

PROJECT TEAM MEMBER

OBJECTIVE

Project Team Member allows companies to target zero delays by simplifying how project task status, risks and issues are communicated. Project governance occurs “invisibly” as users complete their product development activities.

OVERVIEW

All companies are faced with ever-shrinking product lifecycles in order to timely satisfy the diverging needs of global markets. This has resulted in an increased number of concurrent product development programs, which necessitates adoption of concurrent engineering methods. However, this also increases complexity due to the parallel activity of various functional teams. Coordinating the various functional teams to prevent overloaded resources and bottlenecks is critical for optimizing cycle time.

Companies can no longer rely on manually collecting project status when facing the ever increasing needs of concurrent development, complex product portfolios, and faster timelines. Time spent searching for and transforming data and conducting physical meetings with numerous attendees must be avoided and eliminated.

Project Team Member achieves this by making the updating of project task status part of the same **3DEXPERIENCE**® system used to develop and manage the content delivered to fulfill the project task. In effect, project management capabilities are put directly in the context of the tools of users so reporting status is not seen as a burden. Reliance on manual collection of status is reduced or completely eliminated.

When users can report task status via their normal activities, the concept of “invisible governance” is enabled. The alternative to “invisible governance” is team members communicating status through informal approaches like e-mail, or project managers being forced to manually collect and compile status updates. This is effort intensive and very time consuming. Further, the information is always out-of-date since progress goes on immediately after status is reported. Inefficiency and poor/late data makes effective decisions a matter of intuition rather than data-driven. **Project Team Member** eliminates these issues.

HIGHLIGHTS

PROGRAM & PROJECT PLANNING

Project Access

The **3DEXPERIENCE** platform security model provides a common, consistent access model across all 3DS solutions. This applies to project data as access can now be defined not only for individual users, but also as a combination of organizations and collaborative spaces. Access cannot only be defined on a project itself but also on individual objects within projects. For example, a given WBS phase can be made visible for a supplier for review or authoring.

The richness of the security model allows scaling from very simple SMB scenarios to OEM/Suppliers extended enterprise access needs. All project content and deliverables are managed and stored securely within controlled folder and subfolder structures. Within a project, each folder and file maintains additional levels of security.

Lifecycle controls establish folder content baselines as a means of measuring project performance and historical references. Team members can establish a single environment for managing and sharing all project information — not just documents. By subscribing to folder and document events, members can become informed immediately as changes and additions occur. Reports provide a consolidated list of project-related content from either the work breakdown structure or from the folder structure.

Work Breakdown Structure

As users are assigned with tasks, the work can be detailed further with task decomposition. By describing a work breakdown on assigned tasks, users can contribute to the planning phase of the projects ahead of execution. Furthermore, users can create a sub-project to organize their assigned tasks as part of an overall project.

PROGRAM & PROJECT EXECUTION

My Calendar

The “My Calendar” view helps users manage their assignments by consolidating Project WBS Tasks, Risks, Issues, Meetings, and Route Tasks. The user assignments can be visualized in daily, weekly and monthly views based on task due date and start date. From these views, the users can directly access assignment properties through right mouse buttons and work on their tasks.

Task Deliverables

As tasks are assigned and worked upon, task deliverables should be associated and managed in the context of the task. As a deliverable is promoted through its lifecycle, the system automatically updates the task status. After the tasks are completed, project folders store and categorize the deliverables for access controls and increased visibility. To keep task deliverables on schedule, project leaders can configure automatic reminders of upcoming or late tasks that project members will receive in their company email. The task owner can optionally decide whether to have a review of the deliverable before the task is completed.

Team Collaboration

A project manager can institute standard reviews for project members using routes to circulate tasks, projects, and files. The entire project team can be kept informed of important project information with online discussions. All team members can subscribe, view, and comment on the original discussion topic or any of the subsequent responses.

Issue / Risk Management

Issues are real incidents, inquiries, or problems that impact a project negatively, and risks are anything that can potentially impact a project negatively. Issue management provides a context for capturing, tracking, and closing issues in the context of a project. Issues are identified, captured, classified, and assigned to project members for resolution. Risk management enables project teams to identify, quantify, analyze, and mitigate project risks. During the analysis process, risks need to be assessed and quantified in two dimensions. These two dimensions are impact and probability with ranges from 1-5. These dimension values help minimize these potential negative impacts by determining each risk priority and clarifying which project risks need mitigation.

