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To: Karyna Shuliak <[REDACTED]>
Subject: The Most Important Way To Start New Projects
Date: Mon, 17 Feb 2014 16:35:01 +0000

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 Basecamp Logo

Hi Karyna,

Now that you've started your first project, here are two quick tips that we've found help make projects successful.

Tip 1: Invite everyone who's involved with your project

When you invite people to the project, all communication about that project is automatically documented within Basecamp. Now everyone knows what's going on and you have a record of it forever.

[Click here to invite your team](#) → *(It just takes a few seconds!)*

Tip 2: Write a Kickoff message to jump start your project

The most *effective* way for getting your entire team involved immediately is writing a kick off message. Writing down goals, objectives and expectations is the best way to get everyone discussing and fill in their roles.

[Here's how to write a great Kickoff message](#) → *(Includes examples!)*

We hope these two tips will get you started in the right direction.

— The Team at Basecamp

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