



To-Do list
Web Project

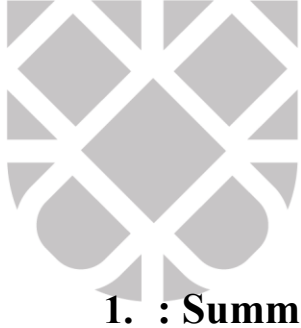
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Project Specification

1. : Summary of the website and its primary objectives:

To Do List is a website designed to help users organize and manage their daily tasks effectively. The primary goal of the site is to facilitate the process of following up on the activities or tasks that the user must accomplish by allocating a list of tasks that can be added, modified, or deleted as needed.

Primary objectives of the website include:

- Add, edit, and delete tasks easily.
- Classifying tasks into specific categories (such as: work, personal, shopping, Goals).
- Enable users to save and track tasks even after closing the browser.
- A simple design that makes it easy to navigate between pages and manage tasks.

2. : Primary audience for the Website

The primary audience for the "To-Do list" website includes:

- **Students:** Students who need to keep track of assignments, class projects, and deadlines.
- **Families:** Families who need to manage household tasks such as shopping and household organizing.
- **Anyone looking to improve productivity:** Users who want to increase their effectiveness by tracking their daily tasks.



3. : Site Organization

List and Description of Pages:

1. Home Page

- **Description:** This page displays the task sections for each user. It also provides access to login and registration sections, as well as information on effective task management methods. In addition, it includes the possibility of adding new tasks or deleting.
- **Links To:** Signup, Help, Tasks.

2. Signup page

- **Description:** Designed to enable new users to create an account. It contains fields to enter your username, email, and password. It also includes a button to register, and an alert message that may provide advice about registration requirements.
- **Links To:** login Page.

3. Login page

- **Description:** Allows users to log into their existing accounts. It contains fields for entering the username and password, and a button to confirm entry.
- **Links To:** Home Page, signup.

4. Help page

- **Description:** The webpage offers best practices for task management with sections on techniques like Pomodoro and SMART goals, with a simple, attractive design and a back button. Focuses on improving task management in a clear and organized manner.
- **Links To:** Home page.

5. Tasks

- **Description:** Facilitate task management through a simple and effective interface that allows tasks to be added and reviewed.
- **Links To:** Home page.



List and Description of Artifacts

- **Images:**
 - Pictures of the logo and the Pomodoro method.
 - High-quality images on each page.
- **Audio:**
 - No audio is used.
- **Video:**
 - No Video is used.

4. :Tools

The website utilizes the following web programming tools:

1. **HTML:** Used for structuring the content and layout of the web pages.
2. **CSS:** Employed for styling the visual appearance of the website, including colors, fonts, and layout.
3. **Forms:** Integrated HTML forms to enable user input and interactions, which we used to login and create the account.
4. **JavaScript:** Implemented to add interactive and dynamic functionality such as user verification using JavaScript.

Website Organization

The website's organization was carefully designed to provide a intuitive and efficient user experience.

Home:

- The homepage is the primary entry point where users are presented with colorful lists representing different categories (such as: work, personal, shopping, goals). Users can easily add or delete these lists using the provided buttons. When a user clicks on any list, they are directed to a dedicated page where they can add and review tasks associated with that list at any time.
- Additionally, the homepage includes sections linked to the help page, where users can read about task management techniques, and buttons for logging in or creating an account for better task management and saving tasks on the site.

Task:

This page provides users with a simple and effective tool for adding and organizing daily tasks. It allows tasks to be entered into a text field and easily added to a clearly displayed, organized list, helping users track their tasks efficiently. The simple design, supported by icons, offers a comfortable user experience, making the functions of the buttons, such as adding and returning, easy to understand without complication. The "Back" button allows for easy navigation between pages, enhancing user flexibility. Overall, the page helps improve user productivity and efficiently organize their time and tasks.

Login:

- The login page is designed to be simple and user-friendly, with the login form centered on the page. It includes clear input fields for the username and password, along with a prominent "Submit" button. Instant alerts are provided in case of incorrect information, ensuring a smooth login process.
- Additionally, it features a "Sign Up" option for creating a new account, enhancing the user experience and making the login process efficient. The intuitive layout helps users navigate the page easily and access their task lists without confusion.

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Signup:

The signup page is designed to simplify the process of account creation. It features input fields for the username, email, and password, along with a prominent "Submit" button to complete the process. Helpful tips or alert messages are displayed to guide users in case they need assistance with registration requirements, ensuring the process is smooth and user-friendly. The layout is intuitive, making it easy for new users to sign up and begin using the site efficiently.

Help:

The "Help" page features a clear design that enhances the user experience. Information is divided into easily readable subheadings, with appropriate text usage. Bullet points help organize ideas, and the "Back" button provides easy navigation. The spacing between sections helps maintain user focus, making the content accessible and reflecting a commitment to delivering valuable information in a comfortable manner.

Testing

❖ **Approach to Website Testing**

To ensure the quality and reliability of our website, we implemented a comprehensive testing strategy that spanned multiple phases and covered various aspects of the site's functionality, usability, and performance.

❖ **Functional Testing**

During the functional testing phase, we thoroughly examined each page and feature to verify that they were working as intended. This included validating user interactions, form submissions, navigation, and the overall responsiveness of the website across different devices and browsers.

