

# Priority Project Management

Keeping every project on track

Project management is best defined when companies have a set objective and are able to control the variables along the way, until their goal is achieved. But when growing organizations, no matter their size or scope, need to manage a range of projects, they often use a combination of systems to manage the project lifecycle. These systems control the many tasks involved, such as Project Planning, Resource Allocation, Change Orders, Cost Estimates, Corrective Actions, Time & Billing, and more.

Priority's **Project Management** module effectively combines these tasks into a single system, pulling data on real-time activities directly into project analytics. This results in seamless control and visibility, enabling real-time management of project costs, time and resource allocation, and risk.

Main functionalities include project planning, activity-related reporting of labor and expenses, and built-in BPM (Business Process Management), a combination of innovative methods to discover, model, analyze, optimize, and automate business processes. With Priority Project Management, team collaboration is facilitated by linking each task to its related project or activity, coupled with synchronized email integration, ensuring that team members are always in the loop.

## Key Features

- Project planning
- Milestone management
- Resource management
- Management and authorization of project plan versions
- Project-related BOM (Bill of Materials)
- Reporting of time, materials and related expenses directly to relevant project/activity
- Automatic notifications for project/activity-related events (e.g. expense and timesheet approval)
- SoW (Statement of Work) and requirement documents management

Priority's Project Management module provides a comprehensive and detailed approach to project management. You can use it to plan a project, calculate planned costs, report labor and materials per project activity, calculate actual costs, issue invoices, generate reports, plan milestone invoices, and more.

The Project Management module provides a holistic view of your entire project, with both commitments and actual financial transactions conveniently in one location. The module also enables you to link a project to a profit center, and easily generate P&L reports per project.

## What's Inside



### Project Planning

Create a clear/realistic work plan, schedule timelines/deadlines, identify roles, and assign responsibilities



### Project Requirements (SoW)

Import SoW documents from customers' Word files, maintain versions of each SOW document, including remarks/requirements; built-in organizational tools for loading/synchronising requirements with project activities, sub-activities, and manage/authorise project versions



### Project-related BOM

Define a BOM for each project activity to complete the activity/task, and run a procedure to create a purchase order according to the BOM for all activities and projects



### Resource Management

Under each project activity, stipulate hours for specific employee/skill required, whereby hours relate directly to activity; project managers can view planned vs actual at activity, activity-bundle, or project level



### Project Payments

Plan invoicing schedules, record payments due from customers, and link to activities marked as milestones, including automatic preparation of project invoices