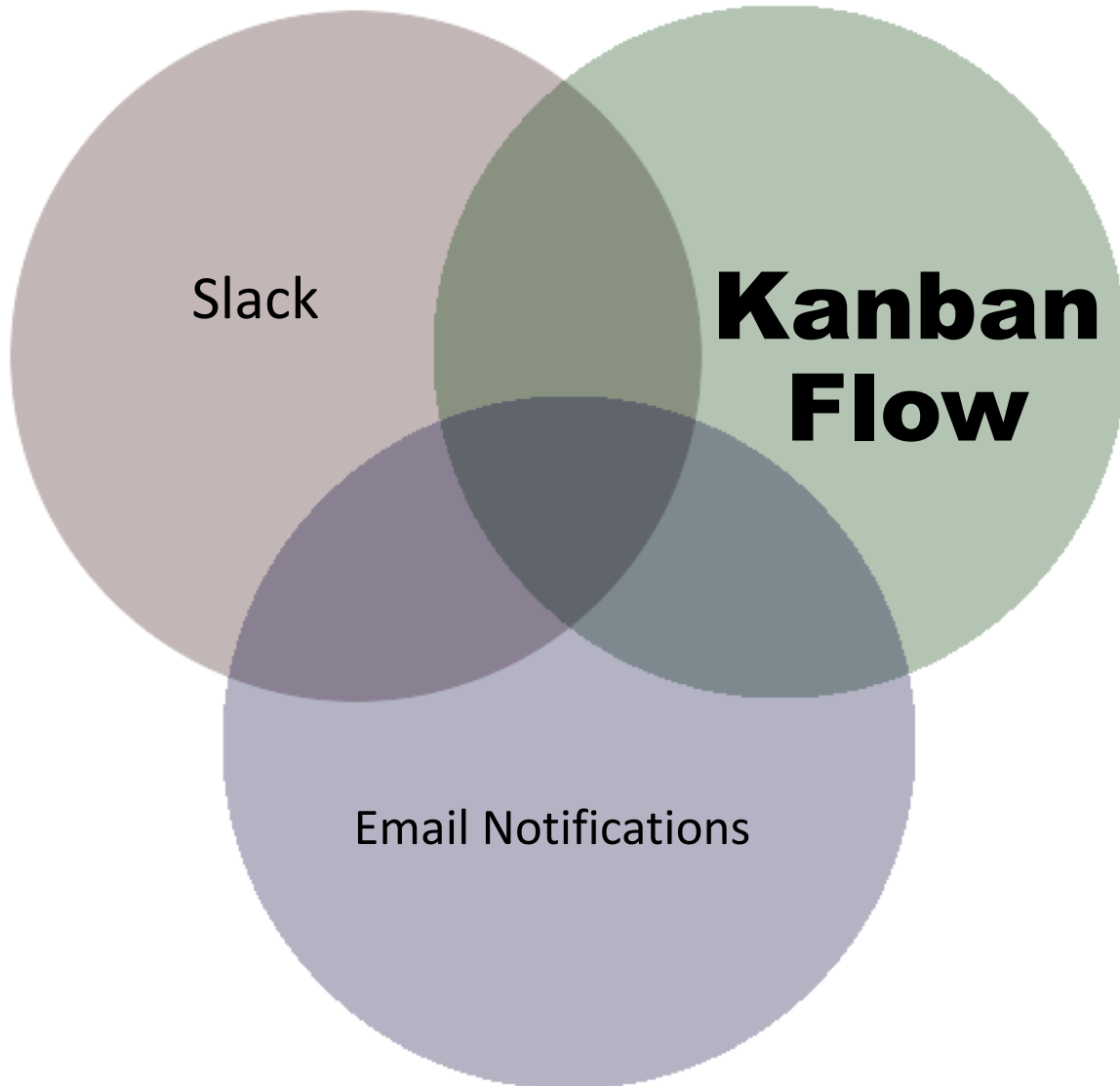# Project Management Madness

3 Key Programs for: Communication, Personal Tasks & Large Projects

Platform Pros vs. Cons

KanbanFlow

- Began as a personal tool
- Tried it with a couple of teams to manage workflow and assign tasks (but not always successful – harder to get buy-in for)
- Mobile version is handy in meetings
- Love the simplicity of drag & drop
- Love the visual-ease of color coding tasks
- Love dates/recurring task email reminders
- Love Pomodoro timer (dings to take breaks!)
- Works with Slack, but costs extra

