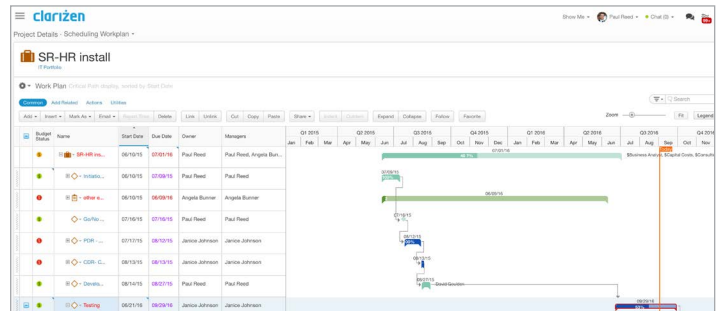


# Key product features for IT organizations

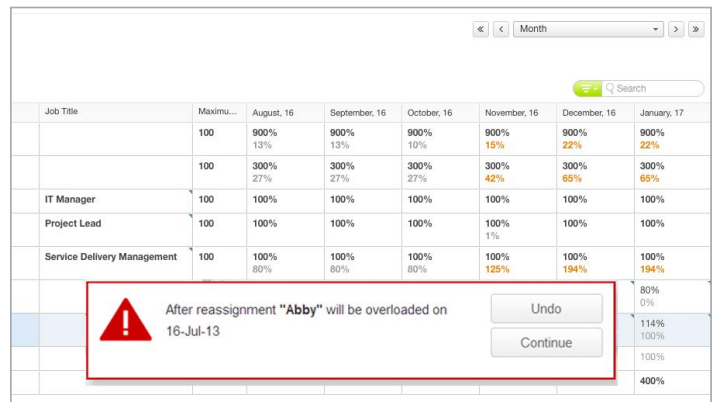
## Project planning

At its core, Clarizen streamlines and automates project planning and surrounds every aspect with rich discussion groups for collaboration. Quickly establish a timeline with milestones, due dates, deliverables and interdependencies and even take advantage of prebuilt templates to simplify the job even more. You can also assign resources based on skillset and availability, and easily monitor and report on progress.



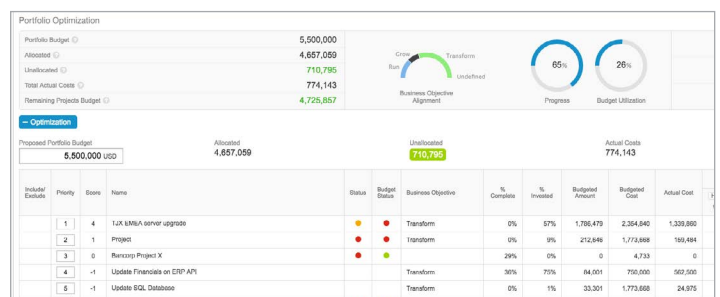
## Resource management

Gain real-time insight into your available resources and their current workloads. See at a glance the projects and tasks each team member is working on, and shuffle things around as appropriate with a few mouse clicks. Review the impact to your teams' resource load by including or excluding projects, thereby allowing you to plan the impact of future pipeline projects. Team members get automatic updates whenever changes are made that affect them, and with centralized communications, they won't have any trouble getting a clear picture of what's going on and where things stand.



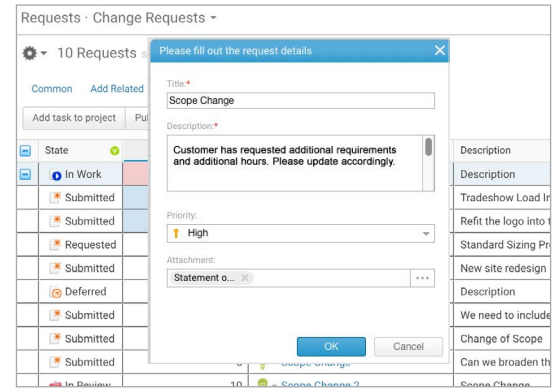
## Project portfolio management

Designed around the industry's best practices, Clarizen is a Project Portfolio Management (PPM) solution that centralizes all requests for new projects and changes, and compares them to the available budget, resources and workloads. Manage demand by scoring and prioritizing requests through real-time collaboration with key decision makers and stakeholders.



