

## Solution brief

# Collaborate and Get Work Done

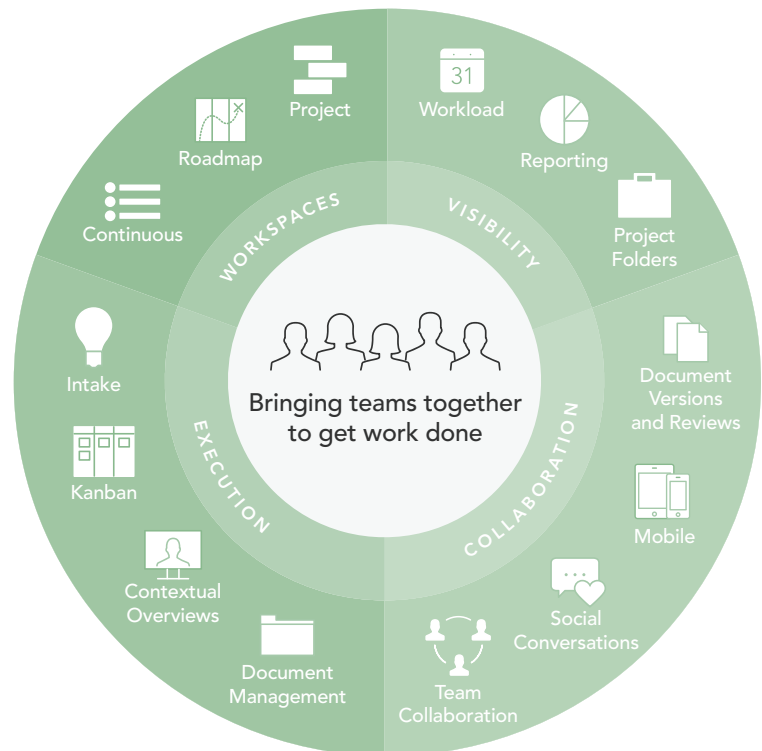
## Bring teams together to make work happen

Today, most of us are project managers. We pull together teams to complete a set of deliverables to achieve objectives and goals.

The problem is that few organizations have the right tools to support ‘accidental’ project managers. There are solutions for larger, method-based projects. But for the less structured, routine work that drives so much of business, it’s often assumed that people will simply “get it done” using common desktop tools – often using four or five different applications to manage and execute plans.

- 85%: People who work on virtual teams; 20% spend more than half the day doing so<sup>1</sup>
- 15 minutes: Time required to return to tasks after dealing with email<sup>2</sup>
- 40%: Reduction in productivity due to continual switching between applications<sup>3</sup>
- 60%: Most people actually work only 3 of 5 available days – or less – due to interruptions and wasted time<sup>4</sup>

What’s needed is one solution that does more, not more tools to manage. Collaborative work management solutions eliminate the need for multiple applications by combining planning, resourcing, workflow, communication, reporting, and more, all in one.



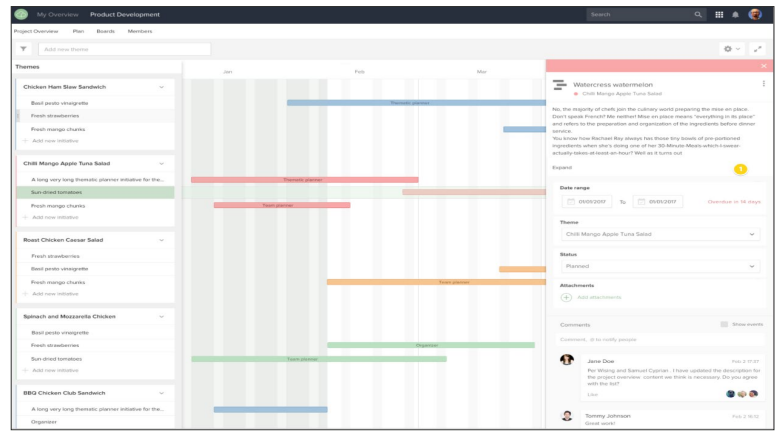
The Planview solution for collaborative work management empowers your teams to work together to achieve goals.

- ✓ Easy to use for “accidental” project managers
- ✓ Provides effective collaboration and organization
- ✓ Great for virtual and distributed teams
- ✓ Manage all work and gain status reporting
- ✓ Cloud-based for anywhere access
- ✓ Achieve visibility for teams and stakeholders

Let's examine what this solution offers.

