



Only on
HUAWEI CLOUD

OneOffice Projects

Complete & Efficient Project
Management



OneOffice

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Mission - A simple, complete & secure platform to empower productive teams

Main Features



- Project Portfolio Management
- Project Planning
- Task Management
- Agile, Kanban & Scrum
- Time Tracking
- Team Collaboration
- Product Roadmap
- Workflows

1. Project Portfolio Management



- Project List
- Hierarchy
- Overview / dashboard
- Templates
- Portfolio
- Reports

The screenshot displays the OneOffice PROJECT web application interface. On the left is a navigation sidebar with sections for "FAVORITE VIEWS" (Projects) and "DEFAULT VIEWS" (All open, Assigned to me, Created by me, Gantt chart, Latest activity, Recently created). The main area is titled "Projects" and contains a table of project items. The table has columns for ID, SUBJECT, TYPE, STATUS, PRIORITY, ASSIGNEE, and SPENT TIME. It lists two groups of projects: "Banking and insurance [template] (11)" and "Bug fixing (6)". To the right of the table is a Gantt chart showing a project timeline for the year 2020, with tasks like "Brief to marketing", "Presentation new product", and "Bug fixing" represented by horizontal bars.

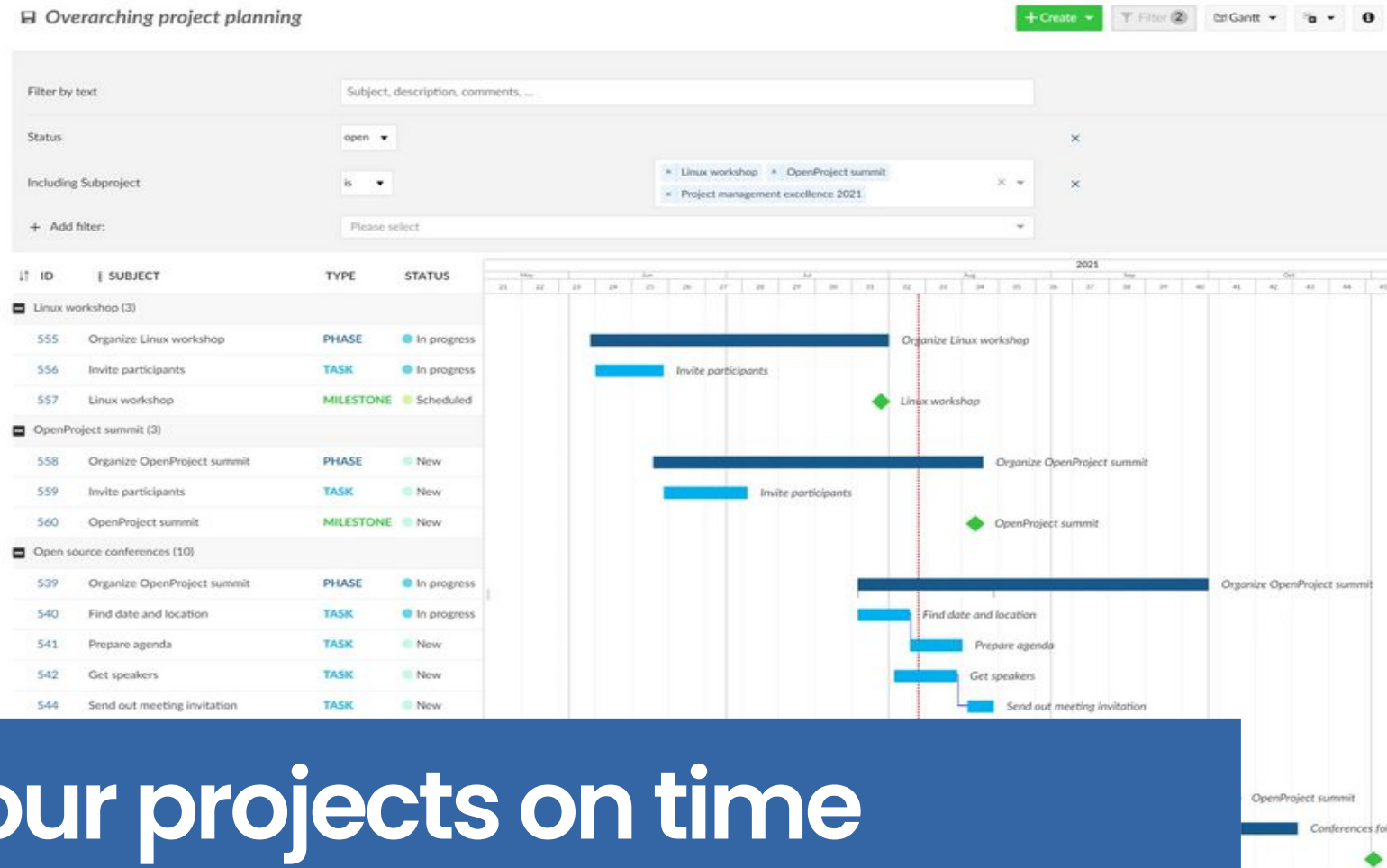
ID	SUBJECT	TYPE	STATUS	PRIORITY	ASSIGNEE	SPENT TIME
Banking and insurance [template] (11)						
195	Brief to marketing	TASK	In progress	Normal	Anne Agency	16 h
198	Presentation new product	MILESTONE	Scheduled	High	Patricia Project	-
199	Brochures for all branches	TASK	In progress	Low	Doris Designer	-
200	Definition internal process	TASK	In progress	Normal	Product Manager	-
201	Implementation of the product	PHASE	Scheduled	High	Patricia Project	-
202	Alignment meeting	MILESTONE	To be scheduled	Normal	Tim Teamlead	-
203	Launch	MILESTONE	Scheduled	High	Product Manager	-
204	Approval marketing kit	TASK	New	Low	Tim Teamlead	-
205	Last amendments	TASK	New	Normal	Jane Doe	-
206	Board meeting for approval	MILESTONE	New	High	Patricia Project	-
208	Sale of a new product	TASK	In progress	High	Sales team	-
Bug fixing (6)						
475	Converting into GD5II not working	BUG	In progress	High	Tim Teamlead	-
476	Photoresist not ideal	BUG	Confirmed	Normal	Robert Fonda	-
477	Terrible bug	BUG	In progress	High	Patricia Project	-
478	Worst bug	BUG	In testing	Immediate	John Do	-
479	Another bug	BUG	In progress	Normal	Kelly Fritz	-
480	Login for team members not allowed	BUG	New	Low	Project Lead	-

