



## **Project Management**

Prefiniti offers its business users the unique ability to manage all of their projects through a single web based interface accessible anywhere with an Internet connection. All projects are tied into our notification system so you don't have to remember to give your clients and employees useful reminders. You can schedule any of your company's crews right from the project view by clicking dispatch crew, and those crews will have the powerful use of our integrated Google Maps to get directions from anywhere to the project to which they are dispatched. One of the most powerful features of Prefiniti's unique content management system is its ability to associate a file from one project to another, so when you are doing a job you have previously done, you can associate that original files from the original project to the new project in one step. No paper, no mess, and your employees can operate without coming into the office.

## **Notifications**


Prefiniti's notifications system is both powerful and versatile. Prefiniti supports any combination of SMS text Message, email and site mail (Prefiniti Mail) notifications for any event. That means that when you want to know instantly when a customer places an order you can. You can be at work, in the field and get a text message to your phone showing you who placed an order and when they did it. You can also customize what type of notification you would like to receive for any type of event. Knowledge is power, and knowing instantly gives you a powerful edge over your competitors and a powerful reputation with your customers. Never use the excuse again: "I was out of the office."

## **Scheduling**

Prefiniti gives you the ability to schedule yourself and your departments (crews) all from one interface with the power of de-conflict. That means you'll never schedule a person or a crew in the same time frame. Prefiniti's powerful scheduling is very easy to use. Simply double click the start time of an event and the details pop up for you to edit. Scheduling uses Prefiniti's notification system to send reminders for events and will let your crew or department members know when an event is created for them. No need to call and let your personnel know about what they've been scheduled for. They'll know about it sooner than you can dial their number. And when you or your employees log in they see right on the home page what their schedule is for the day. Scheduled events are tied into the mapping system so you can get to your appointments on time by knowing how to get there and how long it will take.

## **Departments**

Small firms and large firms alike can benefit from the ability to create unique departments. In your typical business, for example, you can have all of your employees identified by unique department names and schedule an entire crew or just a single employee inside that crew. You can have one employee be a member of several different departments. So if you have a crew chief that is also part of company management he would be part of his field crew and part of the management department. You can view all department members' schedules side by side, this helps you see if any members might, for example, be scheduled for a unique task, or be on vacation. Another feature of departments is that they don't have



to pertain to employees. You can create a department for scheduling a conference room, or to schedule the use of certain computers. The possibilities are only expanded by using Prefiniti's department feature.

### **File Management**

All files associated with a project are viewable by you, your employees and your customers from the project view and the content manager, but files that you don't want your customers to see (like employee records, etc...) are hidden, and only viewable by you and others designated in your company. When you flag a file releasable the customer is immediately notified and can download the file right from their email. If a client has a file that they would like you to have they can simply upload it to their own Prefiniti profile and associate it to the project for you to use. No faxing necessary. And you will always know who uploaded a file and at what time. Prefiniti provides accountability all around, between you and the customer, you and your employees and vice versa.

### **Mapping**

Prefiniti gives you two different types of mapping. The first is our integration of the Google Maps API. This tool is seamlessly integrated across Prefiniti. It is available to all users on both the Business and Personal/customer users. You and your employees get all the power of Google Maps right from your schedules, projects, orders and profiles. All of these views give you directions from any of the locations saved in your profile to the destination. These maps have aerial photography, step-by-step driving directions that give you the time of travel and distance to your destination. We have also created our own file type "Prefiniti Field Notes" that can be posted to a project from any GPS enabled data collector and be read by Google Maps. This means that businesses like survey and engineering firms and line locator companies can post the data to the project and be in an instant conversation with you or the customer while you are both looking at the area in Google Maps. Personal users can also take advantage of these files by using handheld GPS units.

### **Tabbed Browsing**

Prefiniti's tabbed browsing is far different and unique from the tabs created in Firefox or Internet Explorer. Prefiniti's tabs are right in the site. In fact your entire browsing experience is integrated. It is not browser dependent. Prefiniti functions much like your desk. You can have multiple views open and just switch between tabs like a filing cabinet. This is very useful when a manager is reviewing timesheets. He or she can have multiple timesheets open and cross reference the data to check for any discrepancies in records between employees.

### **No Refreshes**

This is, quite honestly, one of the most distinctive features of the Prefiniti Network. Prefiniti is refresh free. So many of us have experienced the delay time when waiting for a page to load. Prefiniti's AJAX based framework bypasses the need to load a whole page. When you click a link in Prefiniti only the new data required is loaded. Now you can experience super fast browsing, which is important when your running your business, even when your not on a super fast internet connection. We spent the time dealing with the "real problems" when doing business online. Quite simply put: Saving you time was our number one goal. And starting with page reloads was a great place to begin. Prefiniti is the efficient and timely solution in online small business management.

## Timesheets

Prefiniti is an online business management tool. And timesheets are part of its arsenal. Now you can enjoy the benefits of having all of your employee's timesheets in one central location, accessible anywhere with an internet connection. Now you can be in the field and answer client's important questions with a click of the mouse. View all timesheets for a particular project right from the project or from the timesheet tool bar. You can also say goodbye to all those endless hours reviewing timesheets before payday, because when an employee signs a timesheet you are instantly notified and can approve it right then and there. The timesheet bottleneck is eliminated. And you can have your reviewing hours back that you used to spend looking over the seemingly endless stack of paper. And reviewing a timesheet closer to when it is submitted by your employees means that if you have a question about their timesheet it will be fresh in their memory instead of a distant recollection. Prefiniti's timesheet feature allows you to build custom task code databases with attached rates or units. Timesheets can also be flagged as billed and paid. So billing becomes quick and efficient.

## Network Shopping

Prefiniti is not only business management it is also a social network. This network is world wide. Many small businesses are subject to the "third party" middle man. These third parties take profit, large profit, off the work that you do by reselling or "managing" the service or product you provide. All users that are part of Prefiniti Business or Prefiniti Social can shop and order from your company. So if a company in Los Angeles needs to order a product from you in New York all they have to do is search through companies in the New York area code and they can request proposals directly from you. Eliminating the middle man is the name of the game. Save your clients the money they would loose through the middle man and make yourself more money. And this feature of Prefiniti is free. It's called networking. It's called Prefiniti.

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