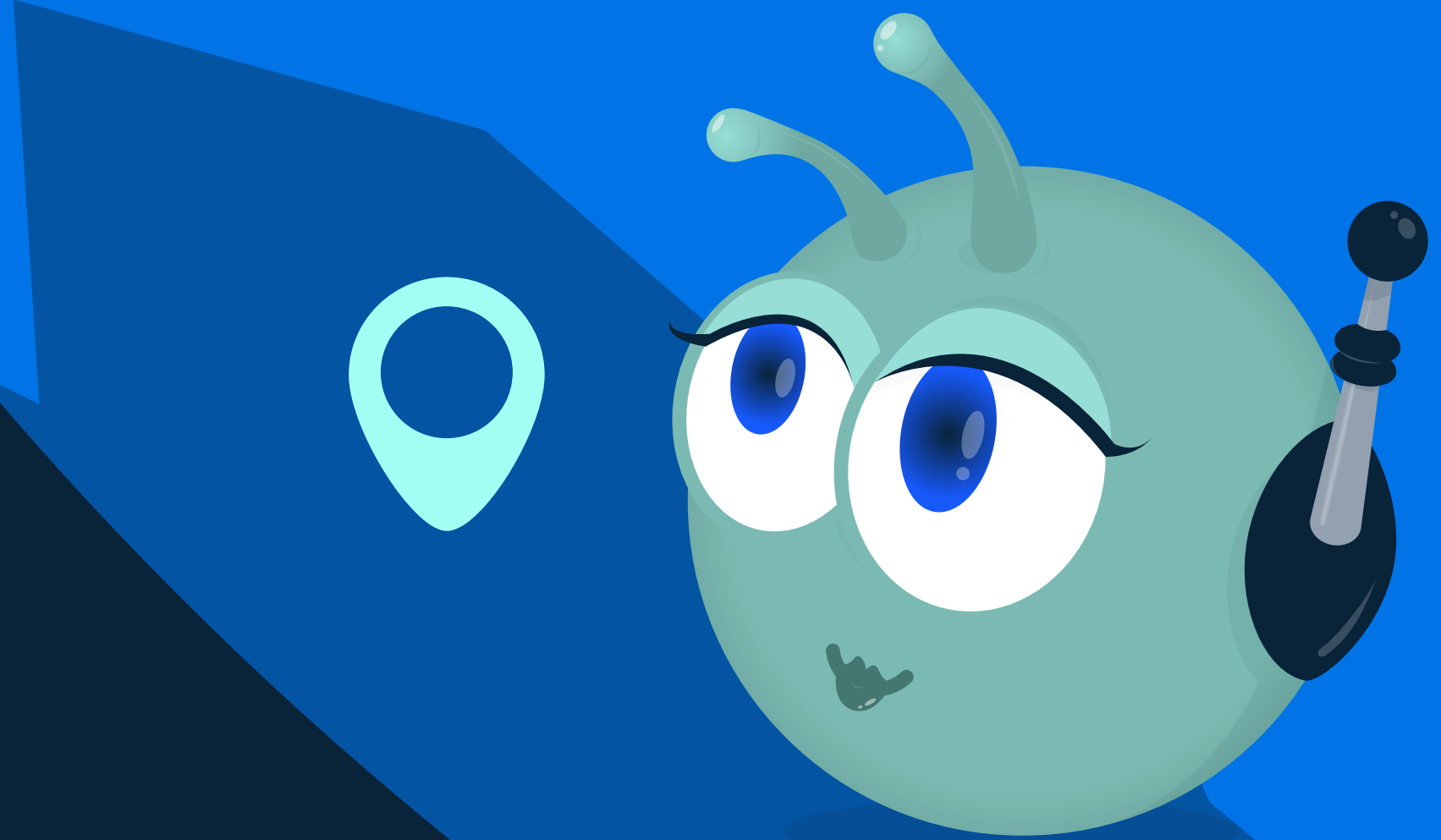




Belt – Work Management

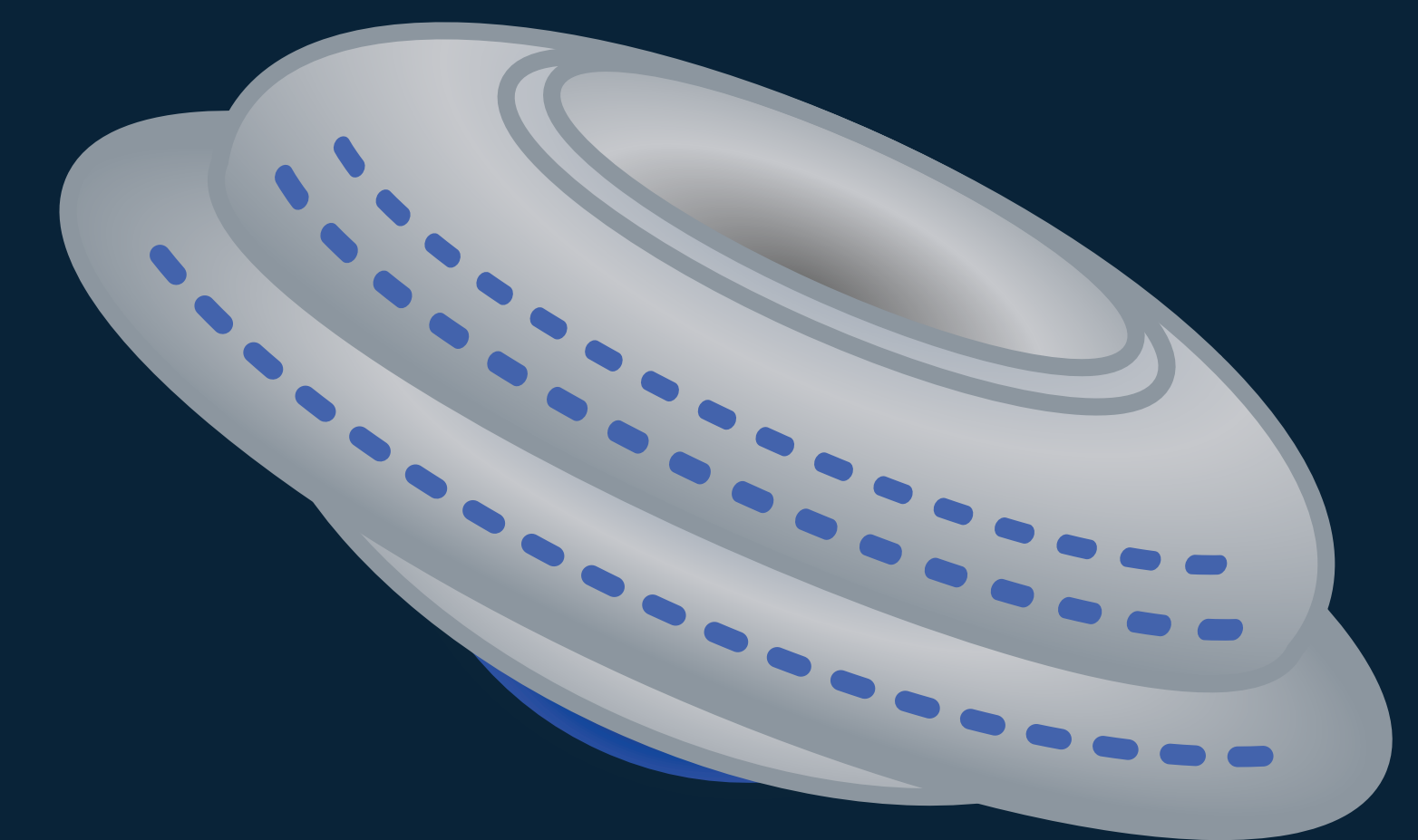
*Meeting knowledge workers
where & how they work*

