

Projekto by Vryno: Mastering Project Success with Clarity & Control

1. Introduction & Overview

Projekto by Vryno is a modern project management platform built to help teams plan, execute, and complete projects efficiently. It offers tools for defining goals, managing tasks, tracking progress, automating routine work, handling budgets and timelines, and establishing transparency across teams. Whether you are running a small project or managing many large ones, Projekto helps you maintain clarity, enforce schedules, and ensure tasks align with business objectives.

2. Core Functionality & Capabilities

Here are the fundamental capabilities Projekto provides:

- **Project Initiation & Goal Setting**
Start a project with defined objectives, specify milestones, deadlines, budget expectations, and team member assignments.
- **Task & Subtask Management**
Break down larger work into tasks and subtasks, assign those to team members, set due dates, and monitor completion.
- **Activity Tracking & Status Updates**
Visibility into who did what when; team members can update statuses, mark progress, and managers can see project health in real time.
- **Custom Fields & Data Customization**
Tailor projects with custom data fields so that every project can capture specific information relevant to its type or department.
- **Project Cloning**
Reuse existing project templates by cloning past projects—great for recurring workflows or repeatable project types.
- **Unlimited Projects in Higher Plans**
Scale up with as many simultaneous projects as needed under appropriate plan tiers.

- Workflow Automation**
 Set up automations that trigger actions—such as notifying team members, changing statuses, or generating reports—based on project or task events.
- Portals for Collaboration**
 Provide access via portals so clients, external stakeholders, or other departments can view relevant project info, participate, or provide feedback.
- Time, Budget, and Milestone Enforcement**
 Define and enforce timelines and milestones; track budgets, compare estimates vs actuals, and respond to deviations.
- Field-Level Permissions & Roles**
 Assign roles to users with specific permissions, including read-only views, to control who sees or edits what data.
- SSO & User Authentication Features**
 Enable single-sign-on and manage user access among teams securely.

3. Plan Tiers & Feature Breakdown

Projectkto offers several plan tiers; features grow with plan level. Below is what each tier provides:

Plan Tier	What You Get in That Tier
Lite	Up to a set number of projects, ability to create tasks & subtasks, contact management, activity tracking, storage capacity, basic project organization.
Professional	All Lite capabilities plus unlimited projects, custom fields, project cloning, workflows & automation, portals for collaboration.
Elite	All Professional sets plus advanced permissions (field-level), custom modules, custom roles & profiles, read-only access options, secure single-sign-on, more refined integrations.

Each higher tier unlocks greater control, more flexibility, and enhanced governance over projects and team involvement.

4. Workflow & Automation Tools

Proeckto includes strong support for automating repetitive tasks and reducing manual effort:

- Define **workflow rules** that trigger actions when certain conditions are met (for example, when a task is completed or status changes).
- Automate project tasks such as sending reminders, updating status, generating progress reports at scheduled intervals.
- Use project cloning to quickly spawn new projects based on template structure rather than building from scratch.
- Use portals to automate stakeholder notifications or feedback loops.

5. Collaboration & Team Coordination

Proeckto helps teams work together with clarity and shared understanding:

- Assign tasks to individuals, set clear ownership and responsibilities.
- Use real-time status updates so everyone sees which tasks are in progress, which are pending, and which are completed.
- Provide access to portals where external collaborators or clients can see project status and contribute.
- Manage project timelines and enforce milestones so everyone knows the target dates.
- Activity logs offer transparency: who changed what and when, ensuring accountability.

6. Customization & Flexibility

Projects often differ in structure and requirements. Proeckto adapts:

- Define custom fields so projects/tasks can include data specific to your industry, department, or process.

- Create custom roles and profiles to match organizational hierarchy or special functional responsibilities.
- Use field-level permissions so certain portions of project data are visible or editable only by appropriate roles.
- Clone projects or templates to start new ones with similar structure and settings, saving setup time.

7. Data & Reporting

Projeckto gives insight into projects via reporting and data tools:

- Track project progress through dashboards that show tasks completed vs pending, milestones, and timeline adherence.
- Monitor budget vs actual cost, where applicable, to understand financial performance.
- Generate progress reports that summarize milestones achieved, tasks lagging, upcoming deadlines.
- View activity tracking to see team member contributions, deadlines met or delayed.
- Use reporting to identify bottlenecks, workload imbalances, and to reallocate resources.

8. Security, Roles & Access Control

Projeckto provides strong controls over who can see and do what in the system:

- Create and assign user roles (e.g. Admin, Manager, Contributor, Read-Only) with different permissions.
- Offer read-only access to stakeholders who need visibility but not edit rights.
- Use field-level permissions to restrict sensitive data to certain roles.
- Support secure authentication mechanisms such as single-sign-on for ease and security.

9. Typical Use Cases & Getting Started

Here are how organizations commonly use Projecto and how to begin using it effectively.

Getting Started

1. Define one or more project templates to represent recurring project types.
2. Set up team members, roles, and permissions.
3. Create custom fields and modules relevant to your projects.
4. Establish milestone structure, timeline settings, tasks and subtasks.
5. Set up workflows for automations and prepare portals if external collaboration is needed.

Common Use Cases

- **Marketing Campaign Management:** Planning a marketing campaign with multiple deliverables, deadlines, content pieces, approvals, and stakeholder reviews.
- **Product Development Projects:** Tracking features, sprints, bug fixes, milestones across teams.
- **Event Planning:** Organize logistics, vendors, tasks, timelines and budgets for events.
- **Consulting Services:** Managing multiple client projects simultaneously, with clear visibility into project status.
- **Operations & Internal Projects:** Internal initiatives such as infrastructure upgrades, process improvements or maintenance tasks.

10. Summary of Value & Impact

Projecto by Vryno delivers significant value through:

- Clear project visibility from start to finish, enabling teams to know where every project stands.
- Efficient task management and structure that promotes accountability.
- Reduced manual work thanks to automation and templates.
- Secure control over who has access and what they can change.
- Flexibility to adapt to different kinds of projects, workflows, and teams.

- Scalability: ability to grow from small project sets to large portfolios with many stakeholders and collaborators.

Projeckto helps organizations deliver projects on time, on budget, with clarity, alignment, and fewer surprises.