singlepoint

Product Data Sheet

ProjectPoint from Syncronology combines the power of Microsoft Project™ with the visibility and ease of use of Singlepoint.

One common, comprehensive project management, task management and reporting workspace for you and your team.

Whether you are a manager of projects and / or people, or whether you are a user focusing on your own tasks and actions, ProjectPoint has got a comprehensive work area that lets you see and action your work quickly and logically.

ProjectPoint is built on our highly flexible Singlepoint Business Process Management Platform; we have designed what we feel is the complete project task workspace for you and your users, however, because of the BPM platform, we can modify this design as required.

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The Business Problem

Microsoft Project™ is the *de facto* software tool of choice for project managers and for anyone faced with the task of assembling tasks into stages and gateways, milestone and resource planning and so on. In our experience, however, many of our customers struggle to bridge the information gap between what should be happening as per the project plan, and what in reality is actually taking place. It's very common for such plans to easily fall out of sync with reality, which in turn tends to lead to project slip.

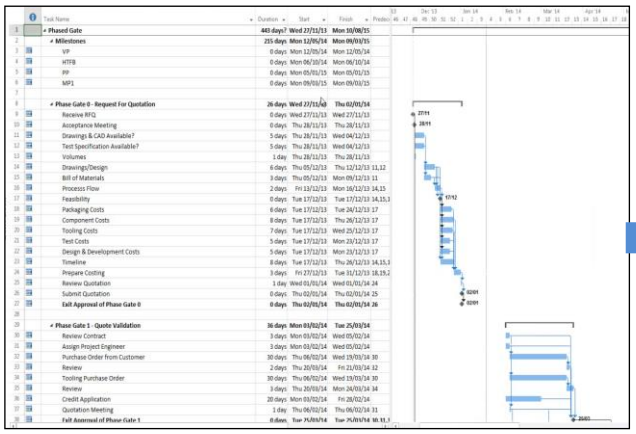
The Solution

For many years now, we have been delivering solutions to a variety of industries through our web based software tool, Singlepoint. One of the central philosophies of Singlepoint is that it provides a common, real-time, workplace for all of your people to see and work on events, tasks, documents and reports and in so doing creates an up-to-date 'one version of the truth' which is invaluable when it comes to making informed management decisions.

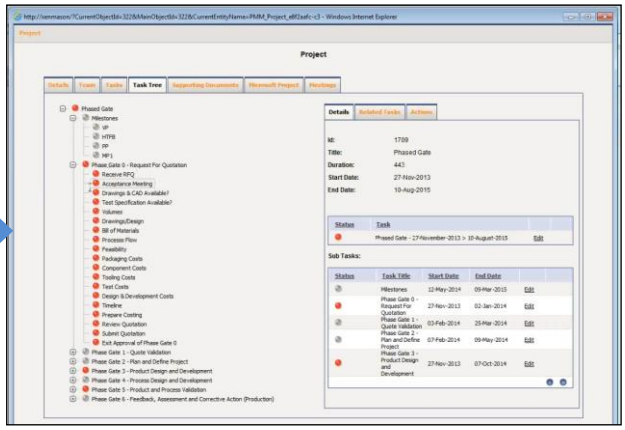
We have combined the power of these two software tools to bring you a solution to once-and-for-all solve the 'information gap' and to bring all of your people and all of your processes together in one seamless view and workspace. The result is an exciting Singlepoint module we call ProjectPoint.

Two-Way integration with Microsoft Project™

ProjectPoint has an independent option where everything happens in ProjectPoint (i.e. you don't *have* to use Microsoft Project™ if you don't want to) but if you do, you can import a .MPP file directly from Microsoft Project™. Simply browse from Singlepoint and select the required MS Project™ file and the import tool will automatically build the entire project and assign timelines, responsibilities etc.