**Project and Work Collaboration.** Set up your team and your plans for success. Use the Planview solution for collaborative work management to develop the workspaces you need – for unstructured, structured, or long-term plans.

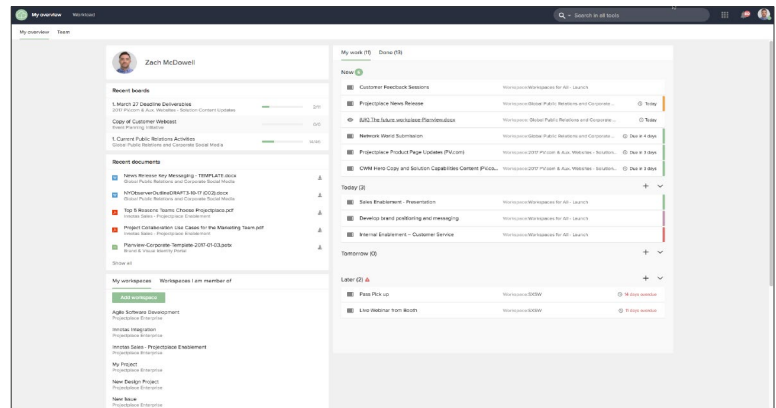
It flexibly adapts to your changing requirements and empowers you and your teams to collaborate and execute effectively to deliver work on time, no matter the work.



**Team and Individual Task Management.**

Sharpen your focus and boost your team's productivity with instant access to views of what's on tap. Individual, Team, and Workspace Overview screens consolidate all work types in the Planview solution and bring issues to the surface before they become roadblocks.

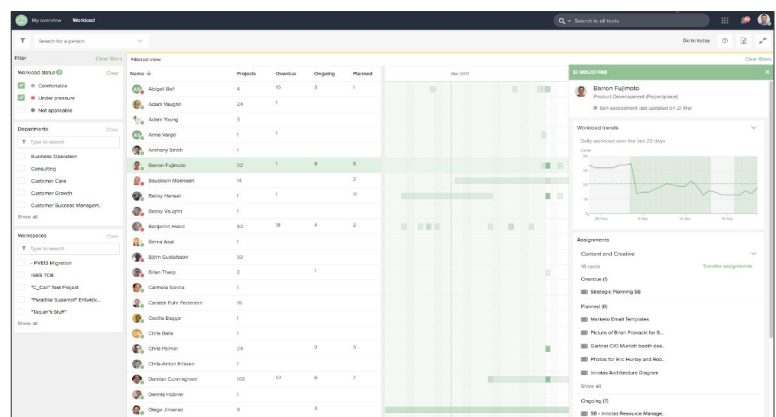
Increase your organizational efficiency with this digest of upcoming, ongoing, and overdue work for yourself, your teams, and your workspaces.



**Team Workload Management.**

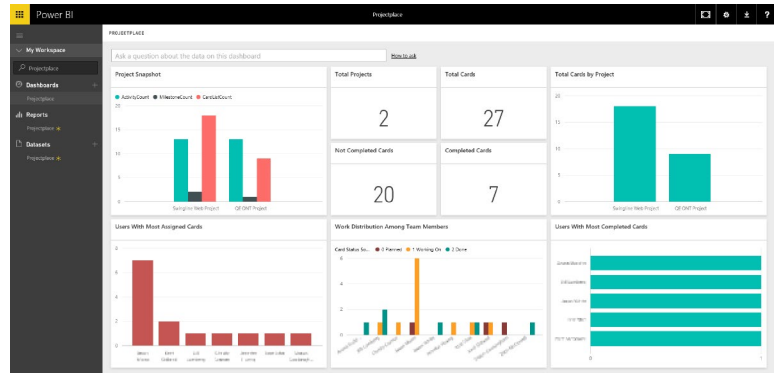
Know what work teams are doing now, and what they are committed to, across all projects. The Planview solution for collaborative work management gives team and project leaders new visibility into who is working on what; a person's current and upcoming workload; and who might be available for upcoming work.

These insights improve resourcing and delegation, help to eliminate burnout, and can give a boost to team morale.

