# "Taskup"

UI Documentation

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1. Overview and Purpose:

Taskup aims to revolutionize project management by providing a centralized platform for industries, startups, and individuals to effectively plan, execute, and monitor their work. This document details the design and functionality of the TaskUp user interface (UI), focusing on its role in empowering users to:

- **Organize Work:** Create and manage tasks, assign responsibilities, and categorize projects.
- **Track Progress:** Monitor task status in real-time, view project timelines, and generate progress reports.
- **Enhance Collaboration:** Facilitate seamless communication and information sharing among team members.
- **Visualize Project Plans:** Utilize a calendar-like interface to visualize project schedules and deadlines.

The UI is designed with a user-centric approach, emphasizing clarity, efficiency, and accessibility. By providing an intuitive and responsive interface, TaskUp enables users to focus on their work, rather than navigating complex software. This documentation serves as a guide to the UI's features and functionalities, ensuring alignment with the project's requirements and facilitating effective development and testing.
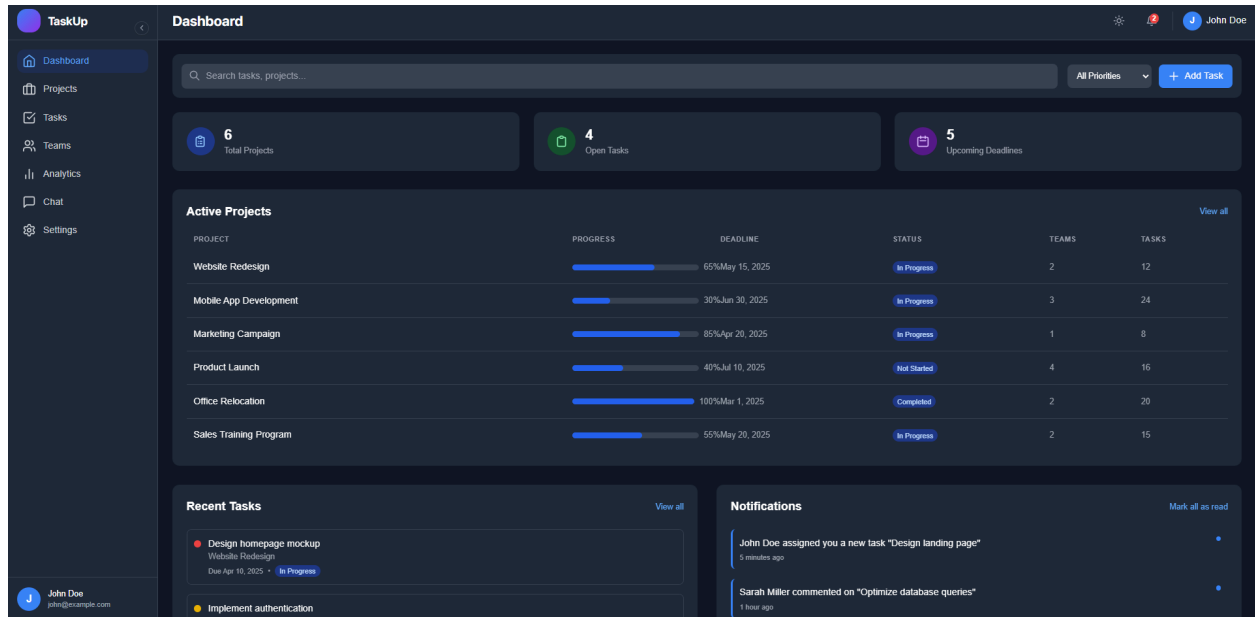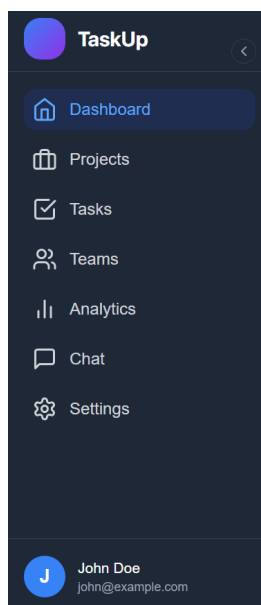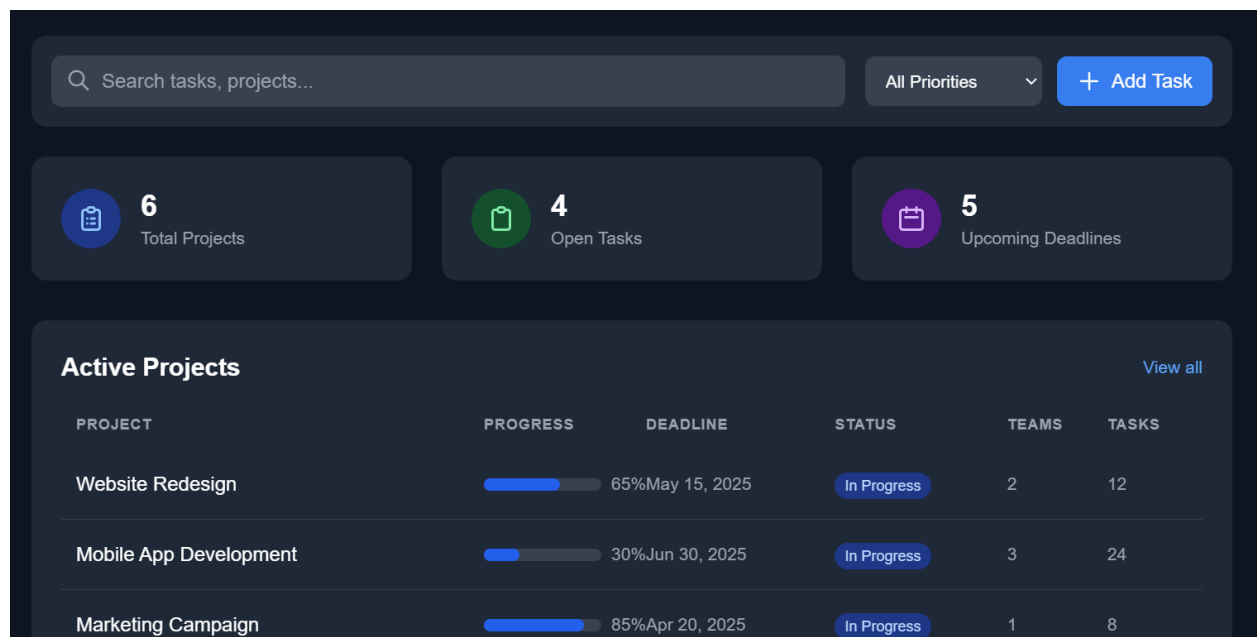
Top Part :

On the top-left of the page is the website's logo and name as well as the corresponding **page name**. On the right, some quick access buttons like dark/light mode switch, notifications bell and a user's name and profile pic to quickly get to the profile page and some settings

Side Bar:

The **Side Bar** provides easy navigation between pages.
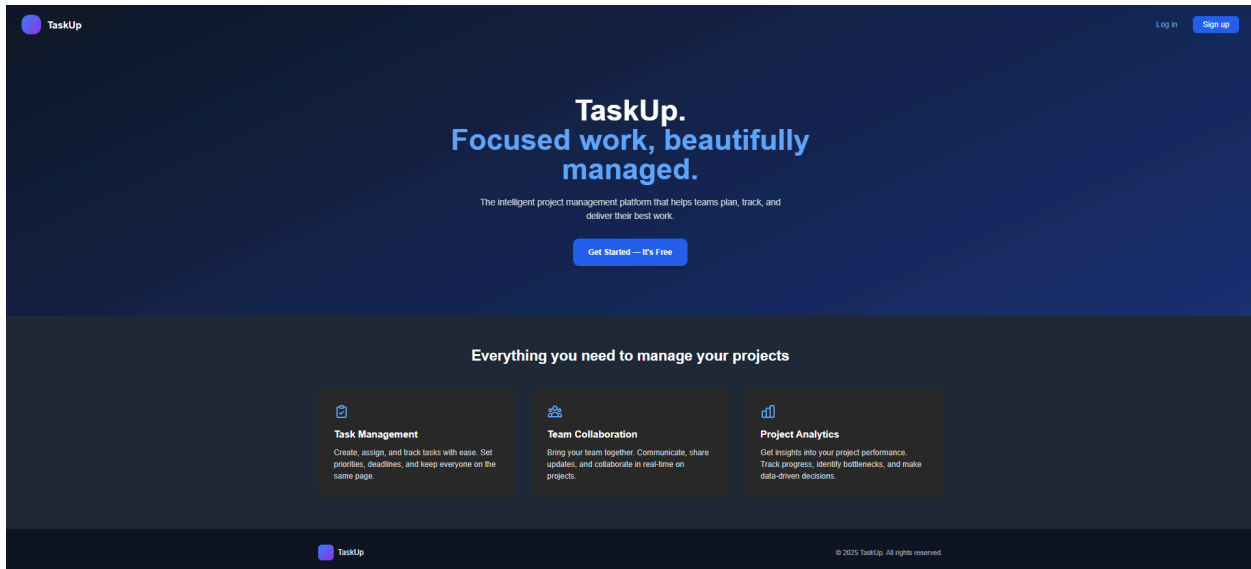
Content Space:

The **Content Space** is used to highlight the content of each page with a subtle yet clean contrast between colors (in light mode and dark mode).

On the side is the scroll bar that only affects the **Content Space**

Here are the pages individually now, using the same design philosophy.

2. Detailed Screen Descriptions:

- Landing Page:

Purpose: The primary goal of this landing page is to introduce TaskUp to potential users, highlight its key benefits and features, and encourage them to sign up for the service.