Microsoft Project



ProjectPoint

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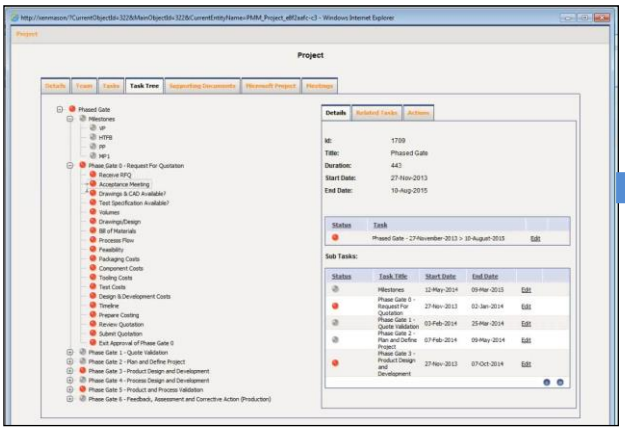
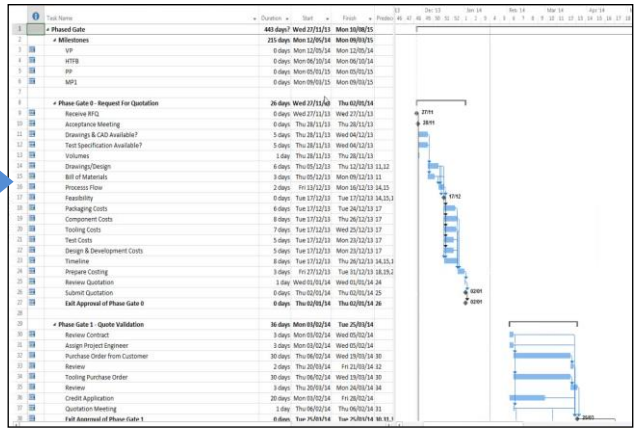
Once your project has been built in ProjectPoint and you have assigned the tasks to your team members, ProjectPoint effectively becomes the 'task engine', giving you and your users (controllable) global access to the project, tasks and actions as well as supporting documentation. Everything is in real-time, so running a report to establish current project status is just a couple of mouse clicks away.

What's really nice though, is that you can export projects from ProjectPoint back into Microsoft Project™ , complete with all of the updates you will have made, and any new tasks you've created in ProjectPoint.

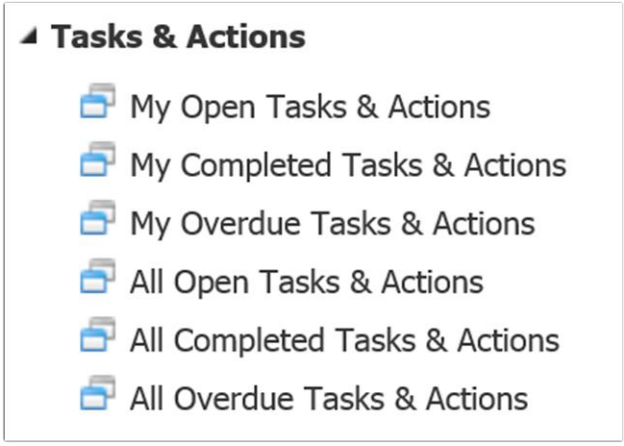
So, one very common scenario we envisage is that whilst ProjectPoint fulfills the role of being the task engine, the key planning activity can all still happen in Microsoft Project™. We can control this process and lock down who can change dates and timelines, and we can also set a base level of the version of Project™ to cater for the very common scenario within a business where different users have different versions of Project™.



