

BEST PROJECT MANAGEMENT SOFTWARE FOR REMOTE TEAMS

HERE IS A VALUE BOMB FOR YOU!

SAVE THIS FOR FUTURE REFERENCE

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❖ Monday's Project Management

Monday is another great pick for your project management needs. Teams who deal with content, creatives, software, manufacturing, etc. can benefit from this greatly. I used it for almost a year for two brands in the nutrition and food niche and it has always worked fine. It helped boost team efficiency, visibility, and accountability between teams and departments.

One particular feature I really like is **mirroring items between different boards**, which is something not many PM tools have. But in any case, give this one a shot!

❖ PipeDrive

Technically PipeDrive is a sales management tool, a CRM, where you can visualize and monitor all of your customers' journey – from prospect to lead to customer (and then repeat customer). But a lot of people are also using PipeDrive as a project management tool.

PipeDrive is really **simple to use and you can integrate it with other tools** as well. For example, if you would like to contact people in your pipeline, you can simply **connect your mailbox to PipeDrive** so you can have the conversation within the CRM.

❖ ClickUp

I may be biased to ClickUp when it comes to **managing medium to large scale (and ongoing) projects** because I've been using it actively for 3 different startups and have referred it to several others. But I'll do my best to be balanced in my views here.

ClickUp is a project management tool with a wide range of features. It has **all of the features of a typical project management tools** in the market, as well as features that are only unique to them.

❖ Airtable

If you are a huge fan of spreadsheets, then you need to give Airtable a shot. At first glance, it looks daunting, even for spreadsheet enthusiasts. It might even look like a database to some. But in reality, it's a **powerful tool that can be used for project management** among other functions.

Integrating it with Zapier or Integromat will help make things easier too, along with other apps like Slack, Gmail, and other tools that are crucial to remote teams.

❖ Asana

Asana is still one of my **go-to project management tools** for managing different clients. It is another powerful tool that any type of team from content and web design and development to photography and ecommerce can greatly benefit from.

Using Asana is pretty straightforward – it has **two main views: Board and List**, and you can switch between the two. For the tasks that you create, you can set dependencies – if a task isn't completed, the next dependent task can't start – so it is easy to spot the bottleneck.

❖ Trello

Trello is a straightforward project management tool that a lot of people just can't leave behind, even if there are already newer tools with more robust features. And there's a reason for that, of course!

Trello is **perfect for people who want to increase team productivity**. And the reason why this is the best feature for Trello is because it's so...clean. There are **no unnecessary features, no clunky features** that will make you want to read the knowledge base, and the like. It is very intuitive and simple too.

❖ Toggl Plan

Toggl Plan is a project management tool that just captures the eyes. It has a very aesthetic feel to it, and to be honest that is the one thing that many tools don't have, which I think is a shame because having a good UI can help in being in the "flow".

❖ Basecamp

Basecamp is a **classic project management tool** and I've added it to the list because of how widely it is being used even today. It's a simple tool that teams working on software development and content creation etc. can benefit from.

It also has a nifty **tab for all activities within the organization**, so you can know at a glance who is working on what.

Bonus: A few more

❖ activeCollab

ActiveCollab helps collaborators through its time saving and easy-to-use features. Project leaders can set milestones for the team, add team members, assign tasks and get notified via e-mail for updates on the project. Also when replying or posting a comment, you don't need to actually log in the system, you can reply and post comments via e-mail.

❖ Assembla

Assembla has a ticketing system where teams in remote places are given tasks via tickets. I've used this and personally, I find it a little confusing at first but after spending some time with it, I get exactly how it works. It is like one of those online forums where people talk about things, only here, the project leader is the one who controls most of the game.

❖ Confluence

If you're a wiki user then Confluence will be easy for you to use. Although it is not your usual wiki, it still incorporates many similar features like content creation for all users, intelligent search, discussion and many more. File sharing is made via drag and drop. Confluence is, unlike other project management software, more focused on documentation and information sharing. For big projects, proper documentation is definitely the key to a more organized execution of things.

❖ Kapost–

Kapost is a publishing management software perfect for bloggers and writers in collaboration. It is a virtual news room where users can present a concept and have it approved by an editor. There are three types of users here, the editors, contributors, and subscribers. Editors can approve, assign, and reject ideas to contributors.

❖ Time Doctor

Time Doctor had me at dramatically reducing wasted time as in the world we are living now, time can make or break an entire company.

I recommend to take time, use all of these tools' free trial, get a feel of how it works, discover the pros and cons for yourself, and then finally make a decision. Decide on one with the intention of using it for several years to come.

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