Key UI Elements:

1. **TaskUp Logo (Top Left):** Reinforces brand identity and likely links back to the homepage if the user is already logged in.
2. **"Log in" Link (Top Right):** Allows existing users to access their TaskUp accounts.
3. **"Sign up" Button (Top Right):** The primary call to action for new users, encouraging them to create a TaskUp account. It's visually prominent.
4. **Headline ("TaskUp. Focused work, beautifully managed."):** The main message, concisely communicating the core value proposition of the product.

5. **Subheadline ("The intelligent project management platform that helps teams plan, track, and deliver their best work."):** Provides a more detailed explanation of what TaskUp offers.

6. **Primary Call to Action Button ("Get Started - It's Free"):** A prominent button encouraging immediate action. The text emphasizes the free entry point.

7. **Section Title ("Everything you need to manage your projects"):** Introduces the features and benefits section.

8. **Feature Highlights (Three Columns):** Briefly describe key functionalities of TaskUp:

   - **Task Management:**
     - **Icon (Checklist):** Visually represents task management.
     - **Title ("Task Management"):** Clearly labels the feature.
     - **Description:** Highlights benefits like creating, assigning, and tracking tasks with ease. Set priorities, deadlines, and keep everyone on the same page.

   - **Team Collaboration:**
     - **Icon (Group of People):** Visually represents team collaboration.
     - **Title ("Team Collaboration"):** Clearly labels the feature.
     - **Description:** Emphasizes bringing your team together. Communicate, share updates, and collaborate in real-time on projects.

   - **Project Analytics:**
     - **Icon (Bar Chart):** Visually represents project analytics.
     - **Title ("Project Analytics"):** Clearly labels the feature.
     - **Description:** Highlights getting insights into your project performance. Track progress, identify bottlenecks, and make data-driven decisions.

9. **Footer:** Contains copyright information and likely links to legal documents:

- ○ **Small Print (Bottom Left):** Might contain a secondary logo or branding element.
- ○ **Copyright Notice (Bottom Right):** Indicates ownership and year (e.g., "© 2025 TaskUp. All rights reserved.").

User Interactions:

- ● **Clicking "Log in":** Navigates users to the login page.
- ● **Clicking "Sign up":** Navigates users to the registration page.
- ● **Clicking "Get Started - It's Free":** Likely navigates users to the registration or sign-up flow.

-   Login Page:

TaskUp

Welcome Back!

Already have an account?

Login

Registration

Create your account to get started

Email ✉

Register

TaskUp

Welcome Back!
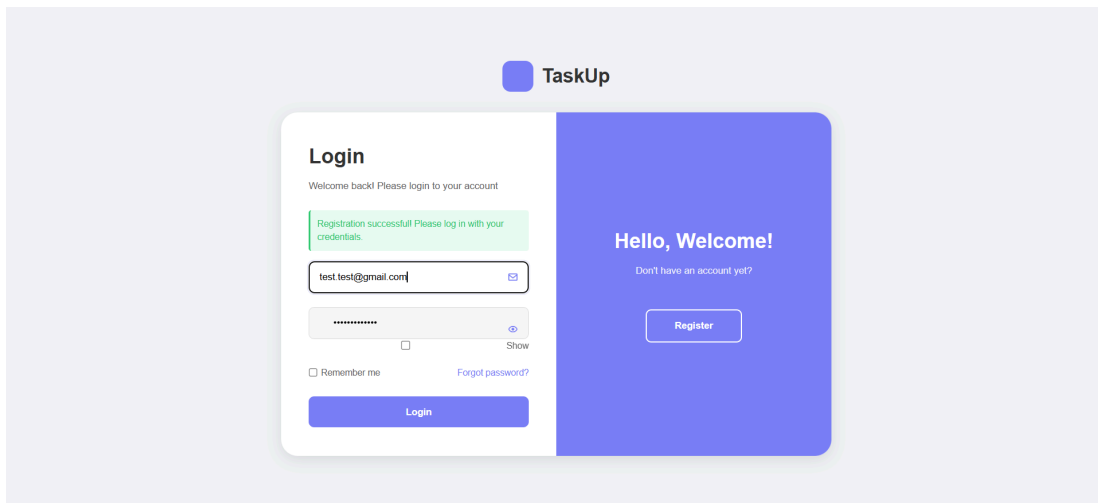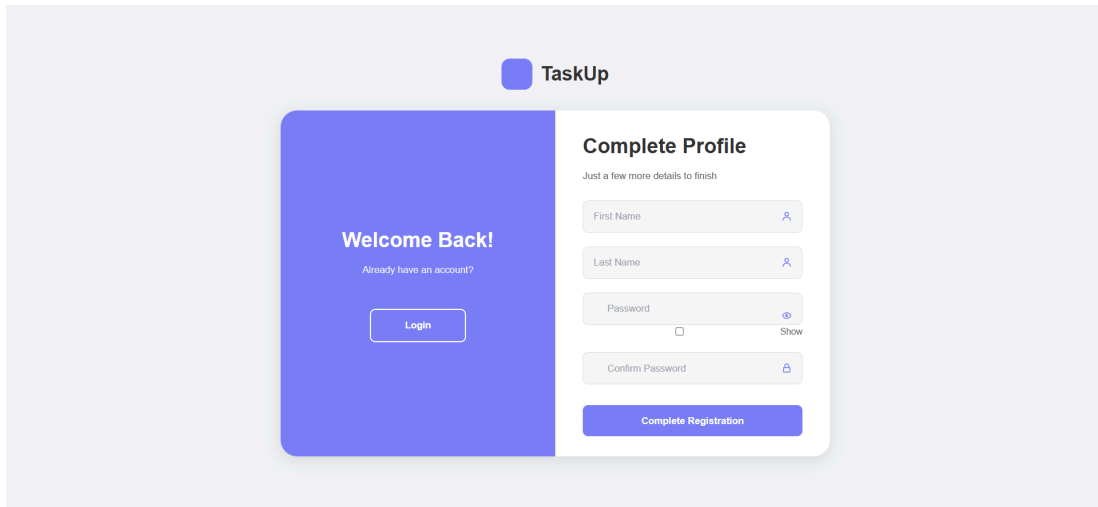
Already have an account?

Login

Verify Email

We've sent a verification code to
test.test@gmail.com

Verify Code

Didn't receive the code? Resend in 57s

Change email address

- **Login:**

Purpose: This page allows existing TaskUp users to access their accounts by entering their registered email address and password.

Key UI Elements:

- **TaskUp Logo (Top Center):** Reinforces brand identity and likely links back to the homepage.
- **"Login" Heading:** Clearly labels the purpose of this page.

- **Sub-heading ("Welcome back! Please log in to your account!"):** Provides a friendly greeting and clear instruction.
- **Success Message (Optional - Present in this screenshot):** Indicates a successful previous action (e.g., "Registration successful! Please log in with your credentials."). This helps provide context to the user.
- **Email Input Field:**
  - Label (likely "Email").
  - Input field where users enter their registered email address.
  - The email address `test.test@gmail.com` is pre-filled in this screenshot (this might be due to browser autofill or a test account).
- **Password Input Field:**
  - Label (likely "Password").
  - Input field where users enter their account password. The password is obscured (represented by asterisks).
  - "Show" Password Checkbox/Toggle: Allows users to reveal the password they've entered for verification.
- **"Remember me" Checkbox:** Allows users to stay logged in on their current browser for future visits.
- **"Forgot password?" Link:** Navigates users to a password recovery flow if they cannot remember their password.
- **Primary Call to Action Button ("Login"):** Submits the entered email and password for authentication.
- **"Hello, Welcome!" Section (Right Side):**
  - Friendly greeting for returning users.
  - "Don't have an account yet?" question prompts new users.
  - "Register" Button: A secondary call to action for users who need to create a new account, linking back to the registration flow.

User Interactions:

- **Entering Email:** Users type their registered email address into the email field.
- **Entering Password:** Users type their account password into the password field.
- **Toggling "Show" Password:** Users can check/uncheck the "Show" option to view or hide their password.
- **Selecting "Remember me":** Users can check the box to stay logged in.
- **Clicking "Forgot password?":** Users navigate to the password recovery process.
- **Clicking "Login":** Users attempt to log in with the provided credentials.
- **Clicking "Register":** Users navigate to the account registration page.

