

TeamCluster

P.O. Box 2491, Saratoga, CA 95070

www.teamcluster.com

Tel (408)374-9769

teamcluster@teamcluster.com

TeamCluster Project Solution Features

TeamCluster Project is a highly integrated productivity solution enabling efficient and secure distributed team collaboration across the Internet. The feature rich tool supports Web based access to a centralized project information repository for real time development of common milestones and deliverables, product planning, document exchange, management of project risks, and implementation of actions to drive issue resolution.

Team collaboration

- ▶ Project and functional role definition for each team member.
- ▶ Full team member contact information support for easy reference.
- ▶ Functional team creation for skill set profiling and resource management.
- ▶ Project team assignments of cross-functional expert resources based on project skill set needs.
- ▶ Clear ownership delegation for all project deliverables, issues, action items, and risk management actions.
- ▶ On the fly team member assignment and updates from report views.
- ▶ Real-time collaboration through threaded discussion forums.

Project planning and execution

- ▶ Support for either a top down or bottom up project planning with clear relationship among project phases, milestones, deliverables, gating issues and action plans to keep the project moving forward.
- ▶ Clear accountability for all aspects of the project plan through team member assignments.
- ▶ Priority, status, and progress based issue management and reporting.
- ▶ Owner focused reporting of project items.
- ▶ Direct indication of affected milestones for all deliverables.
- ▶ Full real time drill down from milestones to deliverables, associated gates and action resolution plans.

Product planning

- ▶ Product feature set planning for each project phase.
- ▶ Direct association among proposed features and product components affected.

TeamCluster

P.O. Box 2491, Saratoga, CA 95070

www.teamcluster.com

Tel (408)374-9769

teamcluster@teamcluster.com

- ▶ Clear categorization of product feature plans and associated project phases to enable proactive project planning and risk management.

Instant Project summaries

- ▶ Project status snapshot reports for instant project status support in critical decision making.
- ▶ Project phase summaries with vital phase statistics for regular executive reporting, identification of trouble areas, and corrective plan development.
- ▶ Instant comparison of actual milestone progress against the plan.
- ▶ Easy drill down from top level project milestones to issues gating expected progress.

Issue resolution

- ▶ Issue and action item plan development and tracking with clear ownership assignment.
- ▶ Direct linking between project deliverables, issues gating their completion, and action plans to ensure issue resolution.
- ▶ Issue tracking and real time action plan development for efficient team-wide implementation and tracking.
- ▶ Direct indication of functional categories for all issues.
- ▶ Full real time drill down from issues to action items and associated notes.

Risk management

- ▶ Full support for project risk assessment with indication of probability and impact to the project, timeframe of exposure, and resolution status.
- ▶ Project phase based risk categorization for overall risk assessment and risk management plan development.
- ▶ Direct drill down to the risk management plan.
- ▶ Risk management action plan with ownership assignment, completion status, and history of actions taken.

Team event notification

- ▶ Team members are notified of key project events such as new member additions and project assignments, creation of new items under their ownership, and updates to items within their responsibility.

TeamCluster

P.O. Box 2491, Saratoga, CA 95070

www.teamcluster.com

Tel (408)374-9769

teamcluster@teamcluster.com

- ▶ Direct messaging integration with email servers using team member contact information for real time message delivery.

Information control

- ▶ Secure publishing of project critical information through direct document uploads to the server.
- ▶ Creation of subject area folders for efficient information management and easy team access.
- ▶ Easy document browsing by subject area and document downloads.

Project setup

- ▶ Project creation wizard implementing an easy step-by-step sequence for rapid project setup.
- ▶ Fully automated project database initialization from a single administrative command.

On the fly updates and additions

- ▶ All reports display links for easy information updates.
- ▶ On the fly new project item creation through a link displayed in the report views.
- ▶ Full bulk entry support for rapid multiple updates and new item creation.

Role based access control

- ▶ Flexible access control to the project information resources at the individual team member or group level.
- ▶ Highly configurable security profile definition for individual access rights.
- ▶ Action permission control to view, create, and update specific project items for each team member, in any combination.

Security

- ▶ Password protected user authentication with team member access information stored securely on the server.
- ▶ SSL encrypted communication support for secure Web based access.

TeamCluster

P.O. Box 2491, Saratoga, CA 95070

www.teamcluster.com

Tel (408)374-9769

teamcluster@teamcluster.com

Seamless installation

- ▶ Standards based deployment using WAR with XML deployment descriptors.
- ▶ Server side deployment only with no client installation required.
- ▶ Standards based JDBC database connectivity to any relational database management system.
- ▶ OS deployment independence for cross-platform portability.
- ▶ Requires only standard Java 2 Enterprise Edition runtime, relational database management system with JDBC drivers, servlet engine, and Web server for server installation.