Stay on top of all your projects

2. Project Planning & Scheduling



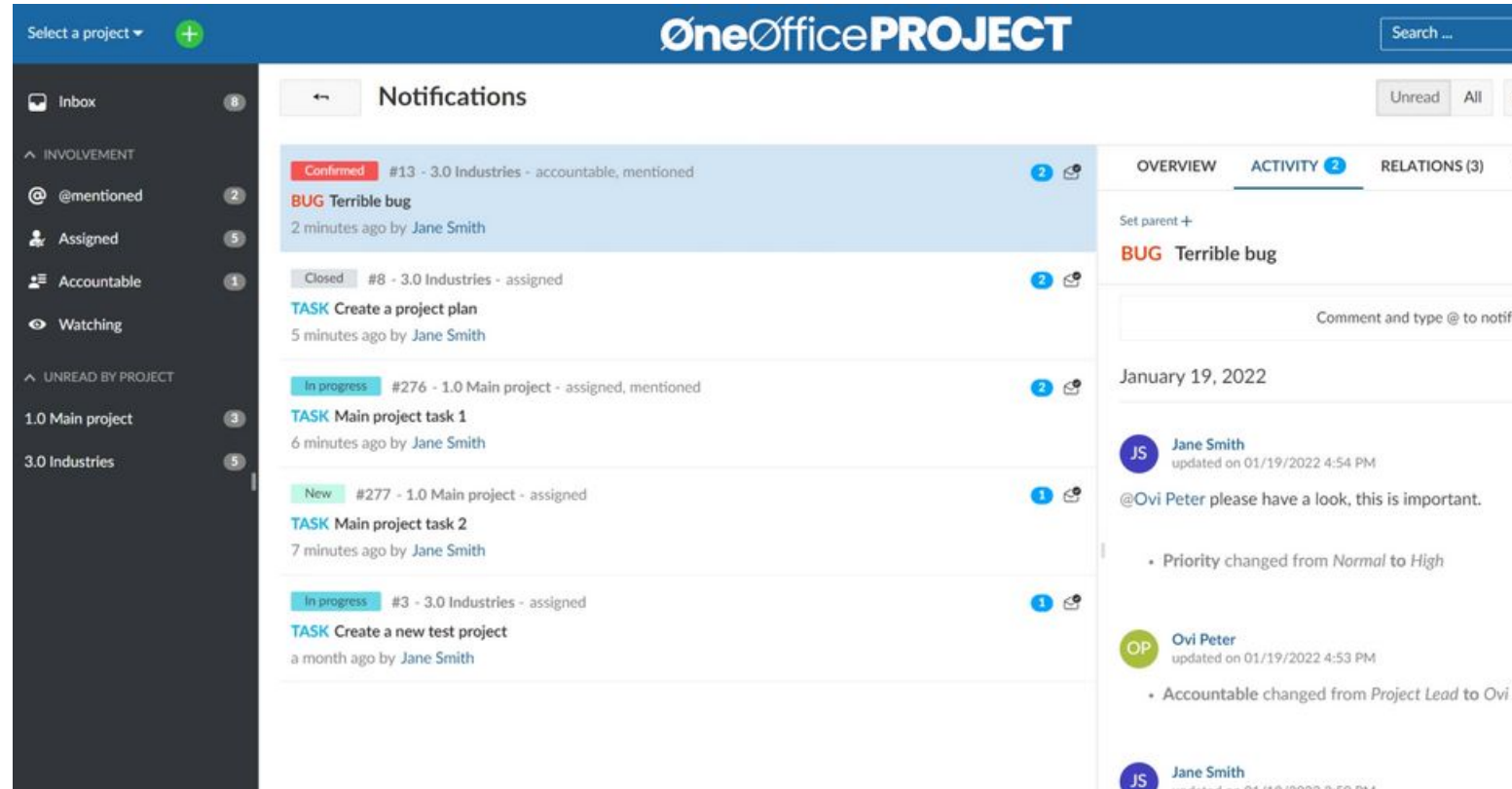
- Gantt charts
- Phases / milestones
- Relations & hierarchies
- Scheduling
- Team planner
- Calendar
- Project dashboard



Deliver your projects on time

3. Task Management & Issue Tracking

- Task lists
- Assignee
- Notifications
- Comments & history
- Watcher
- Filters & groupings
- Multi-project view



