

TaskMaster

task management
software from greystone



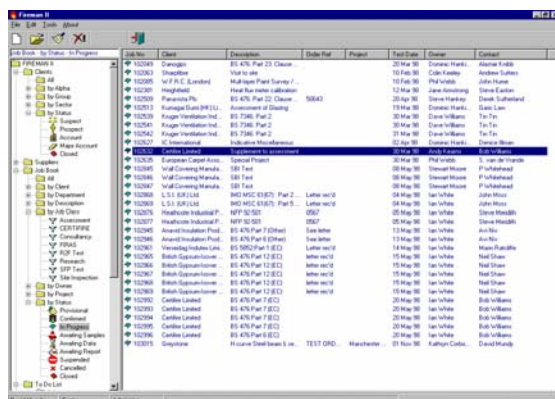
Greystone

If you need *a greater degree of control over a multitude of tasks* carried out by you and your team, then **TaskMaster** - the comprehensive task management software from Greystone - could well be the solution.

It tracks task and job status including costs, time inputs and billing, giving you and your clients up to the minute status and progress information.

TaskMaster was built as a comprehensive IT based process management system to put you back in control of the tasks, billing, purchasing, and customer / supplier relationships that are so critical to the success of your business.

- Manage all customer, supplier, contact, and job data in one place, accessible to all



- Build up quotes for jobs and projects, allocating job costs and time
- Track status of jobs and projects down to activity level, and accurately measure work in progress
- Store documents, files, data and results within jobs and projects
- Generate and manage Purchase Orders for bought out items and track costs by job

“This is more than just a system. It manages our entire work process. This has made us both more efficient and, more importantly, allowed us to bill for work we would previously have missed”

Geoff Deakin - MD Warrington Fire Research

- Process electronic time-sheets and generate time and cost based invoices
- Manage membership details and subscription billing for certification schemes and associations
- Manage training courses, send out invitations, charge course fees and maintain training records
- Manage events such as seminars and exhibitions. Send mailshots and track responses
- Fully integrated into popular accounts systems such as Sage.

If you'd like to exercise a greater degree of control over the projects you manage, get in touch. Our experience tells us that we can make a big impact on your task management systems.

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