



Your projects, aligned with your real organization.
ROK Solution

rok-solution.com

Team Management: Manage projects, coordinate teams, maintain governance



The problem: projects move forward, but information gets scattered

In many organizations, initiatives start quickly, then become fragmented: emails, files, tasks, approvals, meetings, service providers, documents and decisions circulate across multiple tools.

As a result, everyone is working, but no one really sees the whole picture. Delays are detected too late, decisions get lost, documents multiply, and governance still too often relies on manual follow-ups.

Key challenges:

- **Centralize** tasks, documents, exchanges and decisions in a single project space.
- **Provide a clear view of progress**, priorities, delays and dependencies.
- **Coordinate teams** across business units, IT, consultants, partners and service providers.
- **Track tasks with the right views**: Kanban, Gantt, PERT, lists, milestones and calendars.
- **Keep decisions**, approvals, comments and deliverables traceable.
- **Secure collaboration** with rights tailored to each participant.

ROK is built on a simple idea: a project should not be a pile of emails, files and meetings. It should become a structured, manageable and traceable workspace.

Not just another Asana. A project space connected to your organization and access rights.



The ROK answer: every initiative becomes a governed project space

- **Structured project space**: each initiative has a dedicated space bringing together the team, objectives, tasks, documents, deliverables, decisions and exchanges.
- **Execution tracking**: Kanban, Gantt, PERT, task lists, milestones, delays and dependencies help track progress without losing the thread.
- **Centralized tasks and actions**: tasks are assigned, commented, planned, filtered, archived and tracked directly in ROK.
- **Secure collaboration**: internal and external teams work in a defined environment, with access to the right documents, tasks and exchanges.
- **Integrated communication**: ROK chat, mentions, notifications, Teams links and contextual exchanges stay connected to the project, a procedure, a workflow, a task or a document.
- **Project traceability**: comments, approvals, decisions, deliverables and histories remain accessible to prevent information loss.

- **Governance integrated:** projects remain connected to the org chart and IGA rights. No grey areas.



What Team Management enables in practice

Structure	Coordinate	Govern
<ul style="list-style-type: none"> • A clear space to frame each initiative. • Tasks, documents, objectives and decisions centralized. • Internal and external participants identified in one shared space. 	<ul style="list-style-type: none"> • Visible, prioritized and tracked actions. • Management with Kanban, Gantt / PERT, task lists, deadlines and milestones. • Delays, alerts and blockers visible earlier. 	<ul style="list-style-type: none"> • Secure access based on each participant's scope. • Documents, exchanges and decisions kept in the right context. • Usable history to stay in control of the project.

At your organization: the same mechanisms can turn a scattered initiative into a clear, secure and manageable collaborative space.



Key ROK modules

A. Project space

- Creation of a dedicated space for each initiative.
- Centralization of objectives, participants, tasks, documents, deliverables and decisions.
- Clear view of the project scope as soon as you enter the space.
- Tracking of work in progress and items to be delivered.

B. Execution tracking

- Kanban to prioritize, move, track statuses and identify blockers.
- Gantt / PERT to visualize timelines, dependencies, milestones, critical paths and shared schedules.
- Task lists to assign, comment, filter, plan and trace every action.
- Shared calendars to track work over time and synchronize project deadlines.
- Dashboards to track progress, delays, alerts and project indicators.

C. Project collaboration

- Project communities around an initiative, procedure, workflow or program.
- ROK chat integrated into the project context.
- Mentions and notifications to avoid manual follow-ups.
- Ability to continue a discussion via Teams without losing the context in ROK.

D. Documents and deliverables

- Project documents centralized and indexed.
- Deliverables linked to the relevant tasks and decisions.
- Version history, comments and approvals.
- Fewer scattered files and documents sent in multiple versions.

E. Traceability and capitalization

- Comments, arbitrations, approvals and decisions retained.
- Usable history to understand what was done, decided or blocked.
- Work in progress, deliverables and best practices become a reusable base.
- Projects no longer disappear into conversations.

F. Secure collaboration with the ecosystem

- Integration of consultants, integrators, vendors, partners and service providers.
- Access adapted to each participant's scope.
- Confidentiality of documents, tasks and exchanges.
- A shared environment for collaboration without creating grey areas.

G. Connection to the ROK ecosystem

- Team Management helps manage the creation, evolution and documentation of workflows and business applications designed in ROK.
- Project teams align with the positions, departments and entities in the org chart.
- Access to documents, tasks and project spaces is secured through IGA.

Team Management turns collaboration into a managed, traceable and governed process.



Expected benefits

- **Visibility:** active projects, tasks, delays, dependencies and decisions visible in one space.
- **Coordination:** internal and external teams aligned around the same objectives and information.
- **Time savings:** fewer manual follow-ups, fewer scattered files, fewer meetings without follow-up.
- **Management:** progress tracked with Kanban, Gantt, PERT, task lists, alerts, calendars and dashboards.
- **Traceability:** decisions, approvals, comments and deliverables kept in the right context.
- **Security:** each participant accesses only the information needed for their contribution.
- **Governance:** projects remain connected to processes, documents, rights and the real organization.

 [What if we scheduled a 15-minute discussion?](#)



Coordinated teams. Controlled projects.
ROK Solution

rok-solution.com