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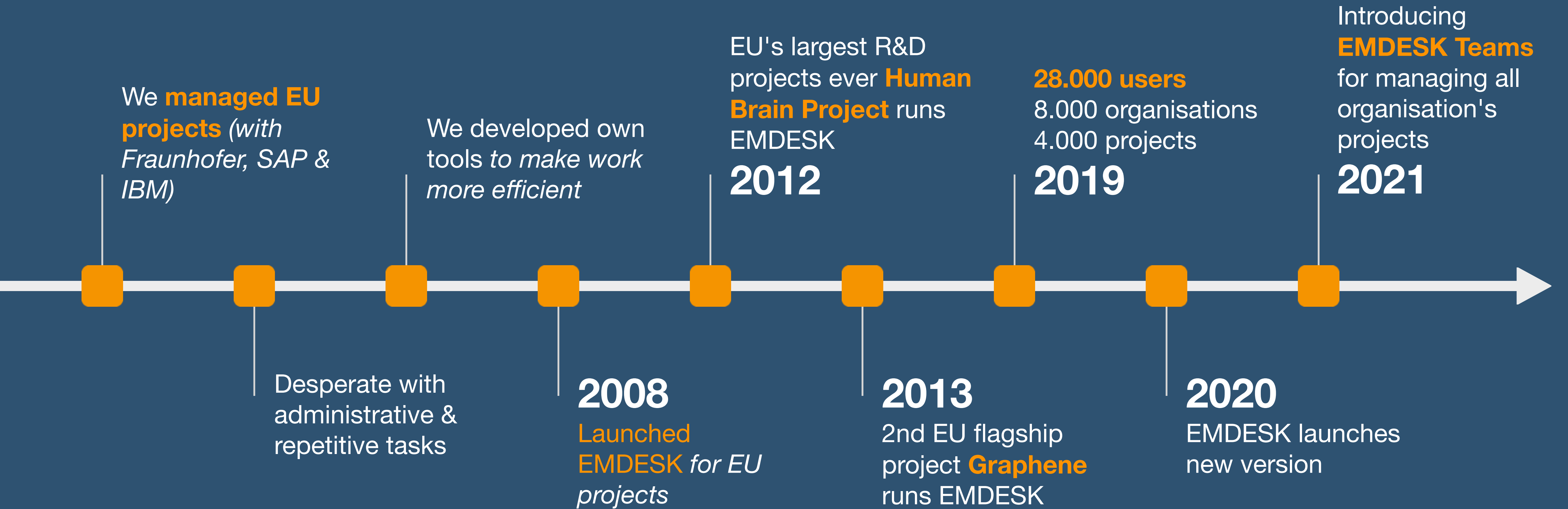
# EMDESK

STREAMLINE YOUR EU PROJECT  
MANAGEMENT

[www.emdesk.com](http://www.emdesk.com)

Project & Financial Management Solution





EMDESK is a project and financial management software tailor-made for EU or national funded R&D projects.

One single, flexible platform that helps project teams to work together, while maintaining control and transparency.



