

User Requirements Document for Task Management App

Introduction:

The purpose of this document is to outline the user requirements for the Task Management App. The Task Management App is designed to help users manage their individual and team projects by providing a simple and intuitive interface for creating and managing tasks, setting deadlines, and tracking progress.

User Requirements:

1. User Accounts:

- The app should allow users to create an account and log in to the app.
- Users should be able to create and manage multiple projects within their account.

2. Project Creation:

- Users should be able to create a new project by providing a project name and description.
- Users should be able to assign project members and roles, including project manager and team members.
- Users should be able to set a start and end date for the project.
- Users should be able to specify the priority level for the project.

3. Task Management:

- Users should be able to create tasks within a project.
- Users should be able to assign tasks to project members.
- Users should be able to set a due date for each task.
- Users should be able to mark tasks as complete or incomplete.
- Users should be able to set task dependencies, where one task cannot start until another is complete.
- Users should be able to set priority levels for tasks.

4. Collaboration:

- Users should be able to share tasks with other project members.
- Users should be able to communicate with each other through the app.
- Users should be able to view each other's progress on tasks.

5. Reminders and Notifications:

- The app should send notifications to users when tasks are assigned, when tasks are due, and when tasks are complete.
- Users should be able to choose the frequency and type of notifications they receive.

6. Time Tracking:

- Users should be able to track the time spent on each task.
- Users should be able to view the total time spent on each task and on the project as a whole.

7. Data Export:

- Users should be able to export project data to other formats, such as CSV or Excel.
- The exported data should include project name, description, tasks, due dates, completion status, and time spent on tasks.

8. User-Friendly Interface:

- The app should have a simple and intuitive interface that is easy for users to navigate and use.
- The app should be accessible from desktop and mobile devices.
- The app should be visually appealing and easy to read.

Conclusion:

The Task Management App should meet the needs of users by providing a user-friendly interface for managing tasks, setting deadlines, and tracking progress on individual and team projects. By following these user requirements, the Task Management App will be a valuable tool for users to stay organized and efficient in their work.