

Client: RedPoint Management Services  
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**“90 percent of a project manager’s time  
is spent communicating.  
So why does project management software  
fail miserably at communication?”**

Unfortunately, most project management software concentrates on scheduling, budgeting and documentation. But of the 90 percent time spent communicating, 50 percent of a project manager’s time is written communication. Lack of communication features in project management software can result in disaster. Deadlines are missed. Objectives are not achieved. Or wrong objectives are completed.

But it no longer has to be that way.

**New Software Delivers Powerful Communication Features  
That Meet The Demands Of Project Specialists**

**Project Minutes** is a revolutionary, one-of-a-kind software application specifically designed for project communication. It’s been created solely to maximize a company’s efficiency in this area...no matter how large or small the project.

It handles multiple projects and clients at once. The web-based software captures discussions, meetings, and memos and shares it with project members. It easily works alongside an organization’s current project management software. So there’s no need to scrap previous project info or abandon an existing software system.

**No IT Department Required**

Because **Project Minutes** is web based, companies don’t require an IT department to distribute it to individual desktops or portable devices. All upgrades are handled automatically from our central servers and all project information is backed up daily. Without the need for IT staff and supervision, companies can achieve significant cost savings on technical infrastructure.

**The Perfect Solution For Outsourced  
And Off Shore Projects**

For organizations that use outside suppliers or have project team members located around the globe, they’ll find **Project Minutes** is the ideal way to stay on top of international projects. It allows team members to access real-time information with their Internet browser from anywhere in the world.

It also supports foreign language characters and has a built-in foreign language keyboard. Ideal for companies with culturally diverse employees.

## Easily Control Communication Flow With These Powerful Features

Here's just a few of the efficient and time saving attributes of **Project Minutes**:

- **Easy to navigate.**
- **Powerful search function.**
- **Word similar interface. Makes it a snap to transfer information to and from Word.**
- **Customizable and flexible templates. Organizations can build to their own specifications.**
- **Team members can work on documents online and offline.**
- **Publish content and information directly to the web.**
- **Built-in calendar. Quickly and easily plan meetings, arrange events, and send invitations to participants. Immediately assign actions to specific team members. Keep on top of the current status of each project area.**

And it provides the whole communication history of the project, so organizations can review or audit. With **Project Minutes**, a company can attain a better return on investment and lower overhead costs on project initiatives.

### Risk Free Trial

The only way to truly realize the innovative features of **Project Minutes** is to try it. Test it for 14 days. Absolutely no obligation.

Now project members can keep on top of every communication component with just a few clicks. What a relief after dealing with project management software that isn't up to the complex demands of today's project communication.

Enter your name and email address below and experience the next breakthrough in project management software.

[Email capture form]

### Save With Limited Time Offer

Purchase before **xx/xx** and get six month's software access for five users and pay only **\$xx**. Or get six month's access for ten users and pay **\$xx**. This introductory offer will be available only for a short time.

[Order Button]

### Need More Help With Projects?

We're more than just software. RedPoint offers a wide variety of project support, consulting and troubleshooting services. Visit our [Services](#) page for more details.

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## [Company Page]

### Project Frustration Leads To Development of Project Minutes

[picture of Andre]

[caption: Andre Kaminski,  
President - RedPoint Management Services]

When **Andre Kaminski**, the developer of **Project Minutes**, worked for a large international company as a program manager, he oversaw 30 project managers working on 100 projects.

Andre, his staff, and external clients were overwhelmed with the amount of information that was flowing between projects.

He was inspired to create a better system to handle project communication.

*"By implementing a Project Minutes approach, I was able to see what was happening in each of the projects and who was responsible for what. By implementing a set of templates, the information was easily accessible.*

*Before meetings, I could briefly browse minutes from the last meeting for a given project and see who was supposed to do what. I was then able to follow up with particular people and progress of their actions and question why things were not done.*

*The participants knew that these questions would come up during the meeting. Their responsibility was visible to anybody taking part in the project, so they were motivated to close their assignments on time."*

Andre is now President of **RedPoint Management Services**, which operates **Project Minutes**. Based in Vancouver, British Columbia, the company specializes in project management and product development consulting.

With over 20 years experience in software development, Andre has extensive product, program and project management expertise.

Prior to RedPoint, he was CTO of NASDAQ-listed Leisureplanet.com and delivered products and services to other companies such as CNN International, Yahoo Europe, Lycos, and Infospace.

He spent many years consulting for the large multinational corporation Dimension Data, serving as its Provincial Program Office Director, as well as starting and leading his own software development company.

He served nine years as Research and Development Director for Ankerdata Systems Limited and was its European branch manager.

Andre is a Project Management Professional (PMP), member of the Project Management Institute (PMI) and a certified Product Manager. He holds a Master's Degree in Engineering.

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## [Services Page]

### **There's More To Our Company Than Just Software We Can Be Your Project Management Partner**

Whether your company is in the midst of a project or about to launch one, it often helps to get an outside view on how to achieve objectives successfully. RedPoint offers a full range of project management and product development consulting services.

We specialize in difficult and run away projects, including those that involve outsourcing or off shore support. We have significant experience in the recovery of projects that went sour and putting them back in line with expectations, adjusting project organization, and training project managers. We can also audit existing projects.

Discover what solutions we can provide for your organization. **Call us today at xxx-xxx-xxxx or send an email to xxxx@xxxx.**

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## [Support Page]

We provide email technical support from 7 am – 7 pm (Pacific Time). Please contact [support@projectminutes.com](mailto:support@projectminutes.com)

We offer a one-day training course on **Project Minutes**. The training can be onsite or use remote training via Webex.

For training, please contact [training@projectminutes.com](mailto:training@projectminutes.com)

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## [Contact Page]

- General inquiries phone number and email.
  - (Optional) Insert key contact names, email and phone numbers.
  - Physical and postal mail addresses.
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