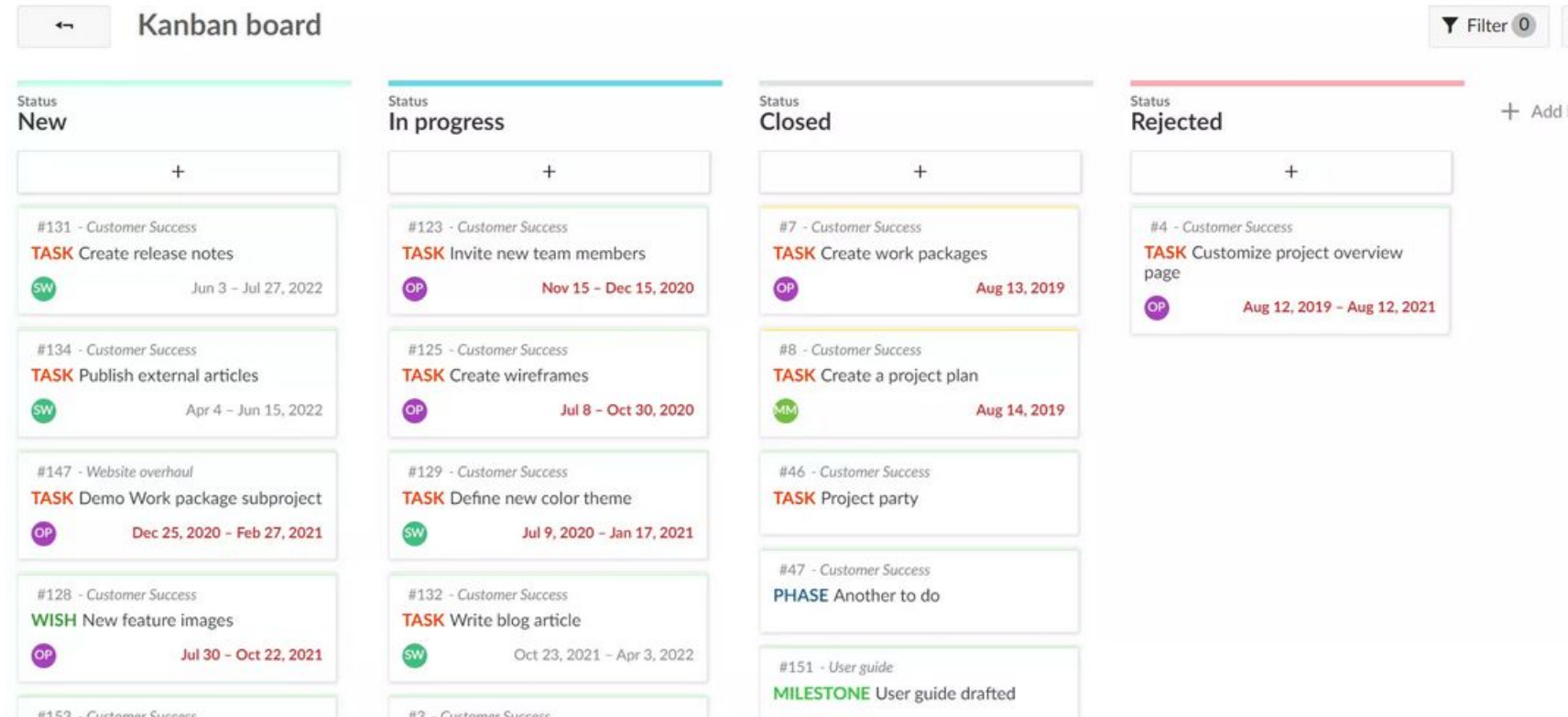
The screenshot displays the OneOffice PROJECT interface. The top navigation bar includes a search bar and the OneOffice PROJECT logo. A left sidebar shows navigation options like 'Inbox', 'INVOLVEMENT', and 'UNREAD BY PROJECT'. The main content area is titled 'Notifications' and lists several items with status indicators (Confirmed, Closed, In progress, New) and details like project names and task descriptions. A right sidebar shows the 'ACTIVITY' tab for a selected task, displaying a timeline of updates from users like Jane Smith and Ovi Peter, including changes in priority and accountability.

Responsibilities & Progress

4. Agile, Kanban & Scrum



- Task boards
- Status boards
- Team boards
- Version boards
- Subprojects
- Work breakdown



Get more done with Agile Projects

5. Time Tracking & Cost Reporting



- Track time
- Time reports
- Labor costs
- Cost reporting
- Budgeting
- Unit costs

Budget #1

Project budet Q3 2022

Added by Olaf Product over 2 years ago. Updated about 2 hours ago.

