

Basecamp is the **premier project management + internal communication** tool for **remote WFH teams** worldwide.



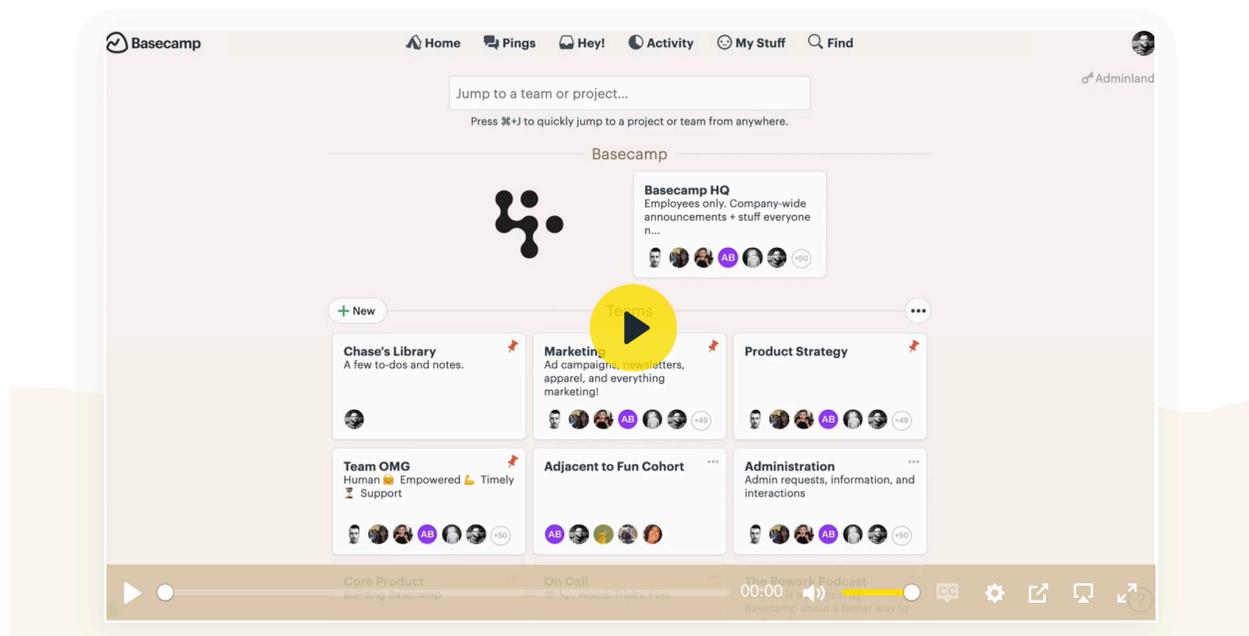
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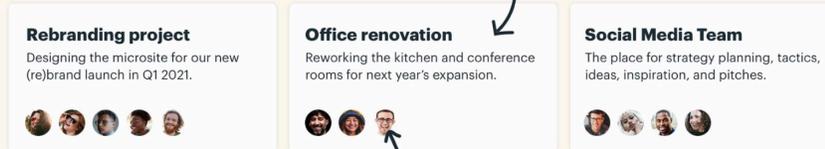
# Work better, together.

Basecamp is more than just a project management tool — it's a better way to work. Teams that switch to Basecamp are more productive and better organized. They communicate better and require fewer meetings. And they're far more efficient than before. Here's how Basecamp makes it happen.



# Get organized and stay that way with Basecamp projects.

*Split your work into projects.*



**Rebranding project**  
Designing the microsite for our new (re)brand launch in Q1 2021.

**Office renovation**  
Reworking the kitchen and conference rooms for next year's expansion.

**Social Media Team**  
The place for strategy planning, tactics, ideas, inspiration, and pitches.

*Add whoever needs to be involved.*

With Basecamp, you break up your work into separate projects. Each project contains *everything* related to the work at hand; all the people involved, every discussion, every document, file, task, important date, etc. Everything!

**How it's better:** unlike email where everything starts disorganized and you have to constantly manage the chaos, Basecamp projects keep everything organized by default. Things are always where you expect, and it's obvious where to put stuff.

## Inside every project; all the tools teams need to get work done.

### Message Board



Post announcements, pitch ideas, progress updates, etc. and keep feedback on-topic.

### To-dos



Make lists of work that needs to get done, assign items, set due dates, and discuss.

