

ClearPath User Guide v3.2

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What is ClearPath?

ClearPath is a modern project management platform designed for agile teams. Track tasks, manage sprints, collaborate with teammates, and ship faster.

Core Features

Task Management: Create, assign, and track tasks with customizable workflows

Sprint Planning: Plan sprints, estimate story points, track velocity

Team Collaboration: Comment on tasks, @mention teammates, share files

Reporting: Burndown charts, velocity reports, cycle time analytics

Integrations: Connect with Slack, GitHub, Jira, and 50+ other tools

Creating Your First Project

1. Click 'New Project' from the dashboard
2. Choose a template or start from scratch
3. Invite team members
4. Create your first task and assign it
5. Set up your workflow states (To Do, In Progress, Done)

Best Practices

- Break down large tasks into smaller sub-tasks
- Use labels and priorities to organize work
- Set realistic due dates
- Review and update tasks daily
- Run retrospectives after each sprint