

# Kanban Board Project Week 37 Deliverables

## Objective:

Ensure a seamless production release by executing final deployment tasks, conducting post-release validation, and facilitating knowledge transfer. Maintain system stability through proactive monitoring, finalize all documentation, and initiate retrospective and project closure activities.

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## Backend Team Deliverables

### May 5–6, 2025: Production Deployment & Monitoring

- Execute the production deployment as per the finalized release plan, ensuring zero-downtime procedures are followed.
- Monitor backend services in real-time using integrated dashboards and logging systems (e.g., Datadog, Prometheus, ELK).
- Track latency, throughput, and error rates on key endpoints such as task creation, board rendering, and user authentication.
- Investigate and resolve any post-deployment anomalies or unexpected behaviors in API responses or database queries.
- Ensure backup and rollback systems are operational and ready in case of critical failure.

### May 7, 2025: Post-Deployment QA Support & Log Review

- Collaborate with QA to validate production functionality and investigate flagged issues or edge-case scenarios.
- Perform in-depth analysis of system logs and error tracking tools to detect silent failures, deprecations, or warnings.
- Refine log levels and error messages where necessary for better observability and debugging.

### May 8–9, 2025: Backend Handoff & Documentation Finalization

- Finalize all backend documentation including API usage examples, error codes, and architecture diagrams.
  - Deliver a backend knowledge transfer session to QA and future maintainers, with a walkthrough of services, schemas, and CI/CD processes.
  - Archive deprecated or experimental features in GitHub, clearly marking them for future development or exclusion.
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## **Frontend Team Deliverables**

### **May 5–6, 2025: Production Deployment & UI Validation**

- Coordinate with DevOps to deploy the final frontend build to production.
- Conduct sanity checks across multiple browsers and screen resolutions post-deployment to validate UI integrity.
- Address any minor visual glitches or responsive design bugs detected during initial live usage.

### **May 7, 2025: Frontend Error Tracking & UX Monitoring**

- Monitor error logging tools (e.g., Sentry, LogRocket) for unhandled frontend exceptions or UI crashes.
- Collect user behavior insights (if applicable) to identify friction points or underperforming components.
- Implement hotfixes for any urgent frontend issues based on production logs or QA feedback.

### **May 8–9, 2025: Final Asset Cleanup & Developer Handoff**

- Clean up the component library by removing deprecated or unused UI modules.
- Finalize frontend documentation, including React component hierarchies, props documentation, and environment setup instructions.

- Conduct a handover session with QA and junior developers, covering UI architecture, styling conventions, and troubleshooting techniques.
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## **UI/UX Team Deliverables**

### **May 5–6, 2025: Post-Release Design Validation**

- Review production UI on multiple platforms to validate visual fidelity, layout consistency, and brand alignment.
- Log any post-release UI inconsistencies or pixel misalignments and sync with frontend for immediate resolution.

### **May 7, 2025: Design Archive & Token Finalization**

- Archive all design iterations in Figma, tagging final versions and consolidating flows for future reuse or reference.
- Finalize and document design tokens (e.g., spacing, color variables, font sizes) to maintain a consistent future design system.

### **May 8–9, 2025: Final Handoff & Retrospective Support**

- Share a complete UI/UX package (including icons, assets, and guidelines) with developers and product leads.
  - Participate in the project retrospective to provide feedback on design workflow, collaboration, and delivery efficiency.
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## **General & Cross-Team Deliverables**

### **May 5–6, 2025: Go-Live Communication & Immediate Support**

- Announce production go-live to all internal stakeholders with a clear summary of features, known limitations, and points of contact.

- Coordinate with support teams to handle any incoming user issues or incident reports promptly.

#### **May 7, 2025: Retrospective & Metrics Review**

- Conduct a cross-functional project retrospective to discuss what went well, what could be improved, and key takeaways.
- Review KPIs such as velocity, deployment frequency, bug resolution time, and stakeholder satisfaction.

#### **May 8–9, 2025: Project Closure & Handoff Activities**

- Finalize and publish all internal documentation (project charter, technical handbooks, lessons learned) on Confluence.
- Transfer ownership of critical project components (GitHub repos, dashboards, alerting systems) to the relevant long-term teams.
- Archive JIRA project or sprint board, ensuring that all tickets are resolved or transitioned to a long-term backlog.
- Release final project report to leadership, summarizing accomplishments, risks managed, and strategic impact.