### Schedule



Set important dates on a shared schedule. Subscribe to events in Google Cal, iCal, or Outlook.

### Docs & Files



### Group Chat



### Automatic Check-ins



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spreadsheets. Organize in  
fields so they're easy to find.

ask random questions, and  
check out the latest answers.

you don't have to pester your  
team about

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Every project includes the tools all teams need to work together; **message boards, to-dos, schedules, docs, file storage, real-time group chat, and automatic check-in questions**. You can rename them, turn off the ones you don't need, or integrate with third-party tools like time trackers to tailor things to the project at hand.

**How it's better:** spreading work across a bunch of apps is inefficient at best; total chaos at worst. Things slip through the cracks, it's hard to see the big picture, it's expensive, onboarding your team is a pain, etc. Basecamp eliminates *all* of those issues by combining everything you need in one place. It's "easy mode" for work.

## Work-life balance just got real.

Always! 24/7/365 no matter what.

Work Can Wait! Only during my work hours...

8am to 5pm

Mo

Tu

We

Th

Fr

Sa

Su

Catch me up if anything happened after hours

We'll send you an email or push notification summarizing everything that happened while you were away.

When people post messages in the projects you're on, assign you tasks, etc. notifications pop up in Basecamp's Hey! menu (or email, if you like). Need to focus? Pause notifications with a click and stay in the zone. Want to keep work at work? Set your work hours to hold notifications until you're back on the clock.

**How it's better:** a constant barrage of notifications from a half dozen apps steals your attention and lets work intrude on personal time. By centralizing your notifications, Basecamp makes it easy to keep on top of things *and* minimize interruptions.

## Keep everyone in the loop without all the meetings.

An essential part of every project is keeping people informed so that nothing falls through the cracks and ~~everyone knows what to do.~~ Basecamp makes it easy to see

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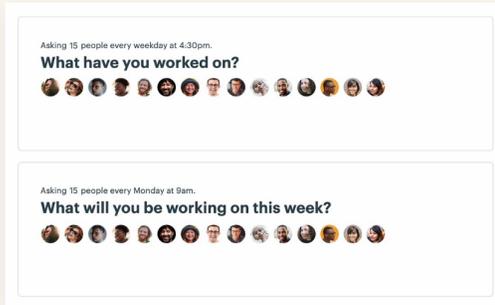


the big picture and the nitty gritty. Whether you're a CEO, a project manager, or an individual contributor, Basecamp has you covered.

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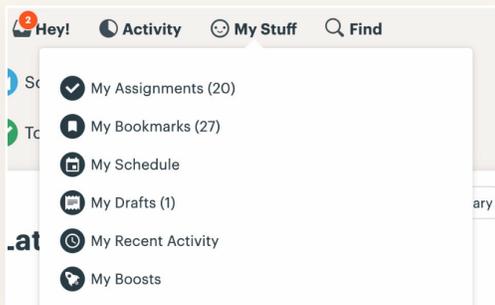
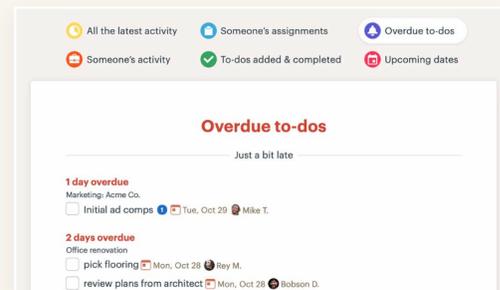


## For owners and execs

Automatic check-in questions like “what are you working on this week?” and “what did you work on today?” give you a quick, easy way to see the broad strokes of what everyone is doing. Perfect for keeping your finger on the pulse without getting bogged down.

## For managers

Basecamp’s activity view gives you one place to see everything that’s going on. You can see all the tasks that are overdue, all the work that’s due soon, everything that’s on someone’s plate, upcoming milestones, and more.



## For individuals

Basecamp’s “My stuff” menu lets you see everything that’s on your plate. Your assignments across every project, your schedules, things that you’ve bookmarked, etc. Want to catch up on a project? Scroll through the project’s activity to catch up quick.

**How it’s better:** most teams spend too much time and money on status meetings and daily standups. Basecamp gives you the tools to keep everyone in the loop without meetings, freeing up time for productive work that moves projects forward.

# Keep projects on track with Hill Charts — a Basecamp exclusive.