

Kanban Board Project Week 35 Deliverables

Timeline: April 21 – April 25, 2025

Objective:

After the holiday on April 21, this week's focus is on finalizing preparations for the production release, stabilizing the product based on the feedback from the previous demo, and addressing any remaining technical debt. The goal is to ensure the product is fully optimized for deployment, ensuring performance benchmarks are met, and that the final documentation is complete and handed off for a successful release.

Backend Team Deliverables

April 21–22: Post-Demo Fixes & Backend Enhancements

- Review backend-related issues and concerns raised during the demo from stakeholders and QA.
- Categorize feedback into critical fixes, enhancements, and long-term improvements.
- Begin implementing high-priority fixes based on demo feedback.
- Investigate performance-related feedback, focusing on latency, failures, and anomaly patterns observed during the demo.
- Ensure necessary log enhancements are in place to capture critical metrics post-production.

April 23: Technical Debt Remediation & Code Optimization

- Address unused functions, redundant API logic, and commented-out code.
- Refactor critical modules to enhance scalability and performance.
- Conduct peer code reviews with a focus on maintainability and optimizing performance.
- Ensure high-impact changes are fully covered by unit tests and integrated into CI pipelines.

April 24–25: Final Production Readiness Audit

- Revalidate all security aspects, including API authentication, session management, and token renewal workflows.
 - Perform data integrity checks across various services, especially for task management, board creation, and user actions.
 - Finalize and version API documentation in Postman or Swagger.
 - Lock all production configuration variables and confirm backup and rollback strategies are fully documented.
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Frontend Team Deliverables

April 21–22: Post-Demo UI Fixes & Enhancements

- Address feedback related to UI/UX inconsistencies, visual clarity, and interactions flagged during the demo.
- Patch UI bugs identified during walkthroughs or dry runs.
- Improve visual transitions, button responses, and error message handling as noted in the demo.

April 23: Performance Optimization & Code Cleanup

- Run performance audits using Lighthouse and dev tools to identify slow-loading components and inefficient bundles.
- Remove unused assets, optimize image and icon delivery, and implement best practices for front-end performance.
- Refactor long component trees into smaller, reusable components for improved maintainability.

April 24–25: Production Freeze & Regression QA

- Prepare the final production build, tagging the final commit and freezing the branch.

- Perform end-to-end regression testing across all browsers and screen resolutions to ensure compatibility.
 - Ensure build environment variables are correctly configured for production.
 - Confirm updated documentation is in place for deployment and troubleshooting.
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UI/UX Team Deliverables

April 21–22: Demo Feedback Synthesis & Prioritization

- Compile and prioritize all UI/UX feedback received from the demo, focusing on critical visual issues.
- Provide quick design fixes for high-priority areas that need immediate attention.
- Update Figma files to reflect finalized screens and address all demo-related feedback.

April 23: UI Consistency Check & Final Visual Polish

- Perform a comprehensive review of UI components for consistency (e.g., button sizes, font hierarchy, iconography).
- Prepare a style audit document to ensure alignment between the design and development teams.
- If applicable, update design tokens for consistent spacing, colors, and typography across the project.

April 24: Final Design Package Preparation

- Deliver all final visual assets, including logos, icons, and illustrations.
 - Archive deprecated design flows and export the final Figma documentation for reference.
 - Conduct a final sync with the frontend team to ensure visual alignment across platforms and devices.
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General & Cross-Team Deliverables

April 21–22: Feedback Tracker & Task Prioritization

- Consolidate all demo feedback into a tracker categorized by priority and theme (e.g., UI, backend, performance).
- Ensure JIRA tasks are updated and aligned across the development, design, QA, and PM teams.
- Monitor Clockify for accurate work hours and update daily stand-up logs to reflect current team progress.

April 23: Risk Mitigation & Release Planning

- Identify and address any blockers or risks that could delay production deployment.
- Finalize timelines, freeze windows, and contingency plans for go-live.
- Ensure the communication plan for internal and external rollouts is finalized and all stakeholders are informed.

April 24–25: Documentation & Knowledge Transfer

- Ensure that the final project documentation is up to date in Confluence or the internal wiki.
- Update the README with complete setup, environment, and deployment instructions.
- Host a knowledge-sharing session or an onboarding walkthrough to ensure long-term maintainers are equipped to manage the project post-release.
- Confirm GitHub branch protection, CI/CD pipelines, and code coverage thresholds are in place and functioning.