Projecis Releases New Features to its Cloud-Based Project Content Management Platform to Enhance Organization and Tracking Capabilities

Projecis expands its already broad feature-set with Binder, File Effective/Expiration Dates and Reminders

San Diego – June 21, 2016 – Projecis, Inc., a content and collaboration software company, has released new features to its flagship cloud-based, project management, knowledge management platform. Projecis' recent update includes features that allow for flexible sharing and organization of information, as well as tracking of document expiry to ensure users do not miss important dates.

Component features include:
Binders: user-generated, table of contents-like structures that can be linked to project content such as files, work assignments, contacts, news, and discussions. Binders allow users to see content metadata, preview the actual content and access details. The feature provides custom organization of select information for users, and, more important, Binders can be shared with others (accessible via any browser). Projecis users can generate several Binders for their needs, including employee on-boarding, training, auditing, and file transfer, which act as a shortcut to regularly viewed vital information.

Effective and Expiration Dates: can be associated with files stored in Projecis. There are many use cases for these date options, including document renewals, contract expiry, training videos, SOPs, and other time-sensitive files. When combined with the "Reminders" feature, managers can now ensure that files in need of attention in the future can be handled in a timely manner.

Reminders: can be set by users which will email them, or a group, about upcoming due dates for items. Multiple reminders can be set for an item, creating a countdown-like series of notifications. Users may set reminders for many date-driven types of project content, such as milestones, work assignments, meetings, events, and files with expiration or due dates.

"Projecis continues to raise the bar for project collaboration, ensuring teams are on the same page. Teams are looking for system flexibility and want tools to alert them to what is important." says Paul TanPiengco, head of marketing and business development at Projecis. "These new features help our members access and share important information, providing custom content organization while also keeping the focus on important upcoming dates."

Projecis will be releasing additional features later this year, including project dashboards, live reports, online document editing, and project-level dependency charts.

<u>About Projecis</u>
Projecis is a collaborative project management platform that enables project stakeholders to connect teams, organize data, and disseminate information for better business decision-making. Project team members can access files, milestones, assignments, issues, Gantt charts, resource views and much more. Team knowledge is maintained in one place with real-time commenting for group discussions, posted content and assignment status updates. Twitter: @Projecis. Facebook: Projecis. Why Projecis? – <u>VIDEO</u>. <u>http://www.projecis.com</u>

Media Contact:
Paul TanPiengco
Projecis, Inc.
paul@projecis.com