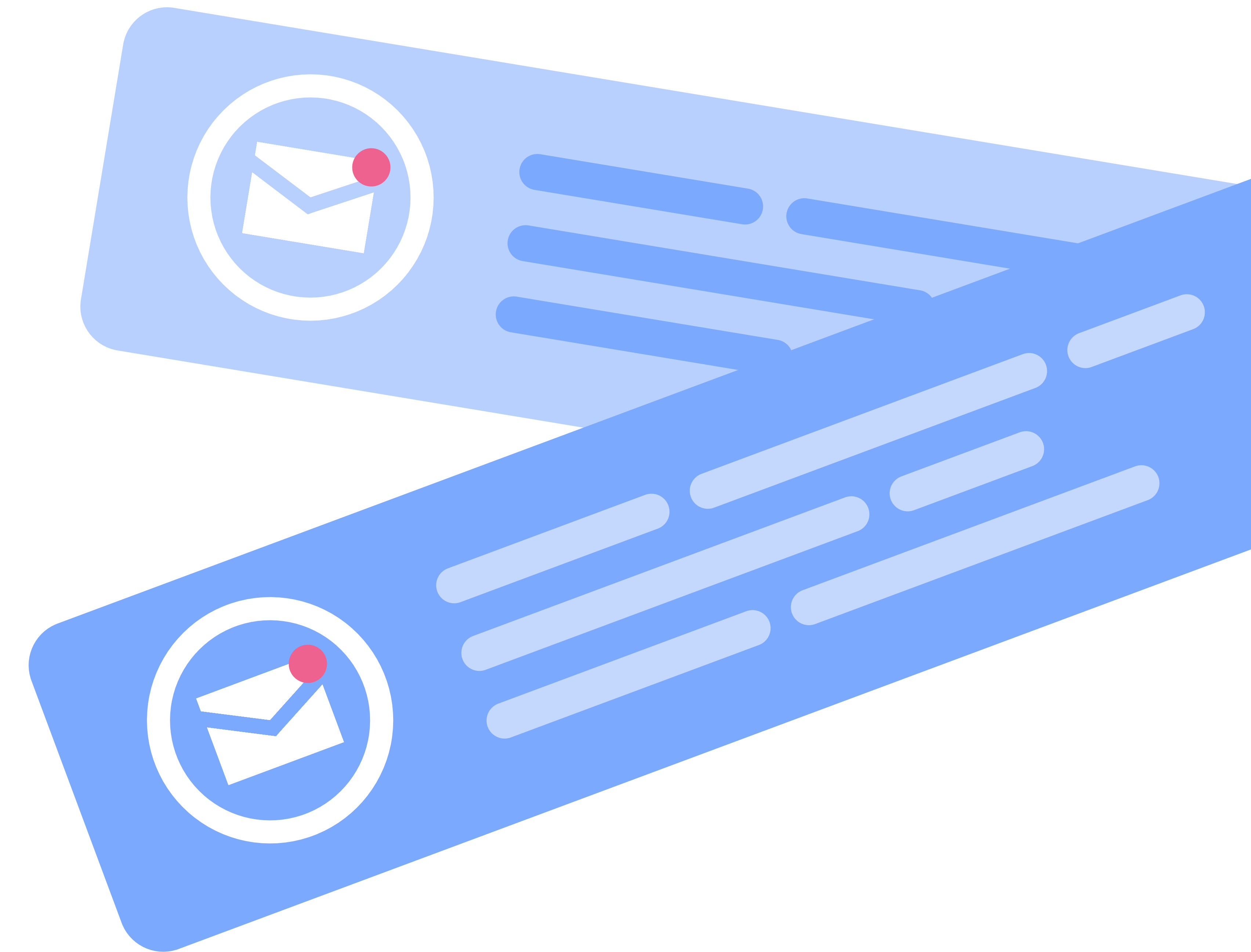
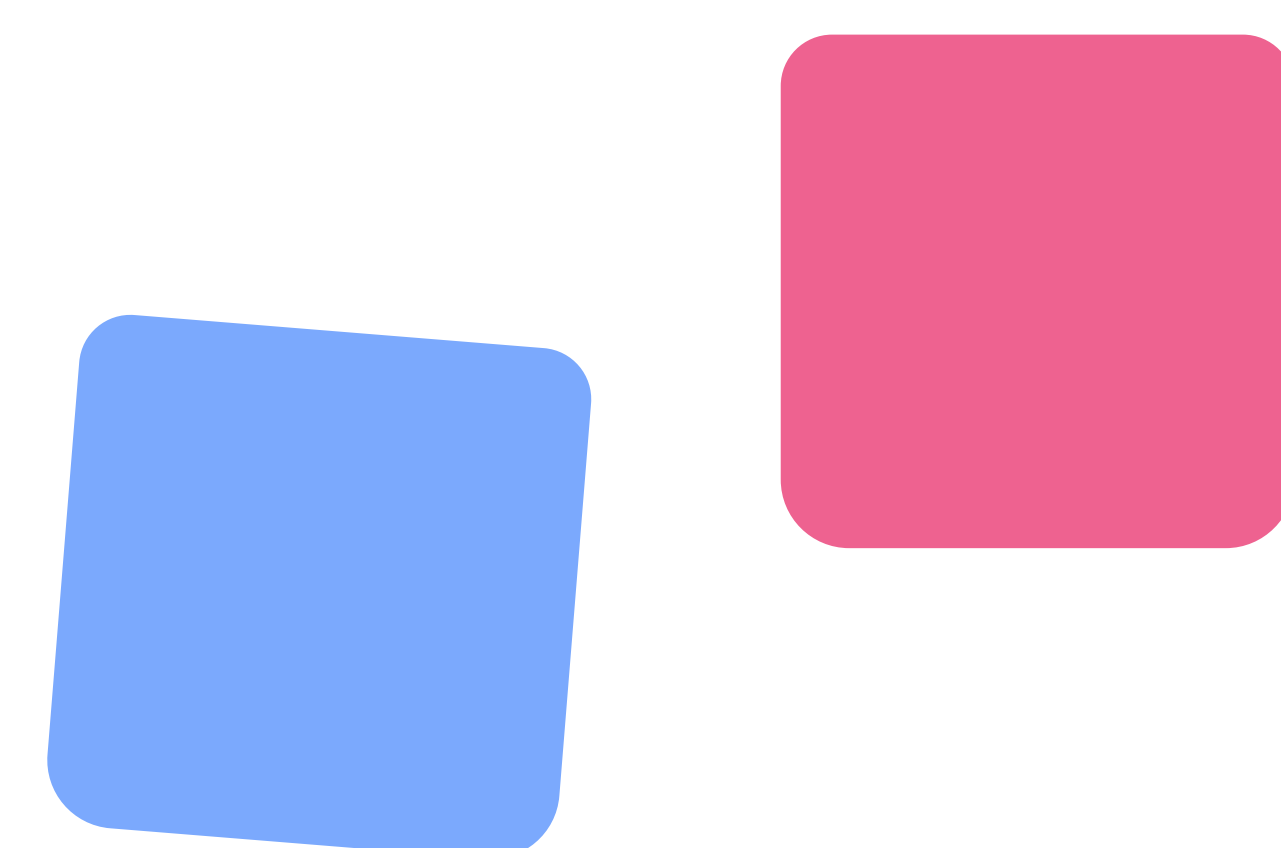
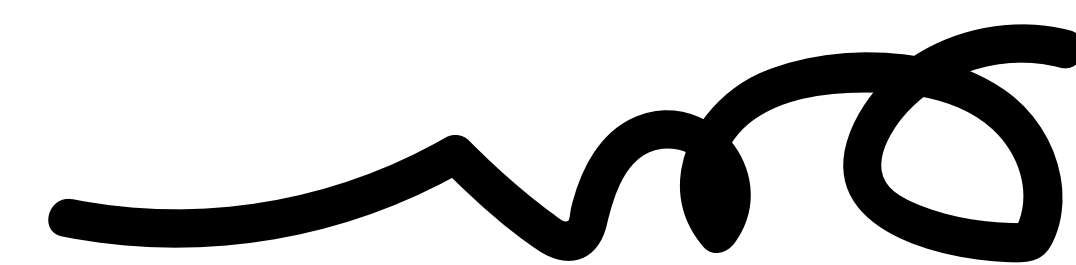
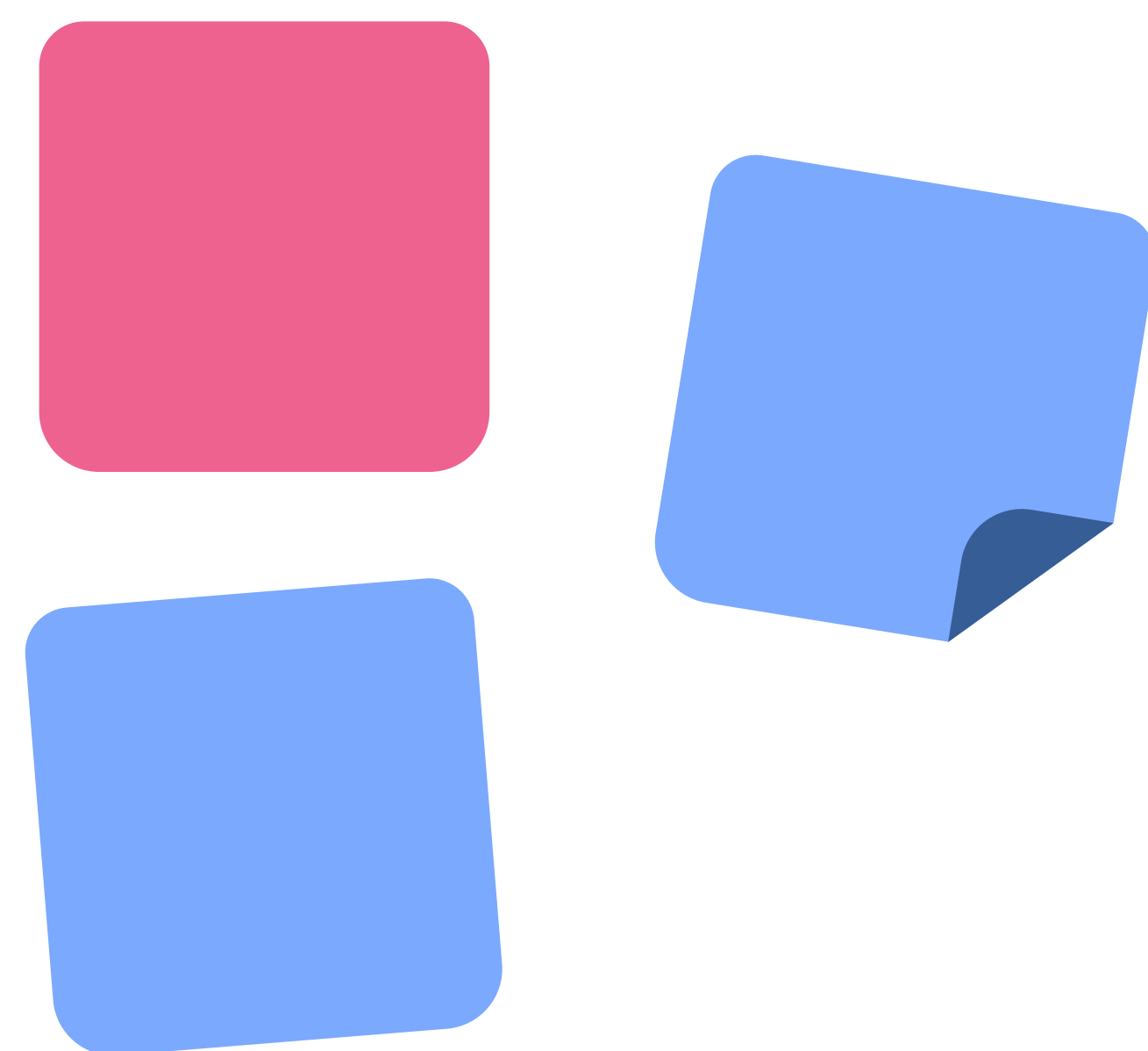
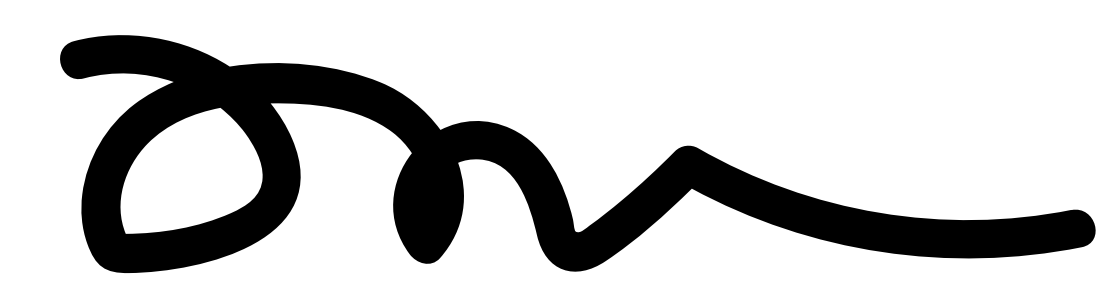