First Time with Kanban:

"How did I ever keep track of ANYTHING or get things done before I started using this method?!"
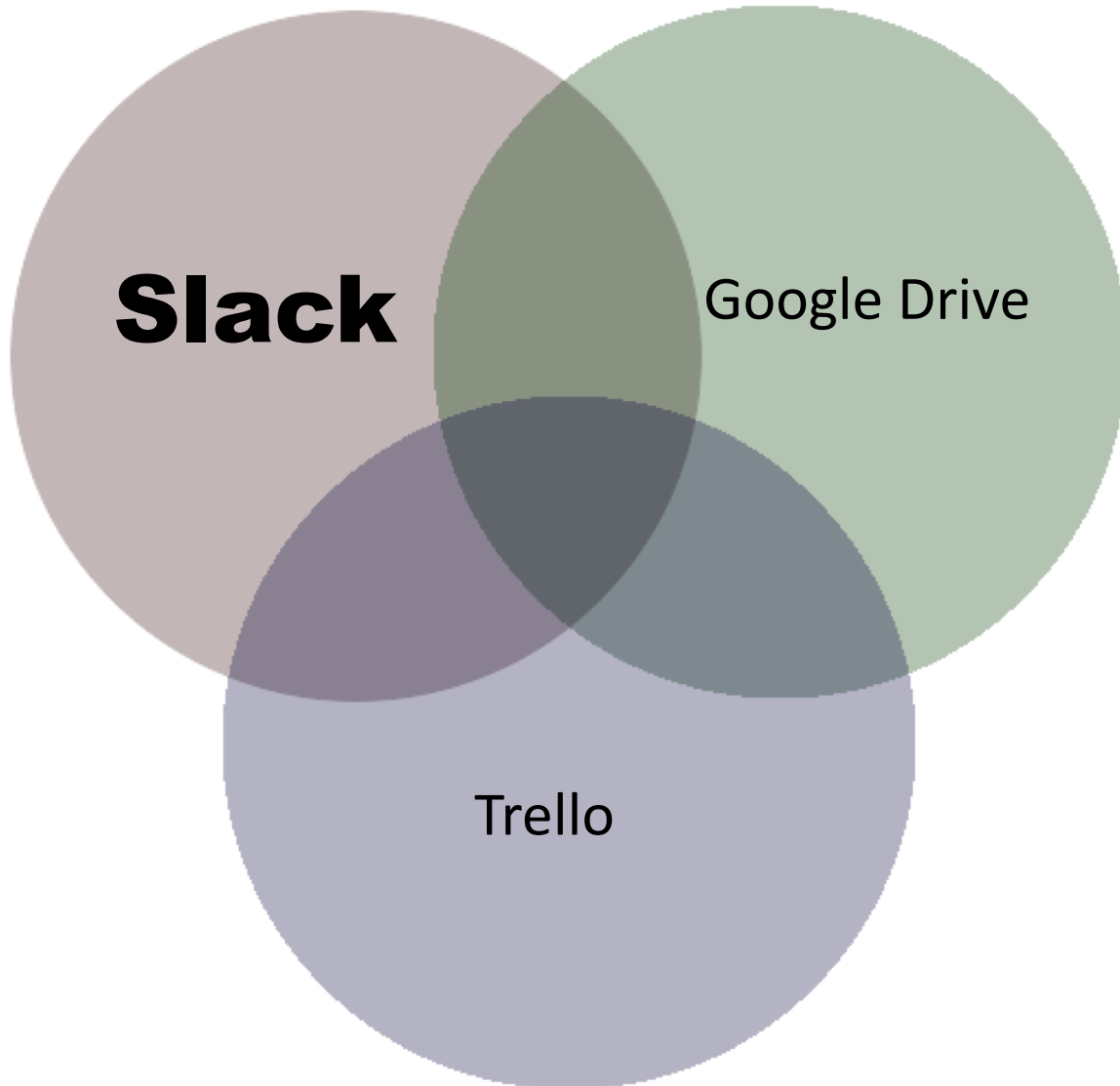
Wondering why no one else is as excited about this as me? No one else is using it... for a team, what's the point?

Lesson learned – keep it to myself

Platform Pros vs. Cons

Slack

- Our team established channels for different types of communication

- Using it as a "dump" or one-stop shop with comments but not ALL info/notes

- Links/works great (and free) with Trello and Google Drive (docs, sheets, data studio, etc.)

