

# ***Project Management Software Ultimate Version***

## **USER GUIDE**

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- **Projects**

Manage all your projects using some amazing tools. Create tasks in projects and assign your team members on the tasks. Create milestone to estimate the time frame. Upload files by dragging and dropping in projects and discuss with your team. Let your team members to comment on tasks and get notifications for important events. See activity logs for projects.

- **Clients**

It's very simple to add your clients in RISE. You'll get the detail information about contacts, projects, invoices, payments, estimates, tickets and notes of each client. You can allow your clients to use the client portal. Each client will get the separate dashboard to see their projects. Let your clients to create tasks for the projects and get feedback instantly.

- **Team members**

Assign tasks to your team members and monitor the status easily. You can set different permissions on their access.

- **Invoices**

Send invoices to your clients by email with a PDF copy of the invoice. And get paid online via Stripe and PayPal.

- **Estimates**

Create some estimate request forms according to your needs and let your client to request for estimates. Review the estimate requests and submit your estimates to the clients.

- **Tickets**

Let your clients to create support tickets and get notification by web and emails. Assign team members to tickets and track the status.

- **Expenses**

Track all your expenses and get information about your project cost easily.

- **Event calendar**

Create your personal events list and share events with team members.

- **Messaging**

Send private messages to team members and clients

- **Private notes**

Store your private notes and access easily.

- **Announcements**

Publish announcements/notice to your team members and clients.

- **Timeline**

Share ideas and documents easily with your team members.

- **Time cards**

Log time cards of your team members. You can set IP restrictions for time cards access.

- **Leaves**

Manage your team members leave applications.

- **Notifications**

The notifications are fully customize-able. Admin can control each notification.

- **Customization**

Enable/disable the modules according to your needs. Customize your email templates and set your locale settings.

- **Installation**

Installation is very simple and you can install the updates with a single click from Settings>Updates page.

- **Usability**

RISE build by Codeigniter 3.1.0. It's fast and easy to use. All UI designed to give you a quick navigation. We described a few of RISE here. There are many more in the demo...