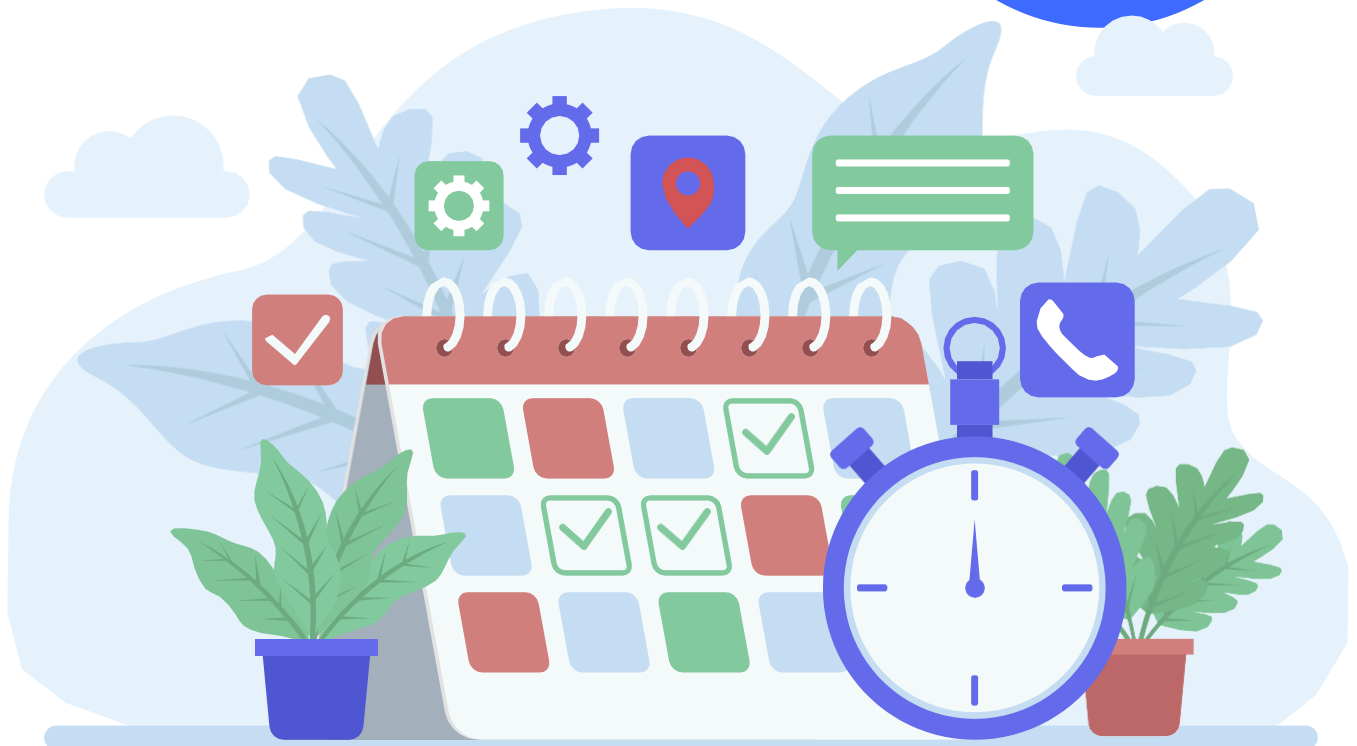


**TASK-MIS**  
*Simplify your workflow*



# Streamline Your **GOVERNMENT OFFICE OPERATIONS** Efficiently

**TRY  
NOW**  
FOR FREE



“Empower your team with an intuitive, easy-to-use task management solution”  
Designed specifically for government offices to streamline  
**Task Management, Track Files, and Schedule Reviews**



Unlock Powerful Features to Transform Your Work flow

## Key Highlights

- ✓ **Task Assignment**
- ✓ **File Tracking**
- ✓ **Weekly Review Scheduling**
- ✓ **Real-Time Notifications**
- ✓ **Mobile Access**



### ***Task Management***

Efficiently create, assign, and track tasks across departments. Stay on top of deadlines and priorities with a real-time overview.



### ***Review Scheduling & Task Evaluation***

Simplify weekly task reviews with built-in scheduling tools. Gain insights into team performance with automatic report generation and tracking.



### ***Centralized File Management***

Keep all files and documents in one centralized location, making it easy to access, share, and track file progress.



### ***Real-Time Notifications***

Stay up to date with real-time notifications for task assignments, file updates, and review deadlines—never miss an important update.

**TRY OUR DEMO TODAY**



# How It Works

Designed with simplicity in mind, TASK-MIS ensures an intuitive user experience for quick onboarding and seamless task management, so your team can get started with minimal training.



1. *Create and assign tasks with clear deadlines.*



2. *Track files related to each task in a centralized system.*

3. *Setup weekly reviews and deadlines.*

4. *Receive real-time notifications for updates and tasks.*

5. *Access every thing via the mobile app for full control on the go.*

Take your tasks and reviews on the go with our mobile app, ensuring you're always connected, whether in the office or on-site with



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*Simplify your workflow*

