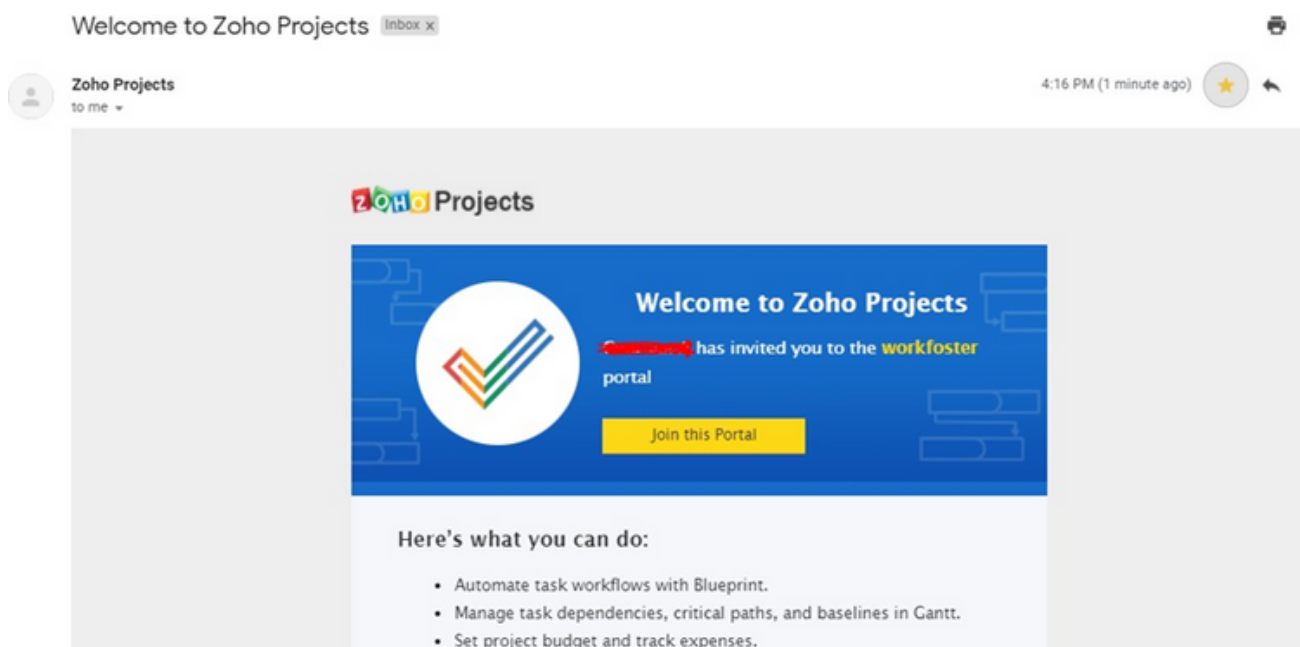




STEP 1

The invitation email will be as follows:

To join Zoho projects, follow the steps outlined below:



You can also get the Zoho projects app for mobile from the Google Play store. Please use the following link:

<https://play.google.com/store/apps/details?id=com.zoho.projects+>

STEP 2

Follow the steps outlined in the images below:



Welcome to Zoho Projects

The all inclusive project management solution that travels along with you. Collaborate and track your projects on the go.



Sign In



Sign in with Google

STEP 3

Sign in

to access Projects

Email address or mobile number

NEXT

Forgot Password?