FULL PROJECT  
LIFE CYCLE



HOSTED IN  
GERMANY



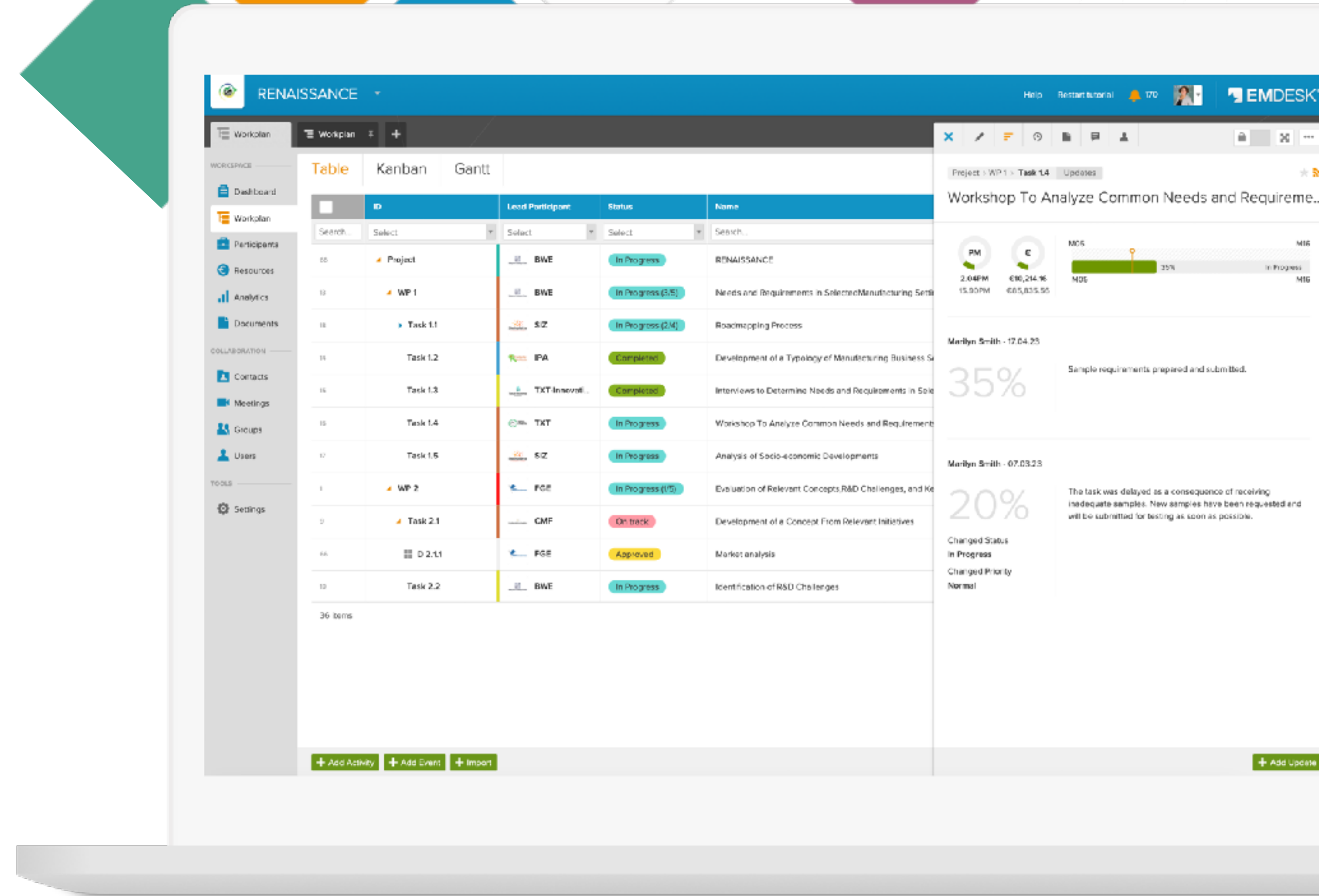
ALL IN ONE  
SOLUTION



PRIVACY AND GDPR  
COMPLIANT



LUMP SUM  
SUPPORT



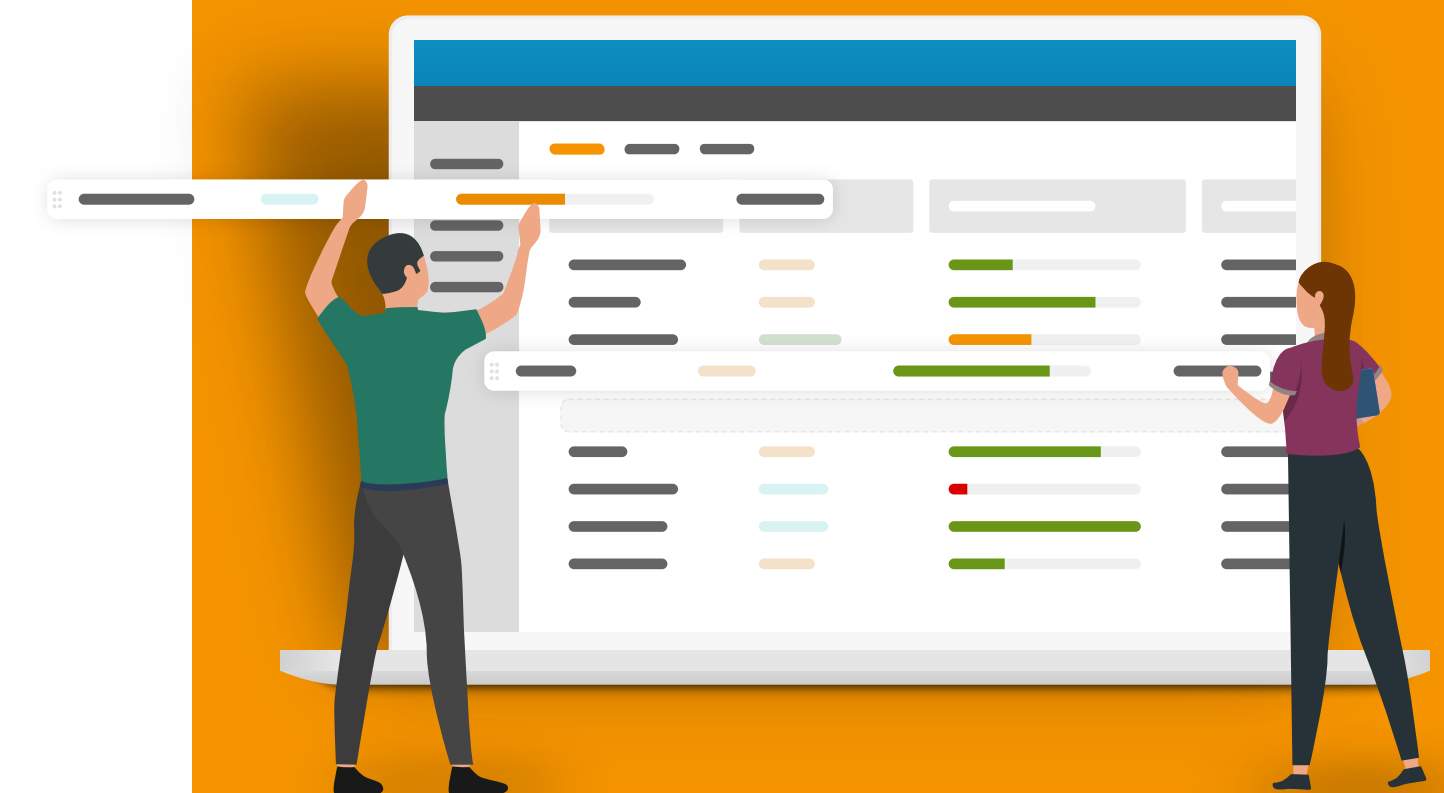
## EU PROJECT CONSORTIA




## ORGANISATIONS / PMO MANAGING SEVERAL PROJECTS



## TEAMS MANAGING THEIR WORK IN PROJECTS



- Managing multiple teams and partners
- Staying on top of activities, team members, and partners
- Balancing deadlines and budget constraints
- Handling reporting
- Ensuring feasible milestones
