

# **Managing and Tracking Software Projects**

## **Abstract**

The Aim of the Project is latest generation Web Based System for Managing and Tracking Software Development Projects. It is called "Project tracking System" for a good reason - it was specifically designed to make software project management hassle free and straightforward. Despite the simplicity of use, Easy Projects is a powerful and sophisticated system based on the Microsoft .NET technology and MS-Access. These robust technologies provide with a scalable and flexible solution to manage and track projects of any complexity level.

## **PROJECT REQUIREMENT STUDY AND DOCUMENTATION**

The Project Tracking System (PTS) was initially developed to document, prioritize and track the progress of internal Remedy projects by setting milestones and establishing deliverables required to complete a project. As the application became more robust, other groups became interested in using PTS to manage their own projects.

## **Using the Project Tracking System**

This document discusses opening PTS, how to create an PTS projects, adding attachments, setting up deliverables, establishing project members, creating deliverables and milestones to measure progress, project security features, setting milestone alert notifications, sending email from within a PTS project and more..

## **Notifications and Communications within PTS**

This document discusses all of the types of notifications that PTS sends to project members and customers throughout the lifecycle of the project. Notifications are divided into categories and defined for who receives a notification, what information is distributed, when the notification is sent, and why the notification is sent to either the customer or the support staff working the request.