Project/Task Management

- Create new projects (or events, campaigns).
- Assign tasks to staff with deadlines and priorities.
- Track status (Not Started, In Progress, Completed).

Resource & Budget Tracking

- Allocate resources (people, equipment, budgets) per project.
- Track spending vs. budget in real-time.
- Generate cost/budget reports (weekly or monthly).

Client Management

- Maintain client profiles (contact info, contract details).
- Log communications or inquiries from clients.
- Allow clients to view project status or submit feedback.

Invoicing & Payments

- Create and send invoices to clients.
- Track payment status.
- Generate financial reports (revenue, overdue invoices, etc.).

Reports & Analytics

- Summaries of completed vs. ongoing projects.
- Staff performance or utilization rates.
- Budget vs. actual expenditure.
- Client satisfaction or feedback scores.

Admin Dashboard

- High-level overview of all projects, spending, resource allocation.
- Graphs or tables showing key metrics (profit/loss, number of ongoing projects, etc.).