- Adhering to the EC financial guidelines
- Improving inter-partner communication
- Managing and optimising resources



*Only 62% of projects are completed within the original budget and only 55% – on time.*

*20 out of 30 top EU research organisations are using all-in-one EMDESK solution.*

**Plan & Organise**

Design and budget projects of any scale

**Control & Analyse**

Take control with power analytics

**Execute & Report**

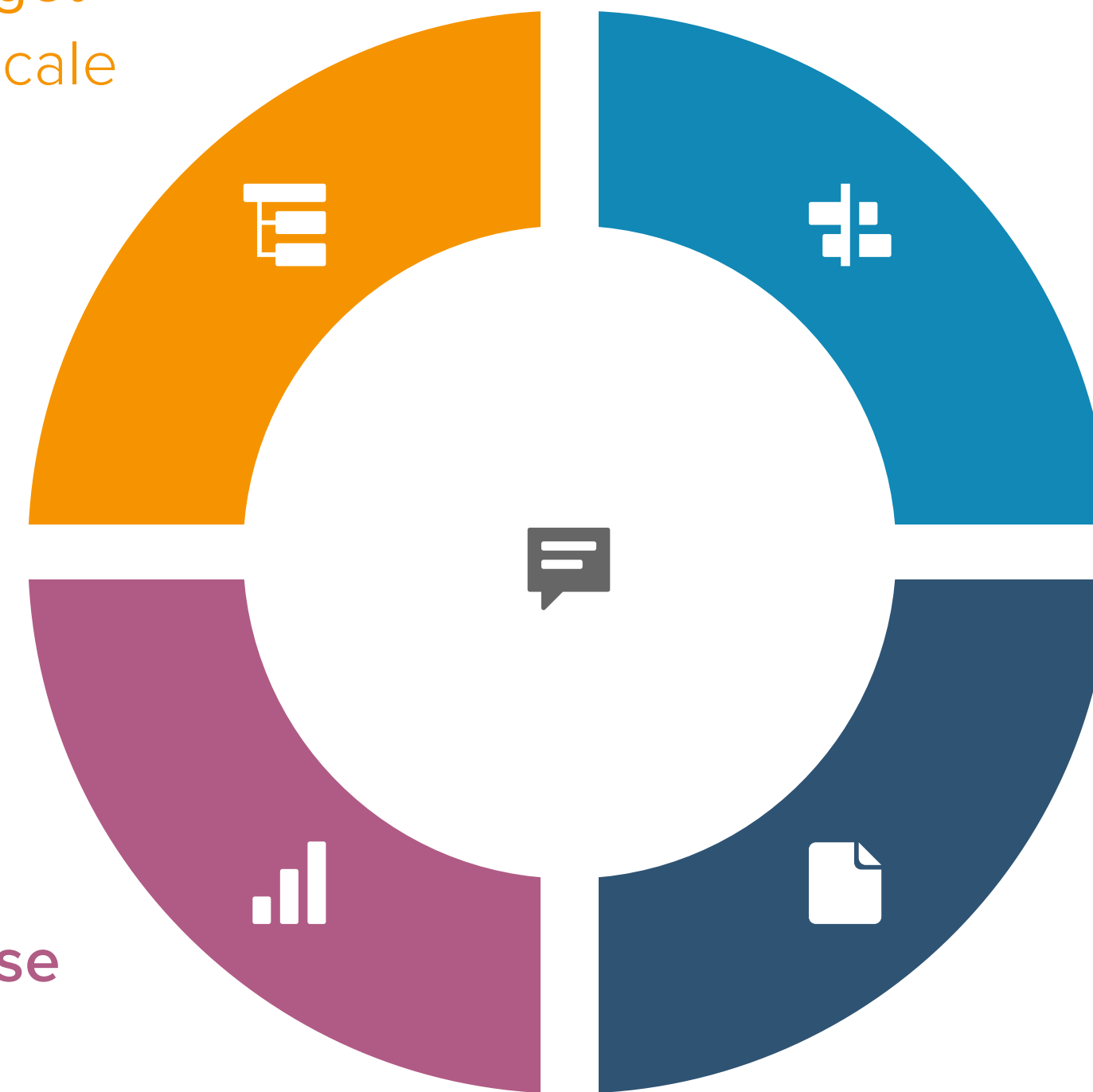
Gain control by building reports that matter

