

YOUR JOB TITLE

FUNCTIONS AND OUTCOMES WHEN USING PROJECT CENTER

DEPARTMENT HEAD

PROJECT MANAGER



DELIVER PROJECTS ON TIME AND WITHIN BUDGET



AVOID BLAME WHEN INNOCENT



SEARCH AND LEVERAGE FILES AND ATTACHMENTS



EMAIL MANAGEMENT



KEEP CLIENTS HAPPY, CREATE A QUALITY PRODUCT



TRACK AND LOG CRITICAL ACTIVITIES

OUR CUSTOMERS, YOUR PEERS

*What I like best about Project Center is it allows me to access different buckets of information that would normally be saved in different places, and it allows me to draw links between them all. To put this into context for you, I might be preparing a tender to go out to a contractor. I am allowed to leave the documents in Document Control, rather than handling it the old way of making a copy and putting it in a folder somewhere. I am able to have all my scopes in one area, and draw all this information together and package it as one parcel of information, distribute it to an internal or external team member. With Project Center I am able to see when that team member accessed it, the time, who accessed it, whether they downloaded all the files or just individual files, I am able to know with certainty what they have received. I have done that by linking information that resides in its purest form in its original location I am able to do all this by working within only one software application.*