Team Name: SET

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Progress, Reminders, and Consultant Team (PRACT)

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PROBLEM

Everyone has their own agenda regardless of the number of tasks they have to do or the effort required to complete their duties. One commonality is that people have a constant schedule with goals that need to be completed by a certain time. For many, these responsibilities are constant and require strong organizational and management skills. In this bustling society, some of our responsibilities can be left forgotten, neglected, or incomplete due to the nature of a busy and full lifestyle that accompanies personal and leisure time. Balancing one's schedule and tasks is essential, but can also become overwhelming and stressful. In many cases, it is extremely difficult to be conscious of those responsibilities each and every day. For some groups of people, it may be impossible to keep track of multiple tasks at once without some form of assistance. Setting aside a consolidated space for one's agenda takes the stress off the individual so that they can properly complete their necessary tasks.

PRODUCT SUMMARY

Progress, Reminders, and Consultant Team (PRACT) is essentially divided into four sections:

- Progress: General Members (GMs) will be able to mark what they have completed for the day, week, or month. A Designated Advisor (DA) will be able to see their progress as time goes on.
- Daily Reminders: In being able to access a schedule/checklist, the GM will know what
 they need to do as well as see what they have done so far for the day. Additionally, the
 DA will know what the GM has completed and what needs to get done, so they can check
 up on the GM accordingly.
- 3. *How-tos, Instructions or More Information:* The DA can link helpful media in order to assist the GM, such as a reading or video. The DA can then view the GM's current progress when a GM has checked off a task on their list.
- 4. Communication Across all Parties: The designated advisor can post short messages too, such as an affirmation to the GM. To provide interaction between our different users.
 Similarly, the GM can communicate with neighbor GMs a neighbor is another GM, such as a team member.

PROJECTED AUDIENCE (TYPES OF USERS)

General Member (GM):

STUDENTS

Students are known for having extremely busy schedules and little free time. Not only is this audience concerned about schoolwork, but also have extracurricular activities and responsibilities that add onto their already loaded agenda. To avoid becoming overwhelmed by assignments and events accumulating over time, it is essential for the student to be organized and be conscious of the tasks that they have to complete.

OLDER GENERATION

Elderly patients, such as those with Alzheimer's or dementia, may forget how to follow through with daily tasks. Further, these kinds of patients may require additional reminders so that they remember to complete necessary tasks. Therefore, having an advisor who can check up on progress virtually can aid this audience by reminding them what they have done today and what they still need to do. At any point, if the advisor sees that their GM has not finished a task, they will be able to notify them about it.

CHILDREN

Adults who are away for work may want to check up on their children. Understanding that this target audience will be adept at lying, the advisor may ask for an image or some sort of evidence as confirmation of their completed task. In doing so, they can help their children by designating daily tasks, as well as see what their child has done for the day. Furthermore, this can serve as a "schedule" for both the adult and child.

EMPLOYEES

This target audience will have a lot of responsibilities within their workplace and other necessary tasks to take care of themselves. Similarly to students who have a busy schedule, employees not only have to keep track of deadlines for their work, but they have to take care of their own responsibilities and rely on themselves. Possible designated advisors for this target audience can be their employers who designate tasks to them through this application or a close family member or person whom they live with.

Designated Advisor(s) (DA)

This application, however, cannot function without the assistance of a secondary contact on the site as well. A family member or designated advisor would be able to use this application to essentially share helpful information with the person that they are assisting. This is especially helpful for family members that are long-distance but would still like to help their loved ones. Our

application will allow this designated person (or multiple people) to manage the contents on the site. For instance, they could add helpful articles to read, send links for wikiHow's, and even add messages to be displayed on the to-do board for the day.

STAKEHOLDER ANALYSIS

General Member (GM)

As our primary target audience is the GM, we will make this site as easy to navigate as possible. This includes features such as extra-large text displays, color coding to help associate different ideas, and helpful diagrams displayed throughout the site. Upon testing, we hope to incorporate things such as notifications, sounds, and pop-ups that will help the user navigate even further. They will be able to organize their stressful workloads and view their tasks on an application that easily displays it for them.

DA - General

We hope to give our DAs as much control as possible. They will be able to view the progress with their GM's tasks and manage the information that their GM will be able to view on their account. On the site, we will have a page specifically for the DA to fill out a form that creates a schedule or checklist. Upon submitting this, the information will pop up on the GM's screen and the DA will be able to edit anything that they post when needed.

DA - Employers and Project Managers

Employers and project managers would be able to monitor, effectively communicate and delegate tasks to their workers and team members. This group of people who have to monitor the progress of others would represent the DA users of our application. They can verify whether or not individuals are actually completing their work and assignments.

DA - Family Members

In a family setting, this audience would be able to monitor one another's tasks and responsibilities. Whether it is to keep track of chores or agenda, the family group will be able to keep each other in check and remind one another of the responsibilities that they have around the house. They would be able to schedule events and meetings for one another on this application and streamline productivity within the household. By holding other family members and relatives accountable for their tasks, they may also motivate and assist one another to complete their jobs.

General Advisor

This could be some sort of faculty above the designated advisor, or essentially, anyone who would like to check up on the status of the GM(s). In this case, they can use information regarding challenges faced, the timeline of current tasks, and more in order to draw conclusions regarding the state of their company. This data can be extremely beneficial in reevaluating the project at hand and assigning work more effectively.