- **Dashboard:**
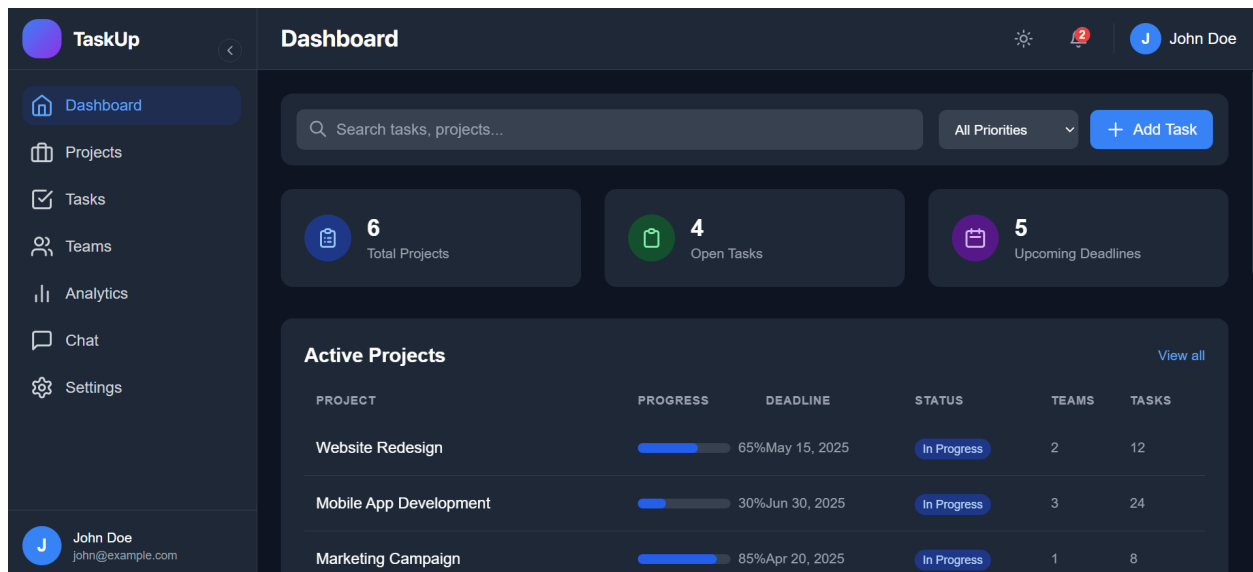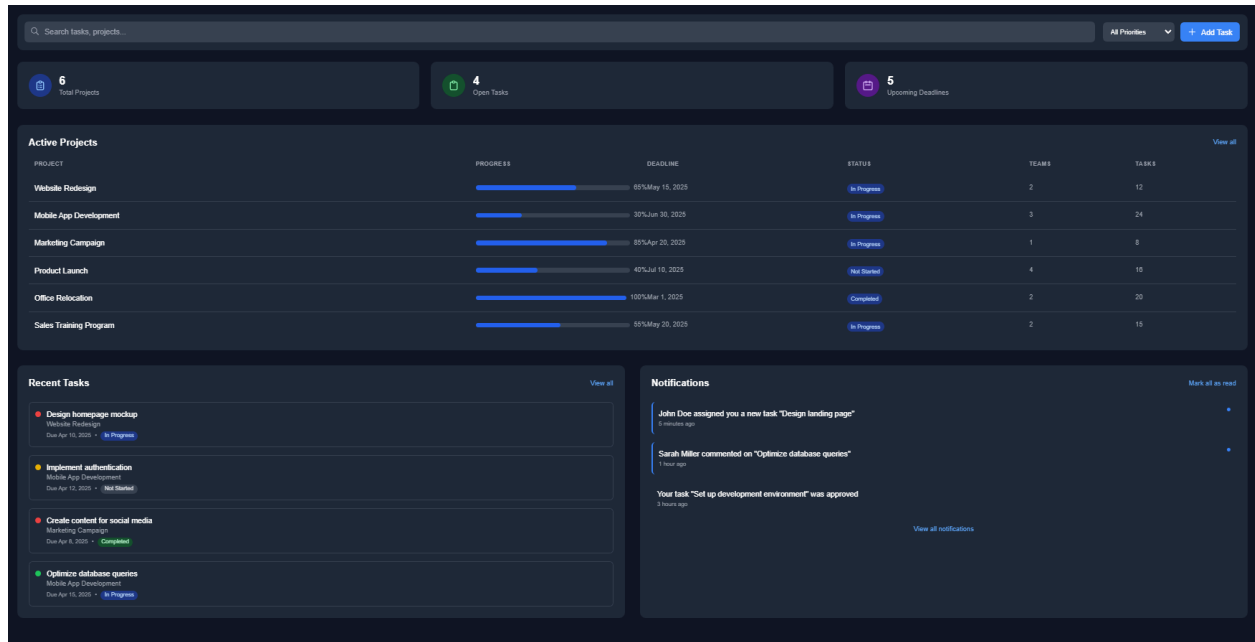
Purpose: This page serves as the initial landing point for users after logging into TaskUp, treating them to a clear and efficient overview of their key project and task information. As highlighted in the sidebar icon, this central hub provides a quick understanding of their current workload, team visibility, recent activities, and notifications, allowing them to swiftly access relevant areas of the application.

Key UI Elements:

1. **TaskUp Logo (Top Left):** Navigates the user back to the main dashboard (likely reloads this page).
2. **Navigation Menu (Left Sidebar):** Provides access to other main sections of TaskUp, with "Dashboard" highlighted to indicate the current page. The other icons remain grayed out, visually distinguishing the active section.
3. **"Dashboard" Header:** Clearly labels the current page.

4. **Search Bar ("Search tasks, projects..."):** Allows users to quickly find specific tasks or projects by name or keywords.

5. **View Options (Dropdown - "In Progress" is selected):** Enables users to filter the displayed information for a more focused view (e.g., "All Projects," "In Progress," "Overdue").

6. **"+ Add Task" Button (Top Right):** Initiates the process of creating a new task.

7. **Overview Widgets (Top Section):** Display a minimalist but clear summary of key metrics:
   - **Total Projects (6):** Shows the total number of projects the user is involved in and has the right to see.
   - **Open Tasks (4):** Indicates the number of tasks currently assigned to the user that are not yet completed.
   - **Upcoming Deadlines (5):** Shows the number of tasks or projects with deadlines approaching soon.

8. **"Active Projects" Section:** Provides a list view of the user's ongoing projects, which can be expanded via the "View all" link to navigate to the comprehensive **Projects** page. Each project displays:
   - **Project Name (e.g., "Website Redesign"):** Clicking this navigates to the specific project's task list (the **Tasks** page).
   - **Progress Bar:** A visual representation of the project's completion.
   - **Deadline (e.g., "May 15, 2025"):** The due date for the project.
   - **Status (e.g., "In Progress," "Completed"):** The current stage of the project.
   - **Teams (e.g., "2"):** The number of teams related to the project.

○ **Tasks (e.g., "12"):** The total number of tasks associated with the project.

9. **"Recent Tasks" Section:** Located on the left in a side-by-side layout with notifications, this box displays tasks the user has recently accessed, allowing for quick resumption of work.

10. **"Notifications" Section:** Situated on the right, next to "Recent Tasks," this box keeps the user informed of recent activity and updates related to their projects.

11. **User Profile (Bottom Left):** Displays the logged-in user's information.

12. **Notifications Icon (Bell Icon, Top Right):** Indicates the presence of any unread notifications.

13. **Help/Support Icon (Question Mark Icon, Top Right):** Provides access to help documentation or support resources.

User Interactions:

● **Searching:** Users can type keywords into the search bar to find specific tasks or projects.

● **Filtering Projects:** Users can use the view options dropdown to filter the "Active Projects" list.

● **Creating a New Task:** Clicking the "+ Add Task" button allows users to create new tasks.

● **Navigating to Projects:** Clicking on a project name or the "View all" link in the "Active Projects" section navigates to the "Projects" page.

● **Navigating to Tasks:** Clicking on a task title in the "Recent Tasks" section or the "View all" link navigates to the "Tasks" page.

- **Viewing Project/Task Details:** Clicking on elements within the "Active Projects" and "Recent Tasks" sections provides more detailed information.
- **Managing Notifications:** Users can mark notifications as read or view all notifications.
- **Accessing Other Sections:** Users can click on the items in the left navigation menu to navigate to other parts of TaskUp.

- Projects:
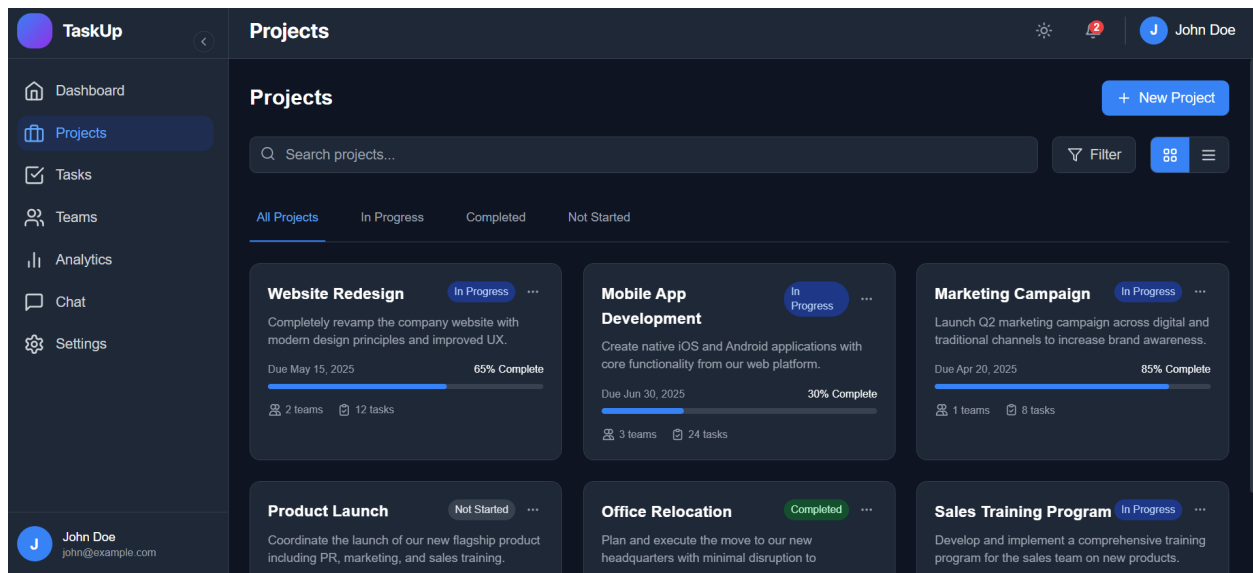
Key UI Elements:

1. **TaskUp Logo (Top Left):** Navigates the user back to the main dashboard or homepage (if applicable).

2. **Navigation Menu (Left Sidebar):** Provides access to other main sections of TaskUp, including Dashboard, Tasks, Teams, Analytics, Chat, and Settings. The "Projects" item is highlighted, indicating the user's current location.

3. **"Projects" Header:** Clearly labels the current page.

4. **Search Bar ("Search projects..."):** Allows users to quickly find specific projects by name.

5. **Filter Button (Funnel Icon):** Enables users to filter the project list based on various criteria (e.g., due date, team members, priority - though these are not immediately visible in this screenshot, they are a common filtering option for projects).

6. **Layout Options (Grid and List Icons):** Allows users to toggle between a grid view (as currently displayed) and a list view for their projects.

