



Smart Project, Task & Time Management!

"Overview"



ProWorkflow is a professional solution that adds value by helping your business to...

"Manage Projects, Tasks & Time"

Intuitive, Powerful, Web Based
Project, task & time management
with plans designed to suit all account sizes

"We can't really go on enough about how good ProWorkflow is. It has saved us time, money and paper and has actually allowed us to grow. We would be lost without it. The PWF team are fantastic to work with and they have quite a large number of clients on this system. Check it out!"

- Graham
Hairy Lemon Web Solutions.

"Congratulations on developing the only intuitive system for tracking projects and entering time on tasks at the project level. (I have reviewed 80 similar systems)"

- Brian
Insight Resources.

"We needed a solution for 20 staff. Proworkflow was the clear winner for our company. From the moment we started using this application, we have had increased productivity, better decision making, and accurate time estimation and tracking among other benefits. I've been spoilt - I couldn't live without it anymore!"

- Ashira
Delvinia Interactive.

Here's an Overview...

“ProWorkflow is a web-based Project Management & Time Tracking solution that helps increase business efficiency, managerial effectiveness & individual accountability.”

ProWorkflow's functionality has been developed through customer feedback; so of course the system delivers what the majority of users require within small to medium businesses, a highly effective tool. The solution is easy to implement and has a professional, intuitive interface.

The ProWorkflow solution has plans to suit many different business sizes. The top plan is a more comprehensive 'Advanced' solution developed to meet the requirements of corporate organizations from 50-1000+ users with multiple teams and divisions.

ProWorkflow is a solution that conquers the following common issues...

“I am losing money through ineffective time management. How can I manage my employee's workload and time effectively?”

ProWorkflow allows you to plan projects by entering related tasks with allocated times and a start and end date. This information is used to create a timeline that displays resource allocation over time. The timeline will highlight potential workflow issues and keep your projects on track.

“Are there ways to streamline our current Project Management Processes?”

Through effective time tracking and project planning, ProWorkflow can highlight areas in your business that need streamlining to help increase productivity as well as your bottom dollar.

“What is the best way to manage my geographically distributed team?”

ProWorkflow is a web-based solution. This means that if you have employees situated in external locations (different city/country) they can easily log in to see the projects or tasks they need to complete.

“I am always losing track of time that has been tracked against projects?”

ProWorkflow has an intuitive time tracking system. This system creates a timesheet, as well as logs time against tasks and calculates a total time summary for related projects. There is also a free downloadable desktop time tracker application.

“Project administration, quoting, invoicing etc are always such arduous tasks”

With ProWorkflow, project administration is made easy. Once the project is entered into the system (either as a quote or a current project), resource can be allocated. Time is then tracked and when the project is completed an invoice can be easily generated from this info. Invoices can be printed, PDF'd, Emailed or imported to Accounting applications (QuickBooks, XERO).

“My project reporting ability is virtually non-existent. We need to be able to measure and analyze our productivity.”

ProWorkflow uses info from projects to create reports displaying an overview of company and staff activity. In addition reports can be exported to PDF, CSV and XML for further analysis or graphing in external applications.

“It would be great to have a solution that works on both our MACs and PCs.”

ProWorkflow is accessed through an Internet connection, and has been developed to be compatible on both MAC and PC internet browsers.

Can my clients login to check progress or provide info?

Yes, easily. Your clients can login from anywhere. Having direct project communication with clients adds value and builds relationships.

Is there an easy way for my staff to track time?

Yes, they can download the free desktop time tracking widget. This is a really easy way to track time. The widget submits time back to the main ProWorkflow application.



The Benefits...

“ProWorkflow adds awesome productivity and value to service based tech and creative companies”

Increase Productivity in your Workplace!

ProWorkflow is a web-based solution, full of features, that is easily accessed from any location.

The solution helps to make the most of your company's time, by efficiently managing your workflow and allowing you to see the activity within your company in real-time. Managing time effectively within your company will help deliver projects on time, on budget and increase profits.

Simple to Implement and Easy to Use!

ProWorkflow is available as either a hosted subscription or code download, although we highly recommend the subscription accounts - these can be setup quickly by ProWorkflow staff - you'll be using ProWorkflow in no time at all!

