Trello

What is Trello?

- A collaboration tool that organizes projects visually with boards and cards

- Organize information and tasks

- Defined workflows

- Add collaborators

- Increases communication and visibility

- Decreases external communication and bottlenecks

Project Management Tips & Tricks

- Prioritize

- Allow freedom and creativity

- Keep tasks granular

- Leader? Decision maker? Owner?

- Deadlines

- Quick communication and feedback

"The whole is greater than the sum of its parts."
    - Aristotle

Build your board!

Build your board

- Sign up

- Build your Job Search Board

  - First and Last name - Job Search

  - Add toni@suncoast.io and katherine@suncoast.io

  - Make your workflow via 6 lists

    - To Do

    - Doing

    - Applied

    - Ready for Rec

    - In Limbo

    - Done

Build your dream job card

- Under the To Do card, + Add a card
  - Company hyphen job title
  - Description
    - Company website link
    - Location
    - Job Link
- Add me to the card in the description
  - @toniwarren or @ktrammellsdg

Questions?