

# FocusBOT Proposal

Elise Turk  
Virginia Tech  
Computer Science

Brice Harris  
Virginia Tech  
Computer Science

Sanjana Ghanta  
Virginia Tech  
Computer Science

Ruhi Jame  
Virginia Tech  
Computer Science

**Abstract**—With workplace productivity declining, it is important that there is some way to keep track of daily tasks and project goals, so that employees know what needs to get done. The decrease in productivity has impacted employee focus and their ability to meet deadlines. The FocusBOT is a BOT that would help overcome these challenges and difficulties by keeping track of daily tasks and providing reminders of tasks to complete from meetings. The FocusBOT will increase productivity for a variety of users by focusing on task management.

## 1. Introduction

Since remote work has become more prevalent, many employees in managerial positions have expressed concerns about employee productivity. These managers are worried about their employees getting tasks done on time. On the other hand, employees are having difficulty remaining focused throughout the day. There are so many distractions within their homes that can hinder an employee's willingness to work and ability to complete tasks by the assigned deadline. Employees also have to attend many meetings where they may be assigned additional tasks. With all the things employees have to remember throughout the day, these additional tasks may be lost with the busyness of the day. With all these problems affecting employees and their managers, the FocusBOT will have specific solutions for each of these problems that will help improve overall productivity and focus.

## 2. Related Work

There are a variety of tools that are used for productivity and task management. One that a lot of students use is Canvas, which is a task and file management website that is used in college classes. Canvas has a TO DO list on the right of the screen that shows the user what assignments are due that day and throughout the week. Canvas has a lot of plug-ins that students use to make the platform more interactive and intuitive for them. It is how they personalize it to make the website suit their needs. Another productivity tool is Notion, which is a website and a desktop application that users can personalize to suit their needs. Many people use it to keep track of their habits, school assignments, and

other miscellaneous things. These two products are some of the productivity tools that are in the market. These products overcome some of the difficulty with being productive or focused. They also have the additional feature of helping with organization for users.

## 3. Software Engineering Process

For our requirements elicitation technique we are using surveys and questionnaires to gather information about other productivity tools on the internet and the specific requirements that users would require our BOT to have. The survey will provide feedback from users on desired features and certain features that users like or dislike about other productivity tools. We chose a survey because it was the easiest way to get to a variety of people from different backgrounds. We knew that using a survey would enable us to get the most diverse responses to what people thought was important to include in a productivity tool. We sent out the survey to two groups in the class and came up with requirements for our FocusBOT. Some responses that we received said "I use my tool at least twice a day" and that we should "make a feature to show a progress bar for completed tasks." Taking these responses and looking at other productivity tools, we made a list of requirements that our BOT should have. From the responses, we concluded that people need to have reminders to keep working and that having some sort of image associated with the number of tasks completed is desired. We also saw that users will interact with the user interface many times throughout the day, so it needs to be easy to work with and understand. We also came up with some requirements that we think is important to include. We thought that this tool needs to have a TO DO list with checkboxes and when the user checks off a task, confetti will fall as a form of instant gratification. We also wanted to include push notifications for upcoming deadlines for incomplete tasks as well as a pinging sound for when the user has not been interacting with the computer for 30 minutes. We also wanted to include a progress pie chart icon at the top of the screen so that users can continually see their progress throughout the day. With a survey, these requirements were easily paired with features users of other productivity tools liked and also includes features that those same users wanted to be included. Choosing to do a survey for requirements elicitation allowed us to easily see

the frustrations with other tools and how we can make our FocusBOT better than others in the market.