- So fun to use (GIFS!!!!!), but distracting?

- Works with KanbanFlow, but costs extra

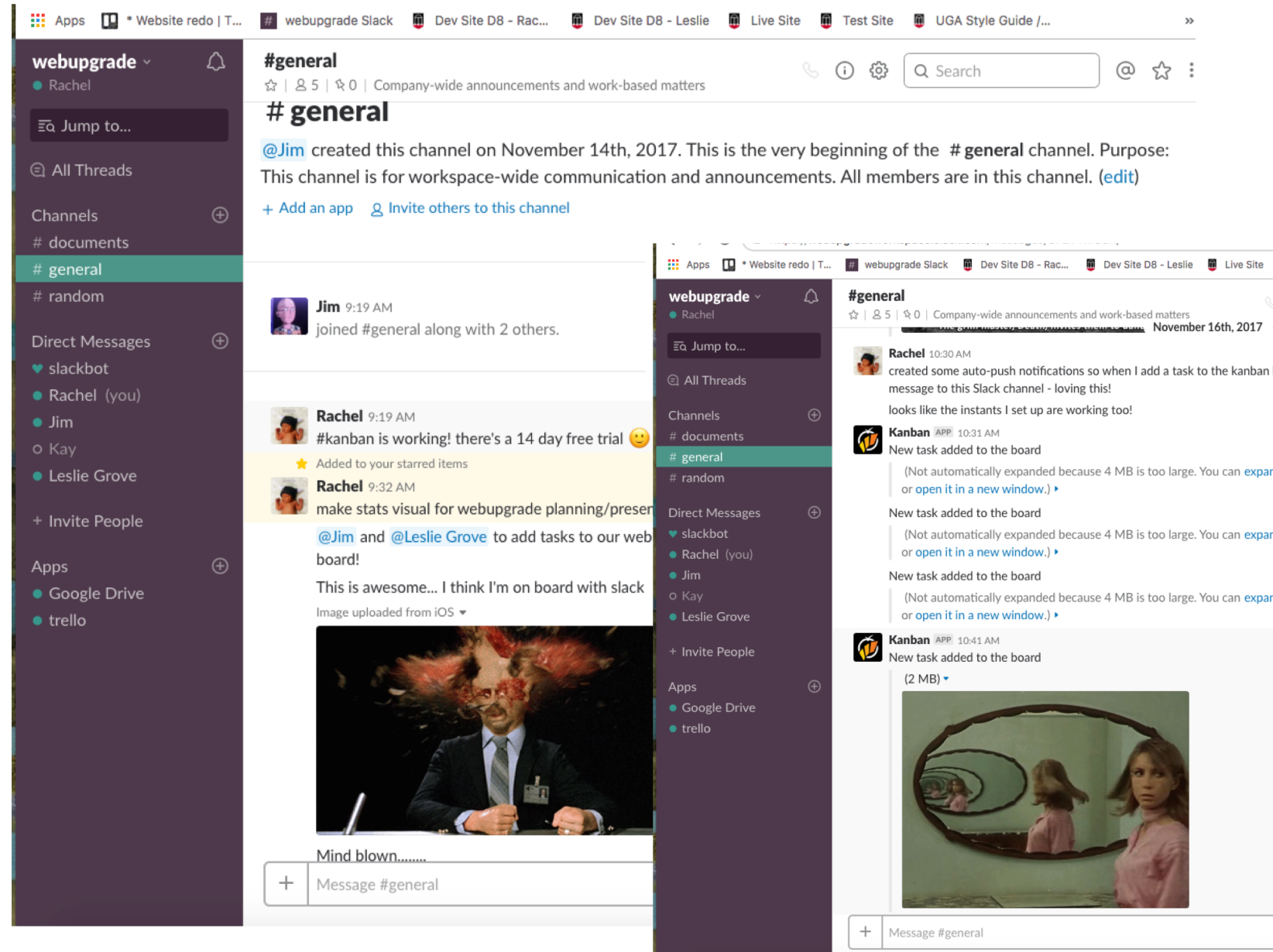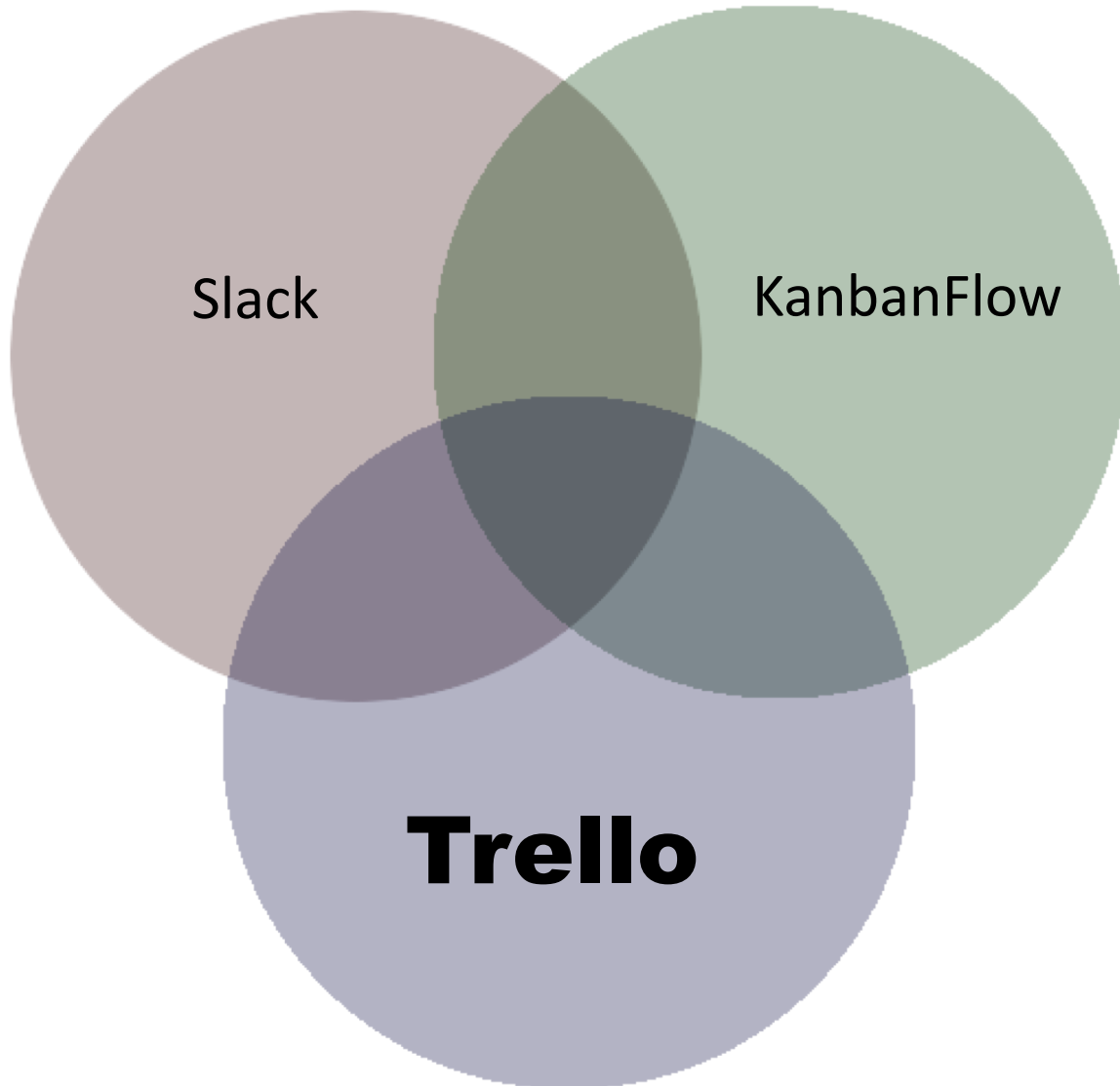# First Time I used Slack:

