



Task Management Powered by the Intalio Platform™

Organise. Collaborate. Achieve. Your Central Hub for Team Productivity.

Powered by the Intalio Platform™, the AI-driven Task Management is a comprehensive solution that centralises tasks, projects, and team collaboration in a single, intuitive workspace.

From task creation to project tracking and reporting, the platform ensures every assignment is visible, accountable, and efficiently managed.

By integrating real-time activity tracking, flexible workflows, and analytics, it empowers organisations to improve productivity, streamline operations, and enhance team performance.

Benefits



Scalability

Support teams of any size, from small groups to large government ministries.



Improved Productivity

Track deadlines, priorities, and progress to reduce missed tasks and bottlenecks.



Customisable Reporting

Generate detailed reports for performance reviews, meetings, and stakeholder updates.



Enhanced Collaboration

Enable teams to work together efficiently with shared workspace and real-time updates.



Real-Time Visibility

Monitor task status and project performance via interactive dashboards.



Centralised Task Management

Keep all tasks, projects, and communications in one unified system.

Core Capabilities

1.

Flexible Workflow Management

Visualise and manage work in the way that suits your team: Kanban boards, lists, or calendar views. Adapt workflows dynamically to match your operational style.

2.

Comprehensive Task Features

Create tasks with deadlines, priorities, subtasks, attachments, and custom fields. Assign responsibilities and monitor progress seamlessly.

3.

Collaborative Workspaces

Organise projects by department, client, or initiative. Keep teams aligned, focused, and accountable throughout the task lifecycle.

4.

Real-Time Activity Tracking

Capture every update, comment, and change to maintain transparency and accountability across teams.

5.

Advanced Dashboards & Analytics

Visualise KPIs such as task completion, overdue items, and workload distribution. Generate on-demand reports to inform decisions.

6.

Secure Administration & Access Control

Manage users, roles, and permissions to ensure the right team members have the correct access to tasks and projects.

How It Works



Task Creation & Assignment:

Set up tasks with assignees, deadlines, and priorities.



Collaboration:

Comment, attach files, and coordinate within shared workspaces.



Workflow Visualisation:

Track progress through Kanban, list, or calendar views.



Monitoring & Reporting:

Analyse performance with dashboards, metrics, and custom.

Productivity Made Simple

With Task Management, your organisation gains a powerful, scalable, and secure platform for team collaboration and project execution, helping you complete tasks faster, reduce inefficiencies, and achieve goals with confidence.

About the Intalio Platform™

The Intalio Platform™ is an integrated suite of AI-driven products and solutions designed to automate, integrate, and control the journey of data, content, and processes across the enterprise enabling customers to build and activate operational intelligence.

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