

# Project Management Tools Workflow Map

Map your tool stack before adding another app.

---

## Workflow lanes

Work stage	Current tool	Problem	Needed improvement
Capture requests			
Prioritize			
Assign work			
Track progress			
Report status			
Archive learnings			

## Tool stack decision

Keep	Replace	Add

## Integration checklist

<input type="checkbox"/> Email	<input type="checkbox"/> Calendar	<input type="checkbox"/> File storage
<input type="checkbox"/> Chat	<input type="checkbox"/> Time tracking	<input type="checkbox"/> Reporting