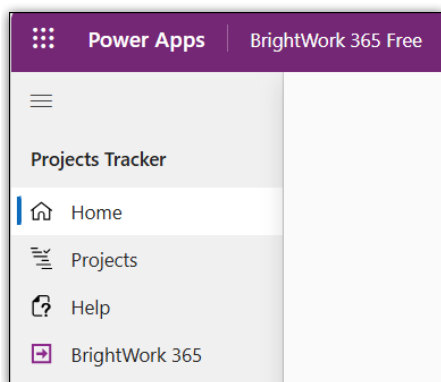


BrightWork 365 Free Main Components

Note

- The content in this article is limited to the features of BrightWork 365 Free. To access the Knowledge Base for the full BrightWork 365 paid product, click **Home** at the top of the screen.
- Click **HERE** to return to the BrightWork 365 Free - Knowledge Base home page.



Home

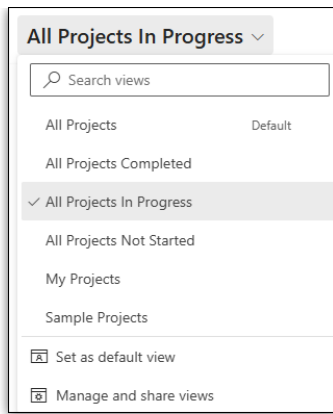
View a summary of the most relevant projects and their statuses, so you can quickly grasp immediate priorities and focus attention effectively. Convenient access to various pre-configured filtered views of projects that have been added to BrightWork 365 Free, so you can focus on just the information you need. Also included are links to user assistance resources such as the BrightWork 365 Free Knowledge Base, FAQ page, and a LinkedIn Group, to more effectively use the solution.

Projects

Click the **Projects** link on the main navigation to create new projects and view details about individual projects. See [Projects](#) for details.

Views

The Projects link also provides access to project-related views.



BrightWork 365 Free project views display high-level information about individual projects. Default views have clearly labeled fields and dropdown filters for project status, so you can quickly access and review relevant projects based on their progress and ownership. These reports are best for focusing on high-level details, but they also offer an easy way to drill down into very specific project information by clicking on various hyperlinks in each row. See also [Views & Reporting](#).

Help

The **Help** link brings you to the BrightWork 365 Free - Knowledge Base home page.

BrightWork 365

Click the **BrightWork 365** link to view information about the enhanced, feature-rich, BrightWork 365 full paid product.
