

# OPT Portal Project Week 30 Deliverables

**Objective:** Transition from demo feedback to stabilization and production readiness. Focus on analyzing demo outcomes, addressing feedback, hardening the platform, completing documentation, and aligning the team for a successful release handoff and stakeholder satisfaction.

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## Backend Team Deliverables

### April 14–15, 2025: Post-Demo Feedback Triage & Backend Enhancements

- Review backend-related feedback from stakeholders, QA, and observers during the April 12 demo.
- Classify issues into bugs, enhancements, and deferred improvements.
- Begin implementation of high-priority backend fixes and enhancements.
- Document root causes for any backend glitches or delays experienced during the demo.

### April 16, 2025: Production Readiness Audit

- Conduct a full audit of API endpoints, checking for authentication, rate limits, logging coverage, and exception handling.
- Validate readiness for production deployment — including environment variable settings, secure credential storage, and data retention policies.
- Ensure rollback and disaster recovery mechanisms are tested and clearly documented.

### April 17–18, 2025: Performance Optimization & Load Testing

- Run targeted load tests for frequently used endpoints.
- Profile response times, server load, and memory usage to identify and optimize bottlenecks.
- Generate backend performance metrics dashboard for final release reporting.

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## Frontend Team Deliverables

### April 14–15, 2025: UI Feedback Review & Fix Implementation

- Review demo feedback from stakeholders regarding usability, navigation, and interface behavior.
- Patch UI/UX issues such as incorrect field validation, inconsistent alignment, or unexpected interactions.
- Reconfirm form state preservation, navigation guards, and session timeout behaviors.

### April 16, 2025: Accessibility & Cross-Browser Testing

- Validate that all key user flows pass WCAG 2.1 AA compliance benchmarks.
- Perform regression testing across Chrome, Firefox, Edge, and Safari (desktop and mobile).
- Address tab order, keyboard navigation, screen reader support, and contrast issues.

### April 17–18, 2025: Final Frontend Code Freeze & Documentation

- Lock in the final frontend build for release approval.
- Prepare deployment checklist with Git commit references and build logs.
- Deliver updated frontend documentation for environment setup, testing, and release verification.

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## UI/UX Team Deliverables

### April 14–15, 2025: UI Adjustments Based on Demo Observations

- Tweak spacing, alignment, and icons in key areas flagged during demo walkthrough.
- Provide updated Figma files reflecting minor UI/UX changes for developer clarity.

- Create a visual delta report showing differences between demo version and current iteration.

#### **April 16, 2025: Accessibility Visual Audit**

- Conduct visual consistency review of accessibility adjustments made by frontend team.
- Supply alternative text suggestions, icon labeling, and visual contrast adjustments.

#### **April 17, 2025: Design System Sync & Cleanup**

- Merge all updated components and patterns into the core design system.
  - Archive deprecated screens and maintain version control in Figma for final release state.
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### **General / Project Management Deliverables**

#### **April 14–15, 2025: Demo Feedback Consolidation & Release Planning**

- Consolidate stakeholder comments and internal notes from demo into a master feedback tracker.
- Define and prioritize post-demo action items in JIRA with clear owners and deadlines.
- Initiate production release planning with DevOps, including timelines and freeze windows.

#### **April 16–17, 2025: QA Signoff & Release Readiness Review**

- Coordinate QA team efforts for final test cycle on UAT and staging environments.
- Ensure test coverage documentation is complete and all critical paths are green.
- Organize a release readiness review meeting across all functions to confirm alignment.

#### **April 18, 2025: Release Notes & Handoff Preparation**

- Finalize release notes including version, features, fixes, known issues, and deployment steps.
- Publish technical and user-facing documentation for onboarding and support teams.
- Plan internal walkthrough session to hand off project knowledge and maintenance instructions to long-term owners.