

User Manual

Project: **Taskpplication**

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1.0 Application Features

1.1 Concept Introduction

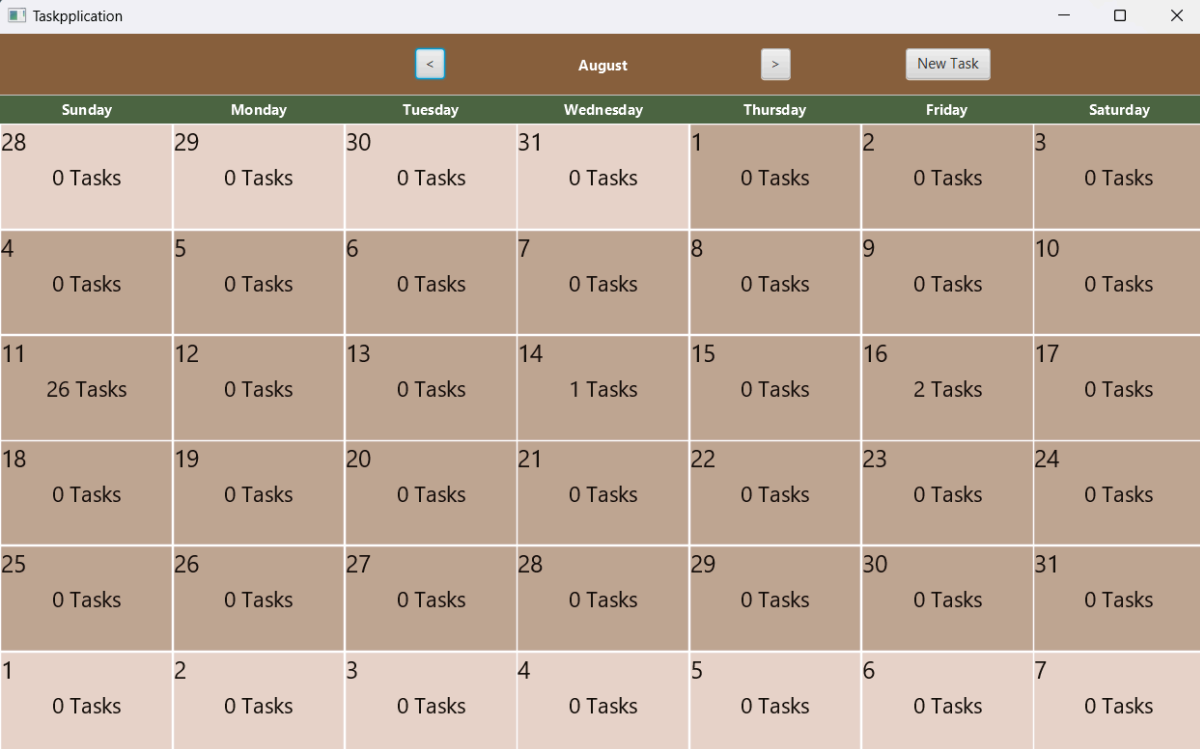
Attempting to keep track of due dates, chores, and other tasks is oftentimes a hard task in itself for many people. This application aims to give these people a tool to keep their life organized.

1.2 Program Introduction

Taskpplication is a task planner application. Users are able to create, edit, and delete tasks as well as organize them into categories and mark tasks as complete. Users can view tasks by the month or get a more detailed view by the week. This manual will provide an in depth explanation of all the features available as well as how to use the program to its fullest.

2.0 The Calendar View

Upon starting the application, the user will be greeted with the calendar view as shown below.



The screenshot shows a window titled "Taskpplication" with a standard macOS-style title bar (minimize, maximize, close buttons). The main content is a calendar for the month of August. At the top, there is a navigation bar with a left arrow button, the text "August", a right arrow button, and a "New Task" button. Below this is a header row with days of the week: Sunday, Monday, Tuesday, Wednesday, Thursday, Friday, and Saturday. The calendar grid consists of 6 rows and 7 columns. Each cell contains a day number in the top-left corner and the number of tasks in the center. Days from the previous month (28, 29, 30, 31) are in a lighter brown shade, while days from the current month (1-31) are in a darker brown shade. The task counts are: Sunday (0, 0, 26, 0, 0, 0), Monday (0, 0, 0, 0, 0, 0), Tuesday (0, 0, 0, 0, 0, 0), Wednesday (0, 0, 1, 0, 0, 0), Thursday (0, 0, 0, 0, 0, 0), Friday (0, 0, 2, 0, 0, 0), and Saturday (0, 0, 0, 0, 0, 0).

