i-Manage

iTraining expert.com
corporate training and consultancy
www.iTrainingExpert.com

i-Manage

Integrated Document and Project Management Solution

Brought to you by iTrainingExpert.com with AgileWorks Consulting

What is i-Manage ?

- i-Manage is an Integrated Document and Project Management Solution
- It is a Web-based application with centralized database to ensure data integrity and easier management
- It brings the power of latest **Microsoft SharePoint 2013** technology to allow you to ***intelligently manage*** documents and projects to enhance collaboration and improve productivity
- i-Manage is specifically designed and developed for Small and Medium Enterprises (SMEs)

Why use i-Manage?

- i-Manage-Document Management allows you to manage your documents securely and productively. It's robust access control method is also very user friendly.
- i-Manage-Project Management allows you to manage your projects productively and successfully by making sure you have the up-to-date schedule, budget and issues progress reports at various levels.

i-Manage- Document Management
Key Features

- Robust permission control – know who has what access to which documents
- Document version control
- Protection against accidental deletion of important documents
- Document templates to ensure uniformity
- Automated notification for any changes that take place
- Fully integrated with MS-Office (Word, Excel & Powerpoint)

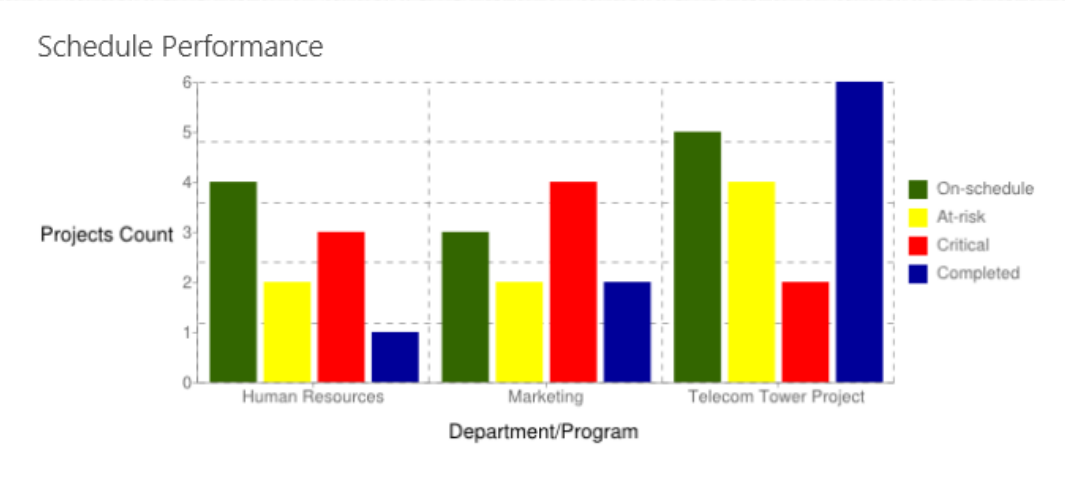
i-Manage-Project Management
Key Features

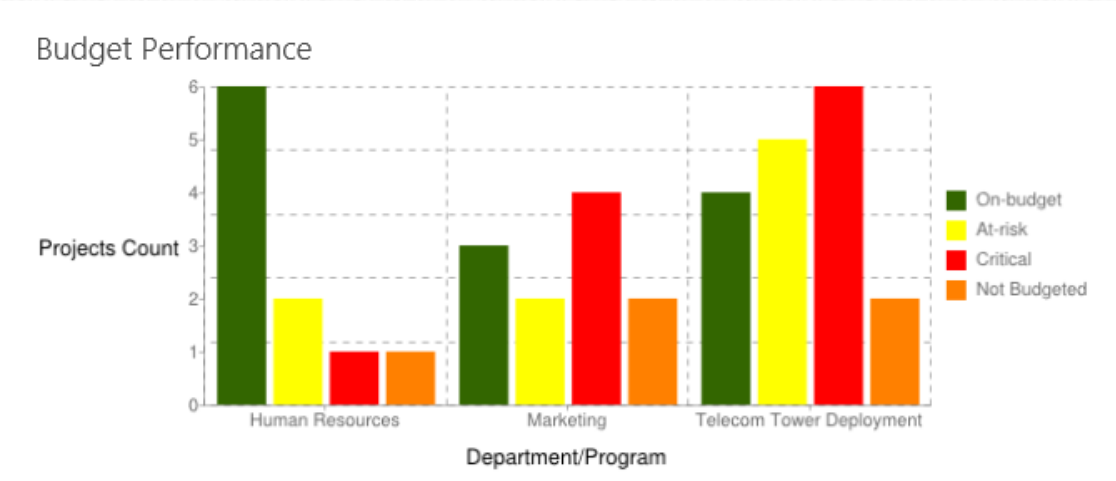
- Easy task assignments & tracking
- Automated project expense tracking
- Projects' schedule and budget status can be tracked at 3 levels (Executive, Program/Department Manager and Project Manager)
- Automated milestones tracker at project and program level
- Immediately identify problematic projects to focus on
- Fully integrated with MS-Project