ProjectPoint



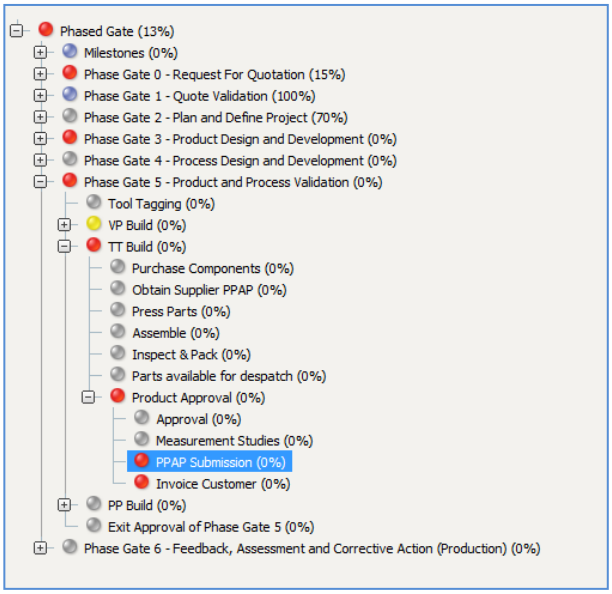
Microsoft Project

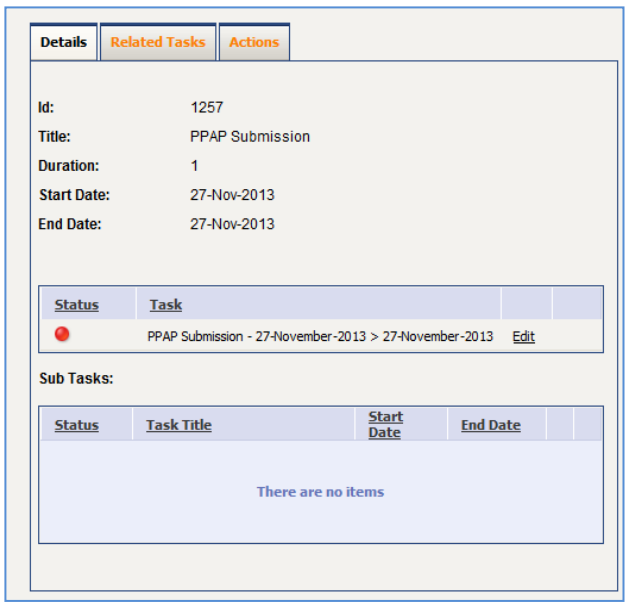


Quick views and customizable filters get you to your work fast.

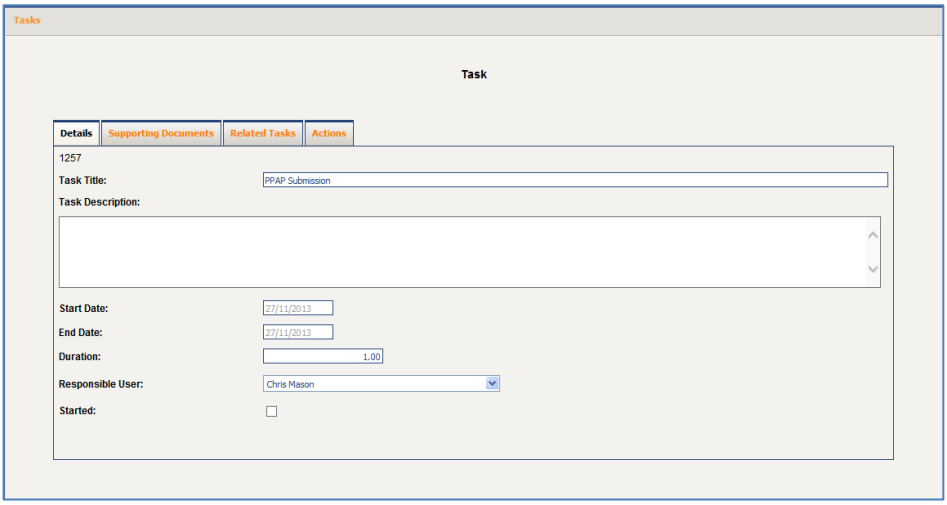
The main module display can be customised to suit your own needs, but the default layout is designed to help you quickly identify the exact type and location of work you want to tackle next.

ProjectPoint uses a simple but highly effective visual traffic light style status indication system. The meanings that the colours have are configurable but the defaults are RED for Overdue, YELLOW for Start Date Missed, GREEN for Completed, BLUE for Started and GREY for Start Not Due Yet. The worst underlying status bubbles up to the surface for quick and easy status reporting.





