

## Multiple Project Manager

An excel based solution, which is macro free, enabling project managers and business owners to monitor the progress of all of their projects, all in one place. If you need to monitor the steps of various projects, take a look at the details below.

**Determine the process of your projects**

**Track each stage of each project**

**See which stages of which projects are due next**

**Get warnings about upcoming and overdue tasks**

**Assign certain tasks as 'flexible' if they're out of your hands**

**See a handy 'list of things to do' based on urgent tasks**

**Store all old jobs on a completed jobs list**

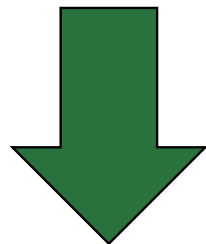
**See each project in more detail**

**See if each stage was completed on time**

**See a complete overall report of your project success**

**And so much more...**

Scroll down to see more about this product



**Monitor all the stages of all your projects – All in one place.**

**Current Projects**

Completed On Time	Completed Late	Active	Almost Done	Overdue
5	0	8	1	0

Over on Time (Start)	Over Late (Parallel)	Active (Flexibles)	Over Late (Flexibles)	Overdue (Flexibles)	All Release Dates
0	1	0	0	0	0


Spreadsheet Solutions

Tasks Completed	Project Done	At Success
47%	100%	0%
0%	0%	33%

Do not use the same job reference twice

Job Reference	Project Start	Stage 1	Stage 2	Stage 3	Stage 4
		Completed	Completed	Completed	Completed
Job 1	Mon, 29 Feb 2016	Mon, 29 Feb 2016	Tue, 02 Mar 2016	Fri, 05 Mar 2016	
Job 2	Tue, 20 Mar 2016				
Job 4	Tue, 20 Mar 2016	Wed, 23 Mar 2016			

[spreadsheetsolutions.biz/store](http://spreadsheetsolutions.biz/store)

 **SPREADSHEET SOLUTIONS**

#	Project Stages	Flexible Task	Days	Description	✓
1	Stage 1		2	Days from the start of the project	✓
2	Stage 2		3	Days from the SCHEDULED completion of Stage 1	✓
3	Stage 3	✓	4	Days from the ACTUAL completion of Stage 2	✓
4	Stage 4		3	Days from the SCHEDULED completion of Stage 3	✓

You can input up to 15 stages for each project. Each checkpoint can be entered, and each stage can be given a time period. This will lay out your project into stages, and show you when each stage is required. Are any of the stages out of your control, like if the client needs to proof read something? No problem, simply mark them as 'Flexible' and the timer will stop until that task is done. Setting out your project tasks will not only help you to finalise your process, but it will set this spreadsheet up to monitor each stage of each project. You can also make selections like whether or not you want to include bank holidays and weekends.

**Current Projects**

Completed On Time	3
Completed Late	0
Active	1
Almost Due	1
Due Today	1
Overdue	0

Done on Time (Flex)	0
Done Late (Flexible)	1
Active (Flexible)	0
Due Today (Flexible)	0
Overdue (Flexible)	0
ALL Future Tasks	5

**Spreadsheet Solutions**

Job Progress		On Time		Job Success		Job Reference	Project Start	Stage 1	Stage 2	Stage 3	Stage 4
Set	Flex	Set	Flex	Set	Flex			Completed	Completed	Completed	Completed
67%	100%					Job 2	Mon, 26 Feb 2018	Wed, 28 Feb 2018	Fri, 02 Mar 2018	Fri, 16 Mar 2018	
0%	0%					Job 3	Tue, 20 Mar 2018				
33%	0%					Job 4	Tue, 20 Mar 2018	Wed, 21 Mar 2018			

The next part is the fun part. Adding new projects, simply input the project name and start date. It will then show you all the due dates for each stage, and start the countdown. As you proceed with each project, simply add the respective date when you completed the stage, and the spreadsheet will update automatically. You can see when the next task is due on each project (by the colour change), you can see if each task was completed late or on time, and you can see how far along each project is. This sheet is the heart of the spreadsheet. You can see what is going on with all the projects here, but this sheet also feeds all of the other reports and lists on this spreadsheet.