❖ **Usability Evaluation**

To gather feedback on the user experience, we conducted informal usability sessions with a small group of representative users. This allowed us to identify any pain points or areas for improvement in the site's information architecture and interface design.



Sign Up

Already have an account? [Login](#)



Sign Up

Username must be at least 6 characters long and contain both letters and numbers.

Close

Already have an account? [Login](#)



Login

Submit

Don't have an account? [Sign Up](#)



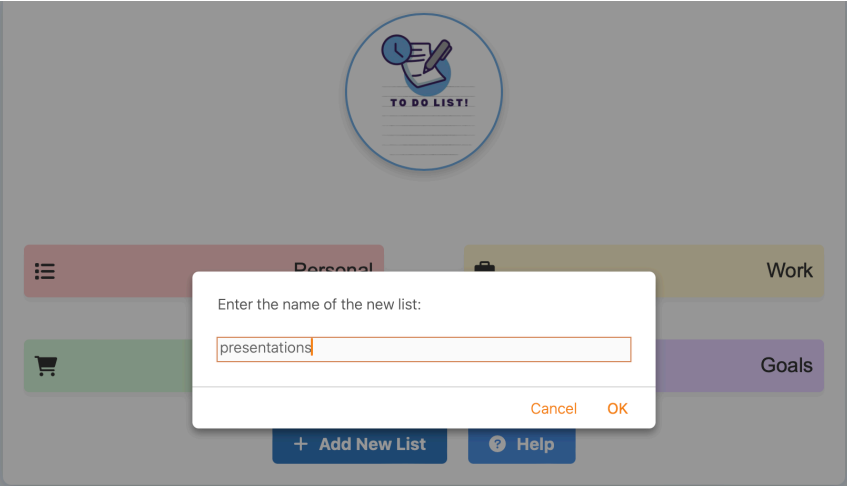
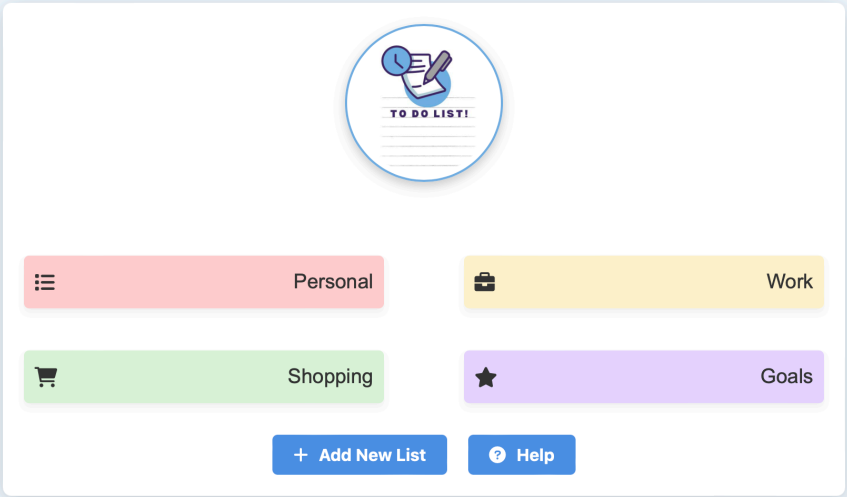
Login

Login successful!

Close

Submit

Don't have an account? [Sign Up](#)





Personal



Work



Shopping



Goals



presentations

+ Add New List

? Help

presentations

Add a new task...

+ Add Task

← Back



Html



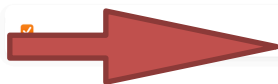
Add a new task...

+ Add Task


← Back





Html








 Personal


 Work


 Shopping

 Goals

 Presentations







Best Practices for Task Management

1. Pomodoro Technique

Break your work into focused sessions of 25 minutes followed by 5-minute breaks. This enhances focus and productivity.



2. Eisenhower Matrix

Classify tasks by urgency and importance:

Important and Urgent: Do it now.

Important but Not Urgent: Schedule it.

Not Important but Urgent: Delegate it.

Not Important and Not Urgent: Eliminate it.

3. Daily Task List

Create a list of 3-5 key tasks to focus on each day to avoid feeling overwhelmed.

4. SMART Goals

Ensure your goals are Specific, Measurable, Achievable, Relevant, and Time-bound.

5. Two-Minute Rule

If a task takes less than two minutes, do it immediately instead of adding it to your list.

6. Set Deadlines

Establish realistic deadlines for your tasks to keep you motivated and accountable.

7. Eliminate Distractions

Identify and minimize distractions to improve your focus while working.

8. Regular Review

Regularly review your tasks and progress to adjust your plans based on achievements and challenges.

9. Time Blocking

Allocate specific time blocks in your calendar for different tasks to ensure full focus.

10. Motivation Strategies

Incorporate small rewards for completing tasks to keep yourself motivated.

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Conclusion

The "To Do List" website is a valuable tool for enhancing productivity through effective task management. Its intuitive design allows users to easily add, edit, and delete tasks, catering to students, families, and anyone looking to improve time management.

With well-defined pages and integrated tools like HTML, CSS, and JavaScript, the site provides a seamless user experience. Our thorough testing, including functional checks and usability evaluations, has confirmed its reliability.

Overall, the "To Do List" website is set to positively impact users' task organization and productivity, with potential for future enhancements.



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