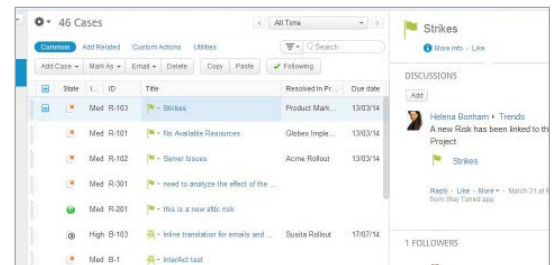
## Change request & case management

Track and manage all change requests or cases you receive. With Clarizen's work management solution, requests automatically include relevant details, such as the name of the person or customer who requested the change, description, priority and timeframe, as well as all pertinent discussion posts and attachments. Make informed decisions about priorities, resources and timelines all thanks to Clarizen's real-time social collaboration platform that gives you complete transparency into the complete lifecycle and all conversations, approvals, files, and related work to that change request or case.



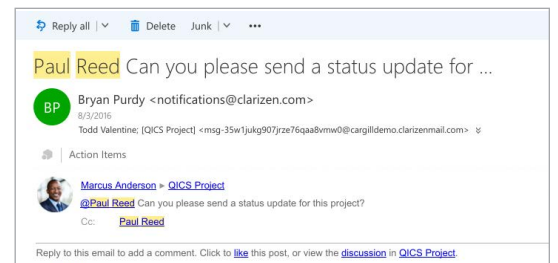
## Ticket & case management

Track, assign and manage all cases you receive such as help desk tickets, change requests and more. All tickets automatically contain the user's name, description, priority and timeframe, along with all relevant discussions and attachments that are part of the resolution process. Automatic notifications inform the user on progress, questions and completion status. Tickets can be created by anyone internal or external to your organization via email or HTML forms.



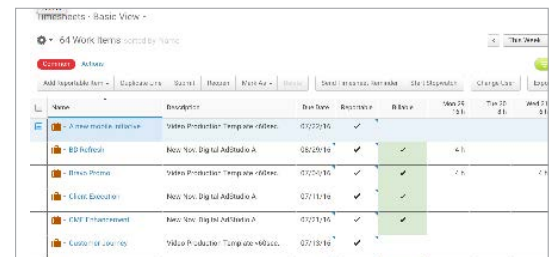
## Email collaboration

No more digging through email to find relevant information! The powerful patented InterAct tool makes it super easy for team members to tie email communications directly to tasks and projects, so they can keep up with issues and discussions wherever they are. With Clarizen InterAct, team members can create issues, update status and participate in discussions, all within their email.



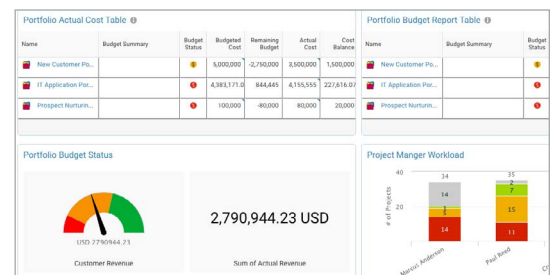
## Timesheet tracking

Track all hours your team members and outside contractors spend on each project or change request. Clarizen online project management automatically associates the hours to the appropriate work item or project, and populates them with the correct billing rates for the resource level, task and work item.



## Budget and expense management

Track all expenses by employee, department, task or work item, and link them back to the appropriate projects. Monitor expenses to ensure every project stays within the budget. Set hourly rates on a global basis, as well as by role, user or project. View actual project costs in real time and analyze burn rate and billing status for each project.



