



OPEN-SOURCE CODE 7311

Planning and Design

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Introduction

Effective time management remains a cornerstone of professional success (Nevogt, 2018). However, traditional methods often fall short in today's fast-paced environment. Matrix- Time Tracker addresses this challenge by offering a comprehensive time tracking solution. This application surpasses basic functionality by incorporating advanced features and a user-centric interface. This paper will analyse Matrix- Time Tracker's capabilities against industry leaders like Everhour, Toggl Track, and Clockify. We'll demonstrate how Matrix- Time Tracker builds upon the strengths of these applications while introducing innovative features designed to optimize workflow and maximize user productivity. By leveraging Matrix- Time Tracker, individuals and teams can gain a clear understanding of their time allocation, ultimately achieving their goals with increased efficiency.

Analysis of Existing Time Tracking Applications:

- **Everhour:**
Everhour is a robust time tracking application known for its project management integration and detailed reporting features. It allows users to track time spent on individual tasks within projects, analyse team productivity, and monitor project budgets. However, Everhour's free plan has limitations, and some users find its advanced features less user-friendly.
- **Toggl Track:**
Toggl Track is a user-friendly time tracking application with a generous free plan. It offers core functionalities like time tracking for projects and clients, reports generation, and even automatic timers. However, Toggl Track's free plan lacks features like project budgeting and team collaboration tools.
- **Clockify:**
Clockify is a feature-rich time tracking application with a free plan that caters to freelancers and small teams. It offers unlimited projects, clients, and time tracking, along with integrations and a mobile app. However, Clockify's free plan limits access to advanced features like location tracking and detailed reporting functionalities.

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Introducing Matrix- Time Tracker:

Matrix- Time Tracker is a comprehensive time tracking application designed to empower individuals and teams to optimise their workflow and maximise productivity. It goes beyond basic functionalities by offering a user-friendly interface, innovative features, and seamless integrations with popular project management tools.

Core Functionalities:

- **Effortless Time Tracking:** With a user-friendly interface, Matrix- Time Tracker allows for intuitive start, stop, and pause timers for tasks and projects. Easily track your time with minimal disruption to your workflow.
- **Streamlined Project Management:** Manage projects with ease using features such as task creation, assignment, and deadline tracking. Our intuitive interface provides clear overview of project progress, ensuring everyone stays on the same page.
- **Actionable Insights:** Generate comprehensive reports to gain valuable insights into team productivity, project timelines, and billable hours. Identify areas for improvement and make data driven decisions to optimise your workflow.

Innovative Features:



1.Enhanced Focus and Productivity:

- Focus Mode: Inspired by the Pomodoro Technique, Matrix- Time Tracker offers a “Focus Mode’ that minimises distractions and optimises concentration during work sessions. Set timers for focused work intervals and short breaks, promoting sustained productivity.

2.Intelligent Time Management:

- Smart Notifications: Users will receive timely notifications reminding them to start tracking time or prompting you to log idle periods, ensuring accurate data collection and preventing wasted time entries.

3.Personalised User Experience:

- Customisable Dashboards: Tailor your dashboard to display the most relevant metrics for your needs. Stay focused on your goals by keeping key performance indicators (KPIs) front and centre. Visualise progress and identify areas for improvement immediately.

These innovative features address the limitations identified in existing time tracking applications. Focus Mode tackles the challenge of maintaining concentration in a distracting environment. Smart Notifications ensure accurate time data by prompting users to track their time effectively. Customizable dashboards empower users to personalize their experience and stay focused on their goals.

By leveraging these core functionalities and innovative features, Matrix- Time Tracker empowers individuals and teams to take control of their time, optimize workflow, and achieve peak productivity.

Minimum Requirements for the Matrix- Time Tracker Application:

