

Bitrix24 as an effective automated system of document projects management

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Abstract. *Implementation of project management into business sphere allows quickly and efficiently react on changing conditions of external market and social environment, helps to create a variety of projects and programs, promotes growth of the manufacturing process productivity and performance. It is worth mentioning Ukrainian corporate projects management system with broad functional capabilities of Bitrix24. Their software product offers one of the best CRM-systems, which includes more than 40 modules for various tasks solving. These are tools for project participants communication and interaction, electronic workflow, analytics performance, marketing etc.*

Keywords: automated system, electronic workflow, program, project management, software support.

Automation of production processes has a great impact on the productivity and performance of total production. Software support gives an opportunity to manage production processes with ease and adapt them to changing conditions of the modern market. Generally, it is a qualitatively new level of organization and culture in business sphere.

Automated projects management systems form a separate software sector that is quite widely represented in the modern market. The most popular among them are: Microsoft Office Project, Spider Project Professional, Primavera Project Planner Professional, Open Plan, Optima-Workflow, Bitrix24, Cerebro, GanttProject, Open Workbench, TaskJuggler, Ganttter, Kommandcore, PayDox, Project Kaiser, TeamLab, TeamBridge, Wrike,

Atlassian JIRA, Redmine, Trac, GitHub and others. These programs help manage the projects, organization, planning and control of various processes and tasks, management of financial flows and databases, project participants' communication etc.

It is worth highlighting Bitrix24 among them - Ukrainian corporate projects management system with broad functional opportunities. This company is a technological partner for a dealer network that includes over 15 thousand companies. More than 1200 of them are Ukrainian companies and companies that work in Ukraine and implement Bitrix24 products [1]. In general, over 15 thousand websites in Ukraine are created on the Bitrix basis. More than 3 million customers use the platform of this corporate system for various tasks and projects implementation in the business sector, for new and ready for managing projects of any complexity creation, for thousands of users and employees actions work and coordination.

Bitrix is an all-purpose program product with a maximum set of functional opportunities that help automate most of the production processes, carry out analytics and marketing. Today their software product offers one of the best CRM-systems. Bitrix lays claim to be a so-called artificial intellect that is capable of taking on a lot functions.

Thus, the program product includes over 40 modules for productivity, information content, forums, advertising management and for introduction of electronic document flow etc. Available and convenient Bitrix tools help organize and optimize the production process more

effectively. "If The task is set in Bitrix 24, it will be executed", - developers say [2].

As a way of work with documents, Bitrix offers to automate plans, calendars and schedules that are convenient for work planning and time management. Tasks capability allows to work with any documents (check-lists, agreements, vacations, orders, catalogs of goods and services etc.) on the basis of given electronic patterns. By this way we have convenient and affordable portals for working with documents.

The program is able to establish a live dialogue for certain documents discussion, operational decision making, new projects creation and document tasks registration. Developers claim that the system is capable of technically completing all the document part of the work at the enterprise that significantly accelerates the execution of various current tasks by routine operations automating.

Moreover, the toolkit of the program allows to remotely, with no office software nearby, have an access to the necessary documents, client base. Functional capabilities also include tools for work within extranet with partners, clients or consumers.

There are tools for communicating in real-time mode in a different way (social networks, mobile communication applications, messengers or chats on the website). It is important, as up-to-date researches prove that the most popular way of communication within a business sphere is communication through chats and messengers.

It is important to note that "Bitrix 24" sets itself up as a safe product, which securely stores personal and corporate data from third parties. Maximal product protection from a variety of threats provides a wide range of technical, software and organizational decisions. Full protection includes a proactive filter (WAF - Web Application Firewall),

an inboard antivirus, security scanner, one-time passwords (OTP) and other security technologies based on SSL certificate that provides multilevel corporate information security and passwords protection [3].

It is worth mentioning that Bitrix24 integrates with many applications created by leading software developers, for example, with CRM, 1C, Microsoft, Google, Apple, Android, etc. The product is maximally adapted to the up-to-date mobile market. Thus, the core of the product has an inboard all-purpose Framework for adaptive layout (Bootstrap 3) that speeds up and makes the production of mobile-friendly websites of any type (for example, IOS and Android) easier. By this way, it is possible to work with corporate portal using a tablet or smartphone in on-line mode.

All this contributes to the creation of an effective management environment and document environment organization, significant time saving and information security providing, which accordingly affects the productivity growth and better production process effectiveness of any type and difficulty level.

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