



PROJECT PORTAL ESSENTIALS

DDMS VALUE, MULTIPLIED

Welcome to ddms, where we deliver world-class environmental data services, enhanced by our industry-leading online platform, Project Portal.

We now have a simplified version of Project Portal, called Essentials. It gives you and your team a dedicated, secure online hub to organize, share, and retain critical documents, track schedules, and collaborate in real time — all in one place.

FEATURES



Document Library

- Store and share documents and deliverables
- Email users with notifications of updates and actions



Search

- Full index to find what you need fast
- Search obeys user permissions



User Permissions

- You are in control. You can add users and adjust every feature and document to be permissioned exactly as needed



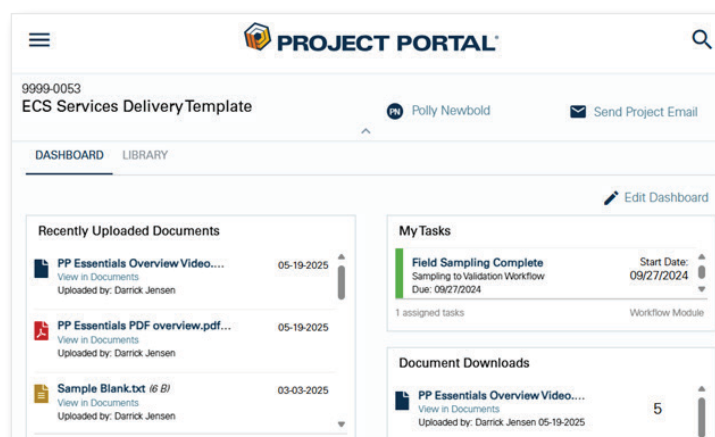
Schedule

- Share key dates
- Track overall project calendar and progress



Workflow

- Automatically track and notify people when they have a task to do
- Report on status



PROJECT PORTAL PROFESSIONAL ADDS EVEN MORE:

- Environmental database and data loading
- GIS and Mapping
- Reporting and analysis

GETTING STARTED

Your ddms Project Manager will set up your account and send you instructions by email.

Let your project manager know what users you would like to add. Don't worry — all permissions on Project Portal are configurable so you're always in control of who has access to what.



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