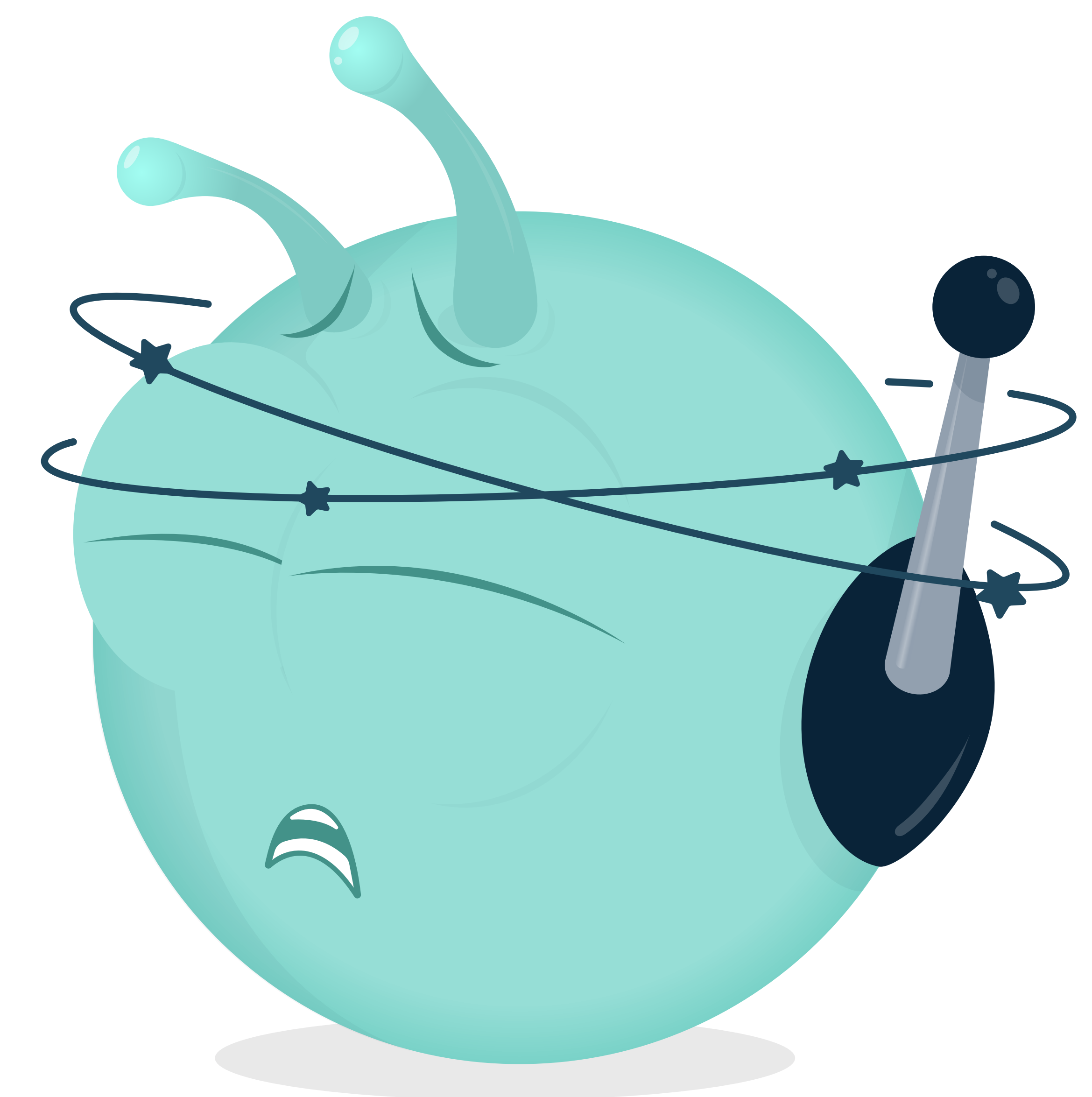
The hybrid world: Our shifting landscape

Our modern, hybrid world is built upon **multi-layered communications** that allow us to stay connected – **regardless of physical proximity to one another**. The number of emails, chats, messages, and calls we receive on a daily basis have ballooned as we descend deeper into **hybrid and distributed work models**.

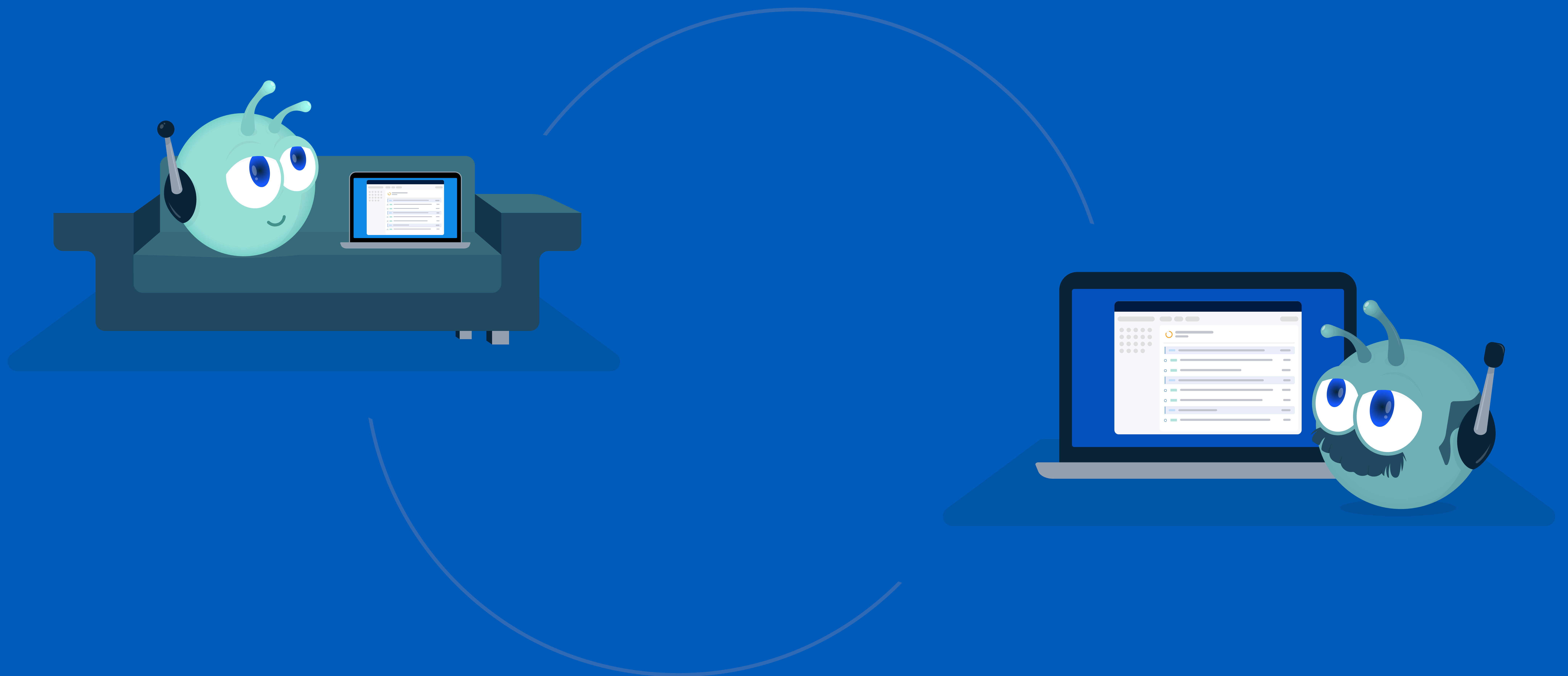




These communications can be overwhelming, **distracting workers from the tasks they need done.** As a result, Work Management tools need to be set in place in order to keep projects on track. These tools and frameworks are traditionally quite rigid and structured around clearly defined timelines and deadlines. For knowledge workers, however, these rigid systems can be **limiting.**



During the lifetime of a project, the path from **Point A to Point B** is rarely a straight line. Knowledge workers are met with fluid tasks and shifting priorities as their work evolves over time. On top of that, knowledge workers don't exist in a vacuum. Their work calls for dynamic collaboration between individuals and teams. This necessitates a new set of modern tools with more flexible and responsive frameworks.

