

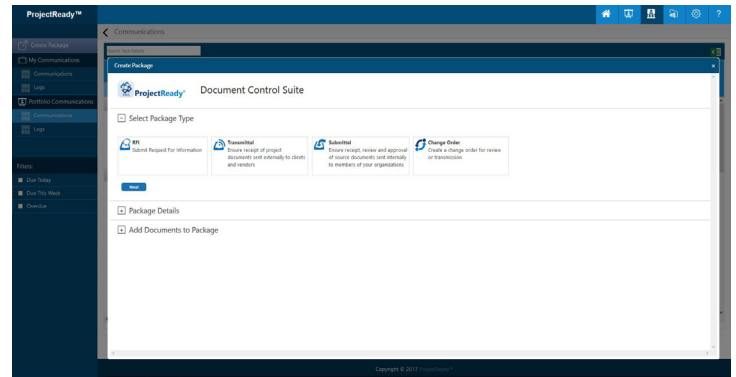
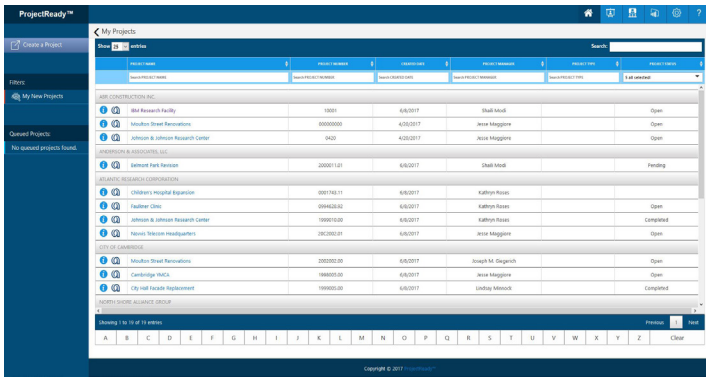


# ProjectReady® Central

## All Your Projects, All Your Content All in One Place

In the age of the cloud & digital disruption, the information & documents you need to manage are increasingly all over the Enterprise – driving content chaos. But, the way you manage projects, collaborate & control the movement & approval of documents should always be the same, repeatable process.

ProjectReady Central is designed to end the chaos by providing a modern, process driven solution to manage project information, across the enterprise, the same way every time.



### PROJECT MANAGEMENT

Across ALL projects, from a single location, manage, edit & create ALL projects, tasks, approvals, documents & resources

Easily set site security & permissions for all your projects from one place driving secure internal & external collaboration

Governed & secure creation of collaborative project sites by business users

Best practices information architecture built to scale automatically

Bring together information from Project Accounting & Line of Business systems to one central interface for easy management

Rich & comprehensive reporting across all projects, tasks & resources

### DOCUMENT CONTROL

Centrally manage & create RFI's, Transmittals, Submittals & Change Orders, securely delivered internally & externally

Establish enterprise communication standards that are consistent, reliable and repeatable across all projects

Simplify the assembly of document packages across systems with an easy-to-use shopping cart experience

Rich & comprehensive reporting across all enterprise document communications

Consolidated, single view of the status of all key document communications

Cover sheets for all document packages created automatically

### OUTLOOK INTEGRATION

Save attachments & emails to your Project Sites at the click of a button from Outlook

Assign Tasks from emails to your Project sites directly from Outlook

Maintain control of your project data by un-siloing emails, documents and correspondence from Outlook

Drive Reporting and Analysis of your email and matters

Tag & Route emails to be managed as necessary (i.e.: Meeting Notes, Addendums & Meeting Minutes)

Create and manage requests for information (RFI's) from Outlook