Sign in using



STEP 4

Once you sign in with your account credentials, the following page with the various aspects of the program is displayed:



Welcome to Zoho Projects

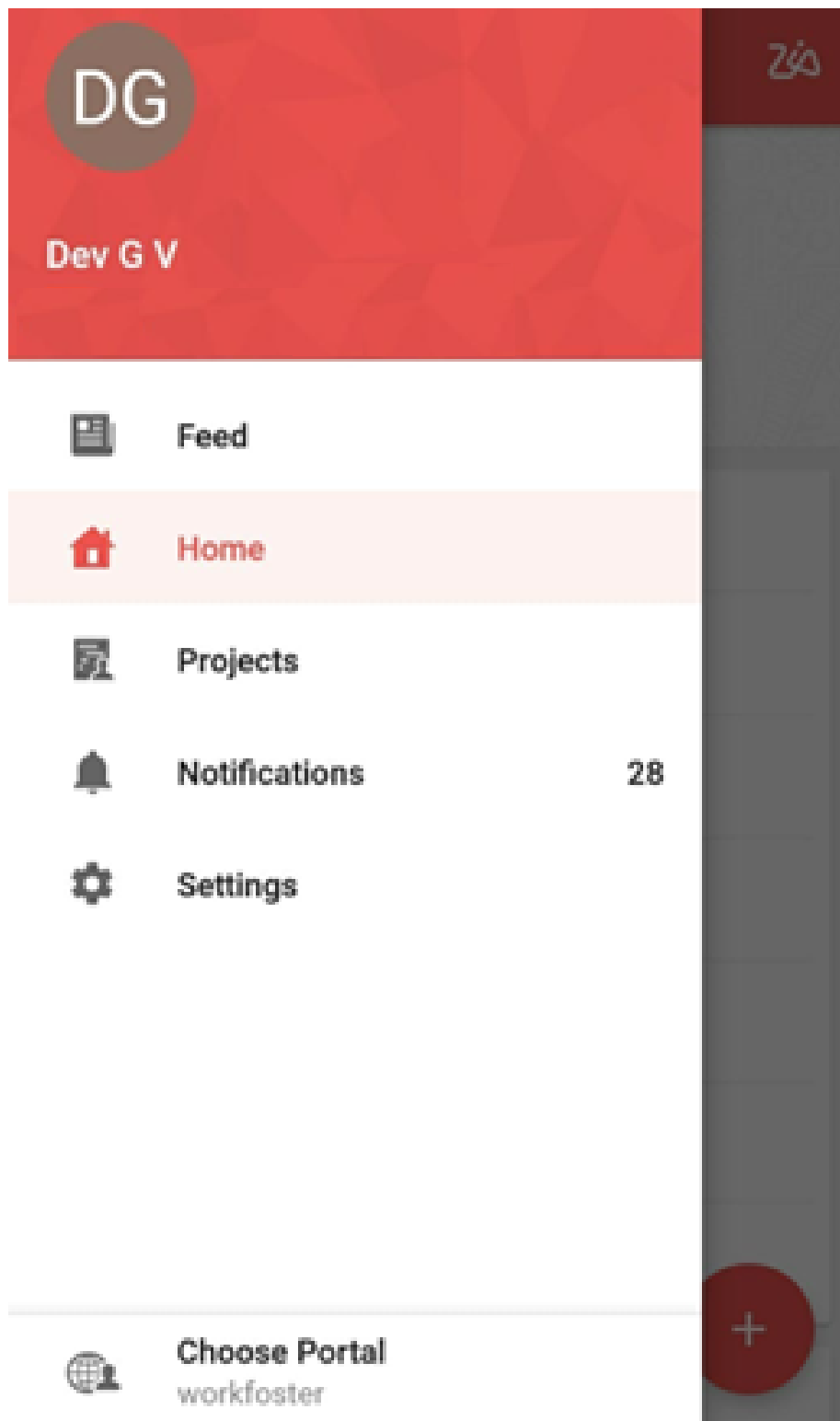
The all inclusive project management solution that travels along with you. Collaborate and track your projects on the go.



Downloading data. Please wait...