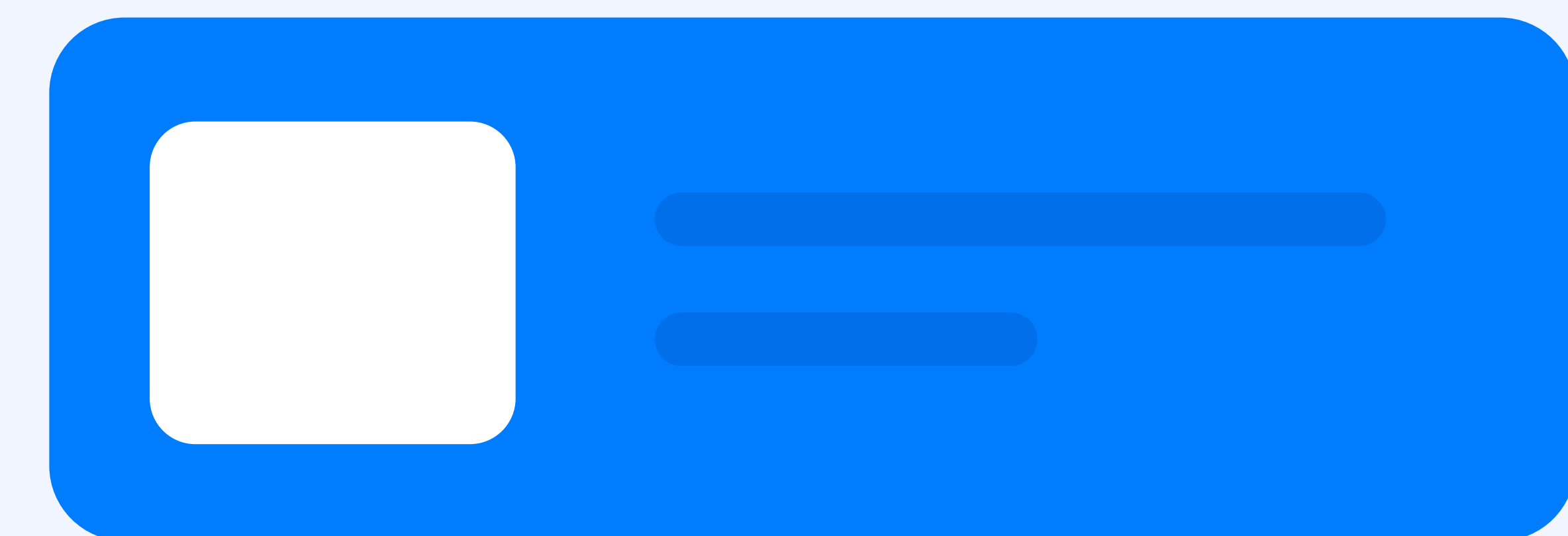
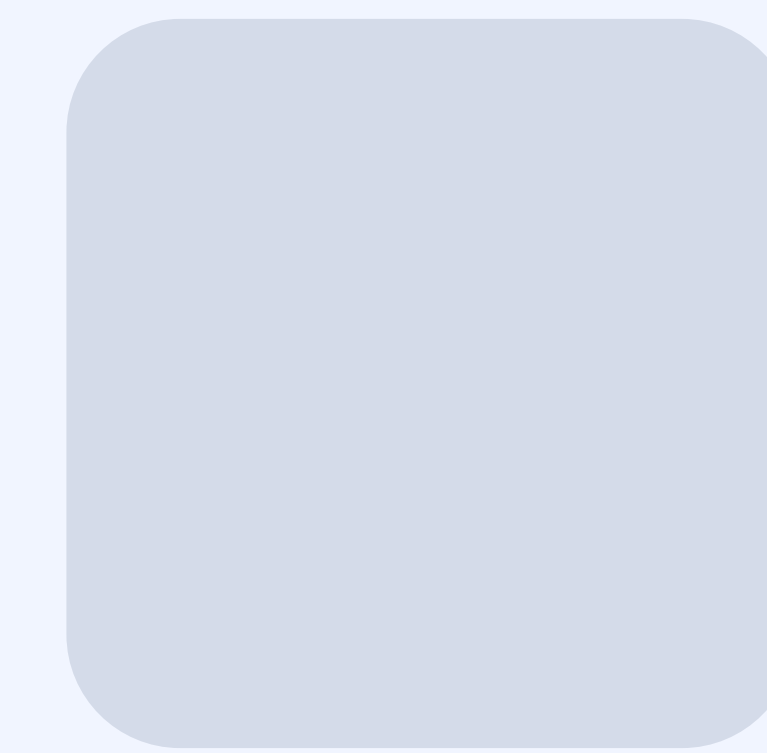
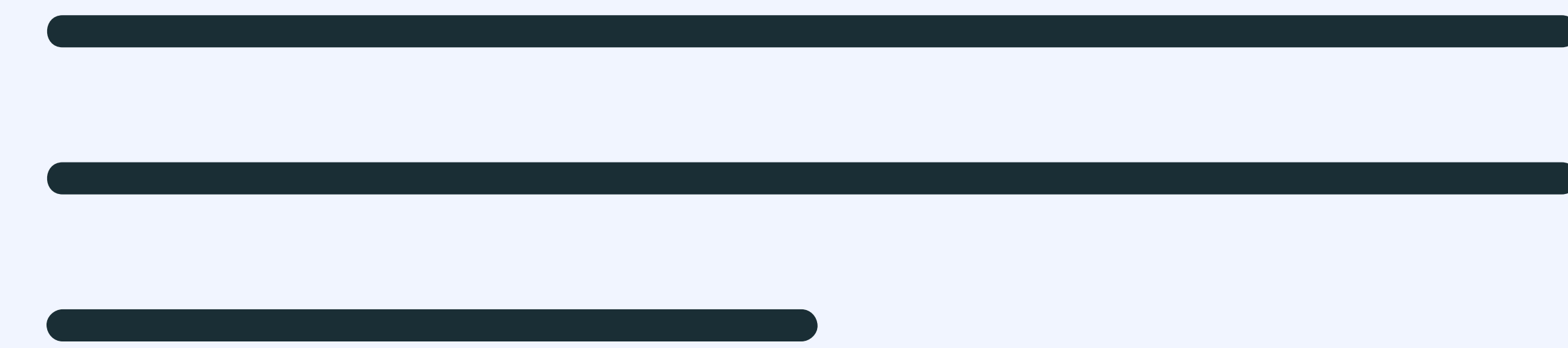


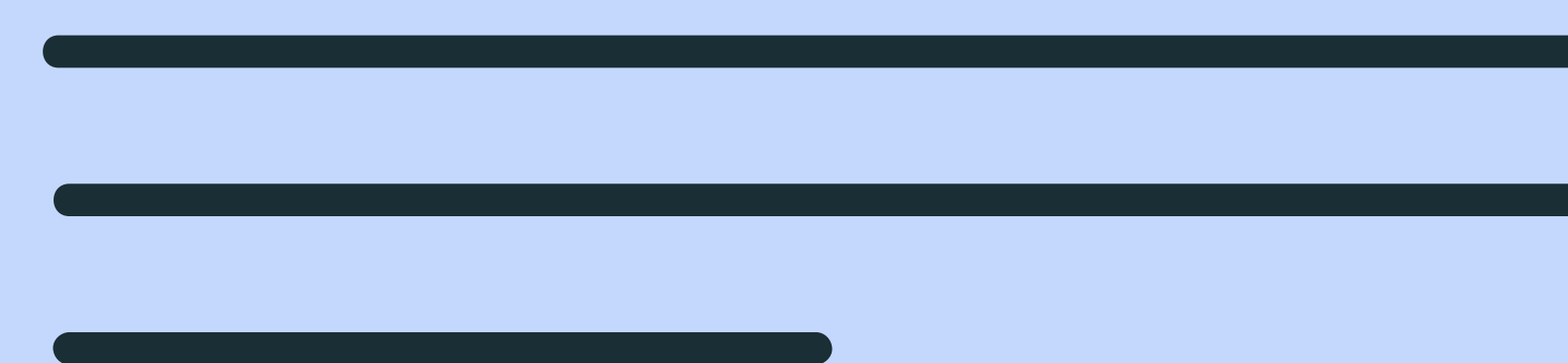
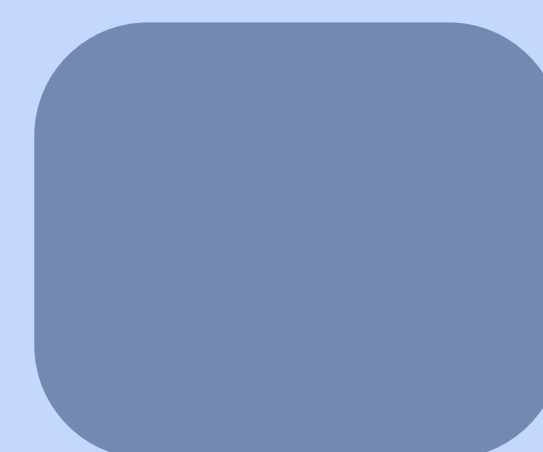
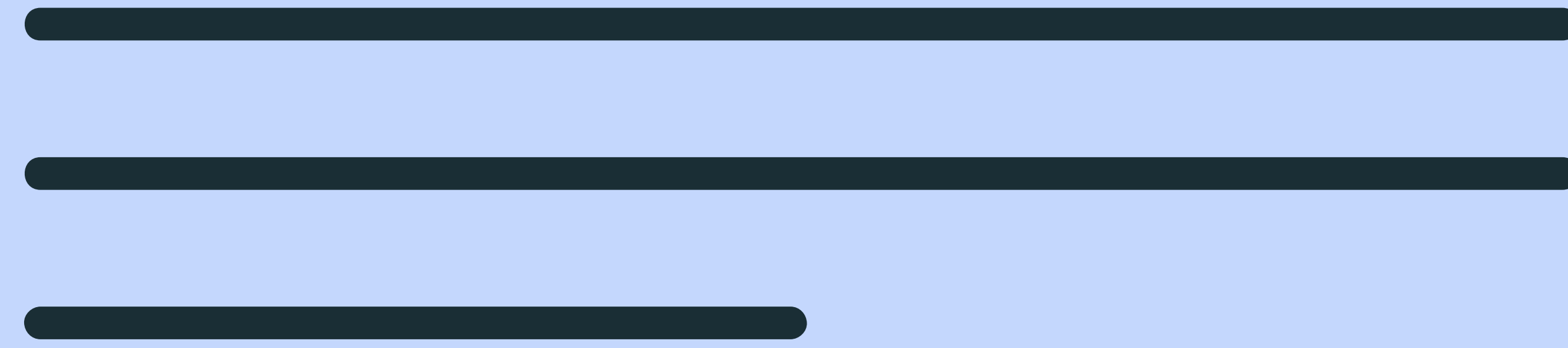
Work Management vs Belt Work Management

What is Work Management?

