

# problem statement:- Forgotten tasks and assignments can significantly impact productivity and academic performance. To address this, a solution like a task management app or website can be developed. This tool will allow user to create, track, and receive reminders for task and deadline. It could include features such as notifications, categorization, and progress tracking.

# Executive Summary Snapshot:-

The proposed tool will provide a comprehensive platform for users to efficiently manage their tasks and deadlines. It will feature functionalities for task creation, tracking and reminders, thereby improving task

key feature:

I) Task creation and organization

- user can create tasks with detailed descriptions, due dates, and priority levels.
- Tasks can be categorized into projects or themes for better organization.

II) Reminders and notifications

- Automatic alerts will notify users of upcoming deadlines.
- customizable reminders allow user to set personal notifications for each task



### iii) progress tracking:-

- user can mark task as complete and monitor their progress with visual indicators like chart or graph

### iv) Task management

- options to edit task details, adjust deadlines, and manage recurring task

### v) user interface:

- A user - friendly dashboard offering a comprehensive view of tasks and deadline.
- Integration with calendars to visualize and manage time effectively.

### vi) collaboration features:

- Shared task functionality for team or group projects

### Benefits:-

- Improved organization and timely completion of task.
- Enhanced productivity through effective time management and reminders



## # Project description.

### i) Research and analysis

- Investigate common reasons why tasks and assignment are forgotten
- Analyze existing tools and method use for task management

### - Identify gaps and challenges in current solution

### ii) solution design

- Develop a comprehensive system for tracking tasks and assignments
- Include features such as reminders, deadlines and prioritization

### iii) implementation

- Design and build the system or application, focusing on usability and effectiveness.

### iv) Testing and evaluation

- Test the system with real user to gather feedback and identify any issues

### v) Deployment and support

- launch the solution and provide ongoing support and updates based on user feedback

### Expected outcome:-

- Increase efficiency in managing task and assignments



## # Scope in future

- i) Integration with other tools:- Integration with calendars, email and project managements tools for seamless task management.
- ii) AI and machine learning :- use of AI to predict deadlines, suggest optimal work schedules and prioritize task based on user behaviour.
- iii) Customization and personalization :- offering tailored features and interfaces based on user preference and habits.

Overall, as technology evolves, these tools will likely become more sophisticated, integrating advanced features to enhance productivity and efficiency.

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