7. **"+ New Project" Button (Top Right):** Initiates the process of creating a new project within TaskUp.

8. **Project Cards:** Each card represents an individual project and displays key information:
    - **Project Title (e.g., "Website Redesign"):** The name of the project.
    - **Status Tag (e.g., "In Progress," "Not Started," "Completed"):** Indicates the current stage of the project.
    - **Project Description:** A brief summary of the project's goal.
    - **Due Date:** The deadline for the project's completion.
    - **Progress Bar:** A visual representation of the project's completion percentage.
    - **Completion Percentage (e.g., "65% Complete"):** The numerical representation of the project's progress.
    - **Team Information (e.g., "2 Teams"):** Indicates the number of teams involved in the project.

- ○ **Task Count (e.g., "12 Tasks"):** Shows the total number of tasks associated with the project.
- ○ **More Options Icon (Three Dots):** Typically provides access to additional actions for the project (e.g., edit, archive, delete - though these are not explicitly shown in this view).

9. **Project Status Tabs ("All Projects," "In Progress," "Completed," "Not Started"):** Allows users to quickly filter the project view based on their status.

10. **User Profile (Bottom Left):** Displays the logged-in user's name and email address. Clicking this might lead to profile settings or a logout option.

11. **Notifications Icon (Bell Icon, Top Right):** Indicates the presence of any notifications for the user.

12. **Help/Support Icon (Question Mark Icon, Top Right):** Provides access to help documentation or support resources.
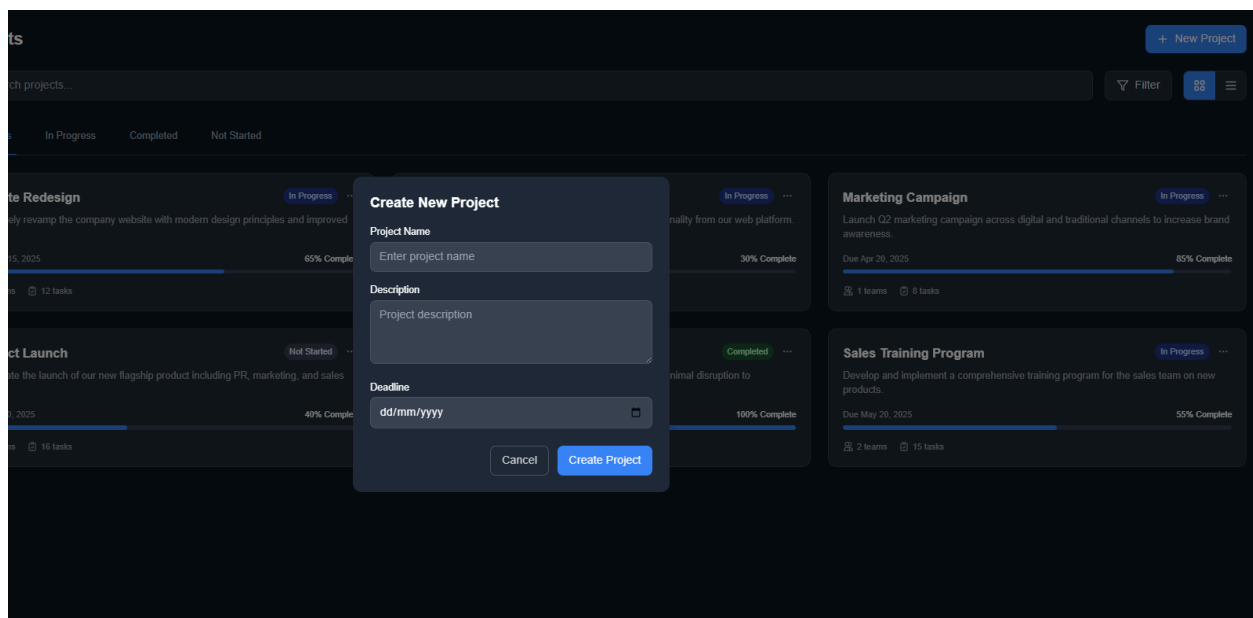
User Interactions:

- ● **Searching:** Users can type keywords into the search bar to find specific projects.
- ● **Filtering:** Users can click the "Filter" button to refine the project list based on various criteria.
- ● **Changing Layout:** Users can click the grid or list icons to change how the projects are displayed.
- ● **Creating a New Project:** Clicking the "+ New Project" button will navigate the user to a new project creation form.
- ● **Navigating Projects:** Clicking on a project card will likely navigate the user to a detailed view of that specific project.
- ● **Using Status Tabs:** Clicking on a status tab will filter the displayed projects to show only those with the selected status.

- **Accessing Other Sections:** Users can click on the items in the left navigation menu to navigate to other parts of TaskUp.

The projects can be shown in either boxes or list:

User can of course create a project using the create project button:


Key UI Elements:

1. **Modal Header:** "Create New Project" clearly indicates the purpose of this modal.
2. **"Project Name" Field:** A text input field where users can enter the name of their new project. The placeholder text "Enter project name" provides guidance.

3. **"Description" Field:** A larger text area where users can provide a more detailed description of the project's objectives, scope, or any other relevant information. The placeholder text "Project description" is present.

4. **"Deadline" Field:** A date input field where users can specify the project's deadline. The placeholder text "dd/mm/yyyy" indicates the expected date format. A calendar icon is usually associated with this field to allow users to select a date from a date picker.

5. **"Cancel" Button:** Located at the bottom left, this button allows users to close the modal without saving any changes or creating a new project. Clicking this will likely return the user to the previous "Projects" view.

6. **"Create Project" Button:** Located at the bottom right, this is the primary action button. Clicking this will save the entered project details and create a new project within TaskUp. Upon successful creation, the user will likely be redirected to the detailed view of the newly created project or the main "Projects" page with the new project listed.

User Interactions:

- **Entering Project Name:** Users can type the desired name for their project into the "Project Name" field.

- **Entering Description:** Users can type a detailed explanation of the project into the "Description" field.

- **Selecting Deadline:** Users can either manually enter the deadline in the "dd/mm/yyyy" format or click the calendar icon to select a date from a date picker.

- **Canceling Creation:** Users can click the "Cancel" button to close the modal without creating a project.

- **Creating the Project:** Users can click the "Create Project" button to save the project details and create the new project.

- Tasks:
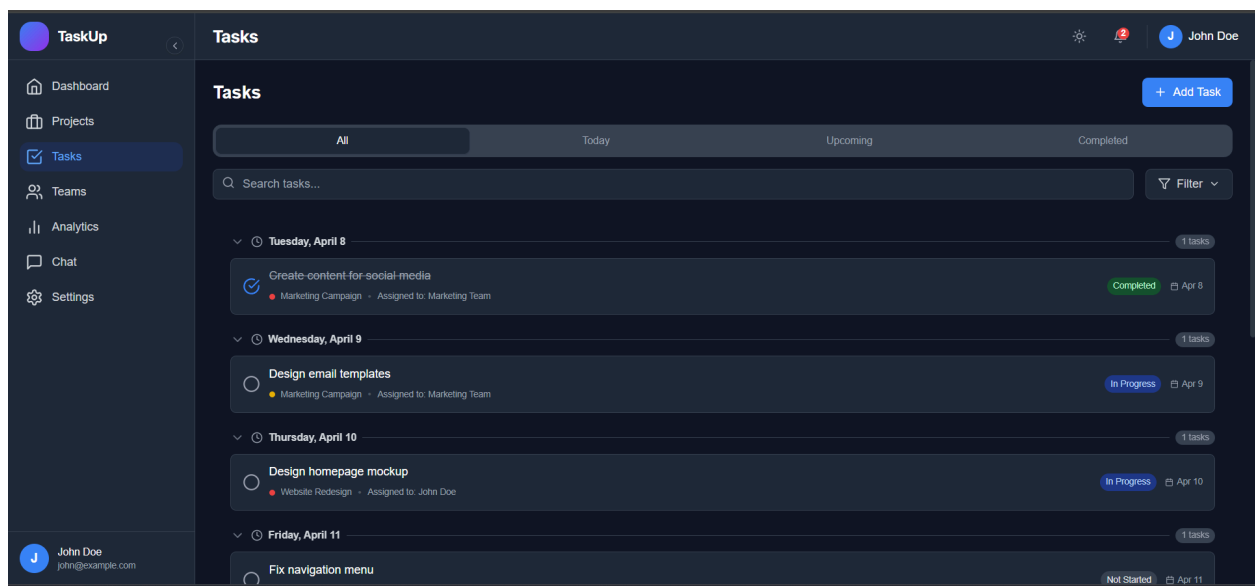
Purpose: This page provides a comprehensive view of all tasks assigned to the user or within the projects they are involved in. It allows users to see tasks organized by their due date and status, enabling them to manage their workload effectively.

Key UI Elements:

1. **TaskUp Logo (Top Left): Likely navigates back to the main dashboard.**

2. **Navigation Menu (Left Sidebar):** Allows navigation to other sections of TaskUp. "Tasks" is highlighted.

3. **"Tasks" Header:** Clearly labels the current page.

4. **"+ Add Task" Button (Top Right):** Initiates the creation of a new task. Clicking this will likely open a modal or navigate to a new task creation form.

5. **Task Status Tabs ("All," "Today," "Upcoming," "Completed"):** Allows users to filter the task list based on their due date or completion status. "All" is currently selected, showing all tasks.

6. **Search Bar ("Search tasks..."):** Enables users to search for specific tasks by title or keywords.

7. **Filter Button (Funnel Icon):** Allows users to apply filters to the task list based on various criteria (e.g., project, assignee, priority - though not explicitly visible).