# Tasks List

# Spreadsheet Solutions

Page: 1 of 1 3 Entries in total

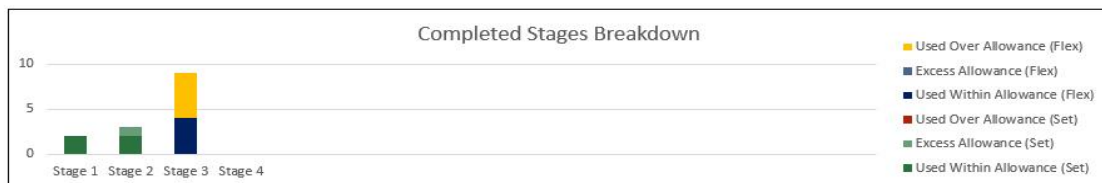
Which Tasks to Show: Both

No.	Job reference	Project Stage	Status	Due Date
1	Job 2	Stage 4	Due Today	Wed, 21 Mar 2018
2	Job 3	Stage 1	Almost Due	Thu, 22 Mar 2018
3	Job 4	Stage 2	Active	Tue, 27 Mar 2018
4				
5				
6				

So you have a list of jobs, all showing when the next task is due, but where can you see a to-do-list? There must be a simple way of knowing what is more urgent without scrolling through a whole list? Yes there is! This page pulls out all of the upcoming tasks, puts them in priority order based on due dates, and then lists them here for you. How simple is that? Once you have completed a task, put the completed date in the database, and this list updates automatically.

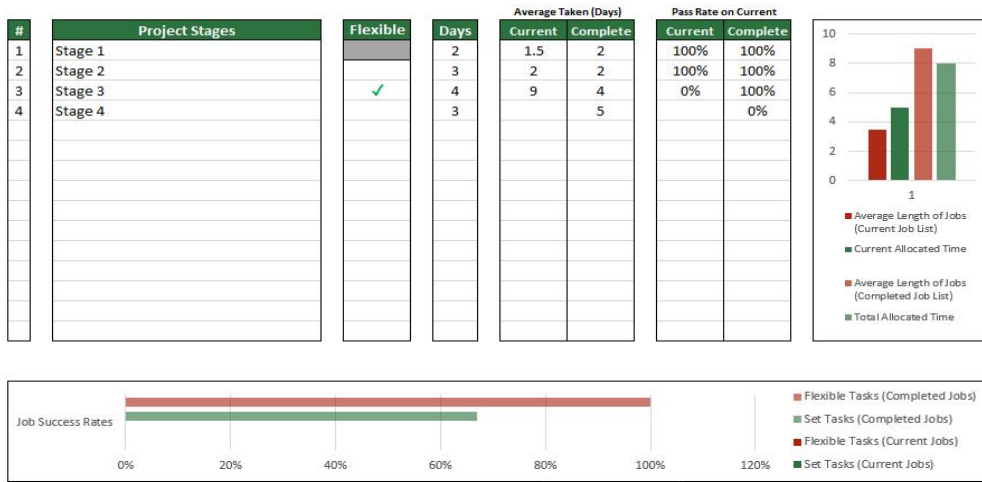
Start Date: Mon, 26 Feb 2018 Active Spreadsheet Solutions

Project Stages	Flexible	Due Date	Completed Date	Status	Results
Stage 1		Wed, 28 Feb 2018	Wed, 28 Feb 2018	Completed On Time	Set Flexible Job Progress 67% 100%
Stage 2	✓	Mon, 05 Mar 2018	Fri, 02 Mar 2018	Completed On Time	
Stage 3		Fri, 09 Mar 2018	Fri, 16 Mar 2018	Done Late (Flexible)	Set Flexible Job Success
Stage 4		Wed, 21 Mar 2018		Due Today	
					Set Flexible Completed on Time



