

Saha, Srejon (19-39702-1)

Nibir, Abul Kashem (18-38660-3)

Ahmed, Farhad (20-42539-1)

Habib, MD. Ahasan (19-39704-1)

Tasnim, Zarin (20-43365-1)

Contents:

- INTRODUCTION TO TRELLO
- INTRODUCTION TO SLACK
- PROJECT PROGRESS

TRELLO:

Trello is web-based project management tool that empowers a team to manage any type of project, workflow or task tracking. It also comes with the benefit of adding the files, checklists, automation etc.

- Project overview on board
- Projects and tasks management
- Simple and fast
- Can assign other users
- Handle medium level projects with ease

TRELLO (Contd.)

- Easy Drag and Drop & Editing
- Detailed & Quick Overviewing of Front/Back Cards
- In-Line Editing
- Card Records Archive
- Progress Meter Checklist
- Organize with label, tag and comments
- Easy to upload
- Availability of file attachment

SLACK:

Slack assists in keeping information visible and understandable so even the smallest deliverables are not overlooked. Share files or documents in project channels so that even new hires have access to the information they need to advance work.

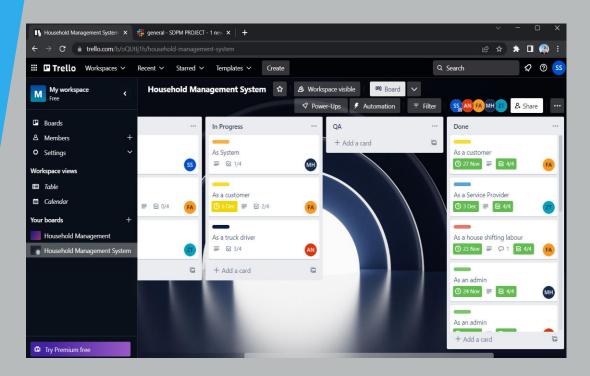
- Organized conversation in channel
- ❖ Together all shared ideas
- Make decisions and move forward
- Operate project team faster
- * Keep project members in sync

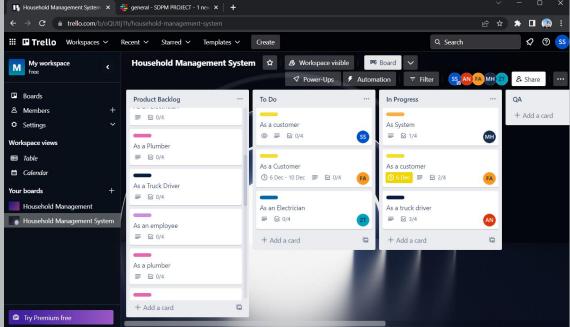
SLACK (Contd.)

- Does not offer a lot of storage to users
- * Restriction on saving files and documents
- Requires subscription to use it to maximum impact

PROJECT PROGRESS

TRELLO OVERVIEW





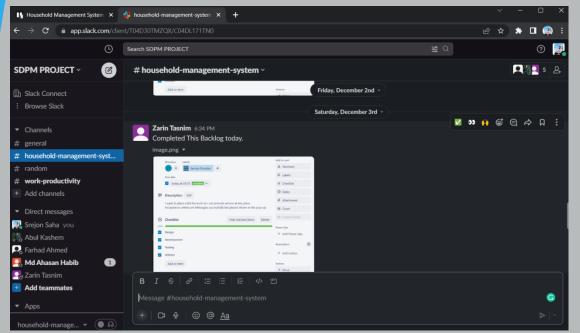
ACTIVITY OF TRELLO

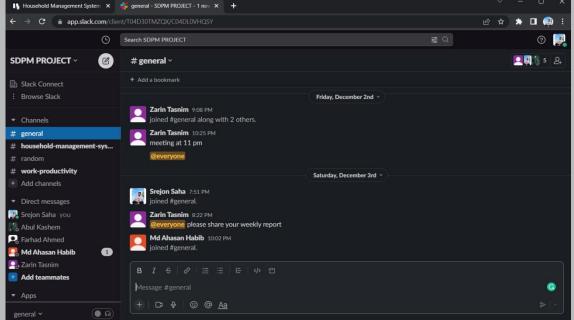
 \times Activity Srejon Saha marked the due date on As an employee complete 3 Dec at 23:09 Srejon Saha completed Release on As an employee 3 Dec at 23:08 Srejon Saha moved As a truck driver from QA to In Progress 3 Dec at 23:08 MD AHASAN HABIB marked Release incomplete on As an employee 3 Dec at 23:08 Farhad Ahmed moved As a customer from QA to In Progress 3 Dec at 23:06 Farhad Ahmed changed the due date of As a Customer to 10 Dec at 22:48 3 Dec at 23:06 Srejon Saha marked Release incomplete on As an employee 3 Dec at 23:06



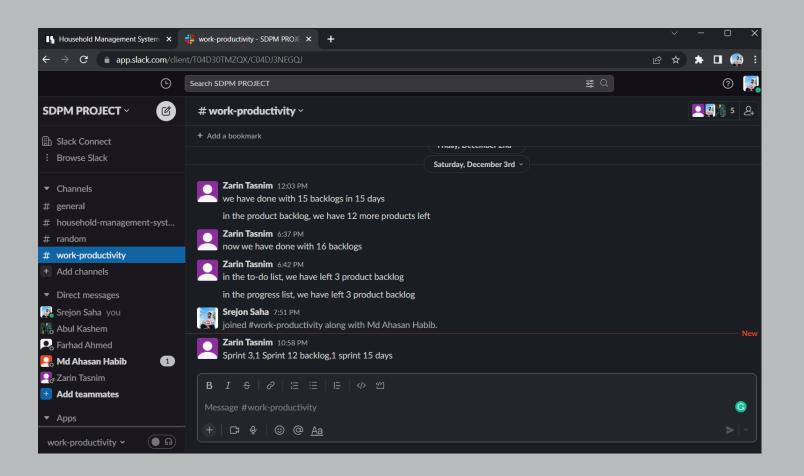


SLACK OVERVIEW





SLACK OVERVIEW(Contd.)



Thank You!