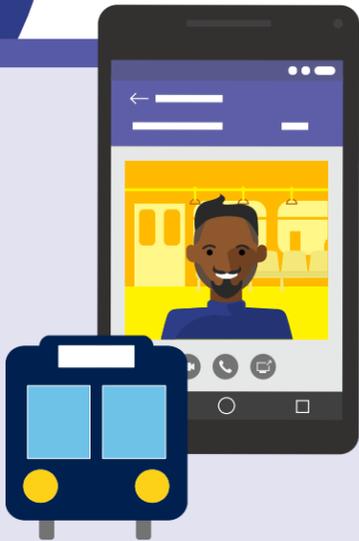# Microsoft Teams

# Day in the life – IT Project Manager

Jamal is an IT project manager with Contoso Technologies and is responsible for making sure IT projects are meeting stakeholders needs, and delivered on time and within budget.
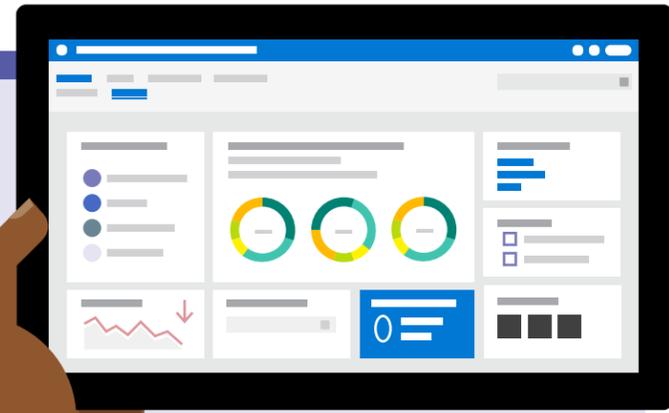
## 7:45 AM
Jamal uses his Teams mobile app to get up to speed the activity feed as he travels to work and joins the daily stand up call remotely.
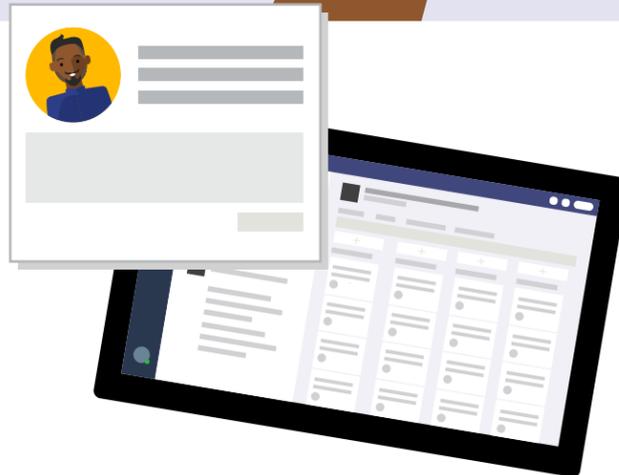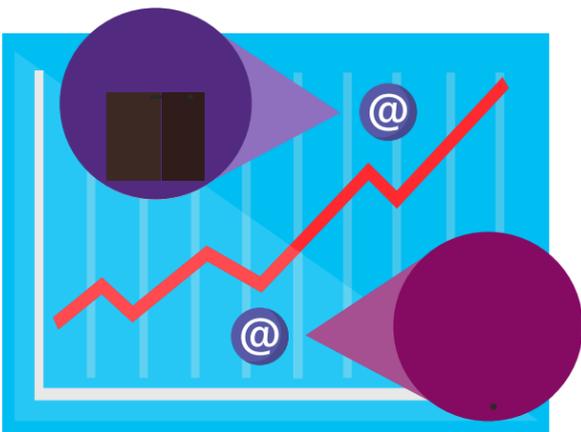
## 8:30 AM
At the office, he navigates to the Azure DevOps dashboard tab in Teams. Jamal reviews his projects and notes a few trends that are concerning.

## 9:30 AM
On Teams he asks for additional data points related to projects risks and @ mentions specific individuals to get their attention.

## 11:30 AM
Jamal joins a project review meeting in Teams, shares his screen, and navigates to the Planner tab to review key activities by owner and adjusts due dates.

## 2:00 PM
He prepares his meeting notes and replays the Teams cloud based meeting recording for things that he may have missed. He @mentions the channel with updates and action items in Planner.
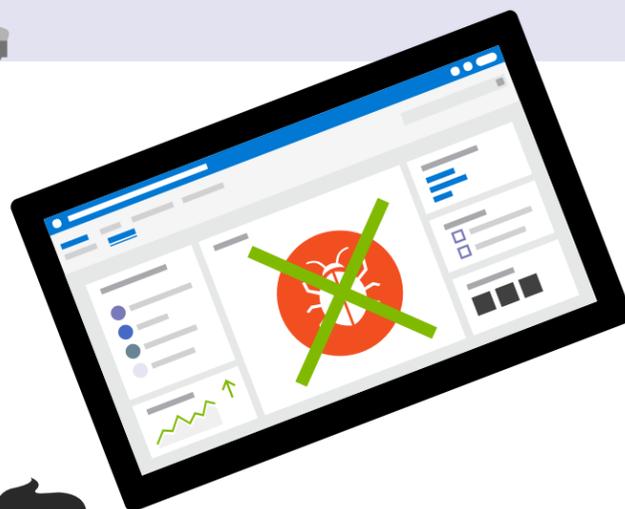
## 3:30 PM
Jamal gets notified in Teams of a new bug that was posted in the channel from the Azure DevOps connector. He @mentions experts to help to resolve in time for their release date.

## 4:30 PM
In Teams he goes to the Financial app tab to update current resource costs for several of his projects.

## 6:00 PM
Jamal receives another notification from Azure DevOps notifying him that the bug is being resolved. He prepares for his weekly status report and posts it into the PMO Teams site @ mentioning the team.

# Get started with Teams today!

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