"This is awesome…

[insert gif of head exploding]

Mind blown…"

Automated various gif's to show in slack as items were created, moved across my KanbanFlow board, and were marked done! (but, wait, it will cost us $ after my trial?!)

Platform Pros vs. ~~Cons~~

Trello

- Began as a team tool and really like it!
- Seems better for more detailed documentation
- Love the visual bar of progress for checklists
- FREE to continue using with Slack!
- Can also color-code if you want to
- Planning to switch my own personal board over to Trello with upcoming job shift

First Time I used Trello:

"**It is like KanbanFlow...** *Except it integrates FREE with Slack, my team actually uses it, AND is doubling as great place for documentation* **...but BETTER!"**

Seems easier to automate tasks from Slack to the Trello board with less work connecting the two – just use string of commands! Great print view for "cards" that you create/link docs!

Trello + Slack:

"From a meeting I can **add tasks from one location (slack) and have it appear on the team board (trello).** At a future date I can edit, add to or expand on that task!"

Both allows links to / attachments for docs (Google Docs work especially well) to allow for easy referencing of documentation from each platform, linking all projects and people!

Best for
Quick Team
Communication
(daily updates)

Slack

Trello
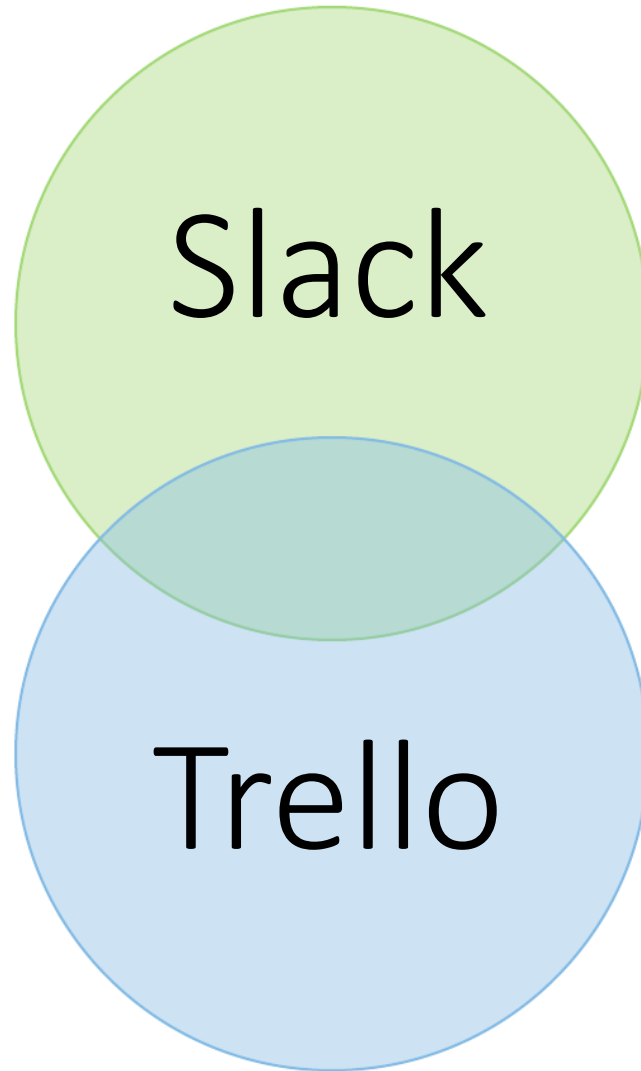
Best for Details
on Big/Long-
Term Projects
(documentation)

