

April 2020

Dear Project Manager!

The current situation presents us all with special challenges. Many have switched to remote work from home and reduced personal contact with customers and business partners to a minimum. Others are particularly challenged to keep everything running, whether in the systemically relevant industries or simply in the personal compatibility of family and career. No matter what applies to you, we hope you are doing well!

New App Phone Memos



You know the situation: the phone rings but the called party is not available. So a short note is written on a piece of paper. But how do you solve this, where many now work remotely? That's what our little iPhone App Phone Memos is for – sending while you where out messages. Easily and faster than an e-mail, it is intuitive to use and costs less than a coffee.

Decentralized working in the home office - nothing new at ProjectWizards!

At ProjectWizards we have been working decentralized in the home office for over 15 years. Every employee has his office at his preferred location. Over the years we have made many experiences which we would like to share with you. This has resulted in a number of blog articles about home office and decentralized working: e.g. The home office: project management organized decentrally, Dos and don'ts for online meetings and Practical tips for remote working. In addition, we offer an online webinar on working in the home office, in which our managing director, Frank Blome, trains planning, preparation, requirements, implementation, work and controls for remote teams.

Besides the topic home office, other interesting articles have been published in our blog. For example, Merlin Project Support has published several articles with <u>tips on how to use Merlin Project</u>.

Learning to use Merlin Project

Our training partners have also adapted to the current situation. Since on-site training is currently not possible, additional online webinars have been added to the program. All offers of our training partners can be found in the support area on our website.

Our <u>YouTube Channel</u> has new videos on how to use and configure Merlin Project. They complement the <u>manual</u> and <u>quick start guides</u> that you can find on our website.



Merlin Project - further development

Have you wondered why there have been so many new updates for Merlin Project lately? Of course, we continue to work on our little wizard. Besides some new features that are available for free to all subscribers, we were able to find and fix previously undiscovered bugs thanks to improved internal error reporting in the software. Information about the individual versions can be found in the <u>version information</u>.

We recommend to always use the <u>latest version</u> to benefit from new features and bug fixes.

Think positive! There will also come a time after Corona. Remember what Henry Ford said:

"When everything seems to be going against you, remember that the plane takes off against the wind, not with it."

Please stay healthy! We'll read each other again soon!

Your Merlin Project Team