According to Gartner, Work Management is a set of software products and services that apply workflow structure to the movement of information as well as to the interaction of business processes and human worker processes that generate the information.

Perhaps more simply, Work Management tools streamline businesses and organizations to help knowledge workers collaborate on projects and exchange information to execute daily tasks. However, the tools of yesteryear only provide order for repetitive, daily tasks. Some common issues and pain points often seen with traditional Work Management platforms are:





Rigid frameworks: These models expect every task to have a clear timeline and structured hierarchy, which doesn't match the unpredictability of knowledge work.

Over-reliance on reporting: Traditional models lean heavily on manual updates and database inputs, creating a dependency on reporting over productivity.

Lack of flexibility: Users must adapt their natural workflows to fit the software, not the other way around.

Administrative burden: Constant updates and redundant entries slow down productivity, contributing to tool fatigue and reduced morale.

Last minute management: Users tend to wait until a few minutes before a meeting to update these systems, creating confusion, disruption and ultimately rendering the system pointless.



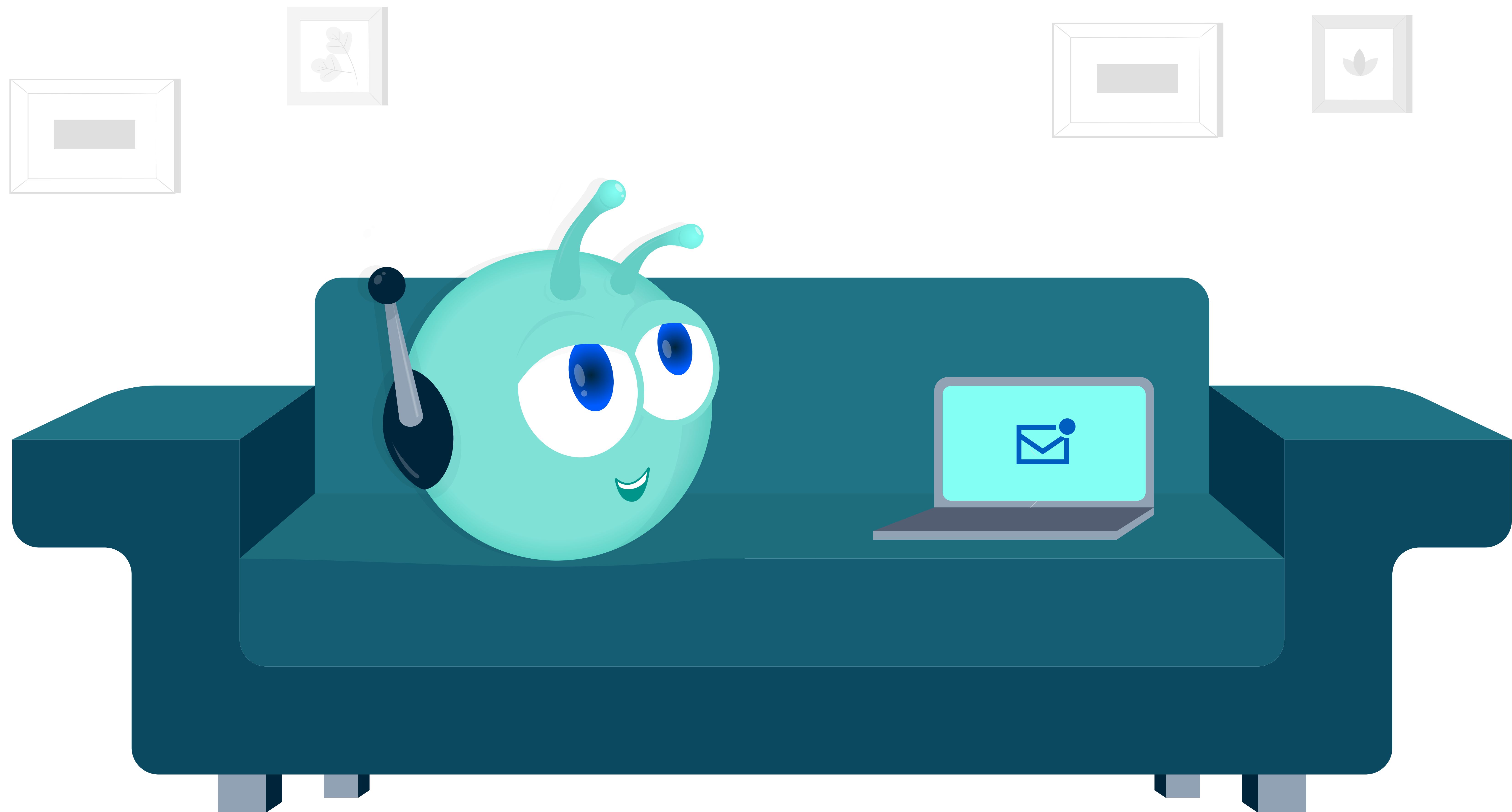
Knowledge workers need a method that adapts to their **constantly shifting workflow**.

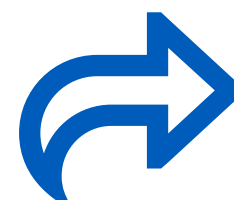
Enter **Belt's Work Management** application, a paradigm shift that reimagines how work can be managed, adapting tools to match the organic flow of human tasks and interactions.



Introducing Work Management, the Belt way

At Belt, we're proud to bring a new way of Work Management to the fold. This is a person-centric view of Work Management that meets individuals where and how they work, while adapting to the non-linear nature of knowledge work.



 Forward

 Decline

Create task

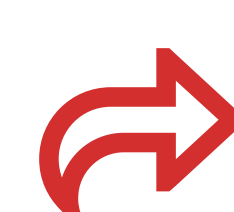
It presents **a flexible environment**, in which real-time adjustments and reassignments are made on project work based on evolving demands. This helps keep both individuals and entire teams on track – while also being **responsive to specific requests and evolving needs**.

It's a natural meeting of where you work in the flow of day across all the elements of a knowledge worker's encounters.

REQUEST 



Create task

 Decline & Redirect

 Decline

What Belt's Work Management is

- ✓ Understanding what your team is working on to help them manage their time more effectively
- ✓ Ensuring you assign the right work to the right person
- ✓ Finding the right work-life balance
- ✓ Understanding where your team spends most of their time and how to help them focus on what work matters most
- ✓ Creating visibility so everyone knows where the team stands at all times
- ✓ Adaptive processes to fit how your team works best

What Belt's Work Management is not

- ✗ Micromanagement & Control
- ✗ Giving work to members of your team without considering their strengths and bandwidth
- ✗ Staying late every night at the [home] office, working during personal time
- ✗ Guesswork, shoddy estimation and minute-by-minute tracking
- ✗ Work spread out among disparate & disjointed systems
- ✗ Rigid, one-size fits all solution

FOLLOW-UP

Our framework prioritizes managing Tasks, Meetings, Deadlines, and Deliverables in real time rather than forcing all work into rigid project structures.