USED TECHNOLOGIES

Our main technology used is the device: desktop. Namely, this would be to make use of the site's visual aspects. For instance, we hope to make the sites easily navigable for those for the older generation and children, both of which would like to make use of distinctive wording and color coding. Outside of the AMP

REQUIREMENTS

Functional

There are several functional requirements that will allow our application to be successful.

- When a user creates an account, they are prompted with two options: the GM and the DA.
 The GM will not be able to make any changes to the information on their profile, but they will be able to make short comments to their associated DA.
- 2. The GM will be able to check off assignments and tasks that the DA posts to their profile.

 Once the GM does so, the DA will receive a notification about the completed assignment.
- 3. The DA is essentially the administrator for the GM; they control what the GM sees and posts information to their profile. Additionally, the GM will be notified when a new post is made to their account.
- 4. Once the GM account is created, the DA and associated GAMs will be able to view their account. All users will be able to view their linked GM's schedule, instructions, and comments.
- 5. In order to collect all the information that our intended users will view, we will have a page dedicated for the DA to make changes and manage what the GM sees on their profile. There will be a page for the DA to add, delete, or edit posts to the GM's schedule or instructions/important links page. Additionally, there will be another page that will have access to the comments/posts made by the family of GM and DAs.
- 6. To prevent false positives from happening (for example, if a child decides to lie about what they have done), a designated advisor can require that their child will upload an

image of their task in order to say that they have "checked off" a requirement. Upon doing so, the DA will be able to visually see whether or not the assignment was completed.

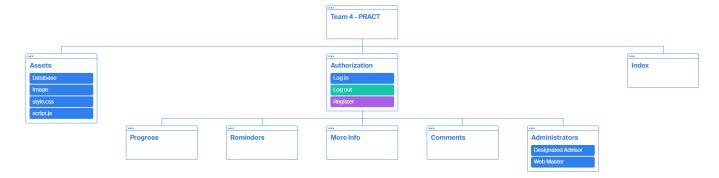
Non-Functional

Several important non-functional requirements for our web application include security and maintainability. In order to protect the information of our users' login information, we will have to encrypt these details to establish another level of security. For the maintainability of our web application, we will include another login dedicated to the webmasters and editors. This additional login will allow the product to be continuously updated after being released to the public.

PROJECT SCHEDULE

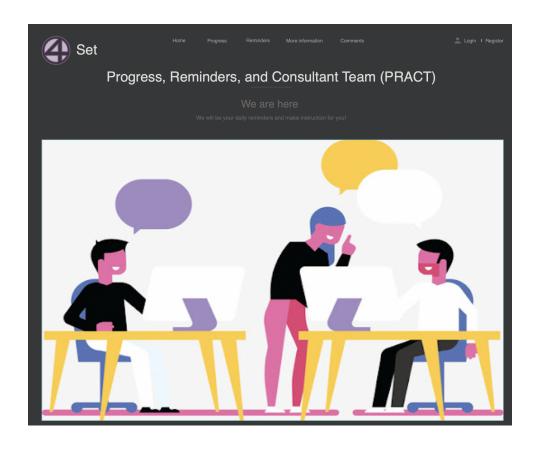
September 17	Project proposals
October 15	HTML & CSS
October 22	Midterm presentation
November 5	Database - php & MySQL
November 12	Javascript
November 19	Functional Logins & Features (GM, DA, Web)
November 24	Finalize Presentation
December 3	Presentations Begin

SITEMAP

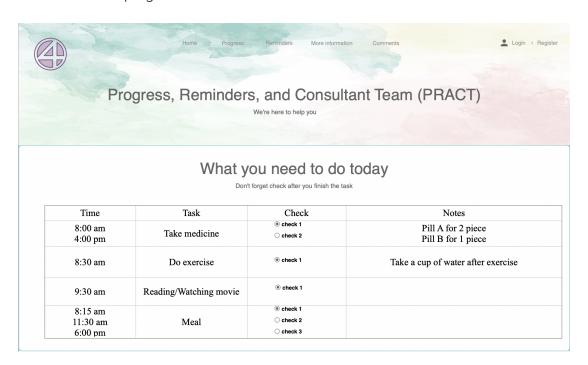


WIREFRAMES

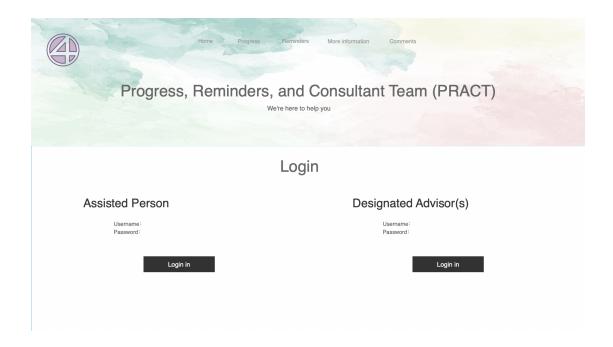
Here is the home page for our website. We have a brief description about the website, including an image of team work. At the head, there are 4 different parts, which include the progress, reminders, more info and comments.



This is the page module for progress. Users can design their own schedule and make comments for themselves. When they finish their task, they can click on the check mark and remind themselves about the progress.



This is the login page. You can choose to be a GM or a DA and log into your own system, in which you can either design your schedule or set up a schedule for someone else.



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Renee Thompson DNP, RN-Nurse. "How to Establish Peer-to-Peer Accountability." LinkedIn, LinkedIn, 9 Mar. 2018,

www.linkedin.com/pulse/how-establish-peer-to-peer-accountability-renee-thompson/.