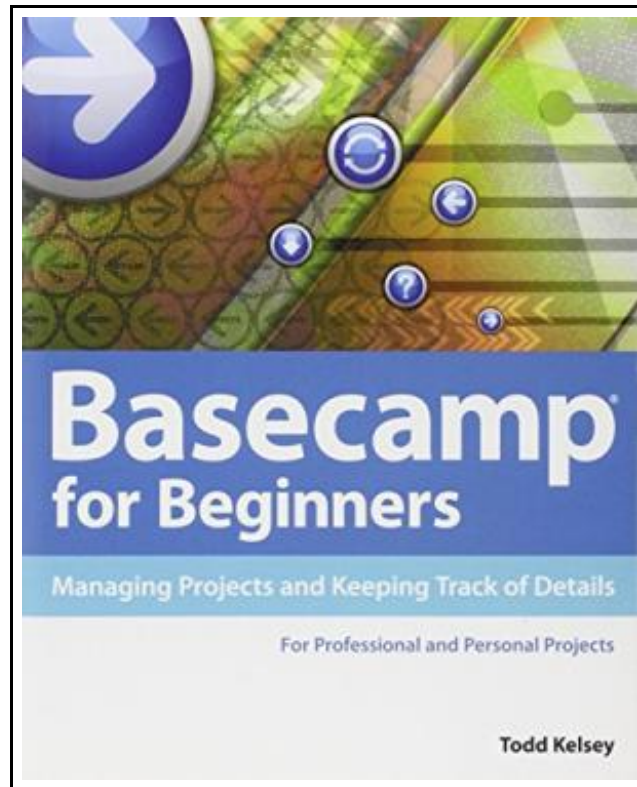


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BASECAMP FOR BEGINNERS: MANAGING PROJECTS AND KEEPING TRACK OF DETAILS



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Cengage Learning, Inc, United States, 2013. Paperback. Book Condition: New. New.. 231 x 185 mm. Language: English . Brand New Book. Staying informed, in touch, and on top of your work or personal projects--particularly those with lots of details and a number of team members--can be overwhelming. Today, many companies use web-based software to help get the work done smoothly and efficiently, and few such tools have been as popular as Basecamp, the world s #1 project management app. This simple, powerful tool for online collaboration is used by millions worldwide to stay organized and reduce the typical chaos and confusion that sprawling projects can cause. If it s time for you and your team to get organized, **BASECAMP FOR BEGINNERS: MANAGING PROJECTS AND KEEPING TRACK OF DETAILS** will show you how. And you ll be amazed at how quickly and easily your projects will come under control. Starting with the basics, and proceeding step-by-step, this book covers all the essentials of using Basecamp, including setting up an account, managing conversations and collaborators, handling multiple projects, time tracking, and much more.A special web appendix offers additional resources to Basecamp users, including tools for reporting, charting, and planning; mobile and desktop apps; tools for time tracking and invoicing; and sample contracts and proposals. Stay on top of your projects with **BASECAMP FOR BEGINNERS: MANAGING PROJECTS AND KEEPING TRACK OF DETAILS**.



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