The solution is so easy to integrate into daily operations. It is intuitive to use, it allows managers the ability to have a timeline and timesheet based overview of activity, and employees to see only what they need to, making managing their projects, tasks and time a breeze.

Every ProWorkflow solution includes a user manual and knowledgebase. Phone and email support are available.

When you subscribe, all you need is a web browser!

Solid Reporting, Measurement and Analysis!

ProWorkflow's reporting section gives you the freedom to produce reports on a particular project, client history, current work in progress, or staff performance. These reports also include invoice-ready information for projects.

If you're a small company without an accounting package, ProWorkflow is a great tool to use as you grow. Whether you are large or small, ProWorkflow's reporting allows you to measure and analyze key areas within your company, empowering your move to improve productivity and profits.

Stable Platform which can Grow as You do!

ProWorkflow is a stable web-based Cold Fusion application with an MS SQL database. The subscription accounts are held on high spec dedicated servers at www.fastservers.net in the USA. All backups and server maintenance is handled by ProActive.

There are many configurable settings that allow you to adapt the application to suit your company needs. If you have special requirements, we offer 'Contract' based subscription accounts that can be customized by our developers.

Affordable, yet Powerful Solution!

ProWorkflow is a powerful and proven solution, with potential to substantially increase your productivity, equalling to better quality, and faster delivery of your projects.

The 'off-the-shelf' solution has been designed for small to medium companies. It is however, a solid platform to integrate into larger firms. For less than a thousand dollars, you can have a tool that will save you tens of thousands.

A Feature Packed Solution...

PROJECTS MANAGER

- **Projects Page**
 - View Active Projects
 - Project Categories
 - Client Project Requests
 - Shows Overtime/Overdue
 - Import Projects
- **Project Archive**
 - Searchable Archive
 - Comprehensive Filtering
- **Project Details Page**
 - Project Description
 - Project Contacts
 - Detailed Project Report
 - Detailed Task Report
 - Project Tasks/Subtasks
 - Recurring Tasks
 - Project Resources (files)
 - Project Timeline
 - Time Summary
 - Project Invoices
 - Communication
 - Bookmarks
 - Shared notes
 - General Expenses

TASKS MANAGER

- **Tasks Page**
 - View Active Project Tasks
 - View Active GeneralTasks
 - Task Categories
 - Task Search

TIME MANAGER

- **Desktop Time Tracker**
 - Free Downloadable Widget
- **Calender Page**
 - Displays Project/Task Dates
 - Date Range Filtering
 - What's Coming Up
 - Calendar Events
- **Timeline Page**
 - Comprehensive Filtering
 - Gantt-Style Timeline
 - Shows Project/Task Dates
- **Timesheet Page**
 - Live Timesheet View
 - View Week
 - View Month
 - View Range

CONTACTS MANAGER

- **Contacts Page**
 - Company/Contact Views
 - Import Contacts
 - Export to XML/CSV
 - Printable Contact Details
 - Contact Categories
 - Contact Search
 - Quick Email

NOTES MANAGER

- **Notes Page**
 - Note Categories
 - Searchable Notes

QUOTES MANAGER (Optional)

- **Quotes Page**
 - Current Quotes List
 - Multiple Quote Types
 - Email Quotes
 - Export to PDF, CSV, XML
 - Quote Settings

INVOICE MANAGER (Optional)

- **Invoice Page**
 - Current Invoices List
 - Multiple Invoice Types
 - Date Range Invoices
 - Email Invoices
 - Export to PDF, CSV, XML
 - Invoice Settings
 - Integration: QB, XERO

REPORTS MANAGER

- **Reports Page**
 - Resource Reports
 - Individual Project Reports
 - General Project Reports
 - Task Reports
 - People Reports
 - Export to PDF, CSV, XML
 - Custom Reports Builder

MISC ITEMS

- Auto/Manual Time Tracker
- Personal Summary Page
- Client Login Area
- Contractor Login Area
- User switcher
- Audit Log
- Onscreen/RSS Alerts

PERSONAL SETTINGS

- Own Time/Date Adjustment
- Default Start Page
- Home Page Image
- Filtered View Settings
- Default Record View
- Default Sort Order
- Default Calendar Settings

APPLICATION SETTINGS

- Task Templates
- Look'n'Feel Settings
- Colour Schemes
- Auto Numbering
- File Space Manager
- Default Project Settings
- Download your Database
- Allocated Time Dropdowns
- Categories Editor
- User Permissions
- Staff logins
- Client logins
- Contractor logins
- File Space Manager
- Email Alerts Settings
- Email Alerts Builder
- And More...