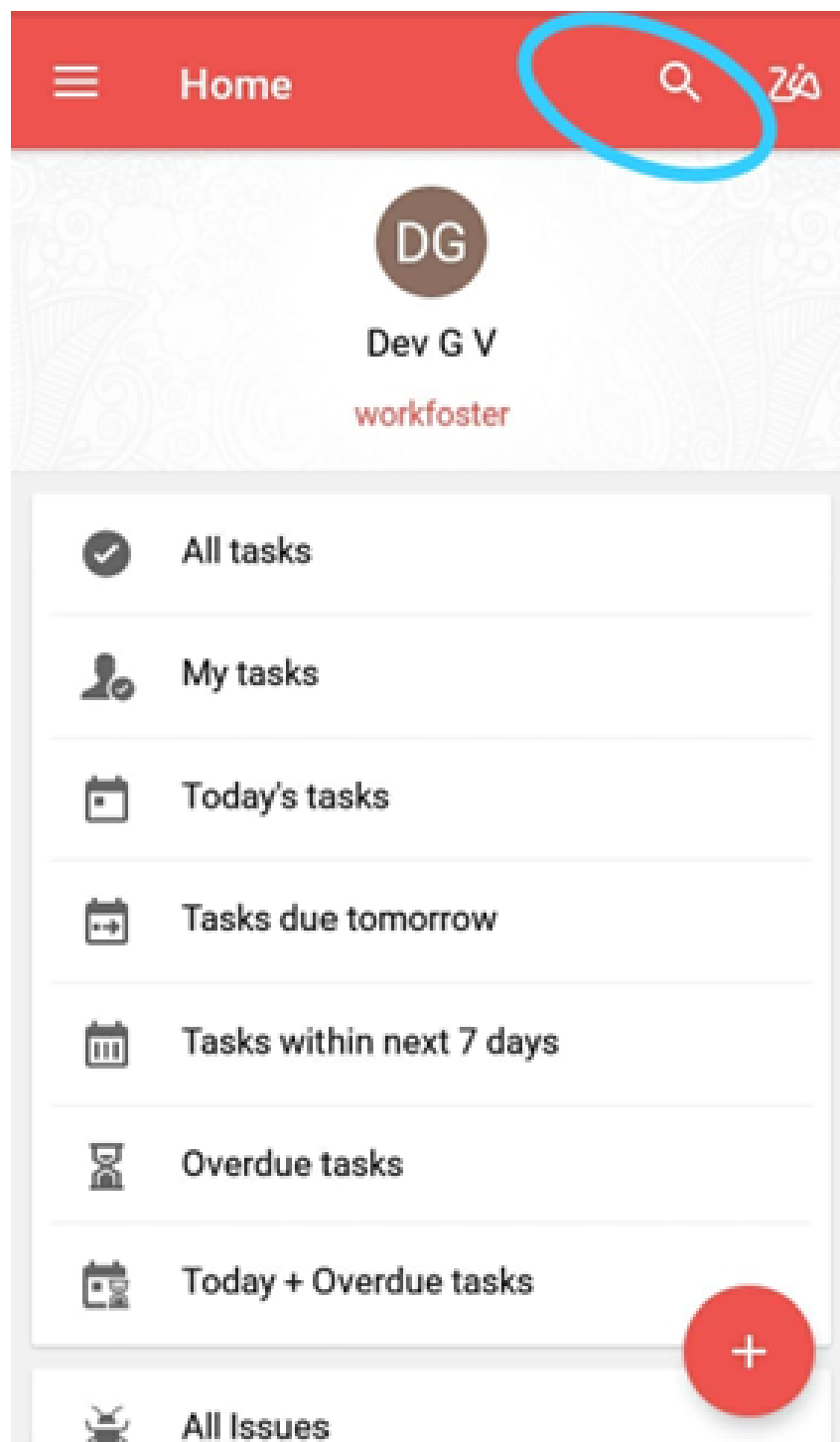
This may take a few minutes.