**Collaborate**

Increase productivity with efficient communication

**Write & Review**

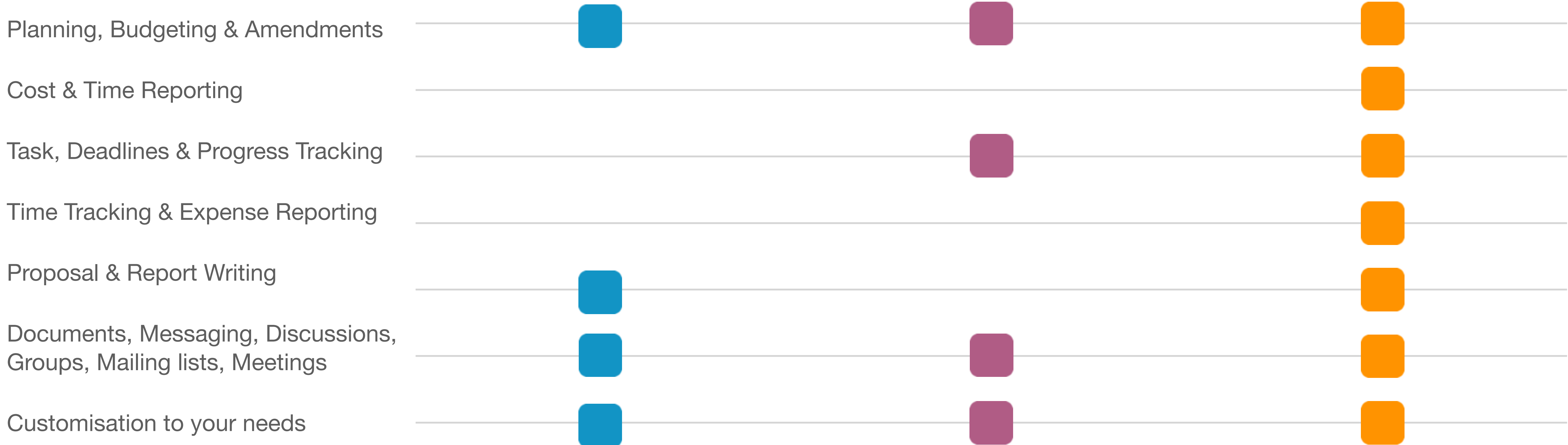
Create documents and collaborate real-time

































- ✓ Create a detailed work plan with clear timeline and responsibilities
- ✓ Manage budget and expenses per Work Package and Partner
- ✓ Monitor spending within budget
- ✓ Central platform for synced coordination and efficient communication
- ✓ Mitigate risks associated with dependency on partner performance
- ✓ Monitor progress and ensure collective completion of Work Packages