DEVELOPER SETTINGS

- Time/Date Adjustment
- Date Formats
- Currency Options
- login Form Code
- And More...

With Great Plans...

PLAN DETAILS (Professional)

- Email/Phone Support
- 128bit HTTPS Security
- 4x Daily Backups
- Customizable (On Contract Only)
- Full Data Ownership
- Live Knowledgebase

LIMITATIONS

- Staff Logins (Based on License)
- Unlimited Client Logins
- Unlimited Contractor Logins
- Unlimited Projects
- Unlimited Tasks

PRICING (Subscription)

- Server: Shared Server
- Staff Licenses (per user): \$20p/m
- File Space Included: 1Gb
- Extra File Space: \$200p/m for 5Gb
- Setup: Free
- Upgrades: Automatic

MISC ITEMS

- Dedicated Server: \$1000p/m
- Development rate: \$150p/h

OTHER PLANS

- Standard - \$10p/m (Per User)
- Advanced - \$30p/m (Per User)

Projects Manager :: Projects Page

Search in: [] for: [] [Search] [Reset] All Categories: [closed] Time: [show]

ID	Title	Client	Status	Due	Project Manager
00471	Big Home Project	abod	04/13/2007	04/22/2007	Frank Smith
00472	American Student Design	abod	-	-	Frank Smith
00473	Coke Media Promo	abod	-	-	Frank Smith
00463	Fizzy Drink Internet Branding	ClientCo Inc (SAMP)	-	-	Frank Smith
00464	Grothouse Web Development	ClientCo Inc (SAMP)	02/16/2007	02/23/2007	Frank Smith
00456	Microdose Annual Report	ClientCo Inc (SAMP)	-	-	Frank Smith
00465	Miles Website Redesign	ClientCo Inc (SAMP)	-	-	Frank Smith
00456	ProActive Email Design	ClientCo Inc (SAMP)	01/23/2007	04/01/2007	Frank Smith
00430	Red Mountain Website Design	ClientCo Inc (SAMP)	-	-	Frank Smith
00474	Whole Shark Restaurant Brochure	abod	-	-	Frank Smith

Tasks Manager :: Tasks Page

Search in: [Task Name] for: [] [Search] [Reset] All Categories: [closed] Time: [show]

Task Name	Status	Client	Assigned To	Due Date	Time Spent
00463 - test 456	Active	ClientCo Inc (SAMP)	Frank Smith	02/02/2007	0:00
00463 - test 456	Active	ClientCo Inc (SAMP)	Frank Smith	02/02/2007	0:00
00463 - test 456	Active	ClientCo Inc (SAMP)	Frank Smith	02/02/2007	0:00
00463 - test 456	Active	ClientCo Inc (SAMP)	Frank Smith	02/02/2007	0:00
00463 - test 456	Active	ClientCo Inc (SAMP)	Frank Smith	02/02/2007	0:00
00463 - test 456	Active	ClientCo Inc (SAMP)	Frank Smith	02/02/2007	0:00
00463 - test 456	Active	ClientCo Inc (SAMP)	Frank Smith	02/02/2007	0:00
00463 - test 456	Active	ClientCo Inc (SAMP)	Frank Smith	02/02/2007	0:00
00463 - test 456	Active	ClientCo Inc (SAMP)	Frank Smith	02/02/2007	0:00
00463 - test 456	Active	ClientCo Inc (SAMP)	Frank Smith	02/02/2007	0:00

Projects Manager :: Project Details

Change Project: [Project List]

