PMWeb Activity Boards

Version 7.1 and Higher

Introduction

PMWeb Gantt chart schedules, stage gates, meeting minute records, contracts, portfolio plans: these and many other tools are used every day to manage some of the most complex construction projects in the world. Our clients have long depended on the sophisticated controls that PMWeb gives them in every aspect of planning, building, and operating their projects, large and small. PMWeb's proprietary adaptive platform guarantees that every stakeholder has secure access to the information they need on all of their devices, without installing or managing apps. The industry's best Visual Workflow platform automatically routes documents to the right person at the right time for their input. Powerful settings in the interface make it easy to configure the platform to precisely meet administrative goals and standards.

At the same time, project management innovations in recent years, mainly in the tech sector, have demonstrated the value of freeform collaboration techniques as a complement to traditional top-down management practices. Agile development methods in the software industry, for example, still provide a structured project environment but in a less formal, more collaborative, way. Goals are still established, project participants are still held accountable, but managing how the work gets done is streamlined.

At PMWeb, we believe there are benefits to both types of collaboration – traditional project controls as well as less formal development methods. In the next decade PMWeb will continue to build award-winning project management tools that deliver the rigor and accountability our clients need to create projects worth millions or billions of dollars. Some will be improved versions of tried and true construction management processes. Others will be brand-new to the industry. With version 7.1 we are proud to announce one of these next-generation products: Activity Boards. We believe that you will find PMWeb Activity Boards to be the easiest, most intuitive, collaboration tool specifically designed for construction project management.
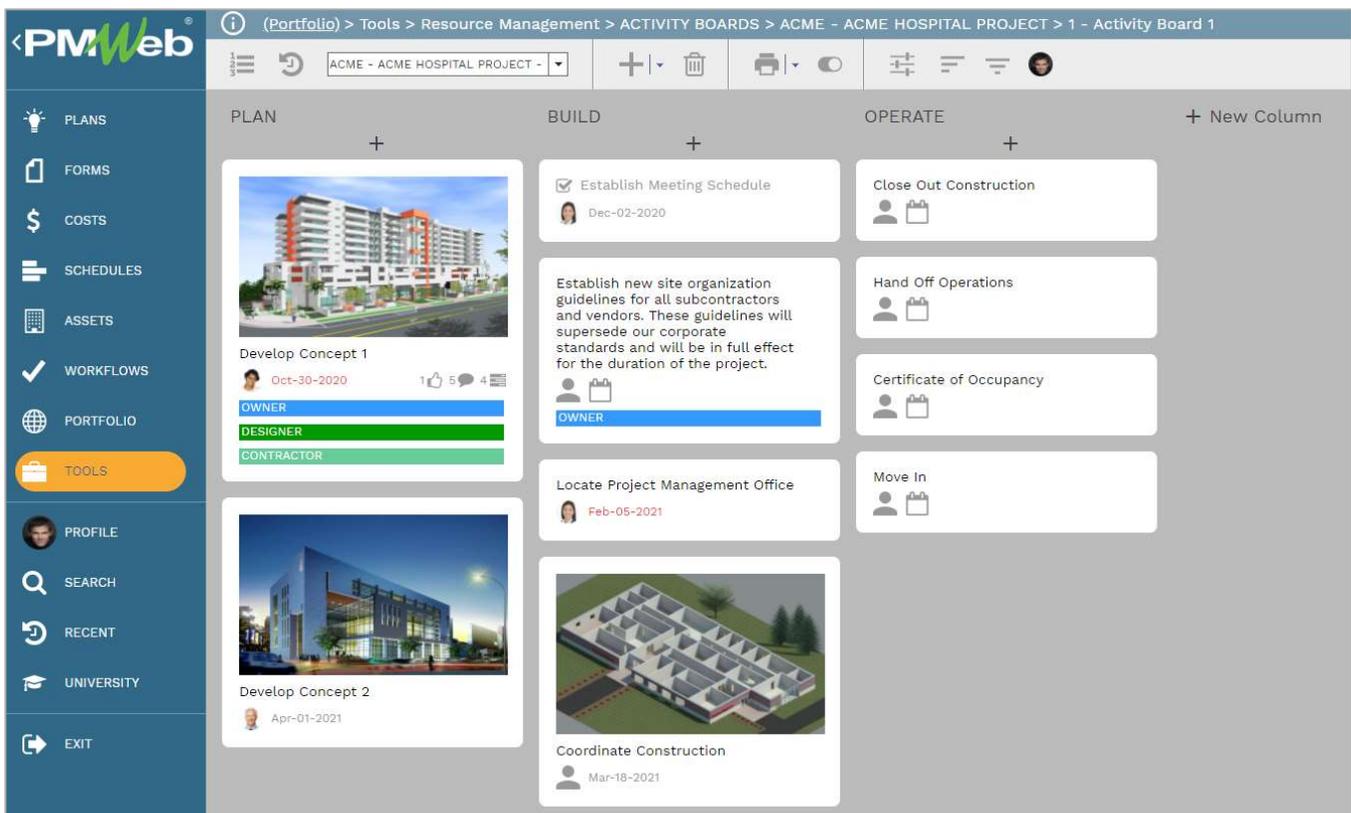