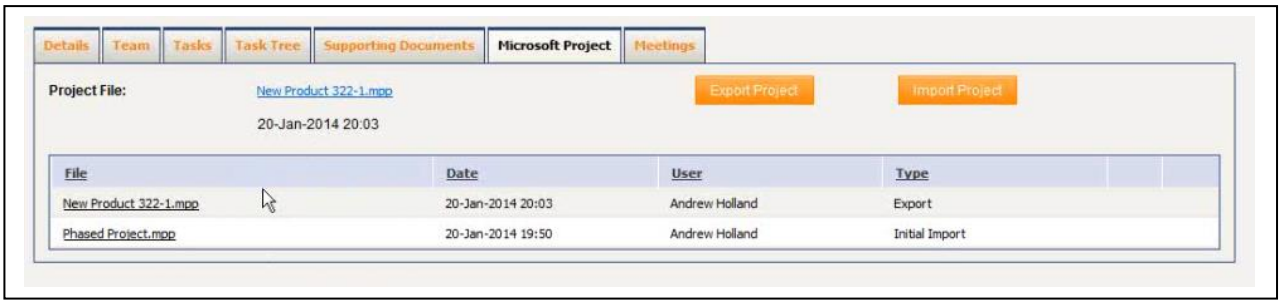
Under the Task Tree tab, the project hierarchy cascades downwards; clicking the plus sign naturally expands the next level. There are no limits to the number of levels of hierarchy you can work to; if you can do it in Project™ then you can do it in ProjectPoint. When an individual task is selected, the above right hand screen dynamically changes and presents the task information as shown.



Each task has its own mini-workspace where you can see its related tasks and also set 'Actions' (against users) that live within this task (see below).

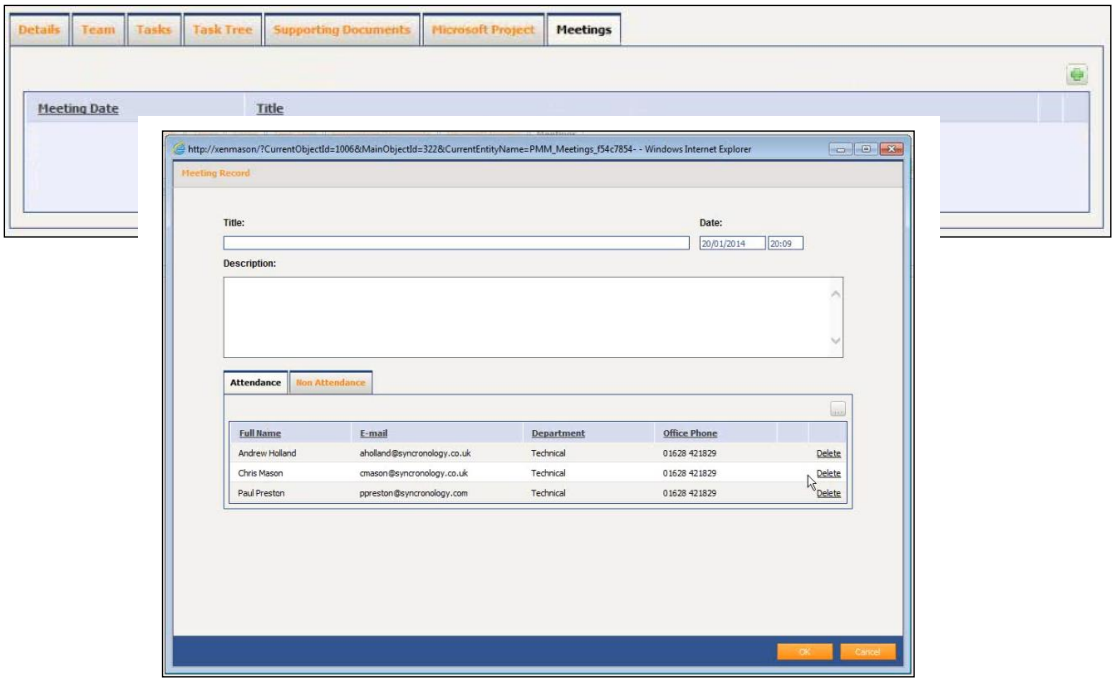
Exporting to MS Project™ from ProjectPoint

Every time you export a project from ProjectPoint into Microsoft Project™, ProjectPoint stores a history of the files exported along with dates and times to form a very useful project history. The most recent exported file is shown in blue below; clicking this link will automatically open the file in Project™ or in a Project™ viewer.