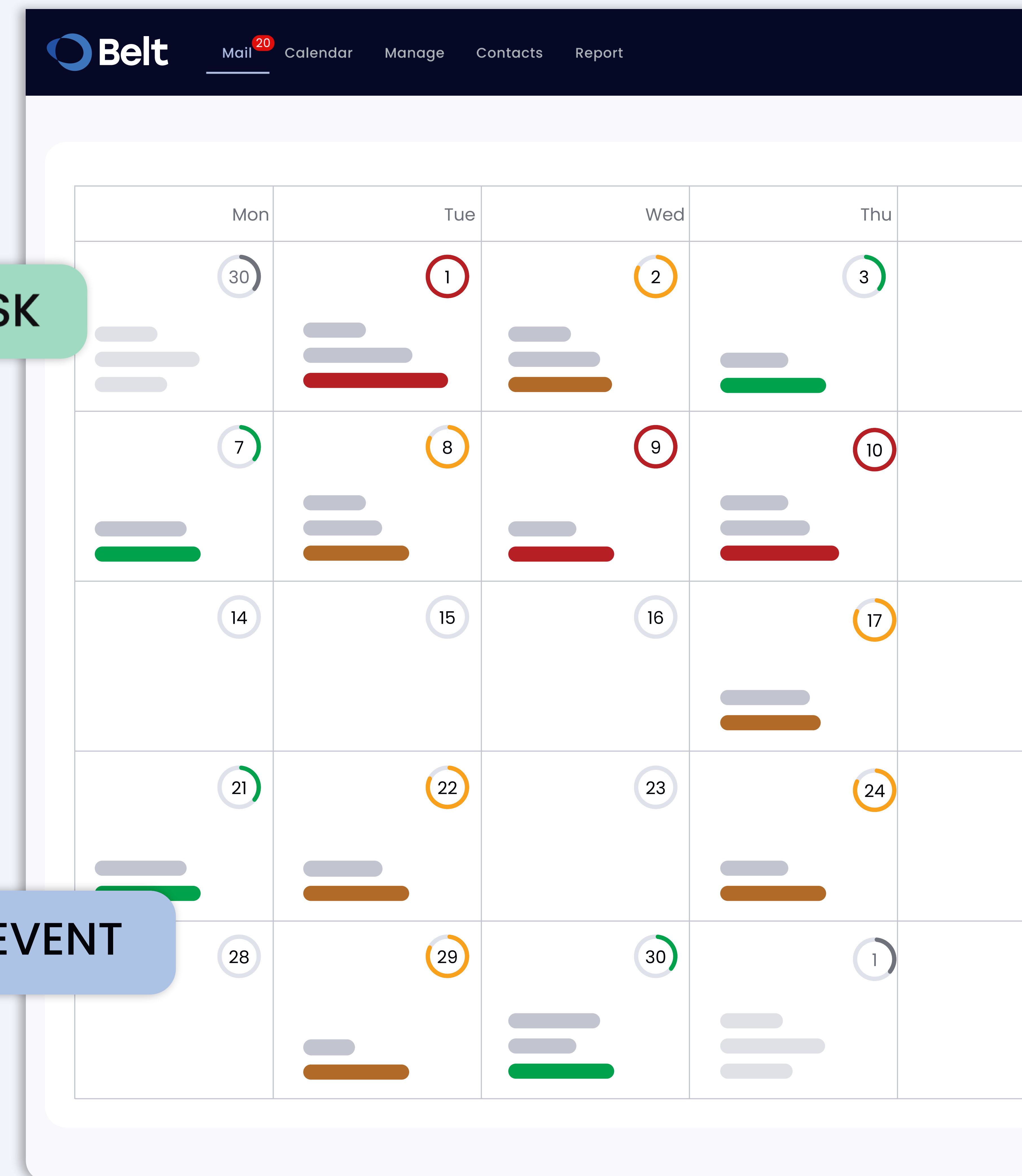
Human-centric design: The approach prioritizes user-friendly interfaces that feel familiar, often mirroring the tools people already use (like calendars or messaging apps).

Flexibility: Tools designed to allow users to respond to changes without forcing rigid structures, adapting dynamically to new priorities or emergent tasks.

TASK

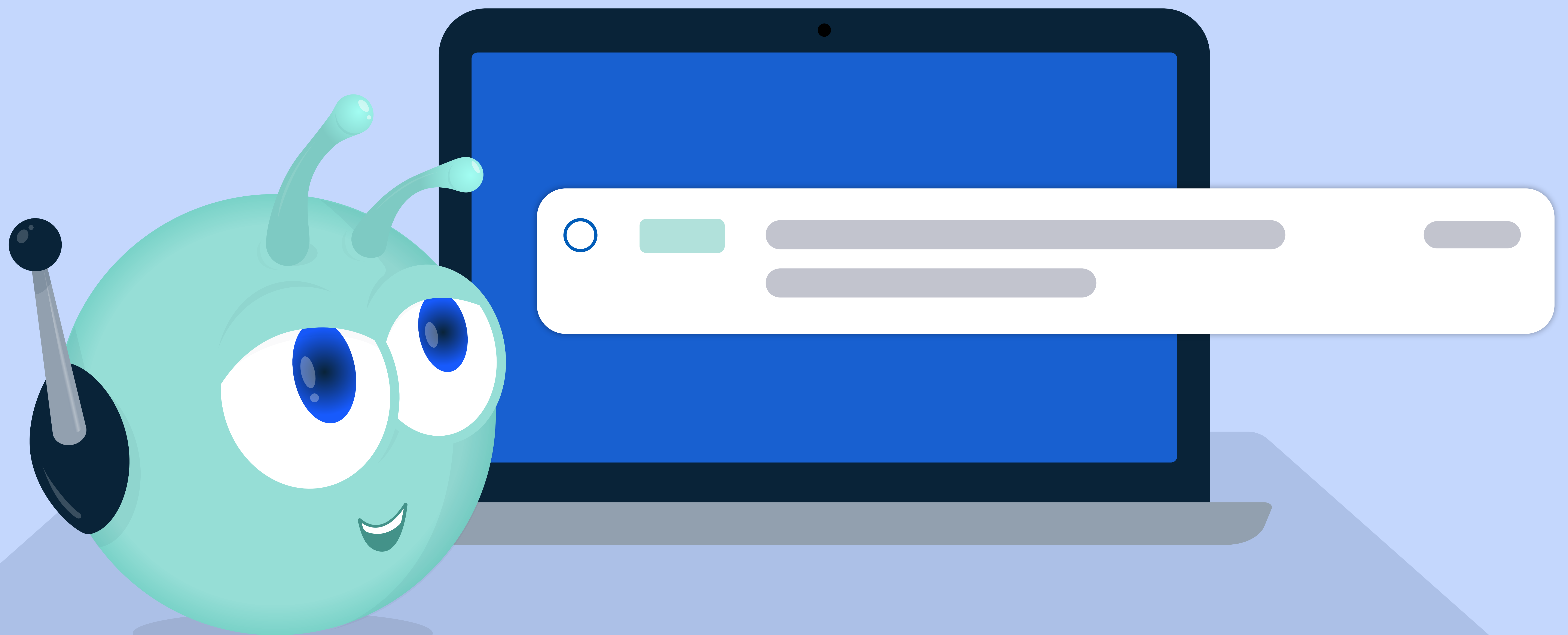
EVENT

CALL

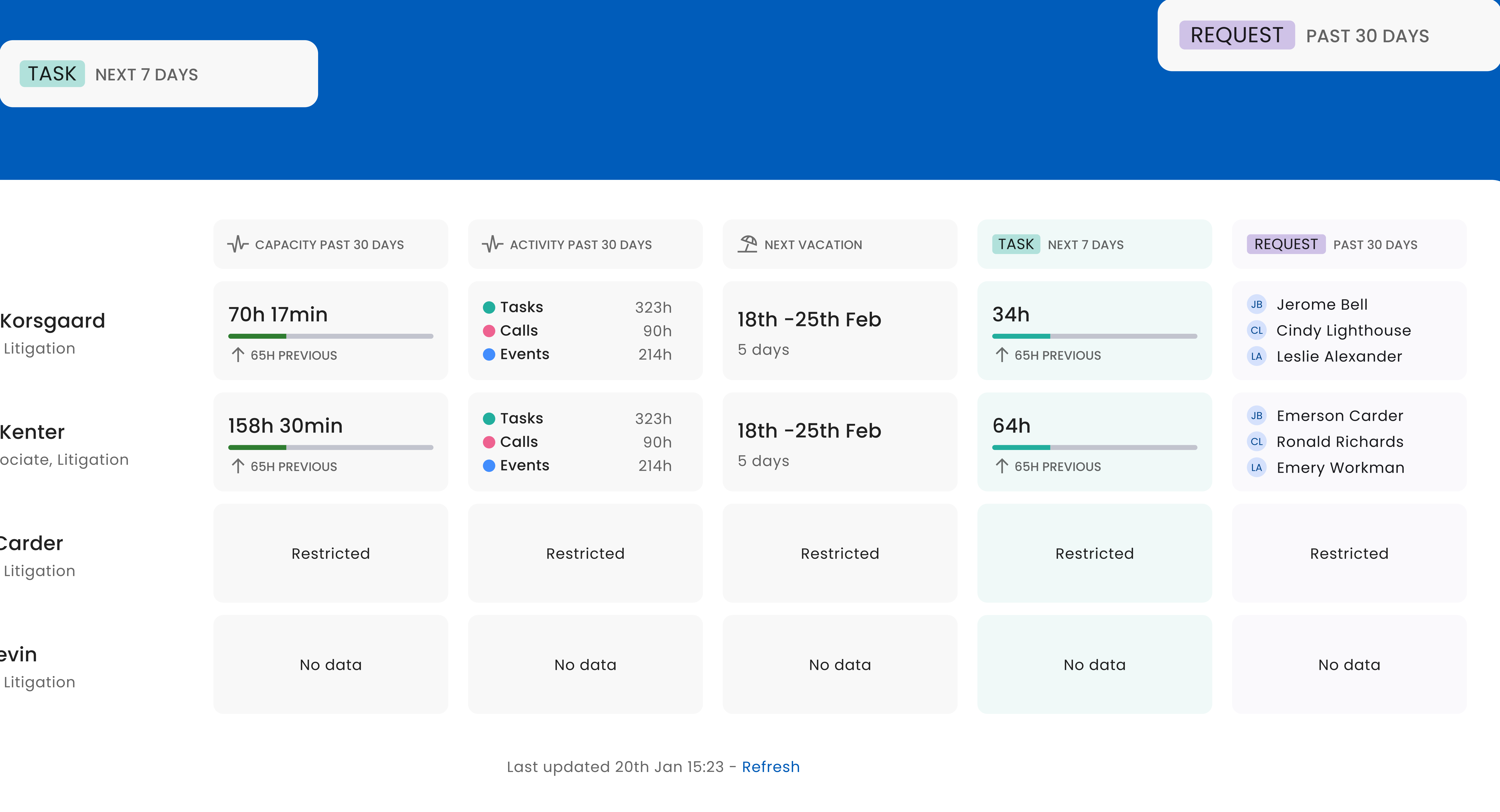


AI-Driven assistance: By leveraging artificial intelligence, these systems can anticipate needs, suggest relevant actions, and balance workloads based on real-time data, reducing the burden of manual updates.