8. **Task List:** Displays individual tasks organized under headings representing dates (e.g., "Tuesday, April 8," "Wednesday, April 9"). Each task item typically includes:
   - **Checkbox (Left):** Allows users to mark the task as complete.
   - **Task Title (e.g., "Create banners for social media"):** The name or description of the task.
   - **Project Association (e.g., "Marketing Campaign"):** Indicates the project this task belongs to. Clicking this might navigate to the project details.
   - **Assignee (e.g., "Assigned to Marketing Team," "Assigned to John Doe"):** Shows who is responsible for the task. Clicking this might show user details or allow reassignment (depending on permissions).

- Status Label (e.g., "Completed," "In Progress," "Not Started" - though "Not Started" isn't visible here): Indicates the current status of the task.
- Due Date (e.g., "Apr 8," "Apr 9," "Apr 10," "Apr 11"): The date by which the task is due.
- More Options Icon (Three Dots - sometimes visible): Might provide access to actions like editing, deleting, or setting priority for the task.

9. **User Profile (Bottom Left):** Shows the logged-in user's information.
10. **Notifications Icon (Bell Icon, Top Right):** Indicates notifications.
11. **Help/Support Icon (Question Mark Icon, Top Right):** Provides access to help resources.

User Interactions:

- **Adding a New Task:** Clicking "+ Add Task" allows users to create new tasks.
- **Filtering by Status/Date:** Users can click on the "All," "Today," "Upcoming," or "Completed" tabs to view tasks based on their status or due date.
- **Searching Tasks:** Users can enter keywords in the search bar to find specific tasks.
- **Filtering Tasks (Advanced):** Clicking the "Filter" button will open options to filter tasks based on more specific criteria.
- **Marking Tasks as Complete:** Clicking the checkbox next to a task will mark it as completed, likely updating its status and potentially moving it to the "Completed" tab.
- **Navigating to Projects:** Clicking on the project name associated with a task might navigate the user to the project's overview page.

- **Viewing Assignee Details: Clicking on the assignee's name might display their profile or allow for task reassignment (depending on user roles and permissions).**
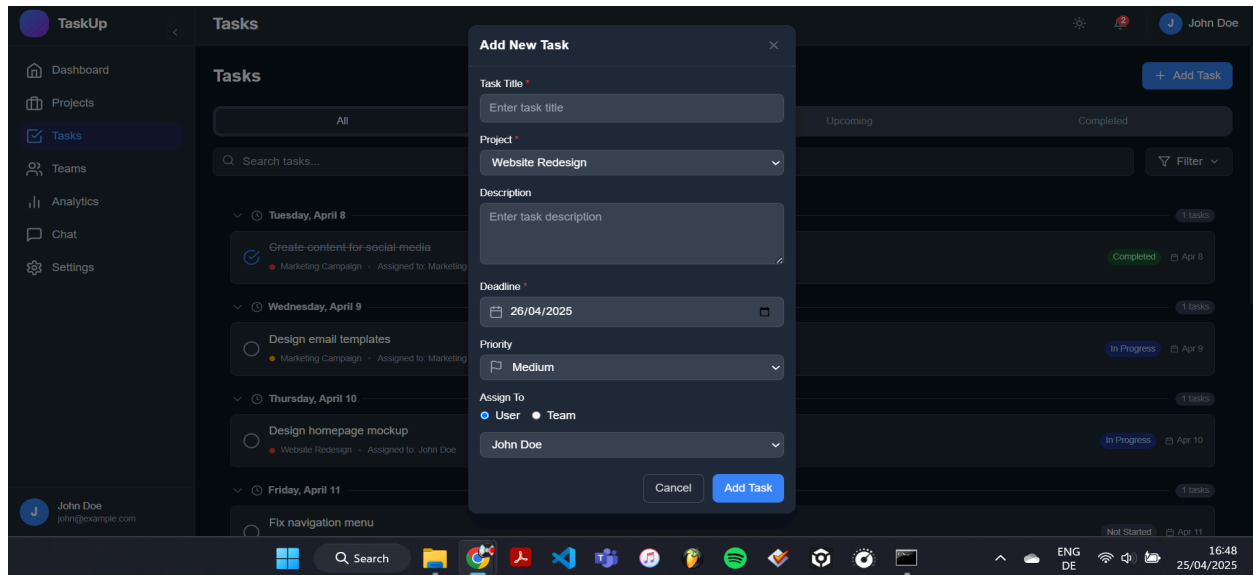
Modal Title: Add New Task

Purpose: This modal allows users to create a new task within TaskUp, associating it with a specific project and assigning it to a user or team, along with setting other relevant details.

Key UI Elements:

1. **Modal Header:** "Add New Task" clearly indicates the purpose of this modal.
2. **"Task Title" Field:** A text input field where users can enter the name or a brief description of the new task. The placeholder text "Enter task title" provides guidance.
3. **"Project" Dropdown:** A selectable field that allows users to associate the new task with an existing project. In this screenshot, "Website Redesign" is pre-selected, likely because the user navigated to this modal from within that

project's view or it's a default selection. Clicking this dropdown will display a list of available projects.

4. **"Description" Field:** A larger text area where users can provide a more detailed description or instructions for the task. The placeholder text "Enter task description" is present.

5. **"Deadline" Field:** A date input field where users can specify the deadline for the task. "26/04/2025" is pre-filled (likely the next day based on the system date). A calendar icon is usually associated with this field to allow users to select a date from a date picker.

6. **"Priority" Dropdown:** A selectable field where users can set the priority level for the task (e.g., "High," "Medium," "Low"). "Medium" is currently selected.

7. **"Assign to" Radio Buttons ("User" and "Team"):** Allows users to choose whether to assign the task to a specific user or an entire team. "User" is currently selected.

8. **Assignee Dropdown (Visible when "User" is selected):** A selectable field listing the available users to whom the task can be assigned. "John Doe" is currently selected. If "Team" were selected, this dropdown would likely list available teams.

9. **"Cancel" Button:** Located at the bottom left, this button allows users to close the modal without saving any changes or creating a new task. Clicking this will likely return the user to the previous "Tasks" view.

10. **"Add Task" Button:** Located at the bottom right, this is the primary action button. Clicking this will save the entered task details and create the new task within TaskUp. Upon successful creation, the task will appear in the task list, likely under the appropriate date heading.

User Interactions:

- **Entering Task Title:** Users type the name of the task.

- **Selecting Project:** Users click the "Project" dropdown and choose the relevant project.
- **Entering Description:** Users can provide detailed instructions in the "Description" field.
- **Setting Deadline:** Users can either manually enter the date or use the date picker via the calendar icon.
- **Setting Priority:** Users select the desired priority level from the "Priority" dropdown.
- **Choosing Assignment Type:** Users select either "User" or "Team" using the radio buttons.
- **Selecting Assignee:** If "User" is selected, users choose a specific user from the assignee dropdown. If "Team" is selected, they choose a team.
- **Canceling Task Creation:** Clicking "Cancel" closes the modal without creating the task.
- **Adding the Task:** Clicking "Add Task" saves the details and creates the new task.

- **Teams:**
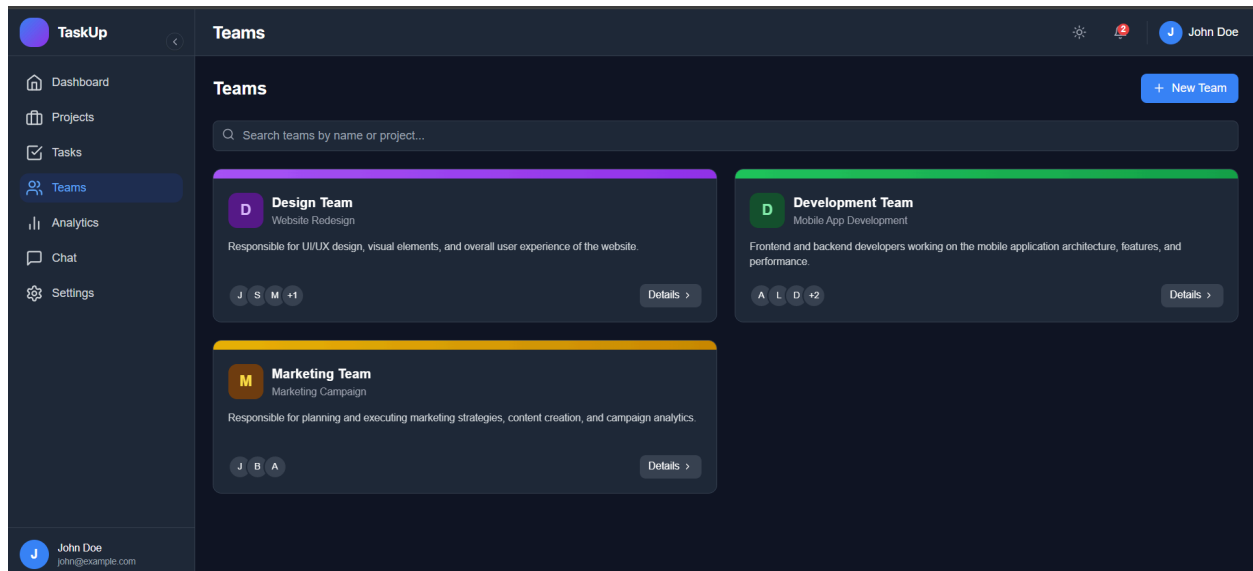
Purpose: This page allows users to view and manage the different teams within TaskUp. It provides an overview of each team, its associated project (if any), its members, and options to view more details or create new teams.

Key UI Elements:

1. **TaskUp Logo (Top Left):** Likely navigates back to the main dashboard.

2. **Navigation Menu (Left Sidebar):** Allows navigation to other sections of TaskUp. "Teams" is highlighted.

3. **"Teams" Header:** Clearly labels the current page.

4. **"+ New Team" Button (Top Right):** Initiates the process of creating a new team. Clicking this will likely open a modal or navigate to a new team creation form.

5. **Search Bar ("Search teams by name or project..."):** Enables users to search for specific teams by their name or the project they are associated with.

