

Talk Tasks [NEW]



Learn more ways on how to use the Talk Tasks feature in the article [Confluence Inline Comments: 4 Features for Team Leaders](#).

It's often the case that comments within Talk inline comments contain actionable items, but

- Without highlighting it, some tasks mentioned in the comments might not be recognized as tasks.
- With multiple participants engaged in a discussion, it can be unclear who is responsible for a particular task.
- When comments and comments with tasks don't have distinct separation, it's quite challenging to find and keep track of tasks.

Here is where Talk Tasks feature steps in, serving as your go-to for enhancing task management in comments.

- [Use Cases](#)
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- [Viewing and Filtering Talk Tasks](#)
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Use Cases

- **Project Management:**
 - Minimize missed to-dos by transforming relevant inline comments into actionable tasks.
 - Focus on tracking only project-specific tasks within Talk Report instead of all discussions.
- **Content Review and Editing:** facilitate a workflow where multiple collaborators need to approve a document. Reduce confusion on who needs to do what by designating specific parts of the document for review by particular individuals.

Adding Talk Task



Please note that Talk Tasks are only available for the [inline comments in view mode](#).

1. [Add a talk](#) or select any talk on a page.
2. Mention a user you want to assign a talk comment to in a comment thread.
3. Check the checkbox *Assign to Username*.
4. Press the *Assign* button.

by simplifying multi-cloud management, ensuring optimal resource utilization, and enabling seamless collaboration across platforms."

and scalable software solution that centralizes multi-cloud operations, reduces operational costs, and fosters innovation."

Mid to large-sized enterprises with hybrid or multi-cloud architectures.

• Small businesses and startups looking to diversify their cloud dependencies and ensure business continuity.

Key Product Objectives

- Provide a centralized dashboard for managing resources across various cloud providers.
- Implement AI-driven analytics to optimize costs and resource allocations.
- Offer seamless migration tools for shifting applications and data between cloud environments.
- Ensure top-tier security protocols to prevent data breaches and unauthorized access.
- Facilitate team collaboration with built-in communication tools and integrative APIs.

Develop blog posts, webinars, and e-books about multi-cloud management challenges and solutions.

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Jack_Stone

Hi I

I see that a product mission is not related to our company vision. Please, study our strategy [http://dc07-docker.in.stilt.run:36450/pages/viewpage.action?spaceKey=PMAPP&title=Product+Strategy] and paraphrase a product vision according to it.

Save

Cancel

Viewing and Filtering Talk Tasks

- Click your profile picture in the top right corner of the Confluence menu.
- Choose the *Talk Tasks* tab.

Confluence

Spaces

People

Calendars

Analytics

Create

Search

?

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Pages / QuantumSoft App Home

Analytics

Edit

View inline comments

Save for later

Watching

Talk

Add personal space...

Recently viewed

Recently worked on

Profile

Tasks

Saved for later

Favourite Talks

Talk Tasks

Watches

Drafts

Network

Settings

Atlassian Marketplace

Log Out

Product Strategy

Created by Jack_Stone, last modified 16 minutes ago

Product Strategy for "Project Management Pro App" - A Multi-Cloud Management Software

Vision

"To empower businesses by simplifying multi-cloud management, ensuring optimal resource utilization, and enabling seamless collaboration across platforms."

Mission

"To offer an intuitive, secure, and scalable software solution that centralizes multi-cloud operations, reduces operational costs, and fosters innovation."

Target Market

Primary Audience:

Mid to large-sized enterprises with hybrid or multi-cloud architectures.

Secondary Audience:

Small businesses and startups looking to diversify their cloud dependencies and ensure business continuity.

Key Product Objectives

Provide a centralized dashboard for managing resources across various cloud providers.

Implement AI-driven analytics to optimize costs and resource allocations.

Offer seamless migration tools for shifting applications and data between cloud environments.

Ensure top-tier security protocols to prevent data breaches and unauthorized access.

Facilitate team collaboration with built-in communication tools and integrative APIs.

The Talk Talks page contains Talk Tasks assigned to you across all Confluence spaces.

Clicking the Talk icons activates the corresponding task on the sidebar. Alternatively, you can scroll all tasks on the sidebar and select the needed ones.

To view a talk on a Confluence page, click the link next to the Talk icon.

Confluence Spaces People Calendars Analytics Create ... Search

People Mary Goround

Profile Tasks Saved for later Favourite Talks **Talk Tasks** Watches Drafts Network Settings

Filter by Open Resolved

Sample - Test Talk (Nov 02, 2023 17:21)

QuantumSoft App - Product Strategy (Nov 03, 2023 12:50)

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TASK for Mary Goround

Jack_Stone
Nov 03, 2023 12:50

Hi Mary Goround,
I see that a product mission is not related to our company vision. Please, study [our strategy](#) and paraphrase a product vision according to it.