Title: Fizzy Drink Internal Branding

Client: ClientCo Inc (SAMP)
Project Number: 00463
Project Manager: Frank Smith

Status: Active
Started: 04/11/2007
Date Due: 04/30/2007
Completed: -
Quote: \$15,200.00
Invoiced: \$0.00
Expenses: \$120.00
Time Allocated: 50:00
Time Spent: 0:00

Description
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Project Tasks

Task Name	Est.	Priority	Start Date	Date Due	Time
Initial Project Brief	0.0	3	01/03/2007	01/04/2007	0:00
Project Visuals	1.0	3	01/09/2007	02/21/2007	0:00
Branding and Graphics	1.0	3	01/09/2007	02/21/2007	0:00
Logo Design	1.2	3	01/14/2007	02/21/2007	0:00
Brochure Design	1.3	3	01/20/2007	04/23/2007	0:00
Production & Progress	3.0	3	02/17/2007	02/19/2007	0:00
Client Approval	4.0	3	02/25/2007	02/28/2007	0:00

Project Timeline
The timeline is currently hidden. [Click here](#) to display the project timeline.

Resources

Filename	Size	Last Modified
Project_Proposal_Doc.doc	24.0 k	04/19/2007

Communication

To: Frank Smith From: Frank Smith Date Posted: 04/19/2007
RE: Designs good - nearly done!
 I should be ready to send the visual through about Friday. I'll get the visual laminated and mounted on board. Do you need the website started?

To: Julian Stone From: Frank Smith Date Posted: 04/19/2007
RE: Hows the design going?
 The meeting is in a couple of week. Have you got the material ready to send yet?

03:19

TRACKED: 00:57 ALLOCATED: 00:00

SubTask Tool

Click the timer to start tracking time against the task.
Click again when you've completed the task.
Click the "S" icon to add a time line description.

ADD MANUAL TIME RECORD

Use: [Time Spent] [Date Entered]

Started: 19 apr 2007

Time Spent: 0:00

Notes:

TIME SPENT TO DATE

Date	Time Spent	Description
04/11/2007	2:00 hrs	Meeting with client at office.
04/13/2007	3:00 hrs	Working on visuals.
04/15/2007	5:00 hrs	Client visuals sent. Approved.
04/17/2007	2:13 hrs	2nd Client meeting to discuss budget.
04/19/2007	1:03 hrs	Final design sent to printers.
Total:	13:16 hrs	

Time Manager - Gantt Chart

Contacts Manager - Contact List

Reports - General Project Report Summary

“Discover just how easy ProWorkflow is to use!”

Try a **FREE Trial Account!** – Add some sample clients, projects and tasks.
Use it in your day to day workflow and see how easy it is to increase productivity!

www.proworkflow.com

“Get in touch today!”

- Your team will love you for it!

Email Contacts...

Sales / Enquiries: sales@proworkflow.com
Technical Support: support@proworkflow.com

Voice Contacts...

Office Ph (US): **+1 (302) 261 5711**
Office Ph (NZ): **+64 3 347 3221** (New Zealand, GMT+12)

Location...

Company: **ProActive Software Ltd**
Website: www.proworkflow.com

Other Websites: www.proactivesoftware.com
www.proworkflowblog.com
www.julian101.com

Servers: Located at Fastservers.net. Fremont, California
Postal/Sales/Support: Christchurch, New Zealand
Office Hours: 8am - 5pm (New Zealand, Pacific Time - GMT+12)

Useful Links...

Misc Information

Overview: http://www.proworkflow.com/PWF_PRO_overview.cfm
Requirements: http://www.proworkflow.com/PWF_subscription_requirements.cfm
Trial Accounts: http://www.proworkflow.com/PWF_assistance_privateDemo.cfm

Subscription Plans/Pricing

Plans Summary: http://www.proworkflow.com/PWF_PRO_plansSummary.cfm
Feature Comparison: http://www.proworkflow.com/PWF_PRO_featureComparison.cfm
Pricing Calculator: http://www.proworkflow.com/PWF_PRO_pricingCalculator.cfm
About Subscriptions: http://www.proworkflow.com/PWF_subscription.cfm
Purchase Code: http://www.proworkflow.com/PWF_download.cfm