6. **Team Cards:** Each card represents an individual team and displays key information:

- ○ **Team Initial/Icon (Left):** Displays an initial or an icon representing the team (e.g., "D" for Design Team, "M" for Marketing Team).
- ○ **Team Name (e.g., "Design Team," "Development Team," "Marketing Team"):** The name of the team.
- ○ **Associated Project (Below Team Name, e.g., "Website Redesign," "Mobile App Development," "Marketing Campaign"):** Indicates the primary project this team is currently focused on.
- ○ **Team Description:** A brief description of the team's responsibilities or focus.
- ○ **Team Members' Initials/Avatars (Bottom Left of Card):** Displays a visual representation of the team members (using initials if no avatar is set). Hovering over these might show the full name.
- ○ **"Details >" Button (Bottom Right of Card):** Provides access to a more detailed view of the specific team, likely showing all team members, associated projects, and potentially team-specific settings or tasks.

7. **User Profile (Bottom Left):** Shows the logged-in user's information.
8. **Notifications Icon (Bell Icon, Top Right):** Indicates notifications.
9. **Help/Support Icon (Question Mark Icon, Top Right):** Provides access to help resources.

User Interactions:

- ● **Creating a New Team:** Clicking "+ New Team" allows users to create new teams.
- ● **Searching Teams:** Users can enter keywords in the search bar to find specific teams.
- ● **Viewing Team Details:** Clicking the "Details >" button on a team card will navigate the user to a dedicated page for that team.
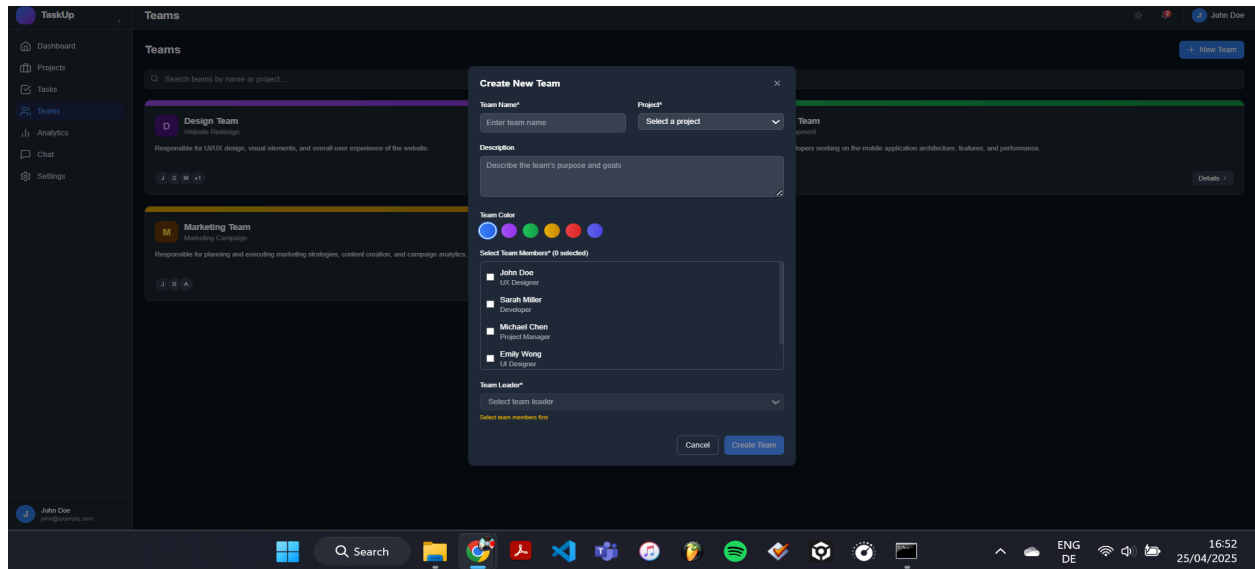
Modal Title: Create New Team

Purpose: This modal allows users to create a new team within TaskUp by specifying the team's name, associating it with a project, adding a description, selecting a color for visual identification, and adding team members.

Key UI Elements:

1. **Modal Header:** "Create New Team" clearly indicates the purpose of this modal.
2. **"Team Name" Field:** A text input field where users can enter the name of the new team. The placeholder text "Enter team name" provides guidance.
3. **"Project" Dropdown:** A selectable field that allows users to associate the new team with an existing project. The placeholder text "Select a project" indicates that a project can be chosen. Clicking this dropdown will display a list of available projects.

4. **"Description" Field:** A text area where users can provide a description of the team's responsibilities, focus, or any other relevant information. The placeholder text "Enter team description" is present.

5. **"Team Color" Palette:** A selection of colored circles allows users to choose a color that will be visually associated with the team, likely used on team cards or labels. The currently selected color is highlighted.

6. **"Select Team Members" Section:** This section allows users to add members to the new team.
   ○ **Search Bar ("Search team members..."):** Enables users to search for specific users to add to the team.
   ○ **List of Users with Checkboxes:** Displays a list of available users within TaskUp. Users can be selected by checking the box next to their name. "John Doe" and "Sarah Miller" are currently selected.

7. **"Team Leader" Dropdown:** A selectable field that allows users to designate a team leader from the selected team members. The placeholder text "Select team leader" indicates that a leader can be chosen. Clicking this dropdown will display a list of the currently selected team members.

8. **"Cancel" Button:** Located at the bottom left, this button allows users to close the modal without saving any changes or creating a new team. Clicking this will likely return the user to the previous "Teams" view.

9. **"Create Team" Button:** Located at the bottom right, this is the primary action button. Clicking this will save the entered team details and create the new team within TaskUp. Upon successful creation, the user will likely be redirected to the "Teams" page with the new team listed.

User Interactions:

● **Entering Team Name:** Users type the desired name for the team.

- **Selecting Project:** Users click the "Project" dropdown and choose the relevant project.

- **Entering Description:** Users can provide a detailed description in the "Description" field.

- **Choosing Team Color:** Users click on one of the colored circles to select a visual identifier for the team.

- **Adding Team Members:** Users can search for members and select them by checking the boxes next to their names.

- **Selecting Team Leader:** Users click the "Team Leader" dropdown and choose a member from the selected list.

- **Canceling Team Creation:** Clicking "Cancel" closes the modal without creating the team.

- **Creating the Team:** Clicking "Create Team" saves the details and creates the new team.

- **Analytics:**
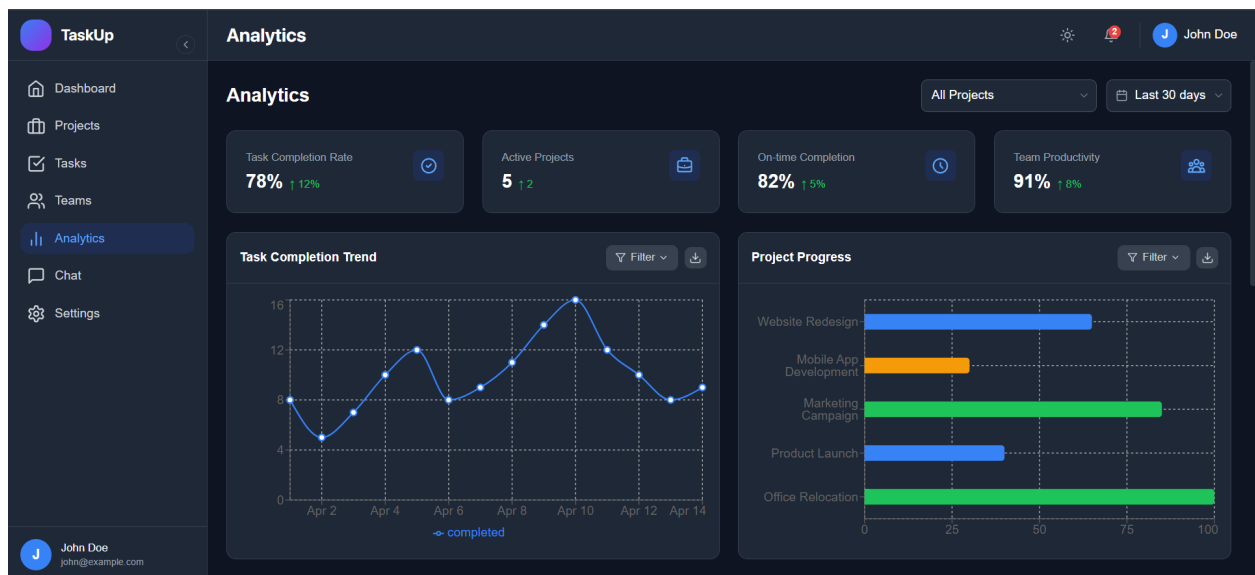
Purpose: This page provides a visual summary of key metrics and progress within TaskUp. It allows users to gain insights into project completion rates, task statuses,

