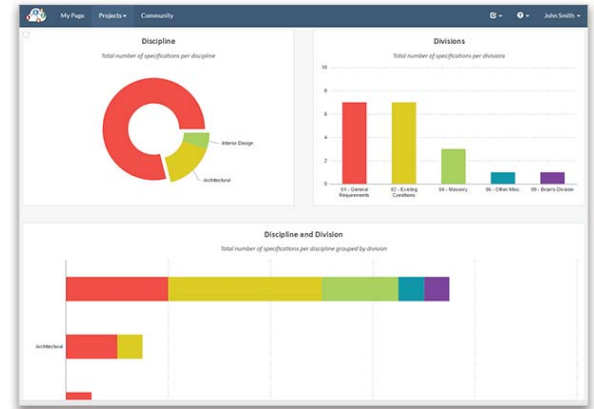
## OUR DIFFERENTIATORS

### ★ Custom Forms and Fields

No two companies are the same and each has unique requirements for tracking information. With ProjectTeam, you can create custom forms or add custom fields to any form. Customizing ProjectTeam is simple to do for any user with no advanced expertise required.

### ★ Reports & Dashboards

ProjectTeam specializes in reports and dashboards so that you can quickly get an overview of how everything on your project is doing at any point. Each project has a robust set of system reports available by default but you can also create your own custom reports in minutes.



### ★ Visual Workflow

Easily create workflows for any of your forms (including all custom forms) to ensure that every person on your project is accountable to move a process towards completion. The workflows show up as simple to understand visual diagrams on your forms helping to remove bottlenecks and ensure defined processes are being followed.

### ★ Company Connect

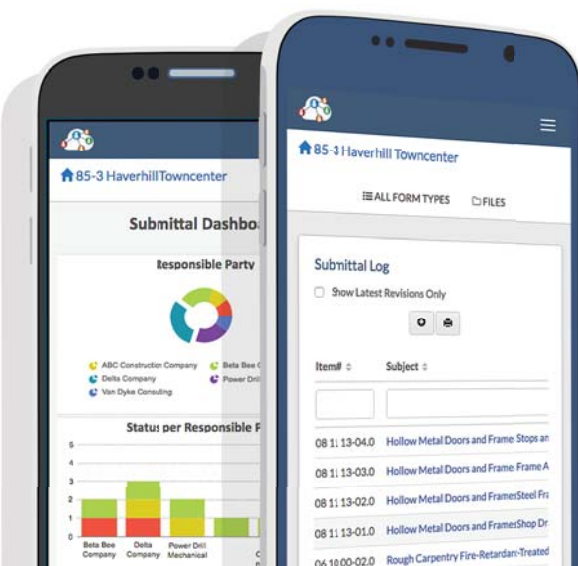
As a user of ProjectTeam, you can easily search for other companies using the system's company directory and send them "invitations to connect" on your project. They'll have the opportunity to accept or decline your invitation. If accepted, you'll be connected and ready to share project information.

### ★ Sharing

Sharing information is at the heart of ProjectTeam. You can create project forms or files, then easily share records with other team members. Instead of entering information into a system controlled by another company, maintain records the way you want. No one will ever be able to take away information that's been shared to you.

### ★ Social Collaboration

By using powerful collaboration tools built into ProjectTeam, you'll solve issues faster by unlocking the collective knowledge of your entire project team. Easily communicate with other team members and stay engaged through activity feeds and comments. Create and build communities to share common goals and increase business value by leveraging resources.



### ★ Cloud Technology

ProjectTeam is built on modern cloud technologies. That means there is no software to download, updates or patches to deploy or physical computer hardware to manage. Users from all over the world can simply and conveniently connect to the system using any popular internet browser or connected device (desktop, laptop, tablet, or phone).

### ★ Full Mobility

Take your project with you wherever you go. The entire application of ProjectTeam works on devices such as desktops, laptops, tablets and even smartphones. Our product is responsive, so it recognizes your device (and browser) and provides you with an optimal interaction experience.