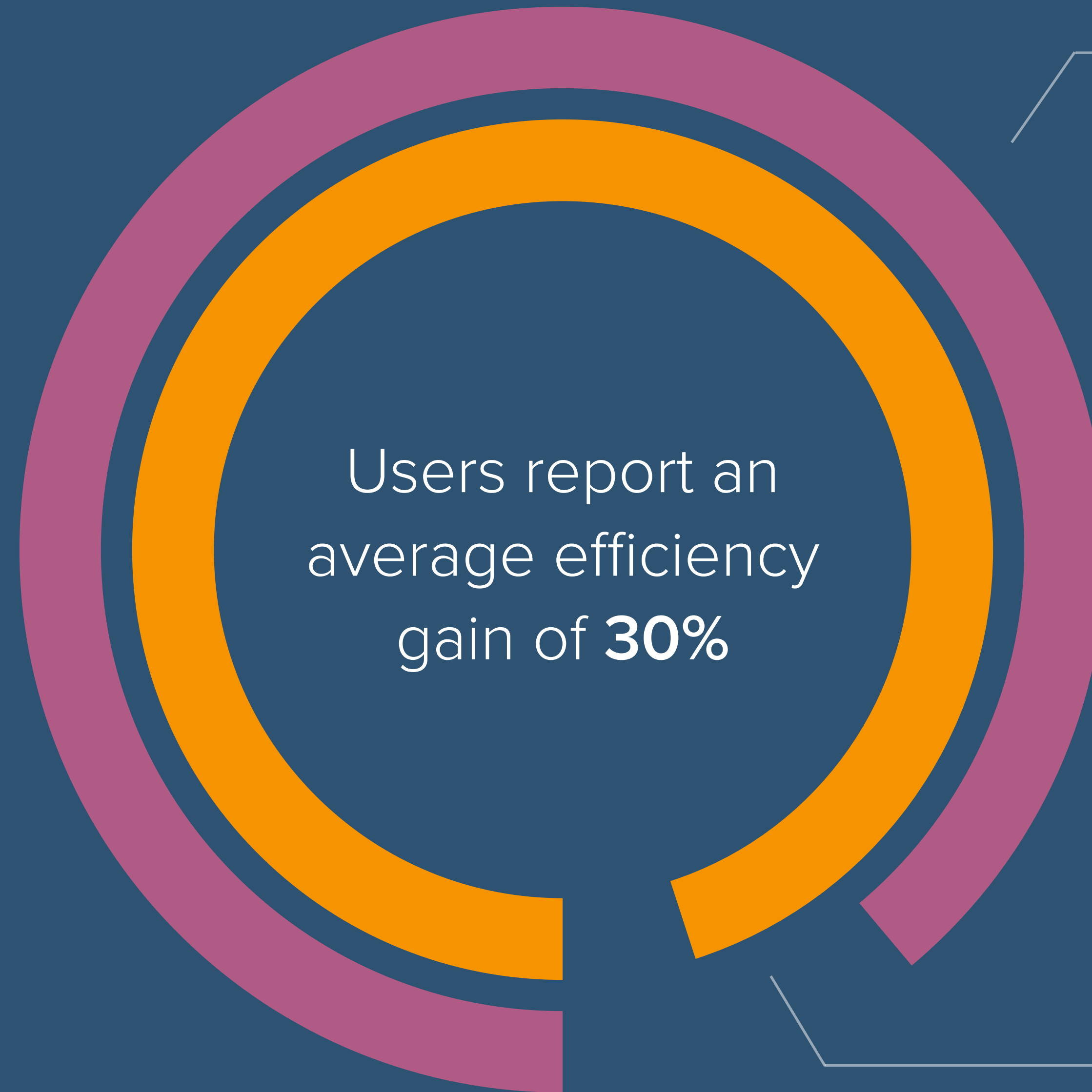
*EMDESK is designed to support teams in the timely delivery of work packages*



28.000+  
**Users**

4.000+  
**Projects**




**89%**

Of users found EMDESK helpful in overcoming their challenges

**95%**

Of those using EMDESK would use it again

- Central hub for your projects with one log in
- All essential features in one place to run projects
- Everyone is always on same page
- All-round view of everything in real time with the latest data
- Simple data entry, simple data export
- Accurate reports on click



*More clarity and transparency lead to fewer calls, emails, and questions.*



*Keep in line with the budget and stay on the safe side for reporting.*

- Get full visibility and control of budget
- Collect reporting data efficiently
- Use powerful tools to monitor costs
- Identify irregular expenses and overspending before causing problems
- Analyse budget vs. costs from different angles
- Easily create custom reports



DEVELOPED AND  
HOSTED IN GERMANY



INFRASTRUCTURE  
SECURITY



DATA SEGREGATION  
& CONFIDENTIALITY



USER  
AUTHENTICATION



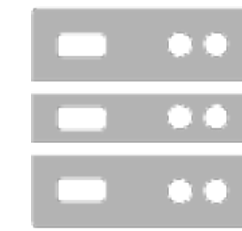
PRECISE ACCESS  
CONTROL



DATA REDUNDANCY,  
BACKUP AND  
RECOVERY



PRIVACY AND GDPR  
COMPLIANT



AVAILABILITY AND  
RELIABILITY  
(99,9% UPTIME)