**Kanban
Flow**
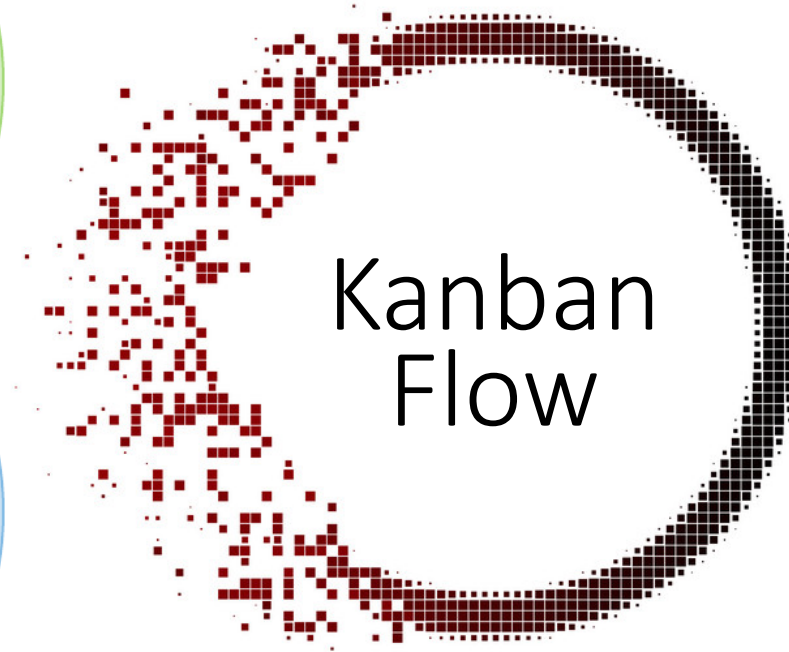
Best for Personal
Tasks of All Sizes
(quick adds or
recurring)
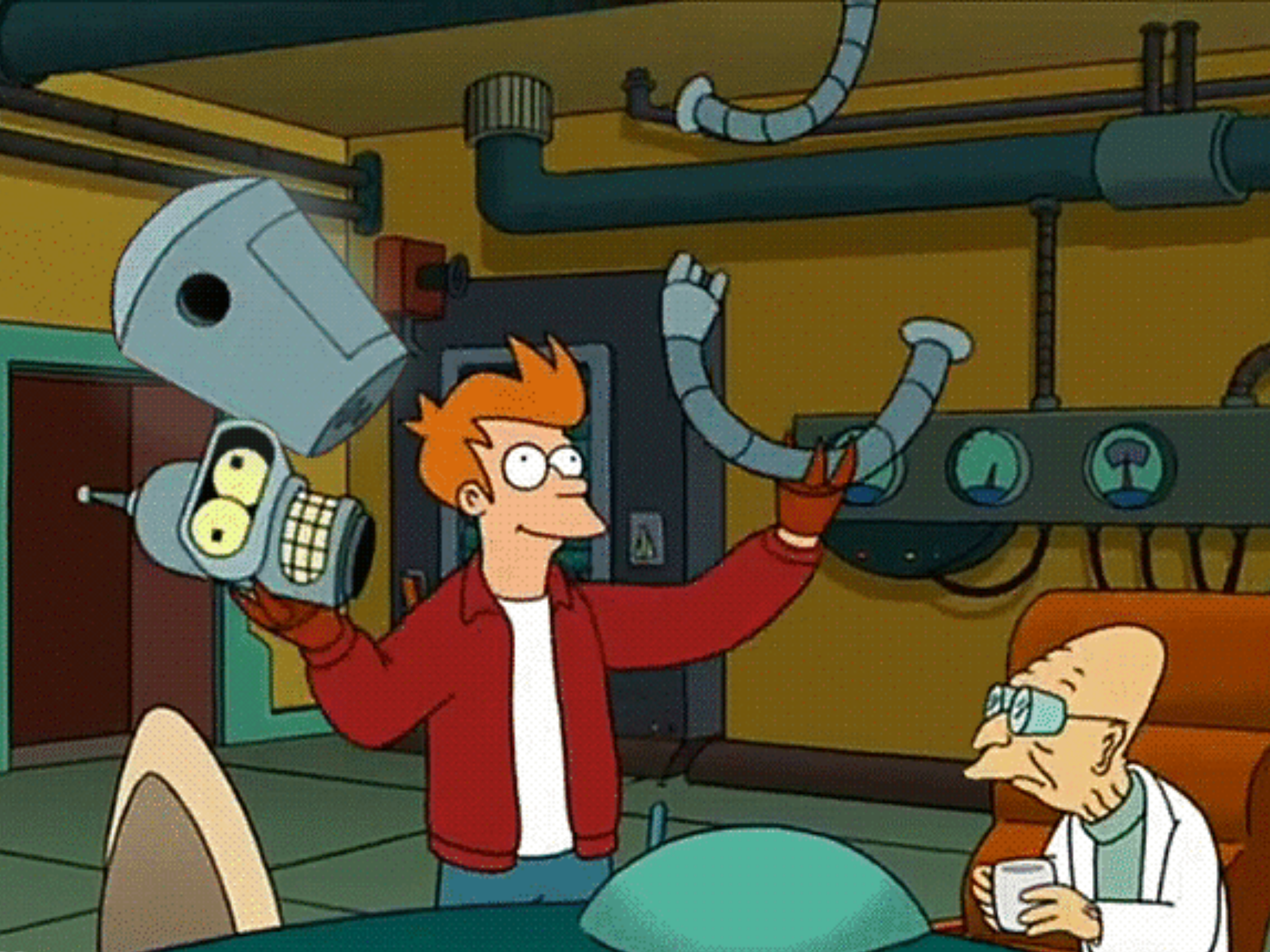
Questions?

Rachel Evans

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