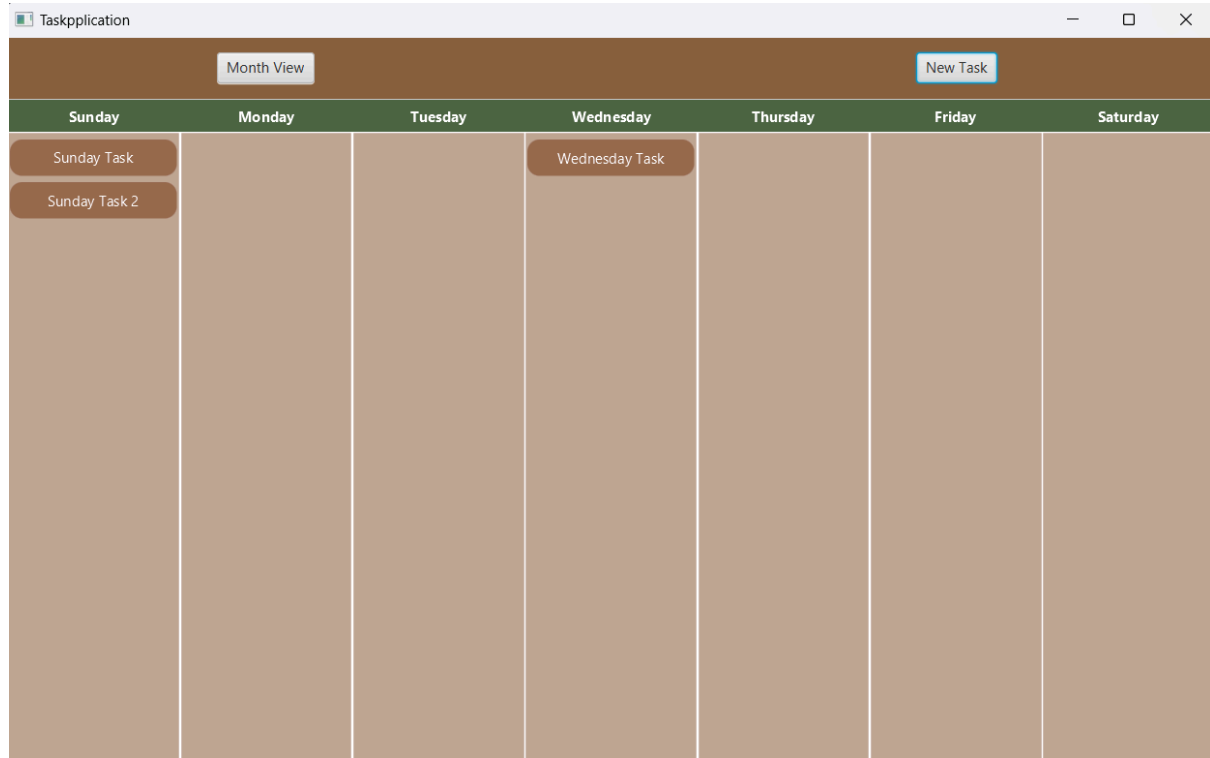
August						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28 0 Tasks	29 0 Tasks	30 0 Tasks	31 0 Tasks	1 0 Tasks	2 0 Tasks	3 0 Tasks
4 0 Tasks	5 0 Tasks	6 0 Tasks	7 0 Tasks	8 0 Tasks	9 0 Tasks	10 0 Tasks
11 26 Tasks	12 0 Tasks	13 0 Tasks	14 1 Tasks	15 0 Tasks	16 2 Tasks	17 0 Tasks
18 0 Tasks	19 0 Tasks	20 0 Tasks	21 0 Tasks	22 0 Tasks	23 0 Tasks	24 0 Tasks
25 0 Tasks	26 0 Tasks	27 0 Tasks	28 0 Tasks	29 0 Tasks	30 0 Tasks	31 0 Tasks
1 0 Tasks	2 0 Tasks	3 0 Tasks	4 0 Tasks	5 0 Tasks	6 0 Tasks	7 0 Tasks

This view will begin on the month corresponding to the current date of running. To change which month the GUI displays, the user can use the left and right arrow buttons on the top of the screen. The calendar shows the current days of the month in the darker shade of brown, while days belonging to the previous and next month are shown in the lighter shade of brown. Each day has its day number in the upper left corner as well as the number of tasks for that day shown in the middle of the block.