You can filter Talk Tasks in the following ways:

1. Open tasks assigned to you.
2. Resolved tasks that were completed.

Reassigning Talk Tasks

If you find the need to delegate a comment to someone else, use the following steps:

1. Locate the cursor on the relevant Talk Task you want to reassign.
2. Mention a new user in the new thread and assign the task to them.

Confluence Spaces People Calendars Analytics Create ... Search

Mission

"To offer an intuitive, secure, and scalable software solution that centralizes multi-cloud operations, reduces operational costs, and fosters innovation."

Target Market

- **Primary Audience:** Mid to large-sized enterprises with hybrid or multi-cloud architectures.
- **Secondary Audience:** Small businesses and startups looking to diversify their cloud dependencies and ensure business continuity.

Key Product Objectives

- Provide a centralized dashboard for managing resources across various cloud providers.
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Competitive Analysis

- **Strengths:** Intuitive UI/UX, AI-driven insights, extensive integration capabilities, and competitive pricing.
- **Weaknesses:** New entrant in the market, potential scalability concerns, initial dependence on third-party integrations.
- **Opportunities:** Growing multi-cloud adoption, increased need for cost optimization, businesses seeking operational flexibility.
- **Threats:** Established competitors with larger R&D budgets, rapid changes in cloud technologies, potential regulatory challenges.

Go-to-Market Strategy:

- **Content Marketing:** Develop blog posts, webinars, and e-books about multi-cloud management challenges and solutions.
- **Partnerships:** Collaborate with cloud providers and other SaaS vendors for integrations and joint promotions.
- **Freemium Model:** Offer a basic version for free with premium features available in the paid version.
- **Customer Testimonials & Case Studies:** Showcase success stories to build credibility.

Metrics & KPIs:

- Monthly Active Users (MAU)
- Average Revenue Per User (ARPU)
- Customer Acquisition Cost (CAC)
- Customer Lifetime Value (CLV)
- Net Promoter Score (NPS)
- Churn Rate

1 of 1

TASK for David Black

Jack_Stone
Nov 03, 2023 12:50

Hi David Black
I see that a product mission is not related to our company vision. Please, study [our strategy](#) and paraphrase a product vision according to it.

Even though I'm working on the strategy, it wasn't my part of the document. It was Mary who worked on it. I'll pass this task on to her.

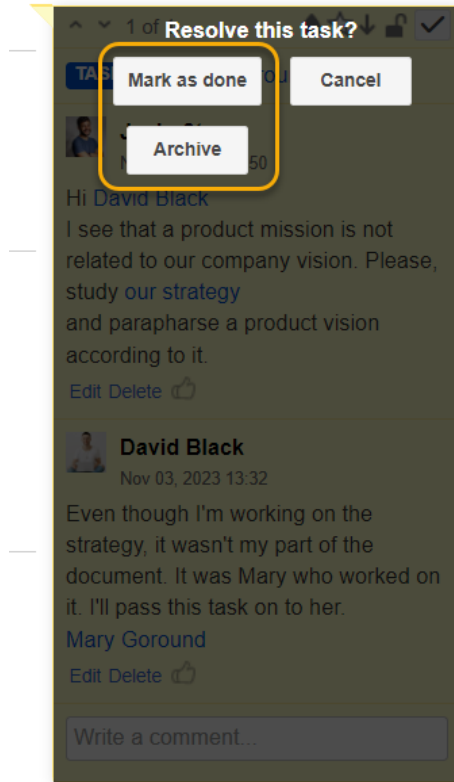
Reply Cancel

Resolving Talk Tasks

You can resolve a task in two ways: mark it as done or [archive](#) a task.

1. Select the appropriate discussion.

2. In the top right corner of the discussion, locate the *Resolve* button and click it.
3. In the prompted form, choose *Mark as Done* or *Archive*.



The tasks that were marked as done won't disappear for good. You can find them on the [Talk Tasks](#) page in your profile.

Tracking Tasks in Talk Report

You can track open and/or resolved tasks across spaces and/or pages in [Talk Report](#).

1. Create Talk Report as described on [this page](#).
2. Find the Comments field in the report settings and select *Tasks* in the dropdown list.
3. Find the Resolution field in the report settings and select *Open* or *Resolved* in the dropdown list.
4. Click save and update the page.

Edit 'Talk Report' Macro

Space: QA

Page:

☐ Include child pages

Page labels: Add labels

Labels operator: OR

Comments: **Tasks**

Resolution: **Open**

Preview:

Page	Initial comment	Priority	Status	Discussion author
Product Requirements	@Alex_Moormoormoor Alex, check and change a designer's name. I think it's incorrect. He is responsible for the Owl app.	↓	OPEN	Jack_Ston
Product Strategy	Hi @David Black I see that a product mission is not related to our company vision. Please, study our strategy and paraphrase a product vision according to it.	↓	OPEN	Jack_Ston

Select macro: Save Cancel