Project Meetings

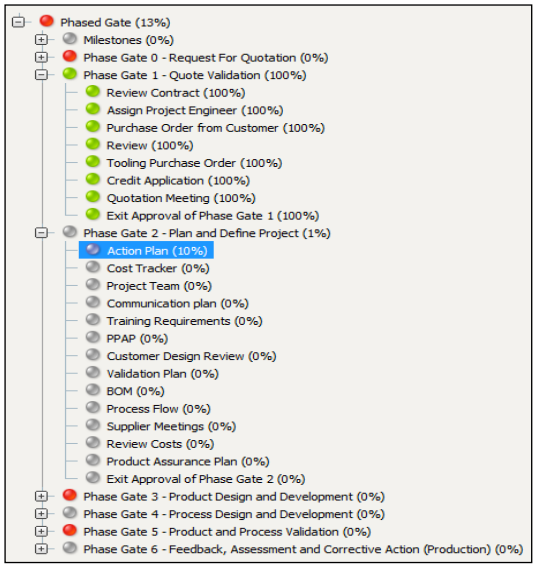
Regular meetings are an intrinsic part of a well-run project environment, but very often the items discussed and their minutes, along with any resulting tasks and actions, often get lost or are not properly communicated to those concerned. ProjectPoint gives a logical home to these items and helps you record attendees, upload minutes and add tasks and actions into your project plan.

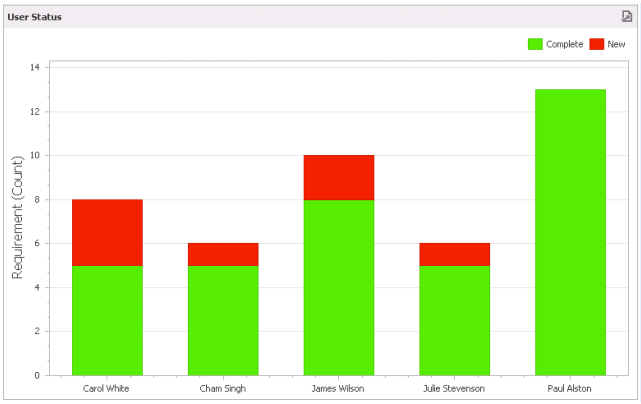
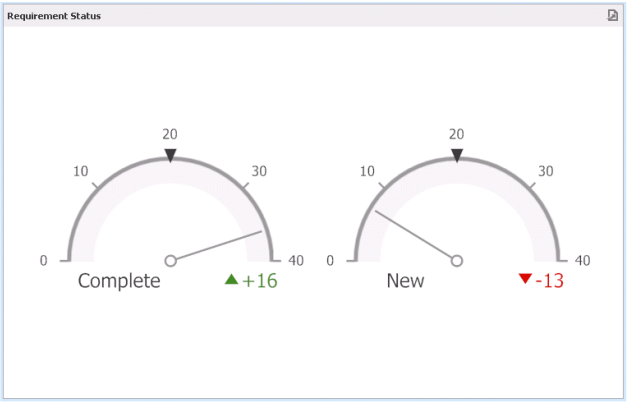


Supports the 'Percent Complete' feature

The 'Percent Complete' feature is a very popular and useful tool within Microsoft Project™ and we can support this concept in ProjectPoint and import and export this data to and from both applications.

The completion percentage of a Task is first calculated from any Actions the Tasks might have and then by any child Tasks. This data then travels up the tree to auto-calculate Tasks and Stages.



Fully integrated into Singlepoint Radar Dashboards

Radar is Singlepoint's own Dashboard reporting module, capable of real-time reporting on any data-point held in your project database, giving you instant access to project, phase and task status, outstanding tasks etc. 'sliced and diced' by any permutation of