team performance, and other relevant data points to help track progress and identify areas for improvement.
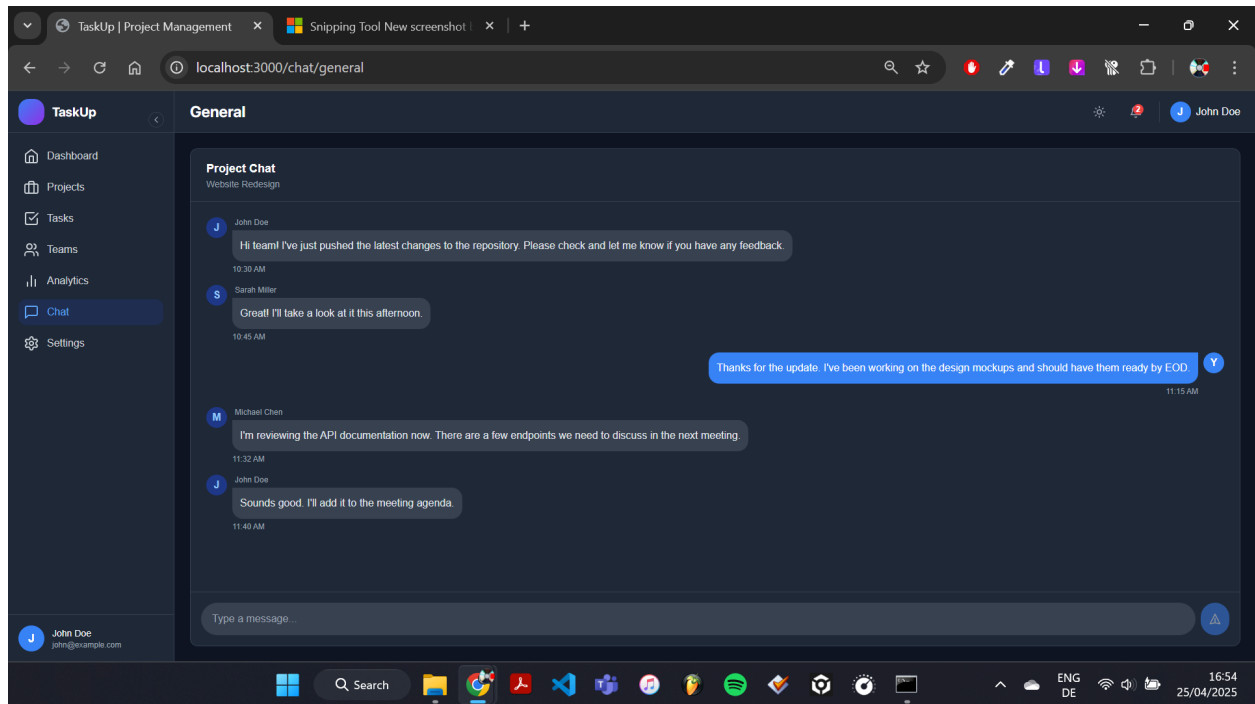
Key UI Elements:

1. **TaskUp Logo (Top Left):** Likely navigates back to the main dashboard.
2. **Navigation Menu (Left Sidebar):** Allows navigation to other sections of TaskUp. "Analytics" is highlighted.
3. **"Analytics" Header:** Clearly labels the current page.
4. **Date Range Selector (Top Right - often present):** Although not clearly visible in this specific screenshot, analytics dashboards commonly include a way to filter the data by a specific time period (e.g., weekly, monthly, quarterly, custom range). There might be a dropdown or calendar icon to facilitate this.
5. **Key Metric Widgets (Top Section):** These display summarized data points. Based on the icons and percentages, these could represent:
   - **Overall Project Completion Rate:** Showing the percentage of all projects that are completed (currently at 78%).
   - **On-Time Project Completion Rate:** Showing the percentage of projects completed by their deadline (currently at 85%).
   - **Overall Task Completion Rate:** Showing the percentage of all tasks that are completed (currently at 82%).
   - **On-Time Task Completion Rate:** Showing the percentage of tasks completed by their deadline (currently at 91%).
6. **"Total Completed Tasks" Chart (Line Graph):** This chart likely displays the trend of completed tasks over a specific time period (indicated by the x-axis). The y-axis represents the number of completed tasks.
7. **"Project Progress" Chart (Horizontal Bar Chart):** This chart provides a visual breakdown of the progress of different projects. Each bar likely represents a

project, and the colored segments within the bar might indicate different stages or the percentage of completion.

8. **"Task Status Distribution" Chart (Donut Chart):** This chart shows the proportion of tasks in different statuses (e.g., To Do, In Progress, Completed). The different colored segments represent each status, and the percentage or count might be displayed within or around the segments.

9. **"Task Priority Distribution" Chart (Donut Chart):** Similar to the status distribution, this chart shows the proportion of tasks assigned different priority levels (e.g., High, Medium, Low).

10. **"Tasks by Assignee" Chart (Bar Chart):** This chart likely displays the number of tasks assigned to different users or teams. Each bar represents an assignee, and the height of the bar indicates the number of tasks assigned to them.

11. **User Profile (Bottom Left):** Shows the logged-in user's information.

12. **Notifications Icon (Bell Icon, Top Right):** Indicates notifications.

13. **Help/Support Icon (Question Mark Icon, Top Right):** Provides access to help resources.

User Interactions:

- **Filtering by Date Range:** If a date range selector is present, users can interact with it to view analytics for specific periods.

- **Hovering over Chart Elements:** Hovering the mouse over bars, lines, or segments in the charts might display more detailed information (e.g., exact counts, percentages).

- **Potential Drill-Down:** Some analytics dashboards allow users to click on elements (e.g., a project in the progress chart, a status in the donut chart) to drill down into more detailed data related to that element.

Page Title: Chat

Purpose: This page provides a communication platform within TaskUp, allowing users to send and receive messages, share updates, and collaborate in real-time. It helps facilitate communication related to projects and tasks, keeping discussions organized within the platform.

Key UI Elements:

1. **TaskUp Logo (Top Left):** Likely navigates back to the main dashboard.
2. **Navigation Menu (Left Sidebar):** Allows navigation to other sections of TaskUp. "Chat" is highlighted.
3. **"General" Header (Top Left of Content Area):** Indicates the current chat channel or conversation. In this case, it's labeled "General," suggesting a main team or company-wide chat. There might be other channels or direct message

options available elsewhere on the page (though not visible in this specific screenshot).

4. **Message Area:** This central area displays the history of messages within the current chat channel. Each message typically includes:

   ○ **User Identification:** The name or identifier of the sender (e.g., "John Doe," "Sarah Miller," "Vanessa Klein," "Mike Lee").

   ○ **User Avatar/Initial (Left of Message):** A visual representation of the sender.

   ○ **Message Content:** The text of the message sent by the user.

   ○ **Timestamp:** The date and time the message was sent (e.g., "10:33 AM," "10:45 AM," "11:15 AM," "11:32 AM," "11:47 AM").

5. **Scroll Bar (Right of Message Area):** Allows users to scroll up and down through the message history.

6. **Message Input Field ("Type a message"):** A text input field at the bottom where users can compose their new messages. The placeholder text "Type a message" provides guidance.

7. **Send Button (Right of Input Field):** An icon (likely a paper airplane or send arrow) that users click to send their typed message into the chat.

8. **User Profile (Bottom Left):** Shows the logged-in user's information.

9. **Notifications Icon (Bell Icon, Top Right):** Indicates notifications.

10. **Help/Support Icon (Question Mark Icon, Top Right):** Provides access to help resources.

User Interactions:

● **Typing a Message:** Users can type their message into the "Type a message" input field.

● **Sending a Message:** Users can click the send button (or press Enter) to send their message to the current chat channel.

- **Scrolling Through History:** Users can use the scroll bar to view older messages in the conversation.
- **Potential Interactions (Not Visible):** There might be other interactions such as:
  - **Switching Channels/Conversations:** A sidebar or dropdown to select different chat channels or direct messages with other users.
  - **Mentioning Users:** Using a symbol (like "@") followed by a username to notify a specific person.
  - **Adding Emojis or Attachments:** Buttons or options to include emojis or files in their messages.
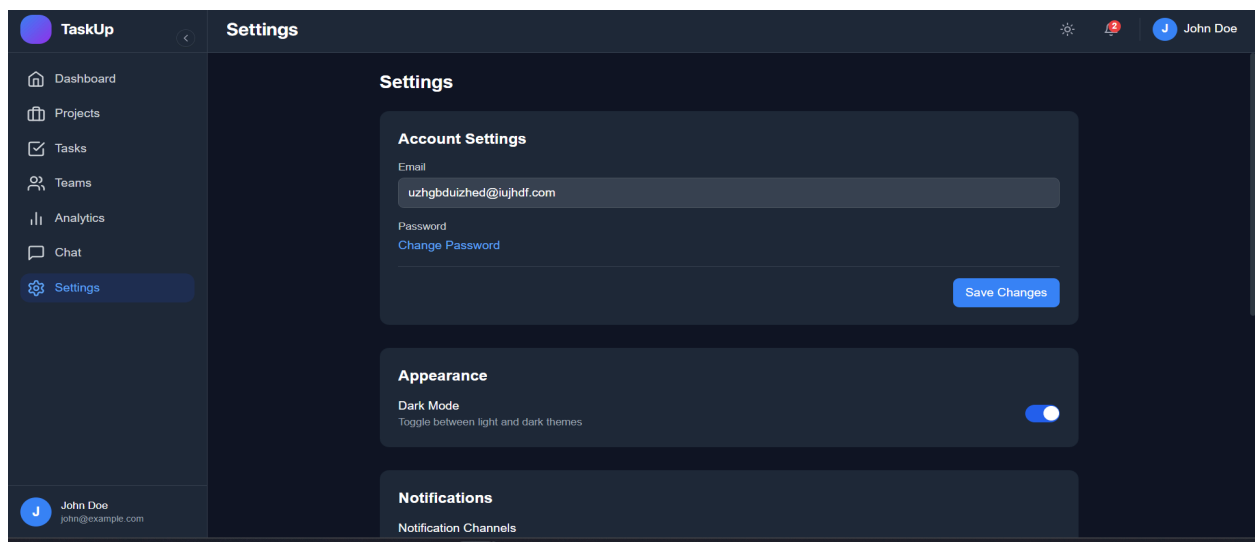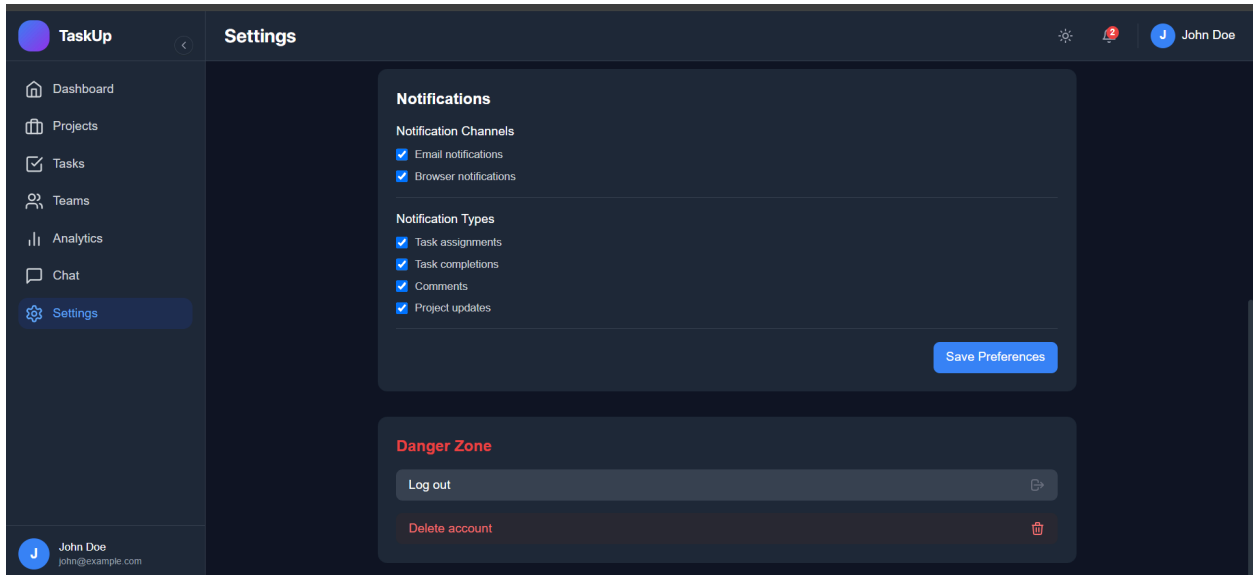
- Settings

