Projects Area Components

Home			Dutalat			
쉾 Home			Brightv	/ork <u>365</u>		
My Work						
🕑 Dashboards		Requests	6	Projects		Portfolios
C? Help		19 - My Requests	Y	17 - My Team Projects		4 - Portfolios
Requests	Requests	9 - Open Requests 15 - Approved Requests	Projects	28 - My Projects 31 - Not Started Projects	Portfolios	3 - Programs
🖆 Requests	liequests	26 - All Requests	Hojects	3 - In Progress Projects 1 - Completed Projects		
Projects						,
当 Projects						
🛱 Issues						
▲ Risks						
Portfolios						
🖻 Portfolios						
뮮 Programs						
PA Project Area						

The main end user sections of BrightWork 365 are Home, Requests, Projects, and Portfolios

Home

- See all of your work from across all projects in the My Work section of Reports.
- Power Apps Dashboards allow you to view and analyze critical portfolio data with selectors and drill-down options.
- Power BI Reports provide even more powerful and interactive reports with exceptional data visualization functionality.

Requests

BrightWork365				
Request Management				
Project Request Process				
Input Project Requests 365 FREE				
Capture, Review, Approve New Requests				
Automated Notifications				
Monitor the Project Pipeline				
Seamless Approval Workflows				
Microsoft 365 + Power Platform				

- Capture, review and approve new project requests from anyone in your organization.
- Keep the approval process moving with automated notifications.
- Deploy new project sites based on request information, minimizing duplicate data entry.

Projects

Project Managemer	nt	Y	
Configurable Templates	 I (9	
Start Quickly with Included Best Practice Templates			
Configure to Match			
Create Your Project Tem			
Gantt Chart	s Manag Tasks a Work		
My Work Reports			
Find, Do, Update Work	Log Risks and Issues	<u>i</u>	

• A project is a child of an associated Program and Portfolio, and data from projects rolls up to these

parent levels.

- Start every project the right way and in a consistent manner with flexible proven templates and familiar Microsoft 365 apps.
- Plan your project with a few clicks and manage the schedule with an interactive Gantt chart.
- Instantly check the performance of your project with key reports on tasks, risks, issues and overall status.

Portfolios

BrightWork365					
Portfolio Management					
Portfolio and Programs					
Centralize Programs Into a Single Tool					
୍କୁ Standardize ଙ୍କୁ Governance					
Visibility					
Drill Down with					
 Over the second second					
Share With Stakeholders					
Microsoft 365 + Power Platform					

- Portfolios are the highest level of the BrightWork 365 structure and are the overarching umbrella for their associated programs and projects.
- Get instant visibility across portfolios and programs in one tool and edit and update information quickly and easily.
- Get rich insights with Power Apps and Power BI reports for the schedule, tasks and resource allocation.
- Drill down into portfolios, programs and related projects for more details.