



DASHBOARD







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- Invoices awaiting payments
- **Converted Leads**
- Projects & Tasks Status

To Do's

Payment Chart













Contact Management

one platform to stay in touch with your staff members, suppliers & customers

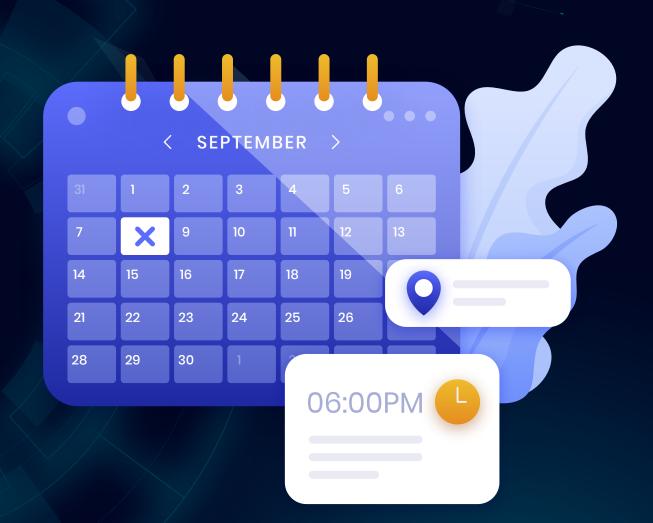






Appointly

- Add & Delete appointment
- Create & set appointment
- View & make Callbacks







Accounting









Tasks & Projects Management

- Add & delete tasks & projects
- Assign tasks & see tasks status
- Mark Finish & unfinished tasks







Files & Folders Sharing

- Make online spreadsheets
- Add & Delete folders
- Share & download files





Expense Management

- Create & Add expenses
- View stats & reports
- Daily, weekly, yearly & monthly







HR Management





Department



Holidays



work shift table



Leave Applications





Support System



- Feeback
- Q & A
- Complains
- Estimates
- Staff chats



Product Manager

- Invoice products
- Subscription products
- Products categories
- Product groups
- Product orders









Recruitments

- Add & Set campaigns
- Add & Delete candidate's profiles
- Set & view interviews



Approvals







Reports



Cash Flow

Profit & Loss

Purchase & Sale

Expenses vs income

lead reports



Utilities

Goals & to do's

Custom emails & sms



Surveys

Activity log



Notice board & Announcements



