

# OPT Portal Project Week 32 Deliverables

**Objective:** Complete the final stages of the project, focusing on final validation, system optimization, and preparing for full production release. Ensure all teams are aligned, last-minute issues are addressed, and documentation is finalized.

## Backend Team Deliverables

### April 29–30, 2025: Final Bug Fixes & Code Optimization

- Review and triage any remaining bug reports, prioritizing based on severity and impact.
- Implement critical fixes based on final testing and user feedback.
- Perform a final pass of the code to optimize database queries and improve performance.
- Clean up any redundant or unused code to maintain codebase integrity.
- Conduct a code review to ensure that all new code adheres to quality standards.
- Update relevant documentation, including API specifications, backend architecture diagrams, and error handling mechanisms.

### May 1, 2025: Post-Deployment Monitoring & Validation

- Implement final monitoring tools for production systems, ensuring real-time tracking of system performance, error rates, and resource consumption.
- Set up automatic alerting for critical failures or performance anomalies.
- Verify and test database failover, replication, and backup mechanisms to ensure high availability.
- Perform a final security audit to ensure compliance with industry standards, including encryption and access controls.
- Ensure all final updates to system architecture documentation are in place.

### May 2–3, 2025: Final Production Deployment

- Conduct a full-scale deployment to the production environment, ensuring minimal user disruption.
- Perform a final round of testing post-deployment to confirm that all authentication, rate limiting, and API integrations are working correctly.
- Verify that all deployment tasks have been completed successfully and no critical issues remain.
- Update the release checklist and confirm that all production systems are live and functional.

## **Frontend Team Deliverables**

### **April 29–30, 2025: Final UI Fixes & Bug Squashing**

- Address any last-minute UI/UX bugs identified through user testing or feedback.
- Ensure the user interface is fully responsive across all device types and platforms.
- Validate that all forms, buttons, and interactive elements are error-free and function as expected.
- Conduct a cross-device testing session to confirm a consistent user experience.
- Update the frontend documentation to reflect all final UI changes and adjustments.

### **May 1, 2025: Cross-Browser Testing & Validation**

- Conduct detailed cross-browser testing to ensure the application works seamlessly across Chrome, Firefox, Safari, and Edge on both mobile and desktop versions.
- Address any discrepancies in rendering, interaction issues, or form submissions across browsers.
- Confirm the frontend meets WCAG 2.1 AA accessibility standards, particularly focusing on mobile accessibility.

### **May 2–3, 2025: Final Code Freeze & Documentation Handoff**

- Lock the final frontend code for production deployment and ensure that no further changes are made unless critical.
- Prepare and deliver complete frontend documentation, including environment setup instructions, deployment procedures, and release verification steps.
- Finalize the Git commit logs, build logs, and version references for the frontend code.
- Conduct a final UI/UX walkthrough with stakeholders to ensure all feedback has been incorporated.

## **UI/UX Team Deliverables**

### **April 29–30, 2025: Final Design Tweaks & Refinements**

- Implement any final design adjustments based on feedback from the final round of user acceptance testing.
- Ensure all UI elements comply with branding guidelines, including typography, color schemes, and iconography.
- Conduct a visual consistency check across all user flows and ensure adherence to design principles.
- Deliver the final set of Figma files with completed UI/UX updates for developer reference.

### **May 1, 2025: Accessibility Validation**

- Conduct a final round of accessibility testing to ensure all features comply with necessary standards.
- Test the UI using screen readers and keyboard navigation to ensure accessibility for all users.
- Provide updated documentation, outlining any final accessibility improvements and suggestions.

### **May 2, 2025: Final Design System Review**

- Review the design system to ensure all new components and adjustments are consistent with the final project design.
- Update the design system with any new elements or components created during the final phase.
- Prepare a design system handoff document, ensuring the sustainability and maintainability of the design system for future updates.

## **General / Project Management Deliverables**

### **April 29–30, 2025: Post-Demo Action Item Review & Final Task Allocation**

- Review the list of outstanding action items from the demo and ensure all tasks are completed or on track.
- Verify that all feedback has been incorporated into the JIRA board and tasks are appropriately closed or moved to the production phase.
- Ensure the final release planning tasks are updated with specific timelines and task owners.
- Align all project stakeholders, ensuring smooth communication and preparation for the release.

### **May 1, 2025: Final QA Testing & Signoff**

- Coordinate the final round of QA testing to ensure all critical functionalities and new features are fully operational.
- Ensure the application meets all acceptance criteria and passes all necessary tests for final signoff.
- Hold a final QA signoff meeting with stakeholders to confirm the release readiness of the project.

### **May 2, 2025: Final Release Notes & Documentation Delivery**

- Finalize the release notes, ensuring they accurately document the version, features, fixes, known issues, and any post-deployment procedures.

- Ensure all technical documentation, including deployment instructions, rollback plans, and monitoring guidelines, is up to date.
- Deliver the finalized documentation to stakeholders and prepare for handoff to the long-term project owners.
- Organize an internal walkthrough session for the ongoing support and maintenance teams to ensure they are fully prepared.