

**FEBRUARY EDITION**



# Workzone February Update

Confession: No one wakes up excited to read a software newsletter.

You've got projects to launch.  
Deadlines to hit.  
Approvals stuck in someone's inbox.

So we'll keep this tight.

This month:

- A certification program that actually gives you time back
- An easier way to move between sites
- A smarter way to manage file approvals

You can skim it in two minutes.

**NEW OFFERING**

## Workzone Certification Program

**Get Workzone Certified. Save Through 3/31.**



Structured, self-paced training designed to help your team use Workzone the right way from day one.

Complete the course on your own schedule and earn a certificate you can share straight to LinkedIn.

We cover foundations of project management, project setup, intake, approvals, workload balancing, collaboration, reporting, and more.

**Through 3/31, certification is discounted:**  
**\$499 \$399** Admin Certification  
**\$299 \$199** User Certification

Use code [GetInTheZone](#)

[Check Out Workzone Certification →](#)

**FEATURE HIGHLIGHT**

## NEW FEATURE: Switch Between Workzone Accounts in One Click

If you're part of multiple Workzone sites, you no longer need to log out and back in.

Open your user menu.  
Click Switch Sites.  
You're there.

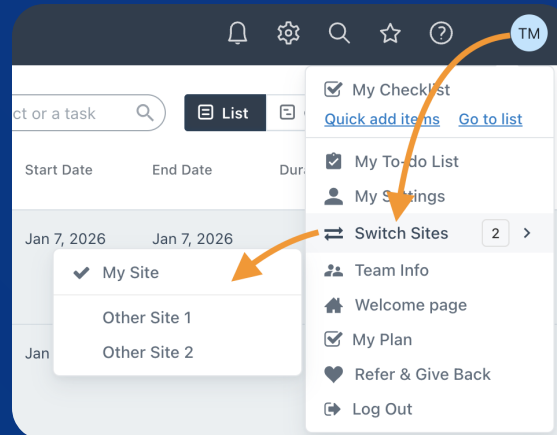
No password re-entry.  
No URL hunting.  
No extra tabs.

A few details to know:

- The same email must be used across sites
- If different SSO setups are in place, re-authentication may be required
- Admins can disable switching under Settings → Security

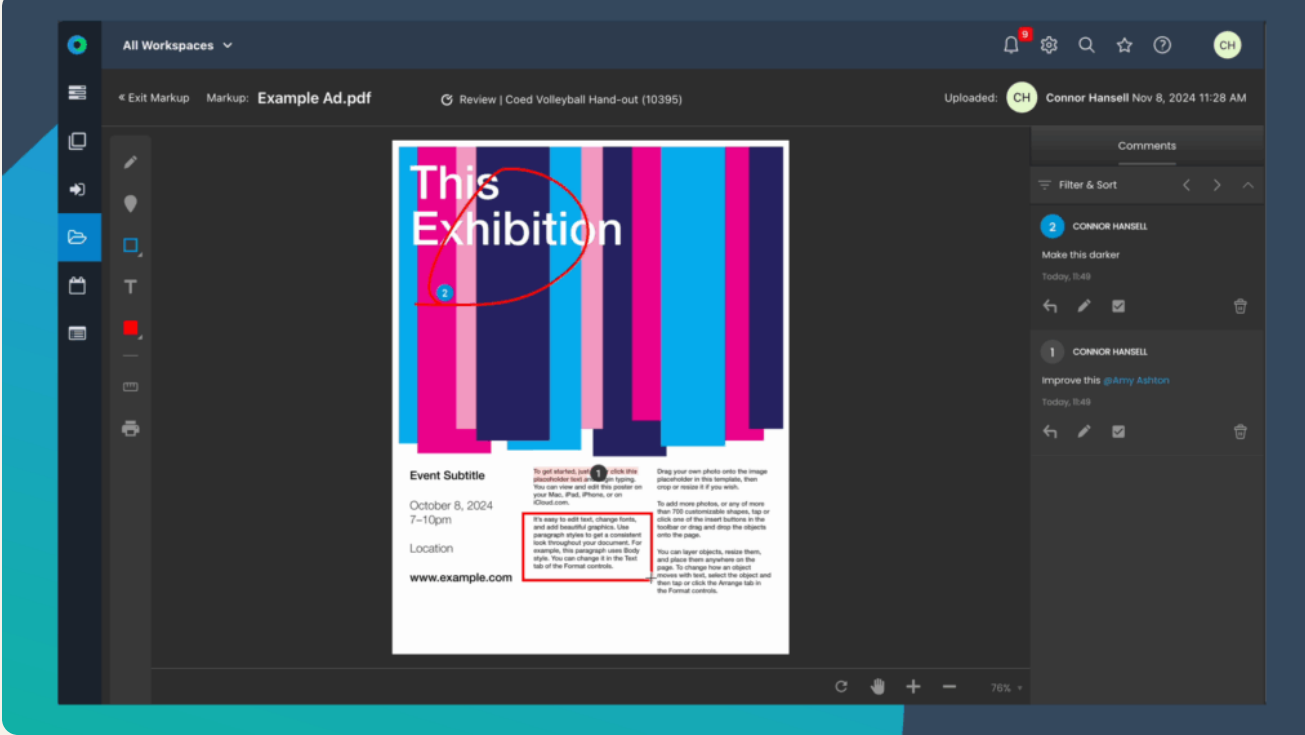
Friction removed.

