

OPT Portal Project Week 29 Deliverables

Objective: Focus on UAT execution, stakeholder feedback incorporation, and final polish before the April 12 demo. Emphasis is placed on closing any outstanding issues, demo rehearsal readiness, stability checks, and ensuring a seamless experience across supported environments.

Backend Team Deliverables

April 7–8, 2025: UAT Monitoring & Issue Triage

- Provide active backend support during UAT execution to diagnose and resolve API issues in real time.
- Log and prioritize backend-related bugs or feedback identified by stakeholders or QA teams.
- Ensure consistent behavior of role-based APIs and dynamic data presentation across different test accounts.
- Monitor API logs and system metrics to detect any abnormal patterns or performance degradation.

April 9, 2025: Final Bug Fixes & Patch Deployment

- Address all critical and high-priority bugs from UAT within the sprint window.
- Perform regression testing on patched endpoints to avoid cascading issues.
- Revalidate data integrity and rollback paths post-fixes to ensure system reliability.

April 10, 2025: Pre-Demo Backend Stability Check

- Perform full API regression tests across all modules.
- Validate caching behavior, token lifecycles, and session management.
- Confirm readiness of backend logging/analytics tools for demo monitoring.

Frontend Team Deliverables

April 7–8, 2025: UAT Feedback Implementation

- Triage frontend issues reported during UAT and categorize them by impact.
- Fix visual/UI bugs, form behaviors, and navigation glitches flagged by testers.
- Conduct focused QA on user roles and edge-case interactions in multi-step forms and modals.

April 9, 2025: Final Frontend Build Refinement

- Finalize any style or interaction adjustments from UAT or design feedback.
- Verify state sync with backend for key user actions (e.g., submissions, approvals, comments).
- Update environment config variables if required for demo conditions.

April 10, 2025: Demo Walkthrough Preparation

- Run through the demo flow in staging, confirming screen sequencing and UI readiness.
- Ensure demo account data is loaded and aligned with expected demo scenarios.
- Implement demo-specific UI tweaks (e.g., pre-filled values, reset state logic).

UI/UX Team Deliverables

April 7–8, 2025: UAT Observation & Experience Tuning

- Observe UAT sessions and compile insights on user friction or interface confusion.
- Recommend high-impact, low-effort design changes to enhance clarity and engagement.
- Sync with frontend team to fast-track updates on key pain points.

April 9, 2025: Demo Visual Alignment Review

- Verify demo screens meet visual expectations for stakeholder presentation.
- Confirm font sizes, visual hierarchy, and consistency across all displayed flows.
- Provide backup visual assets (e.g., walkthrough slides, high-res screen mocks) if needed.

April 10, 2025: Final Design Approval

- Sign off on the complete UI package for the demo.
 - Document any design deltas observed during sprint and update Figma accordingly.
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General / Project Management Deliverables

April 7–11, 2025: UAT Coordination & Communication

- Facilitate cross-functional daily syncs for rapid bug triage and resolution tracking.
- Document all UAT feedback, actions taken, and final status for transparency.
- Maintain updated Confluence page summarizing demo readiness state.

April 9, 2025: Demo Rehearsal & Risk Mitigation

- Run full internal demo dry-run with product, dev, and design teams.
- Identify any showstopper risks or presentation blockers.
- Prepare fallback plans and talking points for technical questions or demo environment issues.

April 11, 2025: Final Stakeholder Sync & Readiness Report

- Present readiness report outlining system stability, open issues (if any), and demo plan.
- Confirm all stakeholders are aligned on demo goals, success criteria, and timelines.

- Lock staging/demo environment and restrict further changes until post-demo.