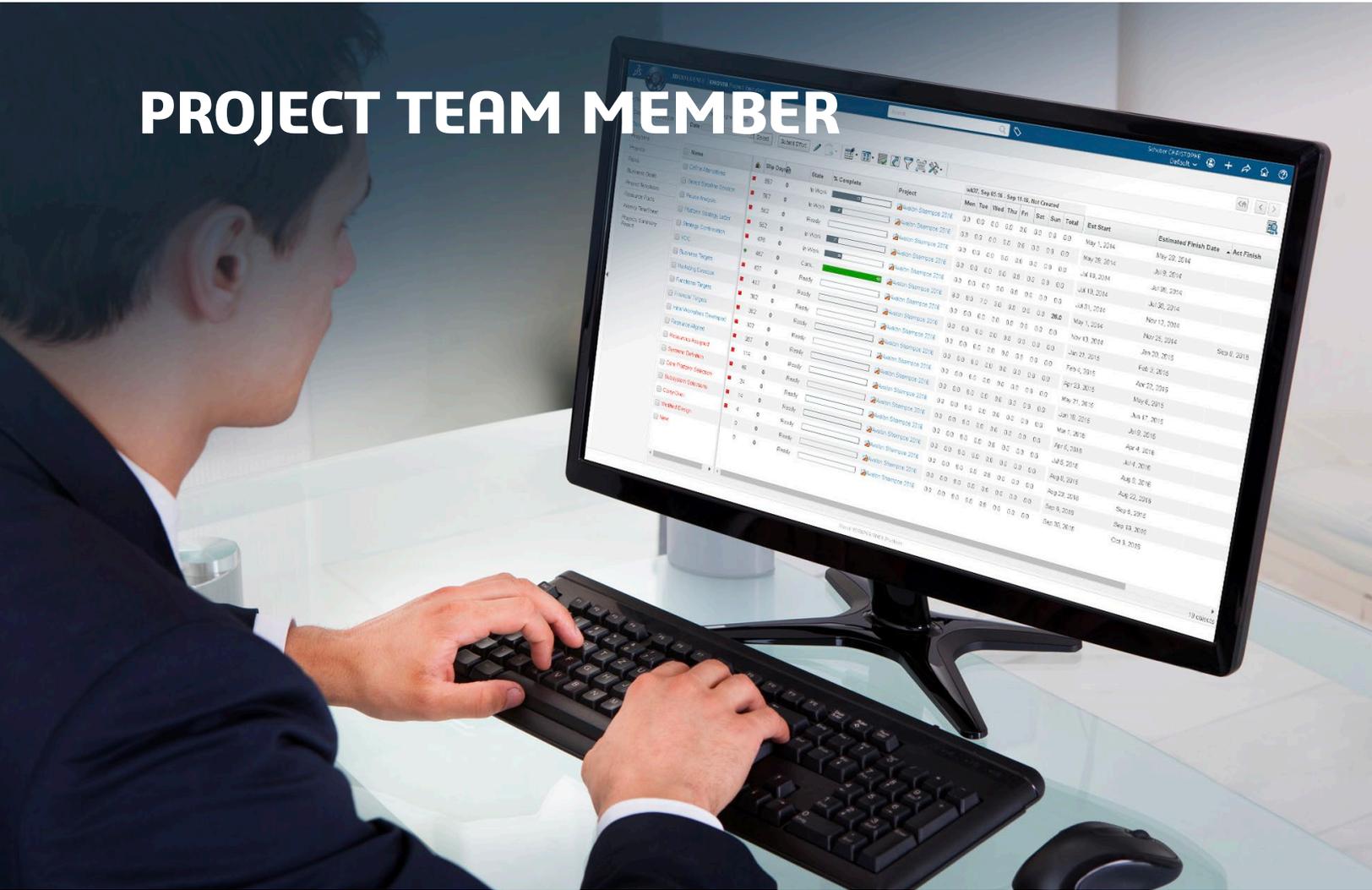


PROJECT TEAM MEMBER



OBJECTIVE

Project Team Member allows users 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.

Highlights:

- Understand how project deliverables fulfill product portfolio goals
- Leverage in-context task assignments to enable “invisible governance”
- Monitor project tasks, issues and risks based on real-time information
- Manage and share project information with team members on a single, secure platform
- Create and access project data from within familiar design environments or Microsoft applications

OVERVIEW

Project Team Member eliminates the need to manually report deliverable status and reduces the time spent on other non-value tasks. With deliverables-based project management, product development data is linked to project execution enabling “invisible governance” through real-time tracking of project status. Through personalized dashboards team members can track assigned tasks and issues, identify risks, view priorities, due dates and provide deliverable status. Search time is reduced by accessing work directly from the dashboard. And project data can be directly accessed from within a designer’s work environment. With less time spent on non-value activities team members have more time to produce deliverables and meet project target dates.

CAPABILITIES

PROGRAM & PROJECT PLANNING

Project Access

The **3DEXPERIENCE** platform security model provides a common, consistent access model across all 3DS brand roles. 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.

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.

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 210,000 customers of all sizes in all industries in more than 140 countries. For more information, visit www.3ds.com.

