

Tasks Pro Online Task Manager Product Overview and Key Features

Overview

Tasks Pro Online Task Manager is a complete solution to any size of project. It will keep track of an unlimited number of tasks for thousands of projects. Its easy to use interface allows everyone to take advantage of its powerful tools. Its more robust and useful features are listed below.

Tasks Pro Key Features

The Tasks Pro Application accomplishes the following items:

- Tasks can be assigned to up to four different employees at once (Assigned Tasks).
- You can copy up to eleven employees on a given task (CC'ed Tasks).
- 'My List' screen provides a quick overview of all tasks Assigned to you, as well as the tasks you are CC'ed on.
- Easy to use Add new project and add New Job screens.
- Names are populated via an autofill script – you do not have to scroll through large drop downs to find the person you are looking for.
- Up to four attachments can be entered at once time (there is no limit to the number attachments, however you can only do four at once).
- There is a queue "To be Assigned" (called "Traffic") that allows management to assign jobs to specific employees.
- Able to search for a specific task given several different options
- Screens are customized for given user-levels.
- "Smart Pages" allows the user to be redirected the page they tried to access after following a valid login (if their login had expired when first accessing the page).
- Robust Admin scripts allow for extra control over the tasks.
- Administrators are able to view tasks for any given user.
- Emails are sent when a task is in "Traffic" queue (These emails can be turned off in configuration file if desired)
- Completed emails are sent to everyone assigned and CCed on a given task, which includes the notes that were last entered.
- Print CSS are used so that the printed versions of selected screens are extremely user friendly.
- All items can be customized at the discretion of Code: MainFrame.
- URLs in Notes section are converted into full HTML Links automatically.

The above list is not a complete or final expression of the features of Tasks Pro Online Tasks Manager. This instead a list of the more frequently used and asked about features. For more information please contact Code: MainFrame.