Seamless collaboration: It facilitates teamwork by integrating with existing communication tools, supporting real-time collaboration and transparency.



Workload management: Helps users prevent burnout and prioritize their work effectively by providing insights into individual and team workloads.

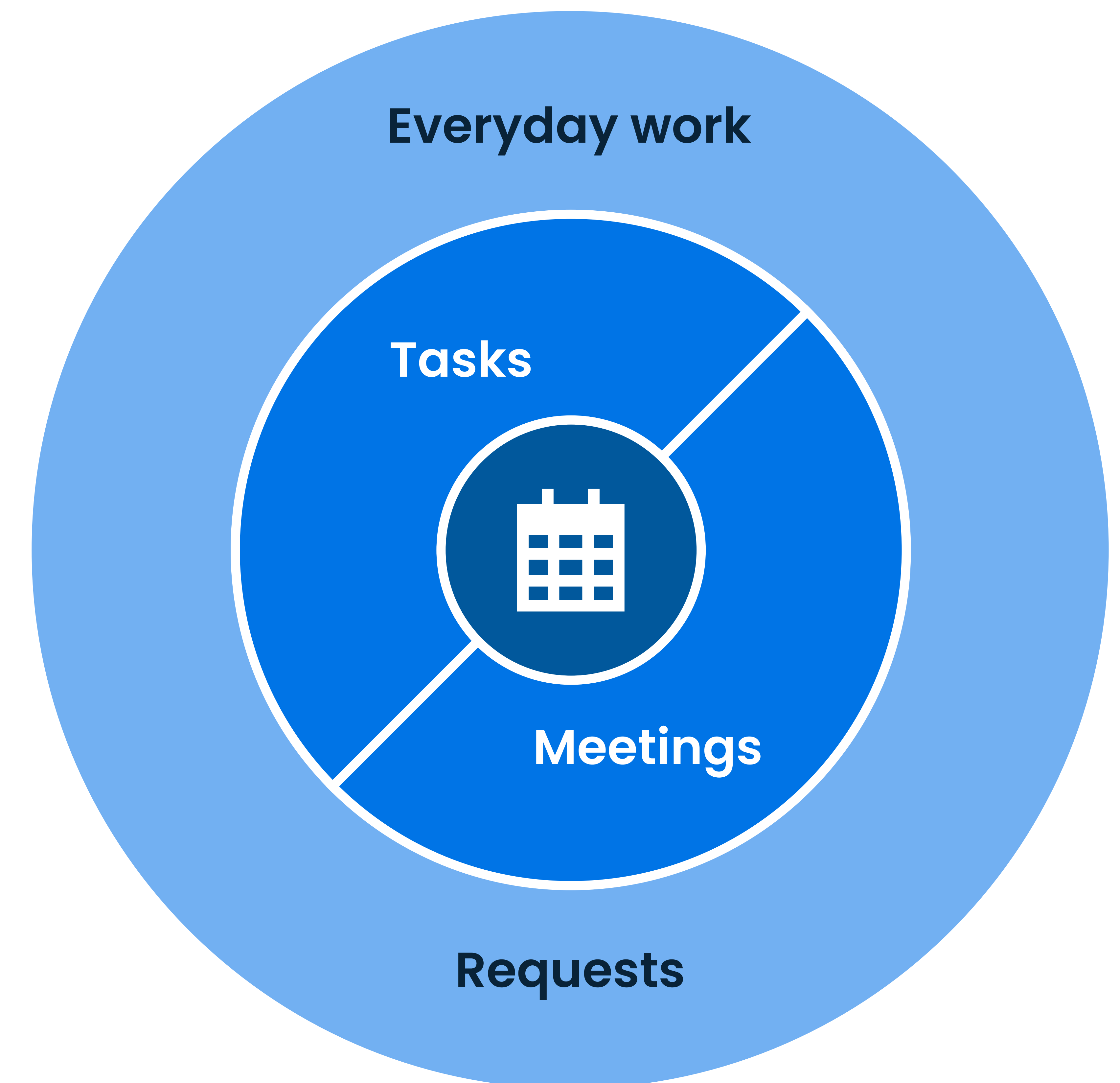


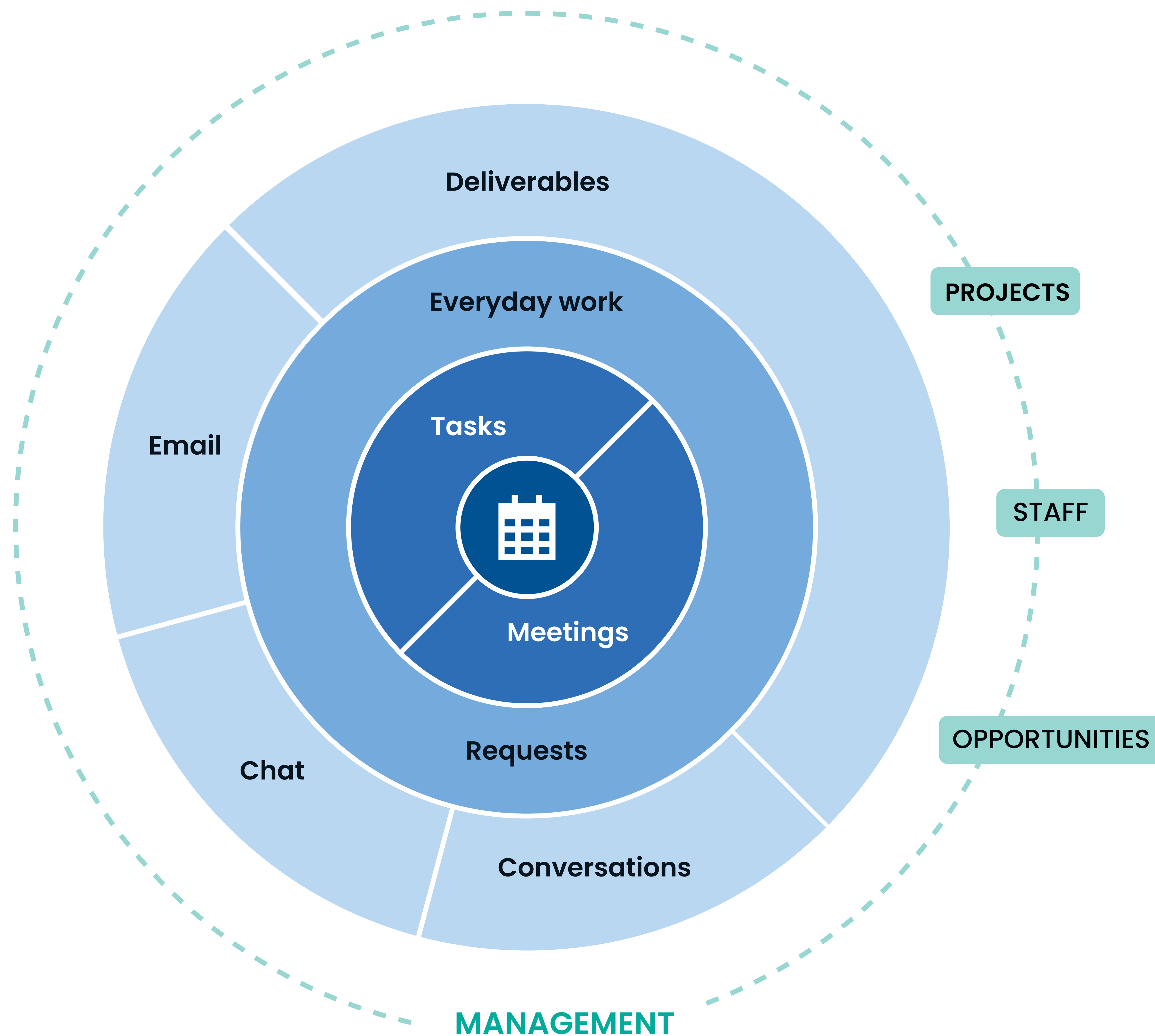
NEXT VACATION

How does “work” happen?

Work gets assigned through requests or communications that ask you to do something from critical internal or external stakeholders or clients and everyday work that are part of your day-to-day responsibilities.

Requests come from people through various channels like email, chat, meetings and conversations.





And we manage this work through several mechanisms including team management, project management, and opportunity management.

Simultaneously, managers care about employee development, work allocation, capacity and burnout, as well as ensuring teams meet deadlines and deliver work on time.

Benefits of Work Management

Belt's Work Management approach is built upon the recognition that knowledge workers exist in a dynamic environment where work isn't just about completing tasks – it's also about time management, collaboration, addressing emerging issues, and balancing productivity with well-being. Managers and higher-level employees need to be able to track the overall workload of their team, while also being aware of potential burnout in their individual team members. Work Management tools can ensure realistic assignment of tasks, preventing workers from being saddled with work that is beyond the scope of what they can complete at a given moment.



