

Having trouble keeping track of business?

We can help. 



Task Management System

Keeping track of everyday customer interactions and employee work progress can be a hard process to manage without the right tools. Manual processes waste time and consume valuable resources. Embracing the right technology strategy will give you a key advantage in planning and running your business. Core BackOffice Systems has the technology to enable businesses to more efficiently service their clients by changing the way you share information and monitor various assigned tasks.

The system securely stores your client information electronically for easy access. Our workflow module allows you to assign and monitor tasks through our job-ticket routing system. Department or individual inboxes are setup to send and receive tickets across the company. Your employees record each client request by creating a new ticket. Customers can also log in and check status or submit requests via the Internet. Management reporting provides your leadership with the feedback they need on actual company, department, and individual performance.

Task Management System Features:

- Electronic job tasking - ticketing system
- Smart ticket routing to designated person(s).
- Priority, status & completion time settings.
- Customizable categories and fields to fit each department or task request.

Optional Features:

- Integration of website for customer access.
- Customers submit new requests & status viewing via the web.
- Core Imaging System for archiving & retrieving paperless documents.

Contact us today to arrange for a free consultation and demonstration.