Figure 1 - A PMWeb Activity Board

Card View

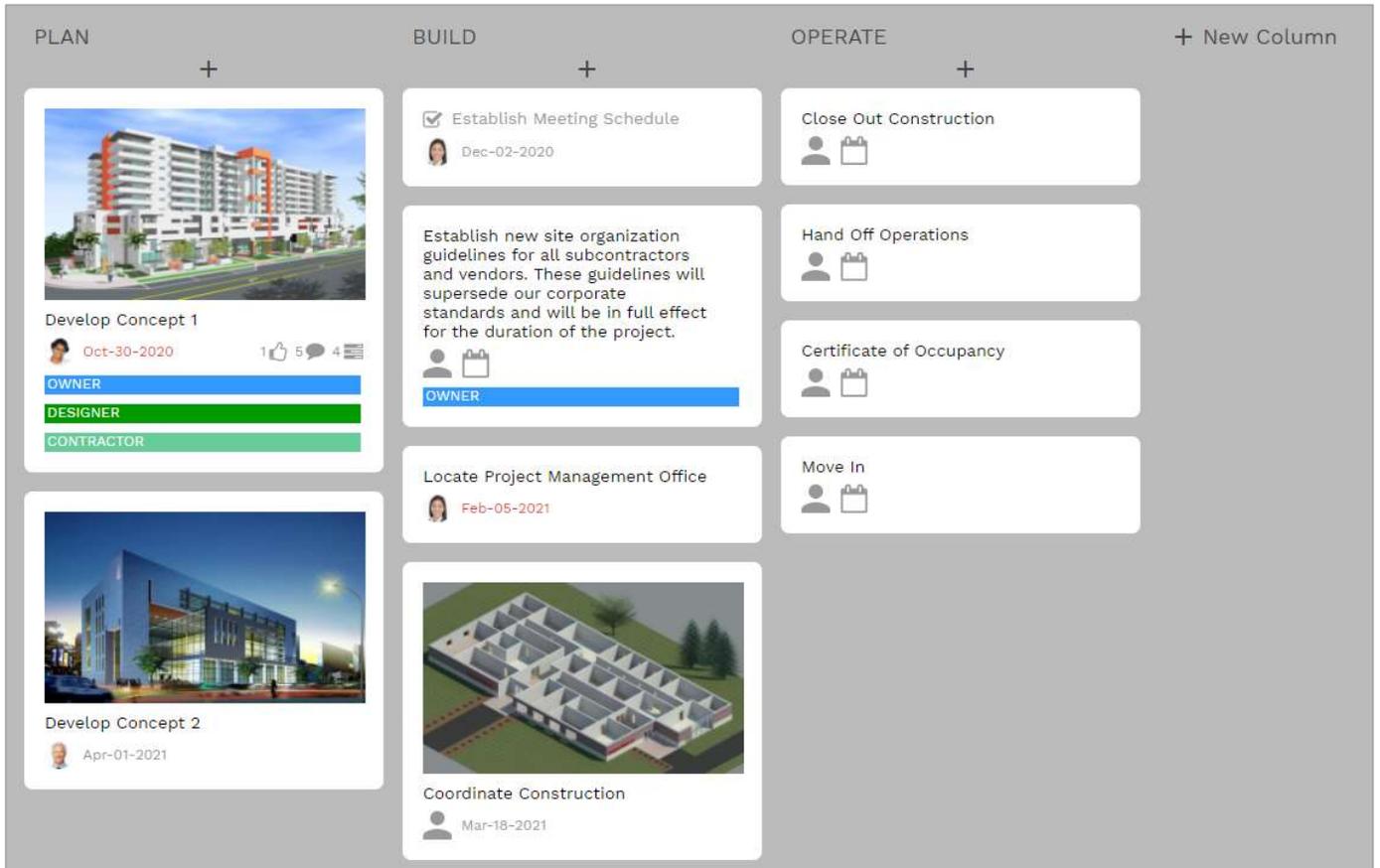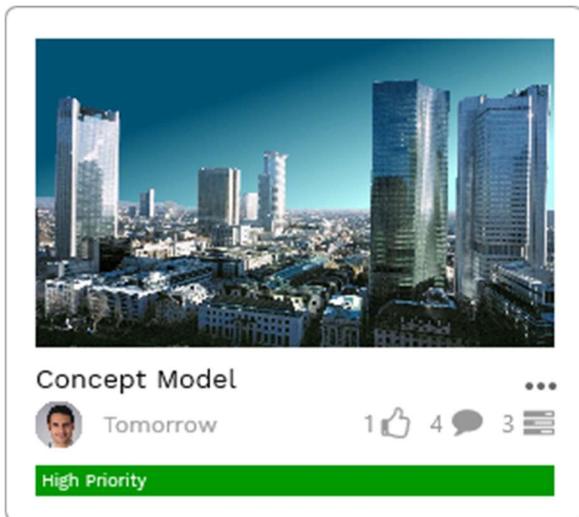Card View makes it easy to quickly build a board, edit tasks, and rearrange them.

