



ECAP470: CLOUD COMPUTING

Dr. Tarandeep Kaur
Assistant Professor

Learning Outcomes



After this lecture, you will be able to,

- learn about Management of project using a Cloud-based project management tool.

Cloud-based Project Management- Zoho

- ZOHO offers online business, network and IT infrastructure management applications and software maintenance and support services.

Zoho Projects

- Zoho Projects is a cloud based project management solution designed for small and midsize companies.
- Zoho Projects is an online project management software that helps you run your business with ease.

Zoho Projects

- Stands as a comprehensive solution to your day-to-day problems in project management and adds value to your business by leaps and bounds.
- Offers **project scheduling and budgeting**, which allows project managers to define project tasks, assign them to their teams, estimate project costs and follow up on in-progress tasks.

Zoho Projects

What does Zoho Projects offer?

- Helps you to plan, track, collaborate, and achieve your business targets with ease.

Zoho Projects

Planning	Milestones, Tasklists, Tasks, and Subtasks help you plan work with ease.
Collaboration	Feeds, Activity stream, Wiki, Forum, and Chat help you to be on the same page with your peers.
Tracking	Reports and Charts help you track work within and across projects easily.
Productivity	Timesheets, Resource utilization chart, and Global Timers help you measure productivity effectively.
Knowledge Management	Documents and Forums help you manage files, discuss within and across teams in your portal with ease.
Effective Billing	Invoices and Expenses help you bill projects by hours and staff and manage project billing meticulously.
Issue management	The Bugs module helps you submit, track, and close bugs in your project.
Integration	Integrate Zoho Projects with Crashlytics, Dropbox, Slack and many other applications and access data with more fluidity.

Zoho Projects

- Automates document processes such as revision tracking, access control and search and retrieval.
- Other product features include document management, which provides a portal for sharing documents within the team members.

Zoho Projects

- Also, offers issue management features, which help managers resolve errors in the project tasks.

Zoho Projects

- Dashboards and reporting module help users prepare business reports and management summaries.
- Users can use Gantt charts to get a visual presentation on the progress of tasks in comparison to what was planned.

Zoho Projects

- Resource allocation chart helps users know how many team members are free and how many are overloaded with tasks.
- Milestones and tasklists help users organize complex projects by breaking them into subtasks.

What can be done with Zoho?

- Create a standalone task or group similar tasks into a task list.
- Raise bugs if a feature doesn't work as per the expected functionality.
- Define and automate any process workflow in your project using the blueprint.

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- Track and manage the daily or weekly efforts of resources using a timesheet.
- Handle all your project related updates and the documents in one place.

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Zoho Practical

- Opening Zoho Portal ([Zoho - Cloud Software Suite and SaaS Applications for Businesses](#))
- Creating Account
- Login to Zoho Dashboard
- Viewing Existing Projects

Zoho Practical

- Creating Projects
- Creating Milestones
- Adding Task List & Tasks
- Adding Users
- Adding Client Users
- Organize Tabs
- Documents Uploading

Zoho Practical

- Sharing & Adding Collaborators
- Gantt & Reports
- Settings (Setup)
- Manage Users
- Data Administration
- Importing & Exporting Data

Zoho- Project Settings

The screenshot shows the Zoho Projects interface. At the top, there's a navigation bar with links for Dashboard, Tasks, Gantt & Reports, Documents, Milestones, Timesheet, and a more button. To the right of the navigation is a search bar and a set of icons for filtering and sorting.

The main content area displays a project titled "LO-3 Taran CAP376" with a progress bar indicating 0%. Below the title, there are buttons for "Active" (which is highlighted in green), "Owner: chauhan.taran", and a help icon. A vertical ellipsis menu is open on the right side of the project title.

Below the project title, there are tabs for Widgets, Details, Comments, and Activity Stream. The Widgets tab is selected. Under the Widgets tab, there's a section titled "Task Status" which shows a placeholder image of a clipboard with a checkmark and the text "No tasks found. Add tasks and view their progress here". Below this is a blue button labeled "Add new tasks".

To the right of the task status section, there's a sidebar titled "Overdue Work Items" which lists three items:

- Software Design
- Implementation Environment
- Feasibility Study Document

Next to the third item, there's a red icon indicating it's overdue by 121 days. On the far right of the sidebar, there's a vertical ellipsis menu with the following options:

- Edit Project
- Trash Project
- Email Alias
- Customize Widgets
- Export to PDF
- Help

On the left side of the dashboard, there's a sidebar with the following sections:

- Home
- Feed
- Discuss
- Calendar
- Projects
- WORK OVERVIEW
 - Tasks
 - Issues
 - Milestones
 - Timesheets
- RECENT PROJECTS
 - Taran CAP376

That's all for now...