Key Benefits:

- Understand how project deliverables fulfill product portfolio goals and how market opportunities will be met.
- Leverage in-context task assignments to enable “invisible governance.”
- Contribute to the resolution of project risks and issues based on real-time information.

Project Meeting Traceability

Users can define meetings to discuss their assigned tasks, and track who was invited and who actually attended. Agenda topics can be added to meetings with time durations allocated for each topic and associated document attachments for discussion. Issues that need further follow up and recorded decisions are stored as an outcome of the meeting.

Weekly Time Tracking

Project users can enter hours worked on a project or a task during the week, and submit them to either the functional manager or project manager for approval or rejection. **Project Team Member** provides time reports by project phase or by project member to track worked hours for assigned tasks. By capturing a user’s time throughout the week in a time sheet, the project manager has accurate status information, can project future progress, identify potential risks, and take the necessary actions to readjust the schedule or resources.

PROGRAM & PROJECT INTELLIGENCE

3DDashboard

Users can add feeds on projects and tasks within a 3DDashboard. With these widgets, the users can monitor project related information in context of other sources of information and from there decide the course of actions to be taken. The available widgets are “My Projects” and “My Tasks”, which monitor projects that the user is involved in as well as assigned tasks. Tagging services allow users to quickly filter widgets and tables content based on already defined tags and to enrich project information with their own tags.

GLOBAL COLLABORATION

Collaboration & Approvals

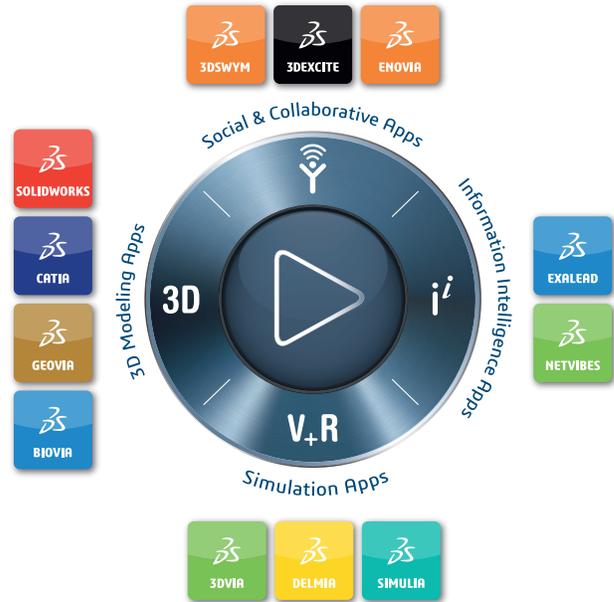
Users can benefit from a wide range of capabilities for global enterprise collaboration. Those capabilities include the ability to manage and organize shared documents and structured product data; they also enable the creation of digital workspaces for virtual teams to work together. Users can easily raise issues, organize meetings and track decisions. Any object lifecycle modifications can be formally approved using routes defined by end-users or from standard route templates.

Microsoft Integration

Users can create and access **3DEXPERIENCE** data from the most popular Microsoft applications: Word®, Excel®, PowerPoint®, Outlook®, Windows Explorer, and Windows Desktop Search. This capability enables enterprise-level collaboration while not disrupting the established productivity of end-users. With product content being managed in **3DEXPERIENCE** rather than on users' PCs, organizations are able to create, manage and review product content more securely.

Our **3DEXPERIENCE®** platform powers our brand applications, serving 12 industries, and provides a rich portfolio of industry solution experiences.

Dassault Systèmes, the **3DEXPERIENCE®** Company, provides business and people with virtual universes to imagine sustainable innovations. Its world-leading solutions transform the way products are designed, produced, and supported. Dassault Systèmes' collaborative solutions foster social innovation, expanding possibilities for the virtual world to improve the real world. The group brings value to over 190,000 customers of all sizes in all industries in more than 140 countries. For more information, visit www.3ds.com.



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