## Mobile connectivity

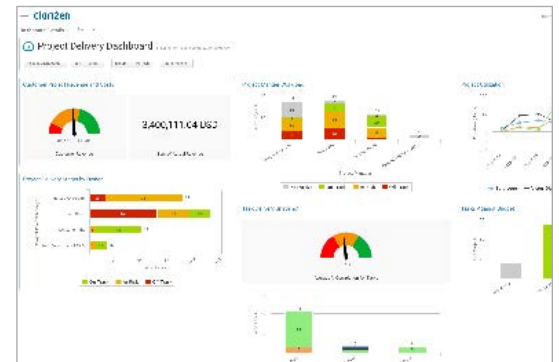
Clarizen's mobile platform mirrors the full functionality of the company's award-winning web application, creating a seamless, consistent user experience between devices. Clarizen connects mobile functionality – like the camera and phone – with enterprise work collaboration, so team members can get their work done, whether they're in the office, at the airport or just about anywhere.

For example, they can start a project in the desktop app and complete it on an iPhone and vice versa, photograph receipts and submit expenses, and even call or text colleagues. Enable your team to respond to client questions and project issues, participate in discussions, enter tickets and update anything in the system, including any attachments they might need to get the job done.

Name	% Complete	Due Date	Status	Budget Status
BI / Warehouse New Implementation	10	Oct 7	On Track	On Track
Custom Development New Implementation	0	Oct 7	At Risk	On Track
Data Warehouse Engineering Portfolio	30.7	Nov 23	On Track	On Track
Design Process Engineering Portfolio	0	Sep 15	On Track	On Track
Marketing & Social New Implementation	0	Oct 7	At Risk	On Track

## Reports & dashboards

Clarizen's reports and dashboards provide real-time status whenever you want it, and from wherever you are. All online project management reports are updated in real time, so you get up-to-the-minute status on tasks, iterations, resource loads, deadlines and critical path overviews across all your live and active projects. Create ad-hoc reports – including bubble charts, scatter charts, and more – to get just the information your organization needs at that moment in time. Save reports and share them with any internal or external stakeholders, so that they can always see the latest status using that live report link.



## Task management

Clarizen cloud-based project management helps employees stay on top of their tasks, prioritize them and collaborate to gain the context they need to get them done right the first time. The system centralizes all project- and non-project-related tasks in the users' workspaces, preventing important tasks from falling through the cracks.

Project managers can monitor the status of all tasks and work items for their projects, and re-assign or add resources as appropriate to ensure due dates are met.

Name	Due Date
Draft Marketing Plan New Product Introduction - Project Kickoff	17/01/14
Define technical specifications	24/12/13
Customer approval	27/06/14
Develop business requirements document	23/05/14
Gather business needs from key stakeholders	31/12/13
Develop acceptance test plan	03/08/14
Review detailed specifications	30/05/14

Additional features shown include a 'Draft Marketing Plan' sidebar with a discussion from Helena Gornham and a '7 RESOURCES' section listing Monica Geller (100, 40h) and Francisco Lucas (130, 40h).

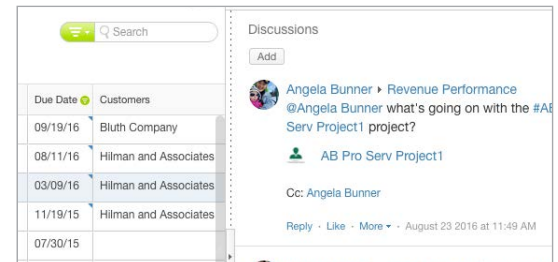
## Burndown chart

Designed for Agile development projects and projects with an Agile component, the online project management burndown chart helps you accurately predict the success of a project and displays the planned versus actual progress. The burndown chart feature is a graphical representation of remaining effort over time that can be viewed by iteration or by release project.



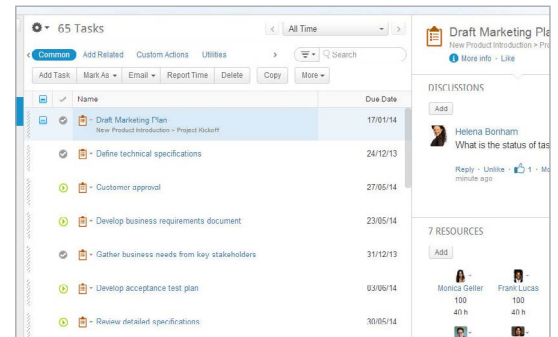
## Collaboration in context

Clarizen provides context around your work through rich discussion groups at every level – files, tasks, projects and more. You can even have independent discussion groups for brainstorming and updates, reducing the need for tedious status meetings. You can collaborate directly in Clarizen or via email, and give everyone real-time updates with easily shareable widgets, like roadmaps, graphs and project plans.