[Switch Smarter →](#)



**FEATURE HIGHLIGHT**

## FEATURE: External Markups and Approvals



Still sending attachments back and forth for review?

There's a better way.

Workzone allows external stakeholders to:

- Review files without login or license
- Add visual markups directly on documents, images, videos (add images, videos)
- Leave feedback tied to the correct version
- Approve files in one centralized place

Clients. Executives. Vendors. Agencies. Legal.

They review. You track. Everything stays organized.

No more "Which version is this?" threads.

[See How Approvals Work →](#)

**BEFORE YOU GO**

Know someone juggling multiple accounts or drowning in email approvals?

We offer free trials now. No credit card, no sales call.

[Workzone Free Trial →](#)

**FROM THE WORKZONE BLOG**

### Worth reading this month



#### Microsoft Project Online Is Retiring: What Teams Need to Know

What the retirement means, what to plan for, and how to avoid disruption.

[9 Min Read →](#)



#### How Marketing Teams Simplify Creative Reviews and Approvals

Real insights from higher ed teams on enrollment, engagement, and digital execution.

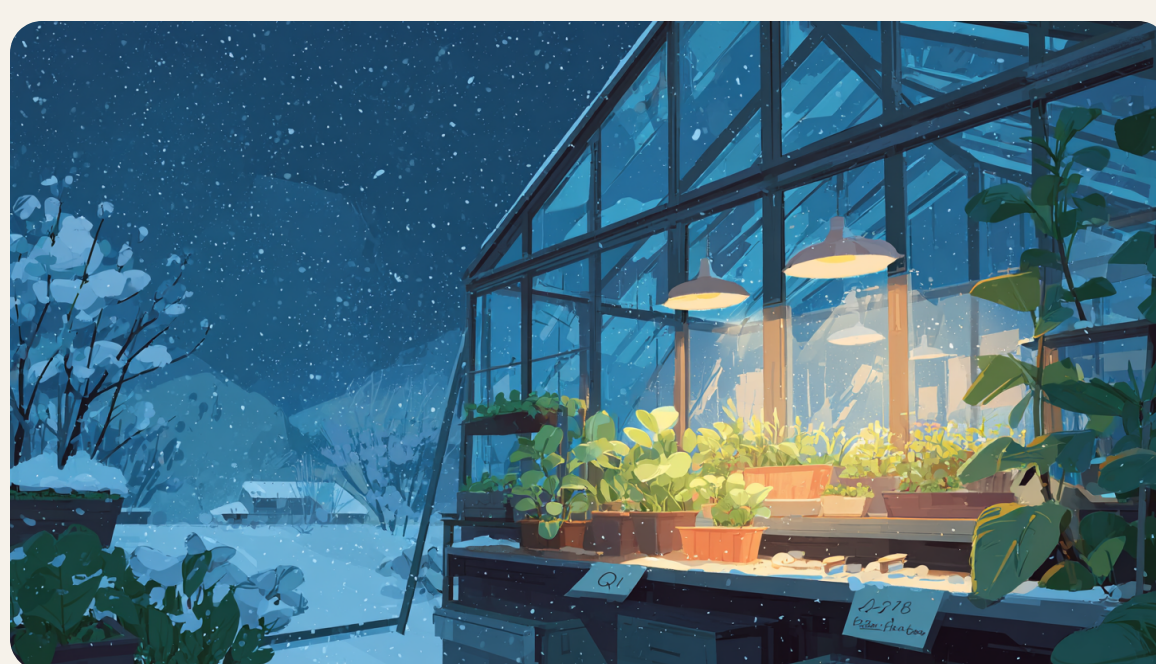
[7 Min Read →](#)



#### How Hospital Operations Teams Reduce Bottlenecks

When hospital teams are stuck putting out fires, they lose structure. Solve the problem before breakdowns turn into big problems.

[7 Min Read →](#)



# That's it. That's the whole email. You made it. Proud of you.

Got thoughts? Questions? Just want to vent about your project chaos? Reply any time. Real humans over here—not a bot, not a form, just us.

— The Workzone Team