Cost type Budget
Fixed date 11/11/2019
Spent (ratio)  8% Total progress

UNITS

Planned unit costs

UNITS	COST TYPE	COMMENT	BUDGET
2000.00	Travel expenses		2,000.00 EUR
			2,000.00 EUR

Actual unit costs

WORK PACKAGE	UNITS	COST TYPE	COSTS
			0.00 EUR

LABOR

Planned labor costs

HOURS	USER	COMMENT	BUDGET
200.00 hours	Olaf Product		40,000.00 EUR

Actual labor costs

WORK PACKAGE	HOURS	USER	COSTS
Milestone #120: Project kick-off	1.00 hours	Olaf Product	100.00 EUR

Track projects efficiency

product			800.00 EUR
product			800.00 EUR
product			100.00 EUR
product			400.00 EUR
product			2,600.00 EUR
Task #4: Customize project overview page	2.77 hours	Hansi Umlaut	249.30 EUR
Task #4: Customize project overview page	4.00 hours	Olaf Product	400.00 EUR

6. Team Collaboration



- Activity
- Meetings
- News
- Notifications
- Wiki
- Forums

Meeting: OpenProject Weekly

Unwatch

OP Added by Olaf Product over 2 years ago

Time: 05/18/2022 10:00 AM - 11:00 AM (GMT+01:00) Europe/Berlin

Location: BBB

Invitees: Mike Moch; Olaf Product; Tina Kraft

Attendees: -

AGENDA MINUTES

Agenda

Open

History

Send

Good news of the week.

What went well this week?

- Lot's of new Community installations
- Great new customer feedback
- Development and testing running smoothly
- New employee

Customer feedback

Keeping it together

Status top priorities

TYPE ID SUBJECT

TASK 3 Create a new project

STATUS

ASSIGNED

7. Roadmap & Release Planning



- Roadmap
- Product timeline
- Repository
- Code integration

A screenshot of the OneOffice PROJECT software interface. The top navigation bar is blue with the "OneOffice PROJECT" logo on the right and a search box. A dark sidebar on the left contains a menu with items like "Overview", "Activity", "Roadmap", "Work packages", "Boards", "Backlogs", "News", "Time and costs", "Budgets", "Forums", "Documents", "Meetings", "Wiki", "Members", and "Project settings". The "Roadmap" section is active. The main content area shows "Roadmap" for "Version 1.0" with a start date of 03/01/2022 and a finish date of 03/31/2022. It indicates the project is "4 days late" and shows a progress bar at 62% total progress, with 5 closed (62%) and 3 open (38%) items. Below this, a section titled "RELATED WORK PACKAGES" lists several items: Task #210: New demo data, Bug #207: Reset password fails, Feature #203: Single sign-on, Feature #204: OAuth, Feature #205: Newsletter registration form, Feature #208: Enable auto completion, Feature #209: New project filter, and Feature #211: Thumbnails for attachments. A second version, "Version 1.1", is partially visible below, with a start date of 03/28/2022 and a finish date of 04/28/2022.

Plan with all stakeholders

A partial screenshot of the OneOffice PROJECT interface showing a filter menu. The menu has a "FILTER" header and a "Task" checkbox which is checked. Below it, there is a "Show completed ..." option with a checkbox.

8. Workflows & Customization



- Templates & Workflows
- Custom actions
- Custom forms / fields
- Roles & permissions
- Groups
- External contractors

Information

+ Subproject

Change identifier

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Name * ?

[Template] documentation project

Description ?

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This project template contains all tasks to improve the documentation.

- Project owner:
- Project due date:
- Project budget and Meetings

Public

Status ?

Custom fit for your organization

Paragraph



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Everything on track. No major issues.



Having the right tool for
the job is half the battle

Thank you.

Please feel free to contact us
info@oneoffice.ca

<https://OneOffice.ca>

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