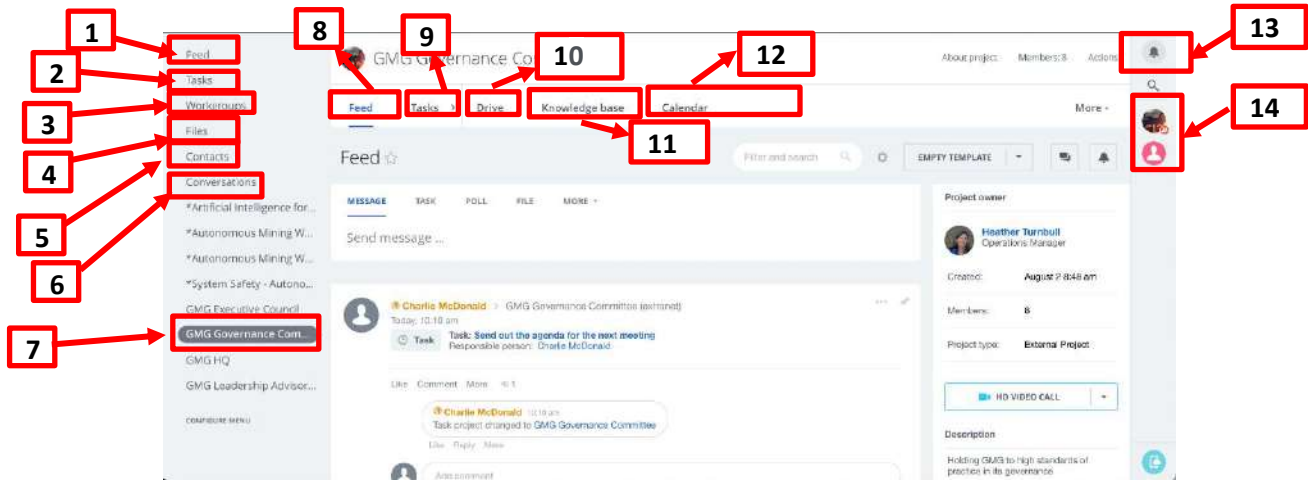# Bitrix Site Main Features: Quick Overview

Find below a quick and useful overview of Bitrix main features and benefits. Let's get started!

1. **Feed:** Main space for collaborating and engaging with other members of the Governance Committee.

2. **Tasks:** A list of all tasks which have been assigned to you and a brief overview of each.

3. **Workgroups:** In Bitrix, GMG Working Groups are called workgroups. The ones you see are the ones you participate in.

4. **Files:** Where all files of each workgroup you participate in are stored, including personal files you upload to your storage drive.

5. **Contacts:** Everyone who participates in this workgroup.

6. **Conversations:** Direct conversations with everyone in this workgroup.

7. **GMG Governance Committee:** Direct access to the Governance Committee site.

8. **Workgroup feed:** Latest posts made to the Governance Committee site.

9. **Workgroup tasks:** Tasks assigned to any member of the Governance Committee.

10. **Drive:** All documents for the Governance Committee divided into folders. A search bar is available to search for specific documents or folders.

11. **Knowledge base:** Information and resources relevant to the Governance Committee.

12. **Calendar:** Upcoming meetings or events only visible to members of the Governance Committee.

13. **Notification center:** Notifications about new messages, tasks, invitations to workgroups/projects, "likes" to posts and comments, etc.

14. **Mini panel:** Messenger indicators such as a general Governance Committee chat and private chats.