24/7 SYSTEM  
MONITORING



SOFTWARE  
DEVELOPMENT  
SECURITY



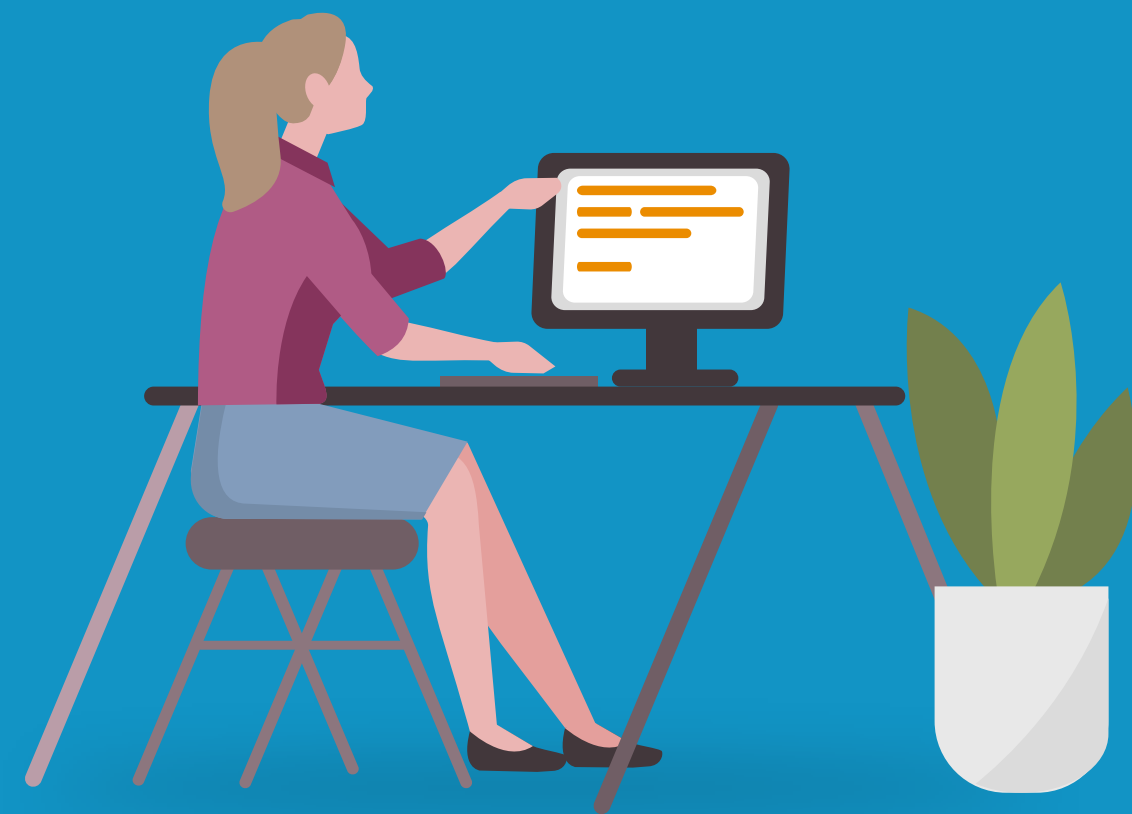
ACTION  
TRACEABILITY



BUSINESS  
CONTINUITY

## KNOWLEDGE BASE

ARTICLES & VIDEO TUTORIALS



## PERSONAL SUPPORT

VIA E-MAIL AND VIDEO CALLS

Avg. response time less than 4 hrs



## ONBOARDING SERVICES

SETUP, TRAINING, CONSULTATION





Academia



**Dr Alison Taysum**

University of Leicester, the UK

*EMDESK takes innovative technology and synthesises it with legal and traditional financial management requirements to offer a state of the art management solution system that enables teams to manage scheduling of activities, and allocation of resources mapped to forecast budgets and actual spends. I highly recommend a free trial of EMDESK to see exactly **what excellent value for money you will be getting with this platform**. My experience of the platform surpassed my expectations.*

Industry



**Paolo Di Michele**

Project Manager at SELEX ES SpA, Italy

*The use of EMDESK has made the task of managing much more rewarding. You can have **full control over every aspect of the program with minimal daily effort**. It's really an invaluable tool for managing projects (especially large ones).*

SME



**Peggy Favier**

Project Manager at L-up

*We had heard many things about the power and versatility of EMDESK, so it was an easy choice to use them as a project management tool. This switch increased our ability to handle larger projects and coordinate information among team members. **We were also able to cut the time spent on our procedures by 15 percent**. EMDESK is one tool that we would definitely recommend to every project manager.*

## PROJECT & WORK MANAGEMENT

- ✓ **Project controlling & monitoring** – Monitor progress, consumption VS timelines, budget in real-time
- ✓ **Personal dashboard** – Stay on top of project changes with a personal overview
- ✓ **Work management** – Manage tasks, resources, due dates with different views
- ✓ **Spreadsheet view** – Manage projects and tasks, using colour coded spreadsheet view with powerful filters, sorting, flexible columns
- ✓ **Gantt view** – Get a timeline view of project schedules, dependencies, statuses
- ✓ **Kanban board** – Manage tasks, milestones, and deliverables within status cards
- ✓ **Progress reporting** – Track progress with status, completion, descriptions
- ✓ **Workflow** – Customise workflow according to your way of working
- ✓ **Expense & time tracking** – Record staff time and other expenses
- ✓ **Reporting control** – Collect report data efficiently with control tools