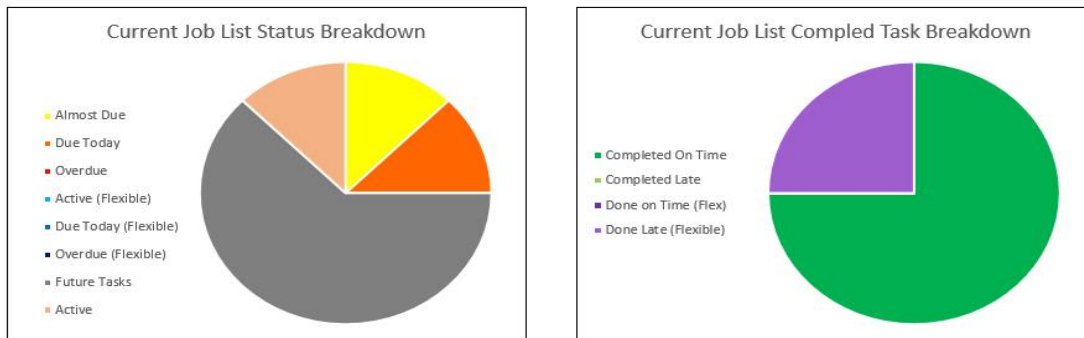
If you would like to see a project in more detail, that is no problem. Simply select the required project, and see the whole process laid out for you. Each step, the due date, status and completed data (if done). You can also see how the job is progressing, as well as the success of each stage. Which stages were 'flexible', were they done on time, was there time to spare? You can see it all on a simple chart. This will help if you get an enquiry from a client as to how their project is getting on.

### Project Stages, Target Periods, and Current Averages

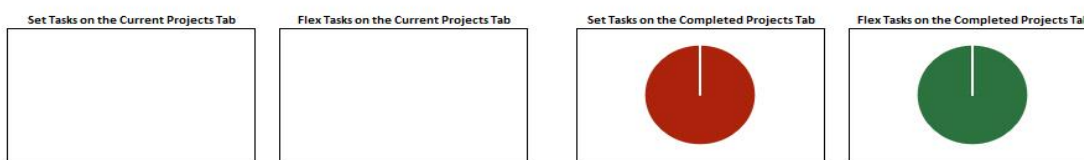


This spreadsheet is not only about monitoring individual projects, but also about seeing how successful you are with completing projects on time. Would you like to know how long you're taking with each stage? Would you like to be able to change the length provided for each stage in order to complete them on time? This report monitors all of your projects and shows you exactly how long each section takes, helping you to make any required changes.

### Status Breakdowns for Current & Completed Projects



### Percentage of Jobs Completed Within Assigned Time



The last point is that you can also see an overall view of the successful completion of all of your projects. It breaks it down into 'fixed' and 'flexible' tasks, so you can see what you're responsible for. Not only that, but you can see how successful you are at completing projects on time. You can also move projects to a completed project list, so this also shows reports on completed and current projects.

So there you have it, an overview of this unique product. We can't show you everything in this brochure, so please use the link below to the demo video, should you wish to see exactly how this product works.

All the other links you may need for more information, or to purchase this product, are below.

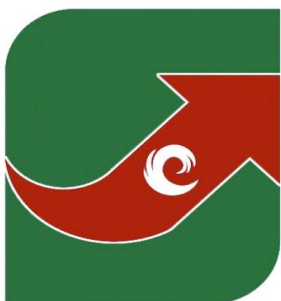


In order to purchase this product, download a free trial, or watch the demo video, please click the image to the left.

This product is sold from the UK, and will be invoiced as GBP. The fee is a once off fee, and there is no monthly charge. There will be an entirely optional annual charge, should you want to receive future upgrades.

**£220**

This product is created by:



**SPREADSHEET  
SOLUTIONS**

Creating business solutions through custom spreadsheets

[www.spreadsheetsolutions.biz](http://www.spreadsheetsolutions.biz)

© Sumcor Ltd - Trading as Spreadsheet Solutions

The use of this spreadsheet acts as acceptance of our terms and conditions.