Figure 2 – An Activity Board in Card View

Click the New Column button, type a column name, and press ENTER. The column is saved and ready for tasks. Click the plus button at the top of the column, type a task name, and press ENTER. Your new task is saved. Click the user button and select from a list to assign the task. Click the calendar button and select a due date. In seconds you've created your first Activity Board.

You can create as a many columns and tasks as you wish. Each task card displays highlights of the detailed task information. Colored "flags" applied to cards make it easy to instantly recognize who's responsible for which tasks. Best of all, reconfiguring the board is as simple as dragging and dropping.

Task Details

PMWeb Activity Boards are undeniably easy to use, but they are also very robust. Click any task card to see its details.

Figure 3 - Every Task can contain Subtasks, Comments, Attachments, and More

Each task can contain an unlimited number of subtasks and each subtask has all the features of a task. You can, in effect, create an unlimited hierarchy of tasks, each with its own assignment and due date. Need to make a checklist of items to be finished before the task is complete? Create a list of subtasks for it in seconds. Have a document you need to collaborate on but don't need a formal workflow? Instead, attach it to an Activity Board task and share it with any user you wish. Attachments can be files you upload from your device, links to files in PMWeb Document Manager, URLS, and even links to other PMWeb records – like RFIs, contracts, or forms you design yourself.

The comments log is at the heart of each task. Users can post as many comments as they like and can choose to be automatically notified by email each time someone posts a comment. Comments, as well as tasks themselves, can be "liked", making it a great way to gauge task progress and work toward consensus.