The different sections given in the application are shown below:



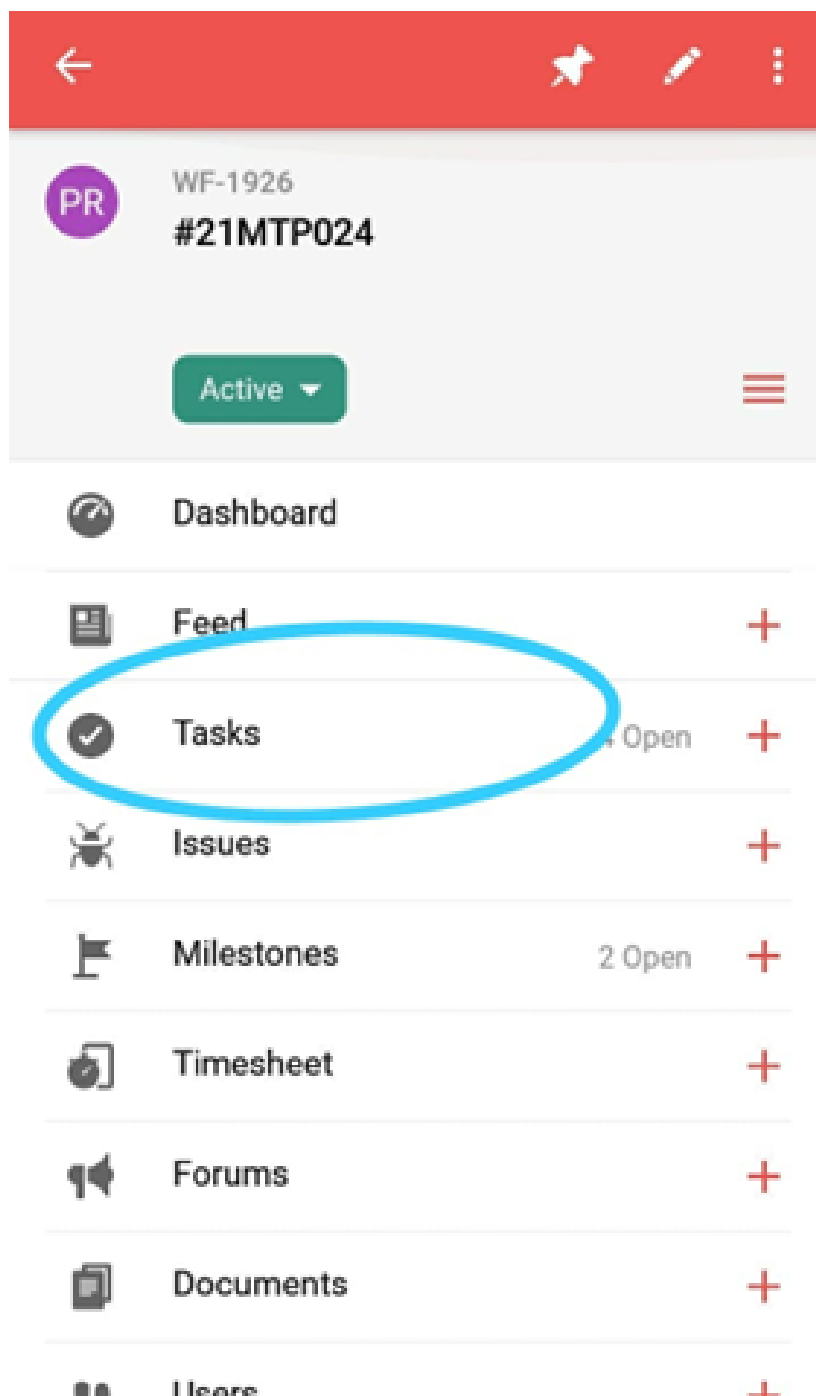
STEP 5

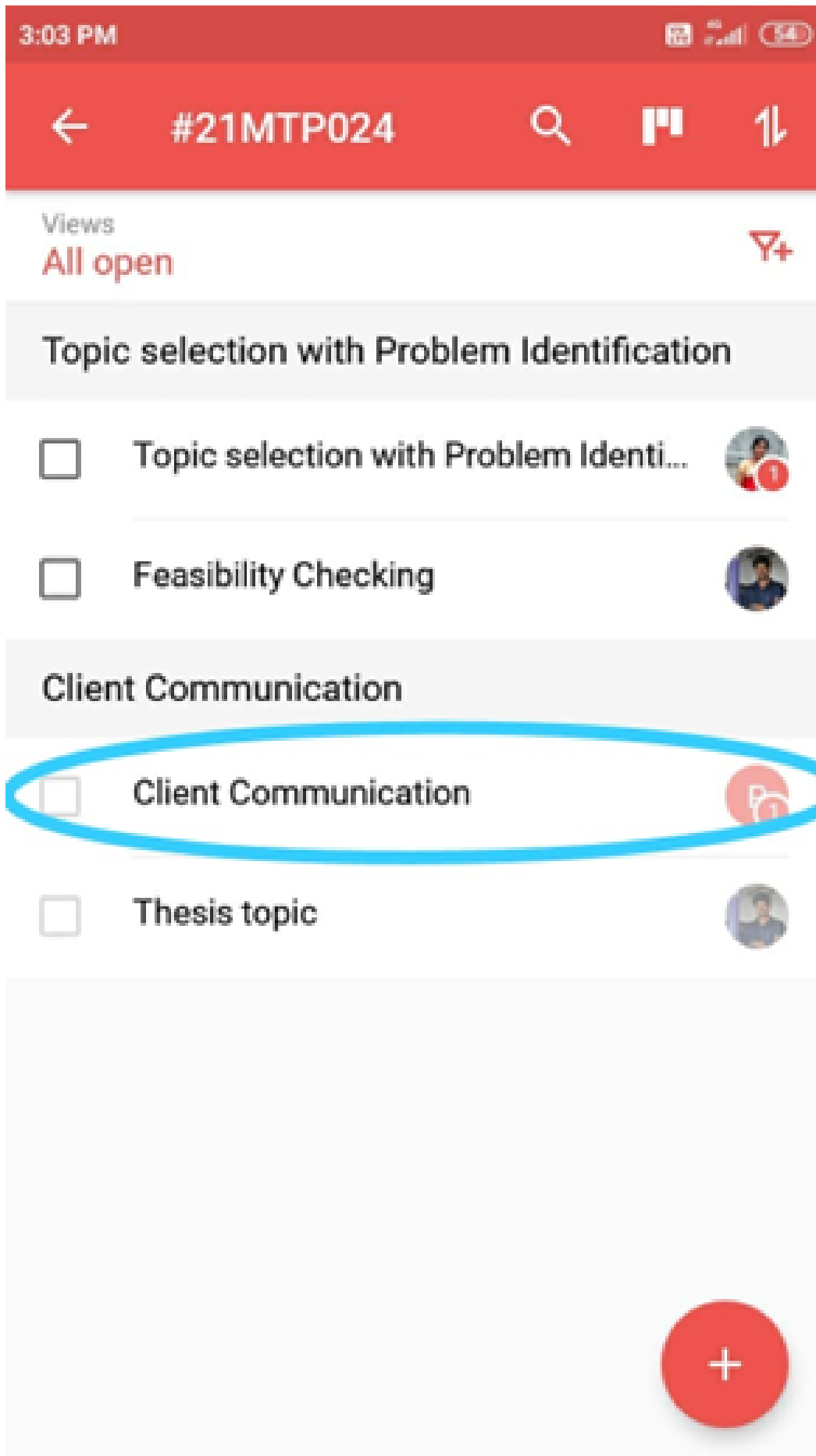
Look for your project code in the search field given in the image below:



STEP 6

After opening the project, go to the tasks area and choose the client communication task. The following images demonstrate this:





STEP 7

Go to the comments part of the Client communication job to read papers, expert inquiries, and to offer your input or document/references to experts.