## External collaboration

Clarizen's External Collaborator solution delivers a new way of communicating, collaborating and delivering results throughout the project lifecycle. Engage in consistent, secure discussions with your team members, customers and partners in context of the work you are doing with them. Clarizen creates an intuitive, one-stop-shop portal that provides access for external users to their projects, files, conversations, and requests – no training required. Public discussions on the customer portal demonstrate transparency, while remaining separate from your internal teams' private discussions.



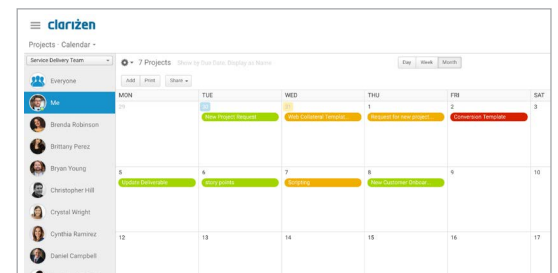
## Integrations

Integrate with the tools your organization uses most, including Salesforce.com, Box, Intacct, QuickBooks, Jira, SharePoint, Google Docs, ProofHQ and more. Additionally, Clarizen offers a host of applications you can install from the Apps Marketplace with just one click. Clarizen also offers a full suite of APIs, so you can integrate it with any solution you use.



## Calendar view

Clarizen's calendar view allows you to see your work through time. Schedule conflicts are easily mitigated by drag and drop rescheduling and resource assignment. Projects and tasks are visible by the day, week, month and you can choose to look at start dates, due dates and durations. You can also color code your work by any attribute, for example, project status or project owner.



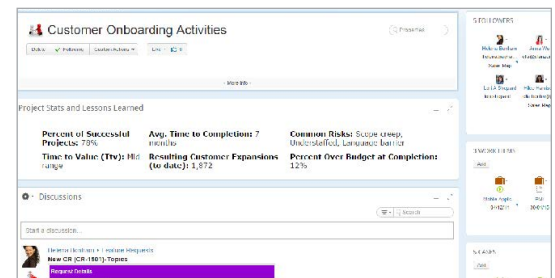
## Templates

Save time by using Clarizen's out-of-the-box templates for your projects and portfolios, or create your own to suit your needs. With Clarizen's project and milestone templates, you can automate project creation based on your own custom triggers and workflows including input from third-party systems such as Salesforce.com CRM. You can even upload templates from Microsoft® Project for an easy transition to the Clarizen solution.

Name	Category	Created
Basic Project	Development	06/30/13
Deployment	Development	07/22/13
IT Implementation	Development	07/22/13
New Product Introduction	Training	06/30/13
New template	Development	07/22/13
Template with Sub project	Development	06/30/13
Test	Development	07/22/13
Test	Development	07/22/13
Website Design	Development	07/22/13

## Topics

Topics are a great way to categorize the different items you are working on in Clarizen, and allow you to see exactly what everyone is talking about, what topics are trending and much more. You can see all the items across the system that are linked to a specific topic, creating a centralized knowledge base.



## Clarizen panels

Visualize any data – via panel or page – whether internal or external to Clarizen. Create any Clarizen view or Custom Page at an organizational level, similar to any other module in Clarizen. As a platform from which you can access all mission-critical work, Clarizen allows you to create panels that show KPIs for portfolios and projects or access external charting tools to create and share project-related charts.



## ABOUT CLARIZEN

Clarizen is a collaborative work management solution designed for people who value their time, and for organizations that value cross-company engagement. Built on a secure, scalable platform, Clarizen brings together project management, configurable workflow automation and in-context collaboration to create a meaningful engagement experience that allows everyone to work the way they work best.



Learn more by watching our informative product tour, or get started with a **30-day free trial today!**

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