Frequently Asked Questions

How do I move a Program to a different Portfolio?

Users with the BrightWork PMO Manager or BrightWork Program Manager security role can change a Program's associated Portfolio from the Program Settings tab (the field is locked on the Statement tab by design).

Are deleted items, i.e., portfolios, assignments, etc., permanently deleted?

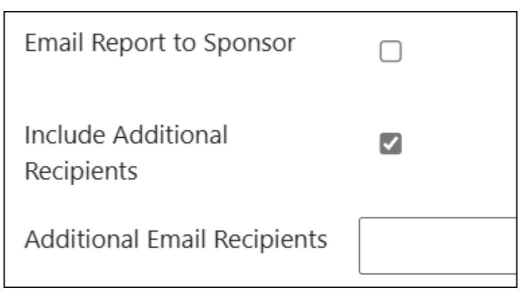
Deleted items, i.e., portfolios, assignments, etc., are permanently removed and cannot be restored unless the environment Recycle Bin has been enabled.

How do I create a Status Report?

Status Reports are created in the Status Reports tab. You can save draft versions of a report and whenever it's ready to go out you can specify who should get an emailed copy.

How do I specify which colleagues should get emailed a status report?

You can specify within the status report form which colleagues should get emailed a status report.



How do I manage risks including their status and the different people assigned to them?

Programs and Portfolios include a Risks tab for managing risks in a very well-defined manner.

How can I monitor resource allocation and utilization?

BrightWork 365 includes various views and reports that will help you determine resource allocation and overall utilization.

What user access setup is required for them to utilize the My Work Power BI report?

As referenced in the Install Guide, in order for the My Work Power BI reports to function properly for a user they must be added to the Power BI Workspace with Viewer access (Admin access will display work for all users, not just for themselves), and to the user security group for the report dataset.