## PROJECT PLANNING & BUDGETING

- ✓ **Project planning & scheduling** – Design from small to large projects, structure activities, map dependencies, schedule milestones and deliverables
- ✓ **Cross-project management** – Map and manage activities, teams, resources across numerous projects
- ✓ **Team & participant management** – Structure projects' consortia and define teams, from organisational level down to teams or individuals
- ✓ **Budgeting & resource planning** – Plan budgets and resources for exact periods with lump sums or rate-based costs
- ✓ **Staffing & financial profiles** – Define each team's staffing, cost, overhead rates, and cost categories
- ✓ **Versioning** – Create different project and budget plan versions and switch between them when needed
- ✓ **Customisation & personalisation** – Adjust project settings and account preferences to meet your needs
- ✓ **Project templates\*** – Work with your past-proven project templates

\*coming soon

## COLLABORATION & COMMUNICATION

- ✓ **Online document editing** – Coauthor project documents in real-time
- ✓ **Shared document manager** – Store, share, and organise project files in one secure place
- ✓ **Document versioning** – Keep and roll-back previous document versions
- ✓ **Online meetings & video calls** – Make video calls or host online conferences
- ✓ **Task management** – Organise, prioritise, and track daily tasks and deadlines
- ✓ **Chat & group conversations\*** – Send messages to individuals or groups
- ✓ **User & group rights management** – Set precise user and group access permissions to each single project item
- ✓ **Discussions** – Start discussions and receive feedback on any project item
- ✓ **Group management** – Pool and organise collaborators in groups
- ✓ **Mailing lists** – Send emails to group members from your inbox

## ANALYTICS & REPORTING

- ✓ **Activity stream** – Get real-time feed of all project updates and activities
- ✓ **Reports** – Generate reports with pre-built templates
- ✓ **Custom reports\*** – Build own reports with customisable components
- ✓ **Analytics** – Real-time analysis of latest status in any dimension
- ✓ **Periodical reporting** – Manage progress, finances, and reporting in periods
- ✓ **Timesheets** – Get a comprehensive, real-time overview of time allocation
- ✓ **Review & approval** – Review and lock items and records
- ✓ **Exports** (Excel, CVS, PDF, PNG) – Get your project data for further processing

**TEAM**

**PROJECT**

For organisations or PMOs managing multiple projects

For consortia working in an EU or national collaborative project

Projects

unlimited

1

Users

starts at 5

unlimited

Guests Access

3 per user

unlimited

Storage

5GB per user included  
add storage on request

200 GB included

Technical Support

Priority

Priority

EU-standard security



GDPR compliance



### CAN WE USE EMDESK FOR ALL OF OUR PROJECTS AT OUR ORGANISATION?

EMDESK is designed to be a project hub. This means EMDESK can be used for all your projects, the projects of your organisation, and also for other projects that you participate in.

### WHAT'S THE DIFFERENCE BETWEEN THE PROJECT AND TEAM PLAN?

Both plans have the same set of features. The Team plan is designed for organisations with teams and partners working in multiple projects/workspaces, and the Project plan is better suited for teams and partners working in only one project/workspace.

### HOW DOES THE PRICING WORK?

Our plans are based on the number of users per workspace and billing terms (plans). The more users you have and/or the longer duration is, the less you pay. You can estimate the price for your project(s) using our pricing calculator [here](#).

### DO YOU HAVE A NO COMMITMENT FREE TRIAL PERIOD?

Yes, you can try EMDESK for 30 days free of charge with zero obligations. You can start your trial right away and you won't be asked to enter any payment details. The trial and the paid version have the same functions so you'll have full functionality for 30 days.

### WHAT HAPPENS AFTER THE TRIAL ENDS?

If you decide that EMDESK is the right solution, you can continue working with the data from your trial once you order – nothing will be lost. Should you decide against EMDESK, you don't need to do anything. Your account, including all data, will remain and move to the Free plan.

### WHAT HAPPENS TO MY DATA AFTER MY SUBSCRIPTION ENDS?

When your subscriptions ends, your account will move to the Free plan with limited features. In the case of inactive accounts, we may contact you after some time to ask if the data is still needed, otherwise it will be deleted. You can also request the deletion at any time.

### IS EMDESK GDPR COMPLIANT?

Yes, EMDESK is both committed and obligated by European and German law to protect the privacy of users and their data. For more information, please visit our [Security Centre](#).

### IS OUR DATA SECURE AND TREATED CONFIDENTIALLY?

Security and confidentiality are our highest priority. We put enterprise class security measures in place with strong technical, logical, and legal precautions to protect your data from loss or unauthorised access. For more information, please visit our [Security Centre](#).

### WHERE IS EMDESK HOSTED?

Our team is located in our headquarters in Germany. The production systems and customer data is stored in secure data centres with Open Telekom Cloud (OTC) in Germany. Read more about our security measures in our [Security Centre](#).

### WHAT'S A TYPICAL EMDESK USER?

A typical user is a person actively working in your project workspace, creating, updating, and editing items, depending on their access level.

### HOW MUCH STORAGE IS INCLUDED?

The amount of storage that you receive in your project workspace depends on how many users you have purchased in your subscription, 1GB per user. If at any time you need additional storage, you can always [contact us](#) and we can aggregate further storage.