From this view the user can create a new task by clicking the “New Task” button or switch to the week view by hovering over the desired week and clicking. More about task creation and the week view will be discussed later on in the manual.

3.0 The Week View

The week view can be navigated to from the calendar view by clicking on a specific week. Upon doing this, the following view will show.

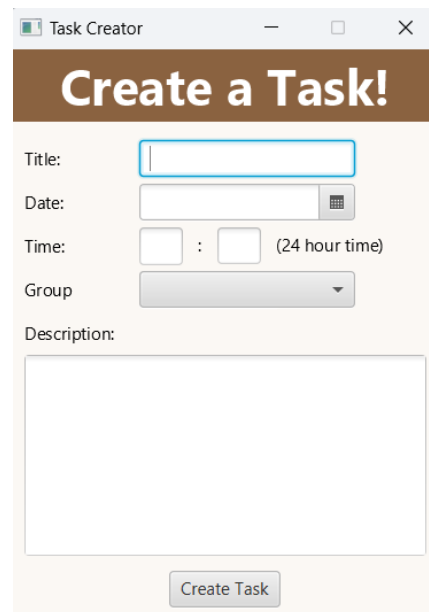


The week view provides the user with a detailed view of all of the tasks that need to be accomplished in a specific week. The view is separated into 7 columns, each corresponding to a day of the week. The tasks for each day will be listed out as shown in the picture above. Tasks will be ordered by their date with the task due the earliest appearing at the top. Completed tasks will also be displayed, but they will be grayed out instead of brown. From the week view the user can switch back to the month view or create a new task with the corresponding buttons at the top of the screen. Users can also click on a specific task to view all of that task's information.

4.0 Task Creation and Viewing

4.1 Creating a Task

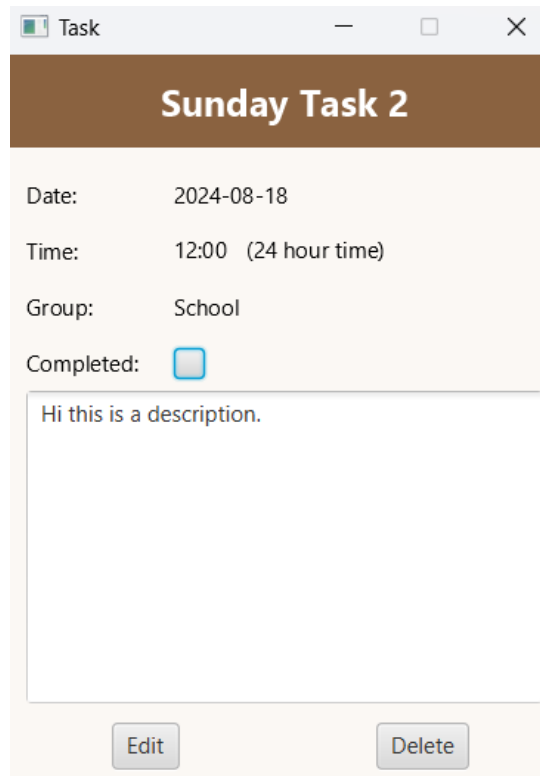
When accessing the task creation window, either through the calendar or week view, the following window will pop up.



Here the user can fill in information about a task such as a title, date, time, group, and description. The title will be displayed in the week view acting as an identifier for the task. The date and time will affect which day the task appears on in the GUI as well as its order on that day. The grouping feature allows users to organize similar tasks together and the description allows for any additional information to be added to the task. After all the information has been filled out to the user's liking, the task can be created by clicking the "Create Task" button at the bottom of the window. Ensure that all tasks have a date and time as these are the only required inputs.

4.2 Viewing a Task

After a task has been created, it can be viewed by clicking on it from the week view. The following window will show.



The screenshot shows a window titled "Task" with standard window controls (minimize, maximize, close). The window has a brown header bar with the text "Sunday Task 2". Below the header, the task details are displayed in a light beige area:

- Date: 2024-08-18
- Time: 12:00 (24 hour time)
- Group: School
- Completed: ☐

Below these details is a text area containing the text "Hi this is a description." At the bottom of the window, there are two buttons: "Edit" and "Delete".

Here you can see the information of the task listed as well as options to mark the task as completed, edit the task, and delete the task. Editing the task will bring the user back to the task creation window with the previous task information pre-filled. Deleting the task will remove the task from the GUI as well as the database.