Purpose: This page provides users with options to personalize their TaskUp experience, manage their account information, control notification preferences, and handle account-level actions.

Key UI Elements:

1. **TaskUp Logo (Top Left):** Likely navigates back to the main dashboard.
2. **Navigation Menu (Left Sidebar):** Allows navigation to other sections of TaskUp. "Settings" is highlighted.
3. **"Settings" Header:** Clearly labels the current page.
4. **"Account Settings" Section:** Allows users to manage their account details:
   - **Email:** Displays the user's current email address (e.g., `john@example.com`).
   - **Password:** Indicates the password is set, with an option to "Change Password." Clicking this will likely navigate the user to a password change form or open a modal.
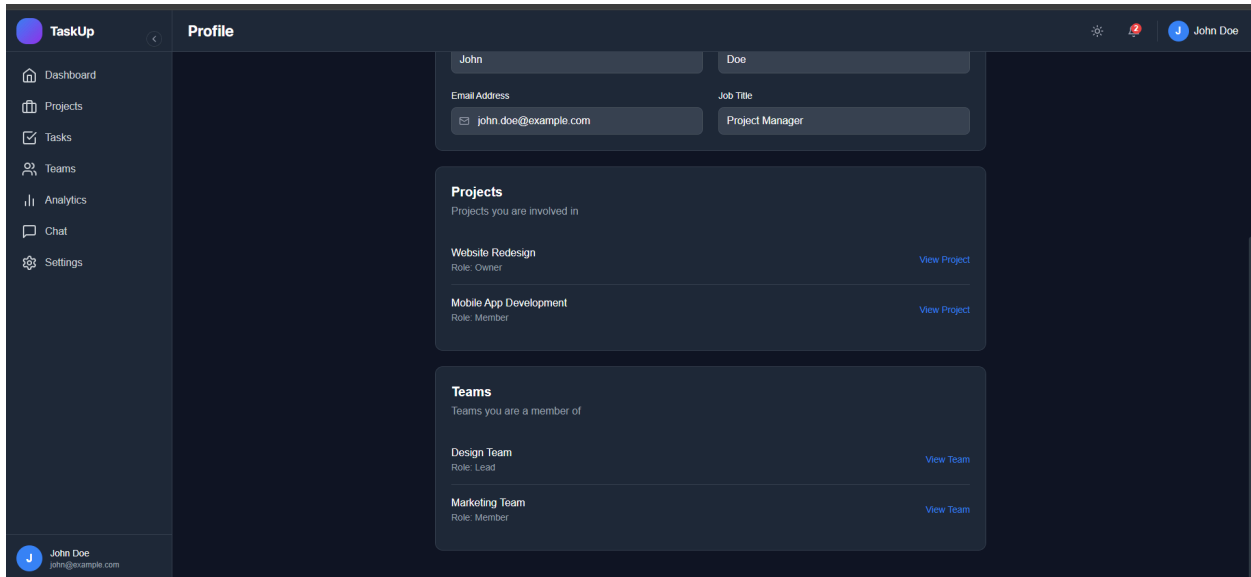
- ○ **"Save Changes" Button:** Allows users to save any modifications made within this section (though no editable fields are currently visible for email).

5. **"Appearance" Section:** Allows users to customize the visual theme of TaskUp:

   - ○ **"Dark Mode" Label:** Indicates the option to switch to a dark color scheme.

   - ○ **Toggle Switch:** Allows users to enable or disable Dark Mode. In the screenshot, Dark Mode is currently enabled (switch is to the right and likely colored).

6. **"Notifications" Section:** Allows users to configure their notification preferences:

   - ○ **"Notification Channels" Subsection:** Provides checkboxes to control where notifications are received (e.g., "Email Notifications," "Browser Push Notifications"). Both are currently checked.

   - ○ **"Notification Types" Subsection:** Provides checkboxes to select the types of events for which the user wants to receive notifications (e.g., "Task assignments," "Task updates," "Comments," "Project updates"). All listed types appear to be checked.

   - ○ **"Save Preferences" Button:** Allows users to save their selected notification settings.

7. **"Danger Zone" Section:** Contains potentially irreversible actions:

   - ○ **"Delete account" Option:** Provides a button or link to initiate the process of deleting the user's TaskUp account. Clicking this will likely trigger a confirmation step to prevent accidental deletion.

8. **User Profile (Bottom Left):** Shows the logged-in user's information.

9. **Notifications Icon (Bell Icon, Top Right):** Indicates notifications.

10. **Help/Support Icon (Question Mark Icon, Top Right):** Provides access to help resources.

User Interactions:

- **Changing Password:** Clicking "Change Password" will allow the user to update their account password.
- **Toggling Dark Mode:** Clicking the toggle switch in the "Appearance" section will switch between light and dark themes.
- **Managing Notification Channels:** Users can check or uncheck the boxes to enable or disable email and browser notifications.
- **Managing Notification Types:** Users can check or uncheck the boxes to select the events for which they want to be notified.
- **Saving Changes:** Clicking "Save Changes" in the "Account Settings" section will save any modifications made to account details (if editable).
- **Saving Preferences:** Clicking "Save Preferences" in the "Notifications" section will save the selected notification settings.
- **Deleting Account:** Clicking "Delete account" will initiate the account deletion process (likely with a confirmation step).

- ## **Profile:**

Purpose: This page displays the user's personal details, provides an overview of their project and team affiliations within TaskUp, and may allow them to edit some of their information.

Key UI Elements:

1. **TaskUp Logo (Top Left):** Likely navigates back to the main dashboard.
2. **Navigation Menu (Left Sidebar):** Allows navigation to other sections of TaskUp. Depending on the overall structure, "Profile" might be a separate top-level item or accessible under "Settings." In this case, it seems to be a top-level item.
3. **"Profile" Header:** Clearly labels the current page.
4. **User Information Section (Top):** Displays the user's basic information:
   - **Avatar/Initials:** A visual representation of the user (e.g., "JD" for John Doe). There might be an option to upload or change this.
   - **Full Name (e.g., "John Doe"):** The user's name.
   - **Job Title (e.g., "Project Manager"):** The user's role within the organization or projects.

- ○ **"Edit Profile" Button/Link:** Allows the user to modify their personal information. Clicking this will likely navigate to an edit form or open a modal.

5. **Navigation Tabs (Below User Info):** Allow users to switch between different views within their profile:
   - ○ **"Details" (Currently Active):** Shows the user's basic information.
   - ○ **"Activity":** Likely displays a log of the user's recent actions within TaskUp.
   - ○ **"Tasks":** Probably shows a list of tasks assigned to the user.

6. **"Personal Information" Subsection (Under "Details"):** Displays non-editable (in this view) personal details:
   - ○ **Full Name:** (Repeated from the top section).
   - ○ **Job Title:** (Repeated from the top section).
   - ○ **Email Address:** (e.g., `john@example.com`).

7. **"Projects" Subsection:** Lists the projects the user is involved in:
   - ○ **Project Names (e.g., "Website Redesign," "Mobile App Development"):** Clicking on these might navigate to the specific project's overview page.

8. **"Teams" Subsection:** Lists the teams the user is a member of:
   - ○ **Team Names (e.g., "Design Team," "Marketing Team"):** Clicking on these might navigate to the specific team's page.

9. **User Profile (Bottom Left - Navigation Sidebar):** Shows the logged-in user's information (likely a duplicate of the top section for context within the sidebar).

10. **Notifications Icon (Bell Icon, Top Right):** Indicates notifications.

11. **Help/Support Icon (Question Mark Icon, Top Right):** Provides access to help resources.

User Interactions:

- **Navigating Profile Tabs:** Users can click on "Activity" or "Tasks" to view different aspects of their profile.
- **Editing Profile:** Clicking the "Edit Profile" button/link will allow users to modify their personal information.
- **Navigating to Projects:** Clicking on a project name will likely take the user to that project's page.
- **Navigating to Teams:** Clicking on a team name will likely take the user to that team's page.