List View

A unique feature of PMWeb Activity Boards is List View. List View presents the same data as Card View, but in a different format.
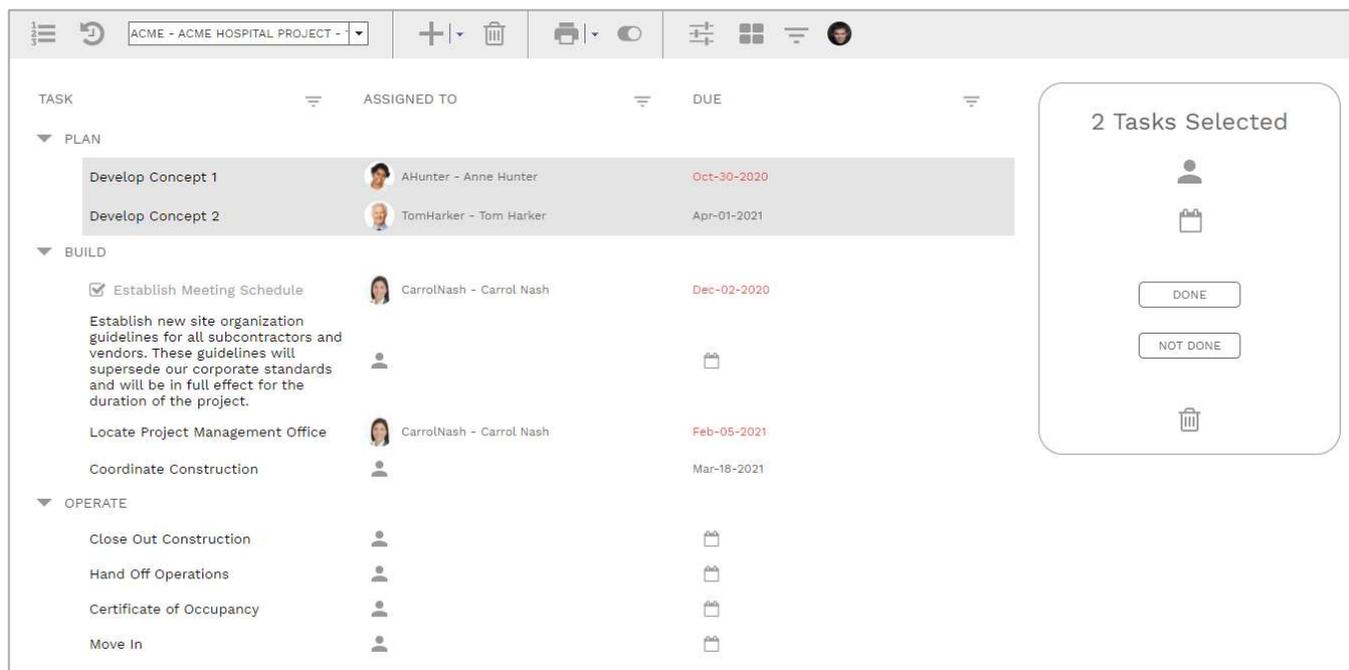

Figure 4 – Click Buttons in the Actions Pane to Act on Multiple Selected Tasks at once in List View

Board columns are displayed here as lines with their tasks under them and can be collapsed or expanded. Columns and tasks can be created, edited, and moved here, just as in Card View. In List View you can also select multiple tasks and act on all of them at once by clicking buttons in the Actions Pane. This makes it quick and easy to set one due date for a group of tasks or mark a dozen tasks as "Done" with a single click.

Conclusion

PMWeb Activity Boards let all board members visualize the work that needs to be done and easily track its progress. Tasks can stand alone or be linked directly to other PMWeb content. Board members are not limited to users with Full licenses; Guest users can fully participate in Activity Boards too. This means collaborating with every project stakeholder has never been easier.

Will Activity Boards completely replace traditional construction project management tools? No, and that's part of the point. Time-tested methods and next-generation innovations should stand side by side, and we will always make room for both. PMWeb continues to offer an unrivaled all-in-one platform for managing small, medium, and large projects and Activity Boards can now be part of your success.