Sample Reports

- The following reports are automatically generated
- It can be further customized to suit individual client's need

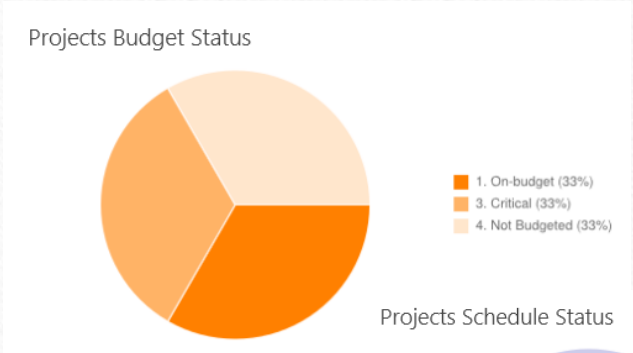
Executive Level Reports

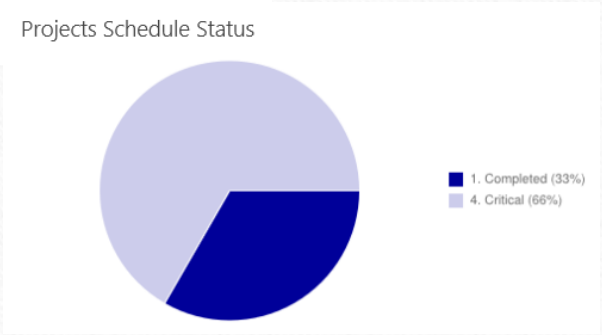




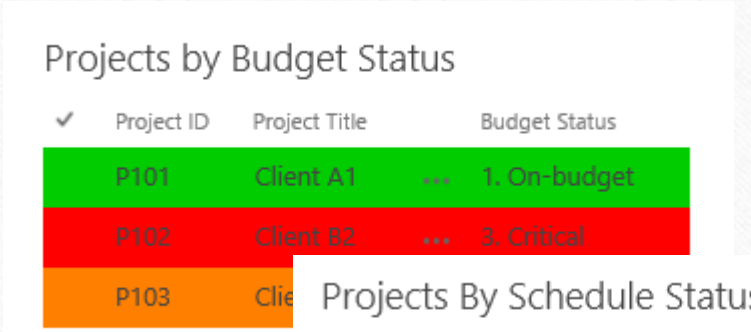
Department/Program Level Reports

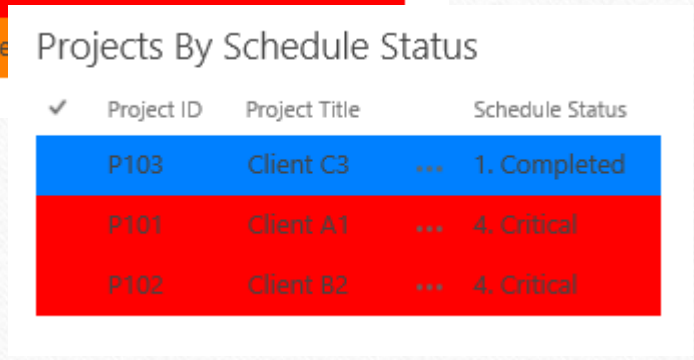
High level reports





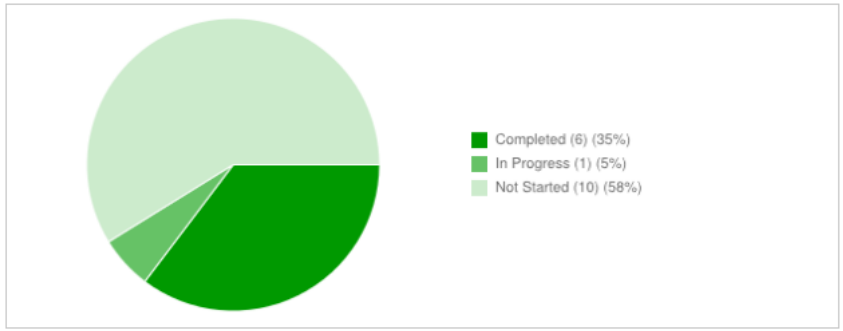
Detail reports



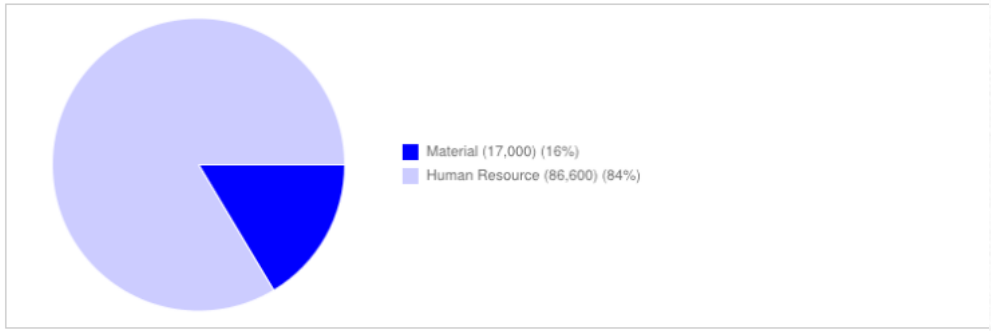


Project Level Reports

Schedule Status Summary

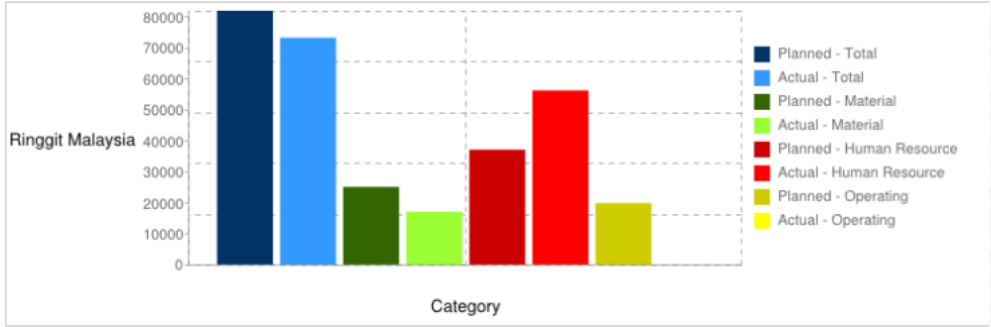


Spending Breakdown



Issues Summary

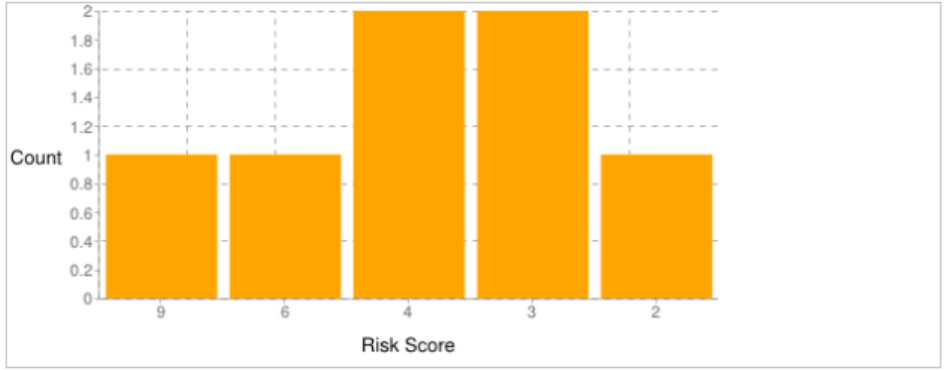
Budget Performance



www.iTrainingExpert.com

Project Level Reports ..*more*

Risks Summary



Project Expenses

Title	Expense Type	Expense Month	Expense Year	Amount	Budgeted
Stationery	Material	10	2014	RM5,000.00	Yes
Computer	Material	10	2014	RM12,000.00	Yes
IMANAGEDEV\hradmin1	Human Resource	8	2014	RM8,000.00	No
IMANAGEDEV\hradmin2	Human Resource	8	2014	RM22,500.00	No
IMANAGEDEV\hradmin2	Human Resource	9	2014	RM5,000.00	Yes
IMANAGEDEV\hradmin3	Human Resource	9	2014	RM7,200.00	Yes
IMANAGEDEV\hradmin1	Human Resource	9	2014	RM8,000.00	Yes
IMANAGEDEV\hradmin3	Human Resource	10	2014	RM5,400.00	Yes
IMANAGEDEV\hradmin2	Human Resource	10	2014	RM12,500.00	Yes
IMANAGEDEV\hradmin1	Human Resource	10	2014	RM18,000.00	Yes

For more demo and infomation:

- Please contact our IT faculty
- Email: info@iTrainingExpert.com
- Phone: +603- 8074 9056
- URL: www.iTrainingExpert.com

iTraining expert.com
corporate training and consultancy
www.iTrainingExpert.com