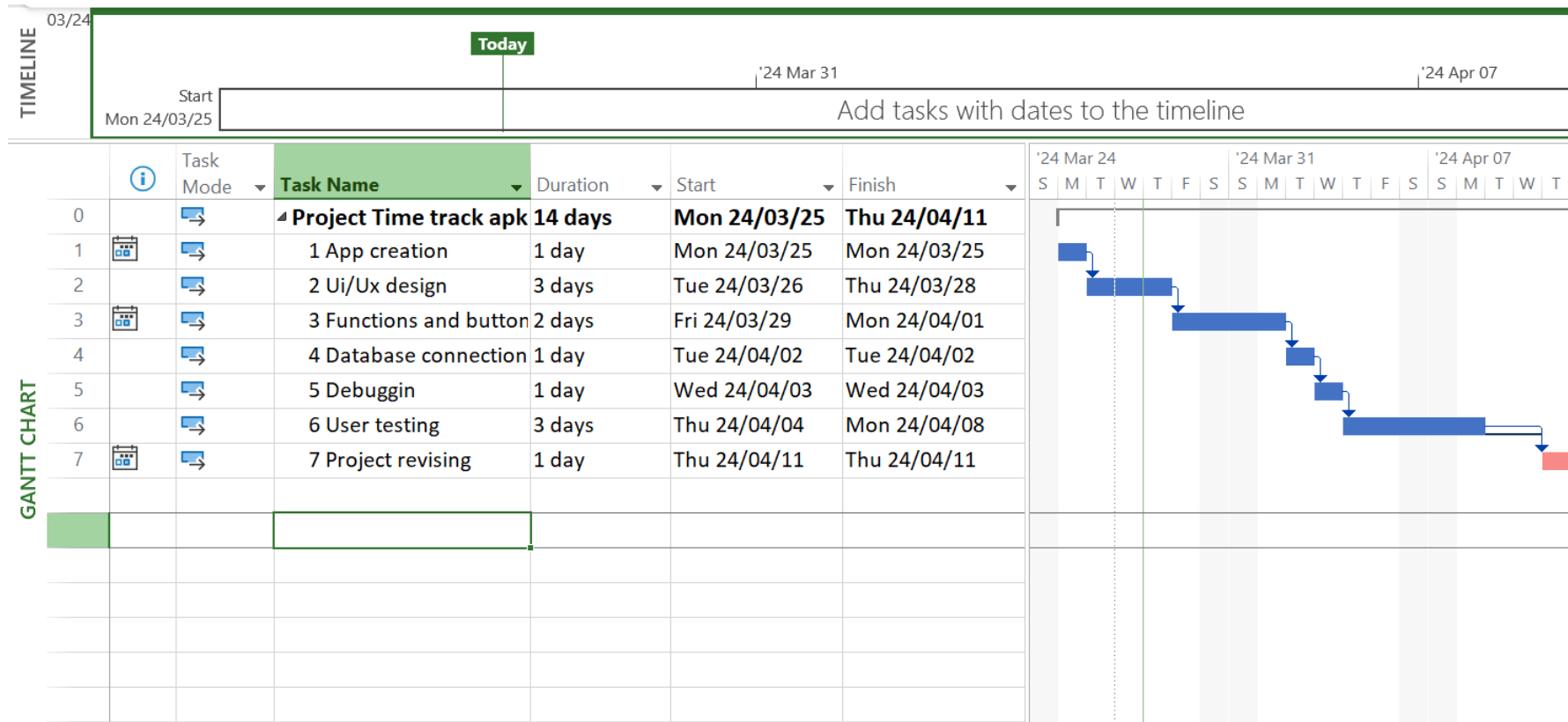
The functionalities outlined in this document, while innovative and user-centric, form the foundation upon which Matrix- Time Tracker builds its effectiveness as a time tracking application. Fulfilling these minimum requirements is essential to ensure the core functionality of accurately capturing and analysing time spent on tasks and projects. (Team, 2023)

- Login: Implement a user login system using username and password for secure access.
- Categories: Create a functionality for users to define categories for their timesheet entries (i.e.- !,!!,!!!). This should involve creating categories beforehand or allowing them to be created while adding a timesheet entry.
- Timesheet Entries: Develop a system for users to create timesheet entries. Each entry should include:
 - Date
 - Start and end time
 - Description of the work performed
 - Category selection from the defined list
- Optional Photo: Allow users to attach photos to their timesheet entries if needed (e.g., to document specific tasks).
- Goal Setting: Design a feature for users to set daily minimum and maximum work hour goals.
- Timesheet List View: Create a view that displays a list of all timesheet entries based on user-selected period (e.g., day, week, month). Ensure easy access to any photo attached to the entries within this list view.
- Category Summary: Implement a functionality to display the total number of hours spent on each category within a user-selected period. This helps users understand how their time is allocated across different categories.
- Work Hour Graph: Design a graph that visualises the total hours worked each day over a user-selected period. Consider including the users minimum and maximum daily goals as reference lines on the graph (for the final product)

User interface design



Project plan (How to Create a Basic Gantt Chart in Microsoft Project 2022, 2022)



Conclusion

What we have seen from this from this report is that off majority of tracking apps they mainly focus on delivering the service via web apps and application and focus heavily on ease of ease of usability for their customers as many of the home pages have functions or shortcuts for tracking sit there so if a person wanted to manage their budget or analyse the amount of time spent on a project they can easily see it from the homepage we're going to take a page from that book and utilise it to craft our matrix time checking app as well as we need to add our features like budget and Project progress bar to my time tracking easy.

References

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