DreamTeam New Feature Release Notes

This document highlights new features that have recently been added to the DreamTeam Suite.

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1. New Feature Overview

A. Ability to see Issues & Risks/Action Items and Threaded Discussions on the Index

DreamTeam will soon allow three new task fields in the Task Index table. You can add columns to the Index which will display check marks when a task has Action Items, Issues/Risks, or a Threaded Discussion. To add these columns, right click on the index and choose Select Columns from the popup menu. The Select Columns dialog box will appear. You can add one or more of the new task fields to the Index as individual columns by selecting the desired fields from the Available Task Fields box and clicking the Add button to add them to the Selected Task Fields box. You can change the field display order by using the Move Up or Move Down buttons in the dialog. Clicking the Default button will also select all three of these new fields.
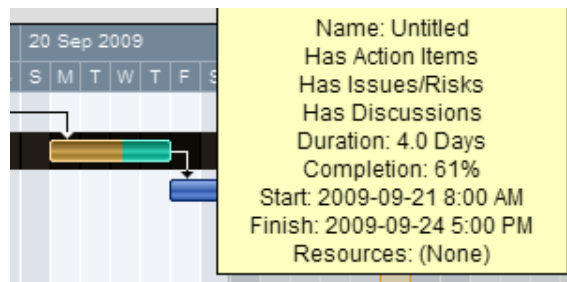
Has Action Items   Has Issues/Risks   Has Discussions

Once added, the new columns will appear on the Index. A check mark will be displayed if there is an item of that type associated with the task

	✓	◆	⚎	Sub	Task	Duration	Start	Finish	Link	Complete
1					**Summary Task**	**12 days**	**2009-09-16**	**2009-10-01**		**28 %**
2				✓	Untitled	5 days	2009-09-16	2009-09-22		0 %
3				✓	Test Task	5 days	2009-09-16	2009-09-22		0 %
4		✓		✓	Untitled	3 days	2009-09-16	2009-09-18		0 %
5	✓	✓	✓	✓	Untitled	4 days	2009-09-21	2009-09-24	4	61 %
6	✓			✓	Untitled	5 days	2009-09-25	2009-10-01	5	71 %

You can quickly view and edit Action Items, Issues/Risks, or Threaded Discussions for a selected task by simply clicking on the check mark in the column. This will launch the element.

In addition, when you scroll over a task that has an Issues/Risk, Action Item or Threaded Discussion, on the Gantt chart you will notice a box containing task information including whether the task has Action Items, Issues/Risks, or a Threaded Discussion.

B. Ability to Collapse and Un-Collapse Summary Tasks on the Gantt chart

DreamTeam now allows you to collapse and un-collapse Summary Tasks directly from the Gantt chart. This enables you to display either the Summary Tasks only or the Summary Tasks and all subtasks as well.

To collapse a Summary Task and hide the subtasks, simply click on the minus sign located on the left side of the Summary Task

To un-collapse a Summary Task and display the subtasks, simply click on the plus sign to un-collapse located on the left side of the Summary Task

C. Ability to Edit and Reorder Column Display on the Timesheet Editor

You now have the ability to edit and reorder columns displayed on the Timesheet Editor. There are a number of ways you can edit the display of the Timesheet Editor.

1. Reorder existing columns on the display.

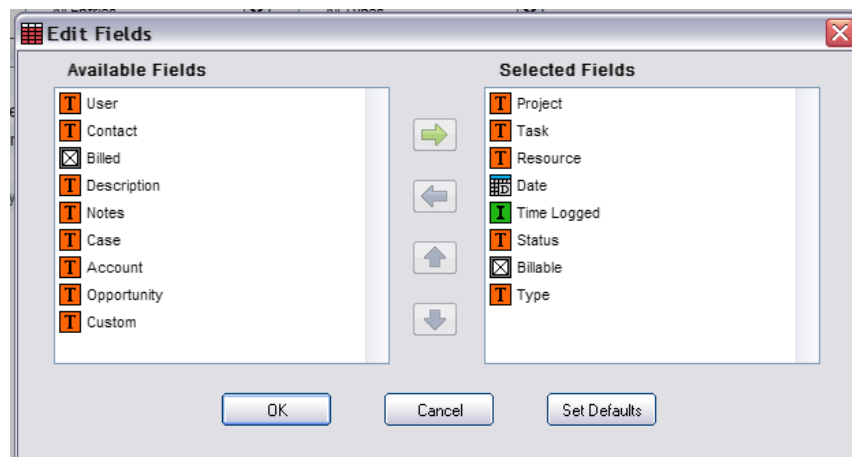To reorder the existing columns, simply drag and drop the columns to reflect your desired display.

2. Edit the existing fields in the display.

You can also edit the current column display. To edit the fields, simply right click on one of the columns headers and select Edit Fields from the popup menu.

Once selected, the Edit Fields dialog box will appear. Here you can add, remove and reorder the fields that are displayed as columns on the main interface.

To Add Fields - To add a field simply select the field that you want to add from the Available Fields box and click the green arrow to move the field over to the Selected Fields box.

To Remove Fields – To remove fields simply select the field you want to remove from the Selected Fields box and click the blue arrow point to the left to move the field over to the Available Fields box.

To Reorder Fields – Simply select the field that you want to reorder in the Selected Fields box and then click the blue up or down arrow to move it to the desired location.

2. Product Support

For additional information regarding this new feature or other DreamTeam features please contact DreamFactory Support through one of the following support options:

Live Chat – You can initiate a Live Chat with one of our Success Engineers by simply clicking on the Support Menu and selecting the Live Chat option.

Phone Support – You can contact our Support Engineers by phone at 1-877-577-3453 or by selecting the Phone Support option from the Support Menu.

Email Support – You can also email DreamFactory Support at support@dreamfactory.com.

Support Wiki – You can access additional information by accessing the DreamFactory Support Wiki online at http://dreamfactory.pbworks.com/SnapShot.

DreamFactory Support is available 5:00 AM until 5:00 PM PST (8:00 AM – 8:00PM EST) M-F.