### CAN WE ADD ADDITIONAL USERS/STORAGE?

Yes, you can upgrade the number of users and/or storage at any time. To add more users/storage in the Team plan, just visit the Subscription page of your account and click 'Edit Subscription'. To add more users/storage in the Project plan, please [contact us](#).

### DO YOU PROVIDE ONBOARDING OR TRAINING?

Yes! Every paid plan includes onboarding sessions for your team and partners.

### WHAT KIND OF SUPPORT DO YOU PROVIDE?

Our [Help Centre](#) and in-app support with onboarding tips and direct chat with our support team are included in every plan. Additionally, our experts are happy to support you via email at [support@emdesk.com](mailto:support@emdesk.com) and calls.

### WHAT KIND OF SUPPORT DO YOU PROVIDE WHEN I'M JUST GETTING STARTED?

We offer full and personal support at every step of your work with EMDESK, incl. the trial period. From self-serve content to personal emails and video calls – all of our plans include all-round support services.

### CAN I IMPORT DATA FROM ANOTHER PLATFORM?

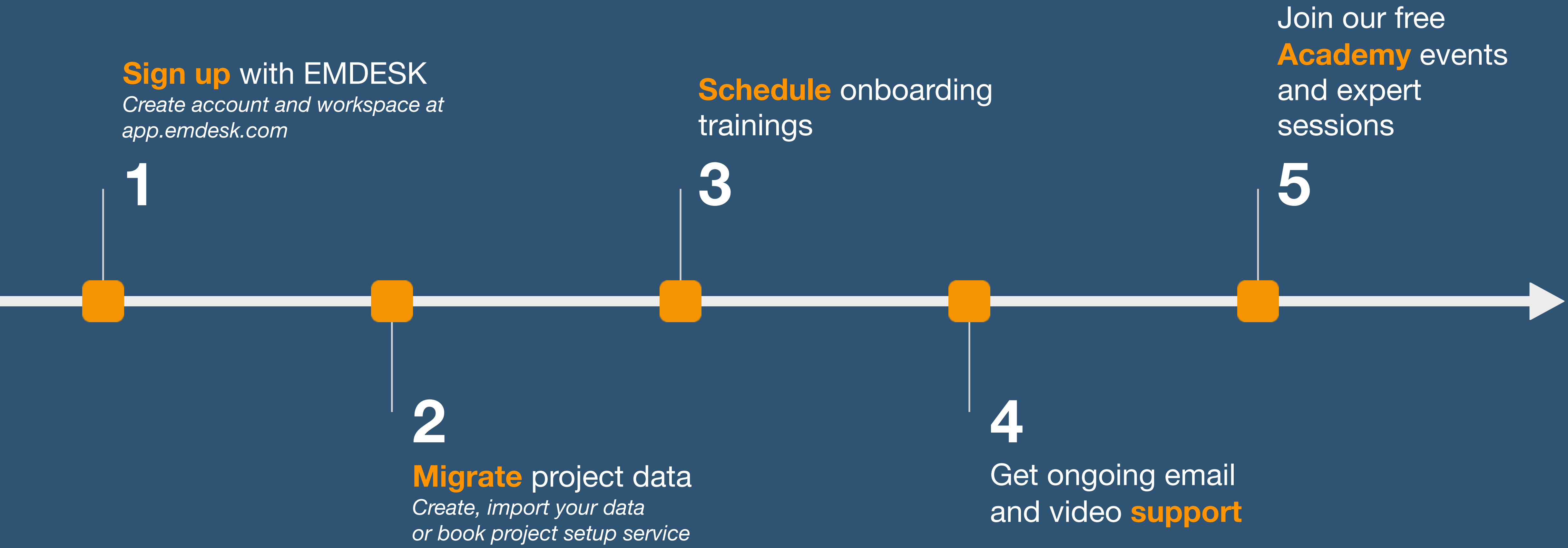
Yes, there is an import feature in EMDESK. Our team can also support you in transferring your data to EMDESK. In most cases, we're able to import data from third party platforms for free, or in some cases for a small fee. We encourage you to [contact us](#) to discuss your options.

### ARE THERE ANY ADDITIONAL COSTS ASIDE FROM THE USER LICENCES?

No, there are no hidden costs or charges, with the exception of upgrading your user numbers or storage space.

### HOW DO I ORDER EMDESK?

To start, [sign up](#) and you will be automatically enrolled in our 30-day free trial. Once you are ready to purchase, just click the 'Upgrade' button in the Subscriptions & Billings section of your account. Or [contact us](#) and we'll help you get started and walk you through the next steps.





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# NEXT STEPS

CONTACT US,  
WE ARE HAPPY TO ASSIST YOU

[www.emdesk.com](http://www.emdesk.com)  
[contact@emdesk.com](mailto:contact@emdesk.com)

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