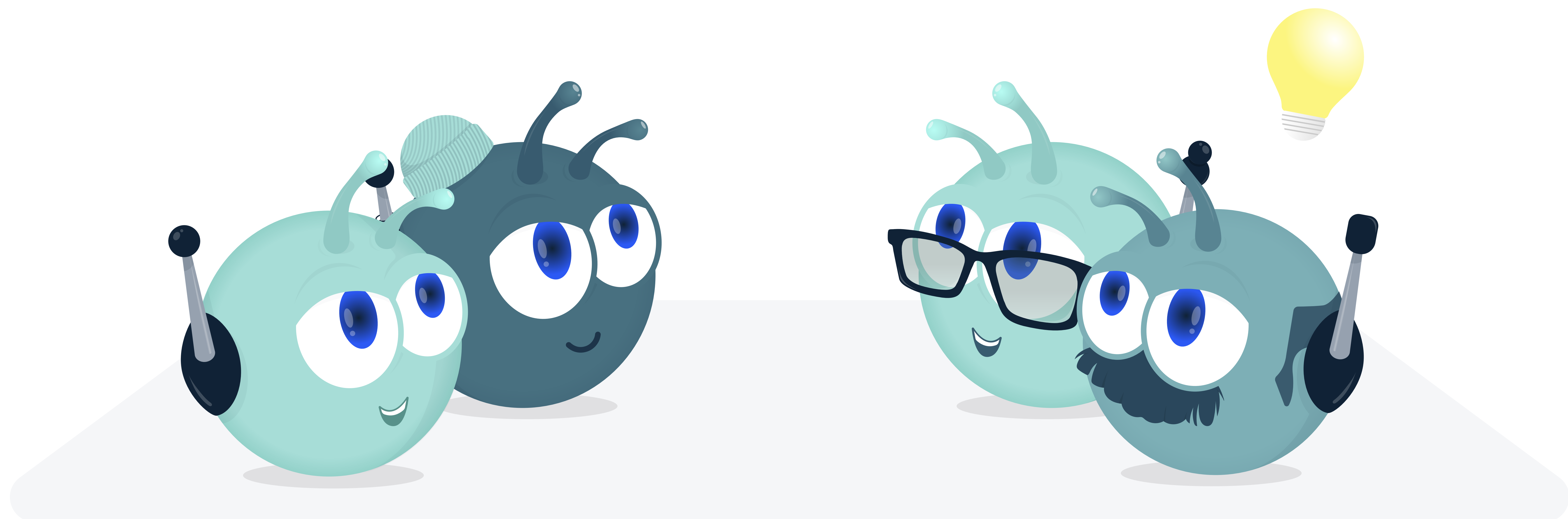
All these factors lead to some clear benefits:

Reduced friction: The model simplifies workflows, reducing the time spent on administrative tasks and manual updates.

Empowered teams: Users feel more in control of their workloads, leading to better morale and productivity.

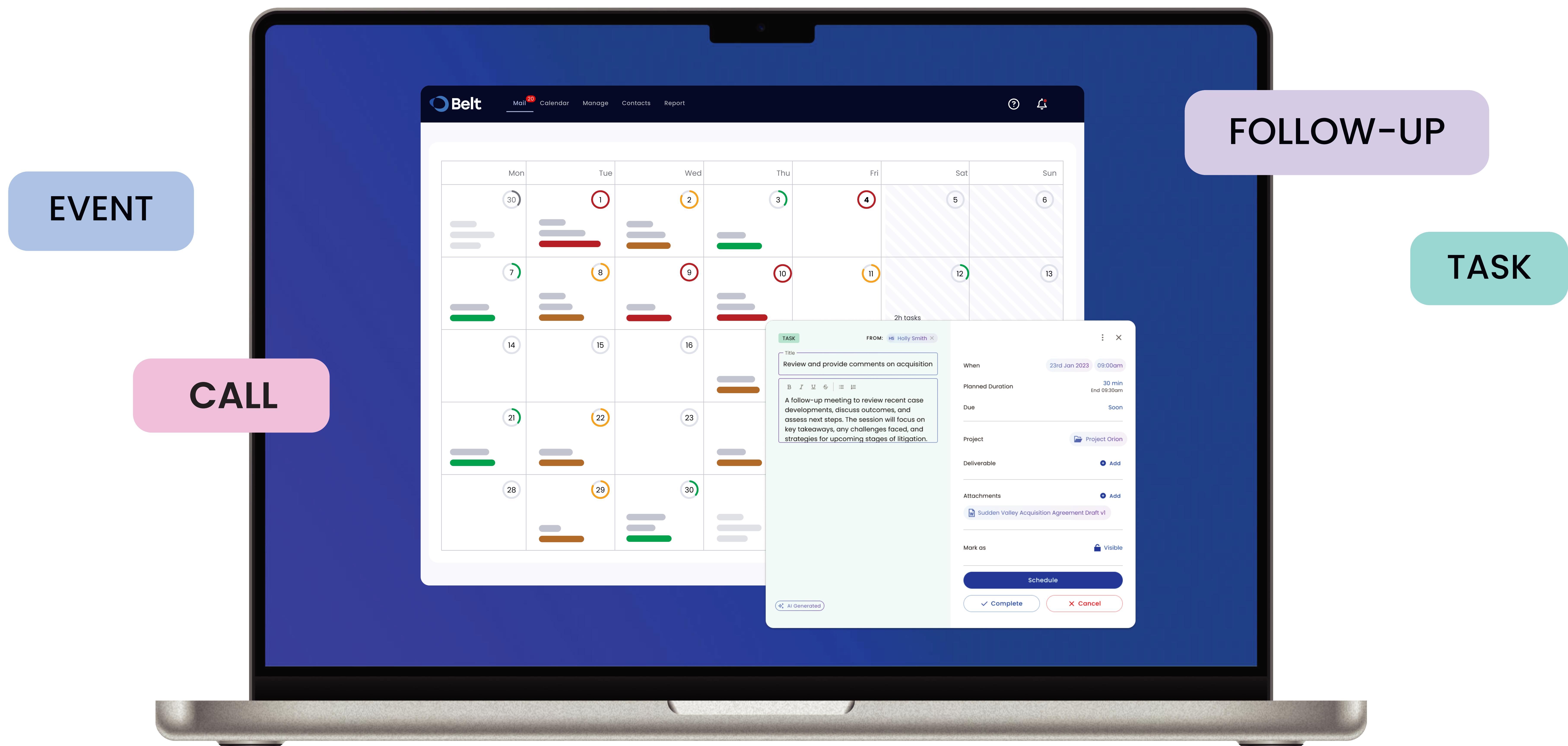
Enhanced focus: By optimizing task suggestions and timing, the system creates uninterrupted blocks for deep work, reducing the cognitive load of task switching.

Improved communication: With built-in collaboration and transparency features, teams stay aligned without endless updates or status checks.



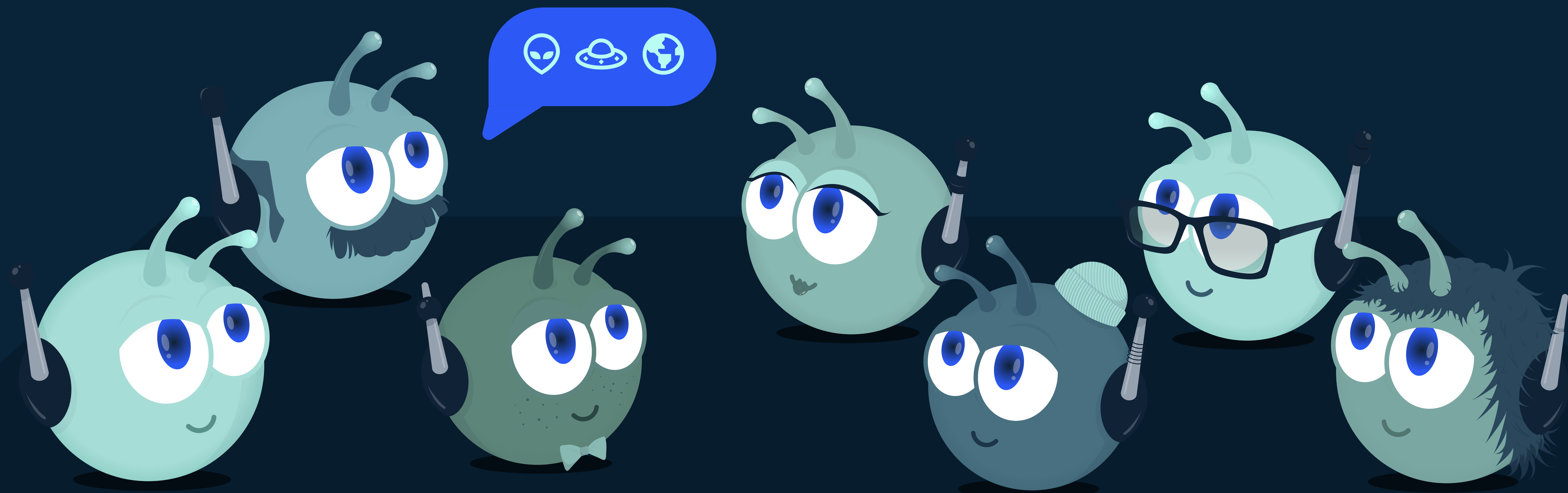
The Belt Difference

Belt helps solve the problem of managing people in hybrid and distributed teams by combining Tasks, Meetings and Deadlines into a Unified Calendar. Our AI-native approach identifies Requests of People in emails and chats and turns them into Tasks and Meetings giving clear visibility into all the work that they do. This enables people to manage their staff with less communications, status meetings and one-to-ones through a set of dashboards.



As a result, managers can properly follow along with the productivity and capacity of their team, while workers gain flexibility in their workflow and can remain on task without having to lose productivity to countless status meetings and check-ins. The age of hybrid and remote work calls for a system that offers flexibility and responsiveness.

With Belt, you can build this foundation today, to meet your workflows of tomorrow.



About Belt:

Belt is a Work Management application that combines email, calendar, tasks, projects and deliverables, all interconnected through the power of AI. It turns work requests from communications – email, meeting transcripts, and chats – into scheduled Tasks and Meetings linked to Projects and Deliverables. Belt helps you manage work your way.

- Work Management that meets you and your team where you work
- Uses AI to detect work requests hidden in your inbox
- Turns emails into Tasks, Meetings, and Deliverables – all tracked on your calendar
- Tells you what's done, what's next, and who's slammed!