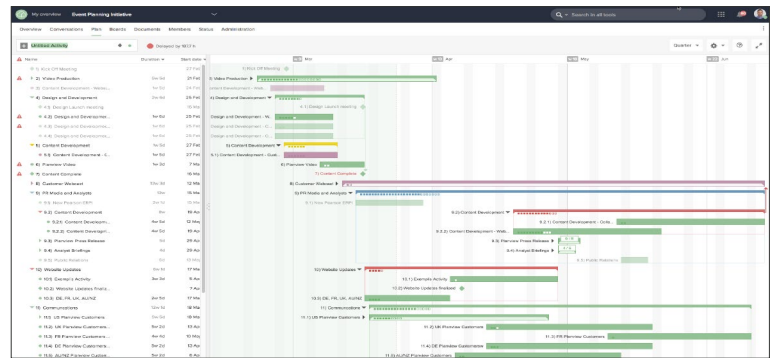


**Performance Reporting.** Enhance stakeholder visibility into workspace progress and streamline the reporting process. The Planview solution makes it easy for project leads to organize workspaces and provide custom views for complete status reporting.

This simplifies decision making for stakeholders, and eliminates time spent creating and communicating reports for teams.

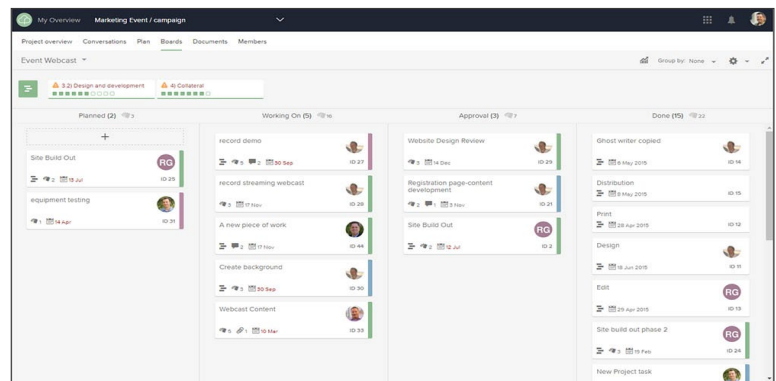


**Templated Project and Workspace Processes.** Get to work faster with powerful process templates. The Planview solution provides a robust template tool that streamlines and simplifies work creation, saving you from reinventing the wheel each time while adhering to your company procedures. Go from planning to execution quickly with project creation and workspace templates that are tried and proven.



**Real-time Communication and Progress Visualization.** Kanban boards represent the workflow visually, enabling people to work together, communicate in real time, and share documents securely, no matter their location. All team members can see how work is evolving and interact to keep projects on track.

Tied to project timelines, the Kanban boards keep communication alive, streamline execution, and optimize productivity.



The Planview collaborative work management solution is powered by Planview Projectplace®, which provides everything you and your dispersed teams need to set direction, communicate, execute tasks, track progress, and ultimately achieve goals, no matter where or how they work.



Learn how Planview can help you and your teams collaborate more efficiently on all types of work and execute successfully for your organization.

Visit [Planview.com/Demos](https://www.planview.com/Demos) today to learn more.

The Planview collaborative work management solution is one of our work and resource management solutions. Work and resource management is a new approach for a growing problem. Getting work done today – work that delivers on strategy – is becoming increasingly difficult. Rapidly changing market forces are working against your organization, and the stakes have never been higher.

Complexity in integrating strategy and delivery is inevitable, and your path to innovation is fraught with challenges. The key to reach your goals is realizing your organizational resource potential. And that is what Planview work and resource management solutions empower enterprises to do in the areas of strategic planning, portfolio and resource management, product innovation, capability and technology management, Lean and Agile delivery, and collaborative work management.

- 
1. RW3 CultureWizard. (2016). Trends in Global Virtual Teams. Virtual Teams Survey Report – 2016. Retrieved 31 March 2017, from [http://cdn.culturewizard.com/PDF/Trends\\_in\\_VT\\_Report\\_4-17-2016.pdf](http://cdn.culturewizard.com/PDF/Trends_in_VT_Report_4-17-2016.pdf)
  2. Time Management Statistics. (2017). Keyorganization.com. Retrieved 28 March 2017, from <http://www.keyorganization.com/time-management-statistics.php>
  3. Rubinstein, J. S., Meyer, D. E. & Evans, J. E. (2001). "Executive Control of Cognitive Processes in Task Switching." Apa.org. Retrieved 29 March 2017, from <http://www.apa.org/research/action/multitask.aspx>
  4. Time Management Statistics. (2017). Keyorganization.com. Retrieved 28 March 2017, from <http://www.keyorganization.com/time-management-statistics.php>

