

Agile Project and Task Management

Agiloft helps your team collaborate more effectively to keep your projects on track, on budget, and on time.

Agiloft's Project and Task Management application is a highly configurable and versatile framework for managing even the most complex workflows. With a robust workflow editor, customizable business rules, and flexible task templates, Agiloft has everything you need to automate and manage any type of project or task series.

A New Kind of Management

Agiloft extends beyond Project and Task Management to include integrated applications for Asset Management, Change Requests, Workflow, Bug Tracking, Contract Management and more, *with no per-module cost*. So you can manage every aspect of your operations in a single consolidated system.

Agiloft allows you to easily configure and customize tables, business rules, approval workflows, permissions and more to suit your particular needs. From standard internal workflows to complex client projects, Agiloft helps your team collaborate more effectively to keep your projects on track, on budget, and on time.

Understand Your Workflows

From standard internal task workflows to complex client projects, Agiloft helps your team collaborate more effectively to keep your projects on track, on budget, and on time.

Integrated Time Tracking allows you to track billable and non-billable employee hours by client, project, task, or ticket to easily invoice clients, manage human resources, and keep projects on schedule.

Benefits

- **Improve efficiency and consistency** by standardizing frequently executed workflows such as new employee, partner, or customer onboarding.
- **Keep projects on track** with automatic task assignment and alerts of upcoming deadlines, missed milestones or deliverables.
- **Improve communication among remote teams** with a system that can be accessed anytime, anywhere by team members around the world, with multi-language support.
- **Monitor resource allocation** with built-in time tracking, customizable task assignment, and linked asset management.
- **Gain visibility** into project bottlenecks and planned vs. actual performance with customizable reports and dashboards.

Everything Your Organization Needs

Consolidate
operations under a
single framework
that adapts to
evolving business
needs without the
need for custom
code.

Agiloft provides the complete package for a comprehensive Project & Task Management solution:

The graphical workflow editor controls status and state transitions and can trigger the creation of task templates or approval workflows as needed for each project type.

Configurable business rules can validate data, trigger event- or time-based notifications, and update data in linked records or external systems. For example, rules can control task assignment and relationships, create new sub-tasks whenever certain conditions are met, and more.

Task templates can be applied to any project or workflow type, whether parallel or sequential. Required, optional, and ad hoc task types are all supported.

Email integration and dynamic hotlinks provide users with active notification of assigned tasks, approaching deadlines, and missed deliverables, plus the ability to instantly edit tasks and add comments by simply clicking a link in the email.

Time tracking allows you to track and manage billable and non-billable employee hours and overall project time to easily invoice clients and keep projects on schedule and within budget.

Fine-grained access permissions provide the security controls necessary for widespread use throughout your organization and allow you to give users exactly the access they need.

A fully customizable end user interface can be offered to users with the information organized the way that is best for each of your teams.

Charts, reports, and dashboards provide the insight and information you need, whenever and wherever you want it.

A full audit trail captures every change and event to provide a permanent record of sign-offs, delays, and costs.

For More Information

Contact Agiloft today at 1-888-727-2209 or visit our <http://www.agiloft.com/workflow-management.htm#project> page to learn more about Project and Task Management.



Agiloft, Inc.
460 Seaport Court, Suite 200
Redwood City, CA 94063
© Agiloft, Inc. 2015

About Agiloft

Over 2.5 million users at organizations ranging from small enterprises to U.S Government agencies and Fortune 100 companies depend on Agiloft's innovative applications for [Help Desk](#), [Contract Management](#), [Custom Workflow](#), and more. Agiloft specializes in automating processes that are too complex for competing vendors. Our best practice templates and agile technology ensure rapid deployment and a fully extensible system. For more information, visit <http://www.agiloft.com>.