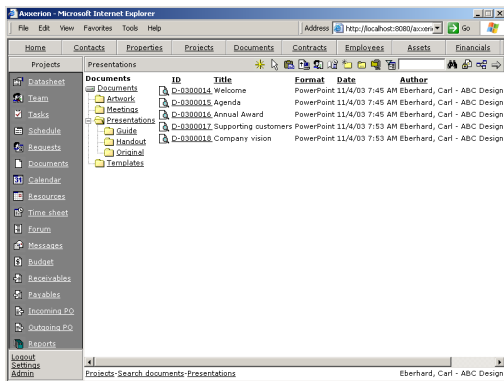
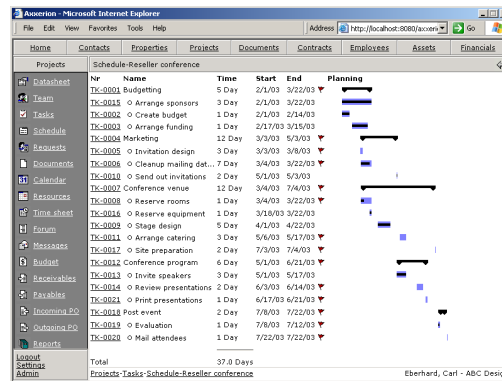


## Project management

Almost any company is involved in running projects like participating in a tradeshow, performing work for a client or building a new office. The project management module helps you to keep track of all project information, cost and budgets. It also provides tools to collaborate with people inside and outside your organization through file document sharing, discussion forums and issue tracking workflows.



*Project members can exchange project documents, drawings and photos.*



*A graphical view of the project schedule showing dates and progress.*

The module can be configured for each user group by setting access rights to fields and functions. You can also define your own processes for modifying or creating data by defining custom workflows. Specific functions for your organization can be implemented on request. The standard functions of this module include:

- **Internet:** Because the project module is web based all project members can quickly access information and documents from various locations.
- **Team:** This shows the contact information for all team members. The project manager can specify access permissions, roles and hourly cost for each team member.
- **Documents:** The project module includes all functionality from the document module. Team members can upload, view or download documents subject to their access permissions.
- **Workflows:** For every project you can use standard or custom workflows such as budget approvals, issue tracking or change orders. Recipients and submitters of the request can see the status and respond. Project managers can track all outstanding requests.
- **Schedule:** The project manager can create a schedule with tasks and sub tasks and then assign team members to the tasks. You can track the estimated and actual time spent on tasks and track which tasks are overdue.
- **Calendar:** In the project calendar you can track important dates and events such as milestones or project meetings. The calendar is accessible to all team members.
- **Time sheets:** Project members can fill out time sheets where they indicate the amount of time they have spent on projects and tasks. This information is be used to update the actual time in the schedule and can also be used for project billing purposes.
- **Messages:** You can send messages to team members and other contacts. The recipients will receive the messages by email and can also review all messages that have been submitted.
- **Forums:** The discussion forum provides an informal environment to exchange thoughts and ideas. You can review postings from other members, reply to a posting or submit a new posting.
- **Budget:** In the project budget you can define budget items and specify the revenues and expenses. You can see what part of the budget has been paid or committed via invoices or purchase orders.
- **Purchase orders:** You can track all incoming or outgoing purchase orders for the project. After a purchase

order has been approved the committed amounts in the budget are updated.

■ **Invoices:** You can track all incoming or outgoing invoices for the project. After an invoice has been approved the paid amount in the budget is updated. You can export the invoice information to a financial system for further processing.

## Axxerion

Axxerion includes a suite of integrated modules that help you to run your day-to-day business processes more efficiently. Every module deals with a certain aspect such as management of documents, contacts, assets, contracts, properties or projects. You can start with just one or two modules that complement your existing infrastructure, for instance to manage a project or set up a complaint handling system. Access to the various modules can be specified per user group by setting up access permissions.

Axxerion is based on the latest Java J2EE technology, which enables support of almost all industry standard databases and hardware platforms. The design complies with a standard Model-View-Controller architecture and takes full advantage of technologies such as session beans, entity beans and transactions. All graphical interaction for designing workflows or annotating documents is implemented using Java applets so no browser plug-ins are required.

Axxerion was founded in 2003 with the objective to develop technology that enables persons and organizations to work together via Internet in a cost effective and efficient way. The technology has been designed for organisations that need better tools than just email and spreadsheets, but find traditional enterprise information systems too complex and expensive. Axxerion focusses on small organizations that need an integrated solution for data and process management, and on large organizations that need to exchange data and processes with departments, subsidiaries, customers and suppliers.