

# Project Management

Streamline your project planning

Does your organization have to manage projects, such as migrating to another file server, building a network or training a new employee? TOPdesk's Project Management module helps you record and structure your projects. Make sure that everyone involved performs their tasks on time and create extensive reports on completed projects.

## The benefits of Project Management

- Structure project schedules
- Maintain overviews of current projects
- Link documents and meetings to projects
- Generate extensive reports
- Manage and assign the budget and time spent
- Make use of all standard TOPdesk functionalities, such as authorizations management, complete overviews, optional fields, selections and extensive search options



## Gantt charts

TOPdesk helps you stay on top of all project phases and the accompanying schedules with our clear graphical overviews. You can also assign dependencies; for instance, phase 1b cannot start until phase 1a has been completed.

You can also assign persons responsible and durations for each phase and sub phase within the project. Divide projects into several phases that you can then expand upon with activities. This helps you process and complete smaller components of larger projects separately.

TOPdesk's to-do lists display current activities, keeping your employees up to date on their assigned tasks.