

## **TEAM ARC**

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### **Overview**

In today's fast-paced and digitally connected world, people are juggling multiple responsibilities across school, work, and personal life. Many individuals struggle to stay organized and on top of their tasks. The absence of a structured system for tracking assignments, deadlines, and group projects often leads to missed tasks, disorganization, and high levels of stress.

Existing task management apps often focus only on personal productivity and fail to address the growing need for collaboration. In educational settings or team environments, communication and task tracking are equally important, yet often require the use of multiple platforms to achieve both, leading to confusion and inefficiency.

To address this gap, a mobile application like MindSet is necessary. It combines the core functionality of a personal to-do list with collaborative tools that allow users to work together in real time. By providing a centralized, user-friendly interface for task management and group coordination, MindSet helps reduce stress, improve productivity, and streamline how users handle individual and shared responsibilities.

### **Solving the Problem**

To address the disorganization, stress, and inefficiency many users face when managing their tasks and collaborating with others, MindSet was conceptualized as an all-in-one mobile solution. The goal is to provide users with a simple, intuitive interface that not only helps them track personal responsibilities but also supports seamless collaboration when needed.

MindSet aims to reduce dependency on multiple apps by integrating essential features into one cohesive platform. With tools for task creation, deadline management, reminders, progress tracking, and real-time collaboration, users can better visualize their workload, stay on schedule, and communicate effectively with group members.

Whether a user is managing solo tasks or participating in a team project, MindSet provides flexibility to adapt to different working styles. It encourages better time management,

accountability, and planning, ultimately helping users reduce stress and increase their productivity.

## The Application

- **Application Name:** MindSet
- **What it is:**
  - MindSet is a mobile to-do list application developed by Team ARC to address the everyday challenge of staying organized and on top of tasks. While primarily designed for individual task management, MindSet also offers collaborative features, allowing users to work together on shared responsibilities. By combining personal productivity tools with teamwork functionality, MindSet aims to reduce stress, improve productivity, and streamline the handling of both individual and group tasks.

- **Features**

The team will have the following features incorporated into the application. Such features are as follows:

- **Adding Tasks** – Users can add tasks under specific categories (e.g., Personal, Work, School) to keep their tasks organized.
- **Allows Collaboration with other Users** – Users can collaborate on specific tasks. Only the task creator (admin) can mark a collaborative task as completed.
- **Friend Request** – Users can send and accept friend requests to build a network for potential task collaboration.
- **Notes** – Users can write and save notes, both for personal use and within collaborative tasks.
- **Reminders** – Users are shown upcoming tasks to stay aware of deadlines and schedules.
- **Reminder Notification** – The app sends push notifications to remind users of upcoming or due tasks.

The development process is iterative. The team may add or remove features depending on project needs, user feedback, or technical constraints encountered during development.

## Questions

- **Who are the potential users?**

- The primary users of the MindSet application are individuals who need help managing their time, tasks, and responsibilities in an organized way whether personal, academic, or professional. This includes a wide range of users such as students, working professionals, freelancers, homemakers, and even casual users who simply want a structured way to plan their day. While the application can be used by a wide range of people, students and young professionals, particularly those who often collaborate with others for group projects, assignments, or shared responsibilities can really use this app.

- **What tasks do they seek to perform?**

- Users of the MindSet application seek to create and organize tasks under different life categories, track their deadlines, and receive timely reminders to stay on schedule. They also aim to collaborate with others by assigning shared tasks, keeping track of group progress, and communicating effectively within the app. Additionally, they want to take notes, build a network of collaborators through friend requests, and reduce stress by streamlining their task management process.

- **What functionality should any system provide to these users?**

- The system should provide functionality for adding and categorizing tasks, setting deadlines, and receiving reminder notifications. It should also support collaborative features such as assigning group tasks, allowing only the task creator to mark them as complete, and enabling note-sharing within tasks. The app should offer a friend request feature to connect with other users for collaboration and should present all these features through an intuitive, user-friendly interface that encourages consistent use and minimizes confusion.

- **What constraints will be placed on your eventual design?**

- One constraint is ensuring the app remains simple and accessible, especially for users with limited technical experience. Accessibility must also account for users with visual impairments such as color blindness, prompting the use of icons and text-based indicators in the UI. Screen size is another constraint, as the mobile-first approach requires the interface to be clean and minimal, avoiding clutter. Additionally, technical limitations like

processing power, battery efficiency must be considered throughout the design process.

- **What criteria should be used to judge if your design is a success or not?**
  - **The design will be considered successful if it meets the following conditions:**
    - Users can easily navigate and understand the app without a steep learning curve.
    - The interface is visually clean and free from overwhelming elements that could distract the user.
    - Users find the app just as convenient and useful as other popular productivity tools like Todolist and TickTick.
    - The app successfully reduces task-related stress and increases productivity through effective task management and collaboration features.

## Approach

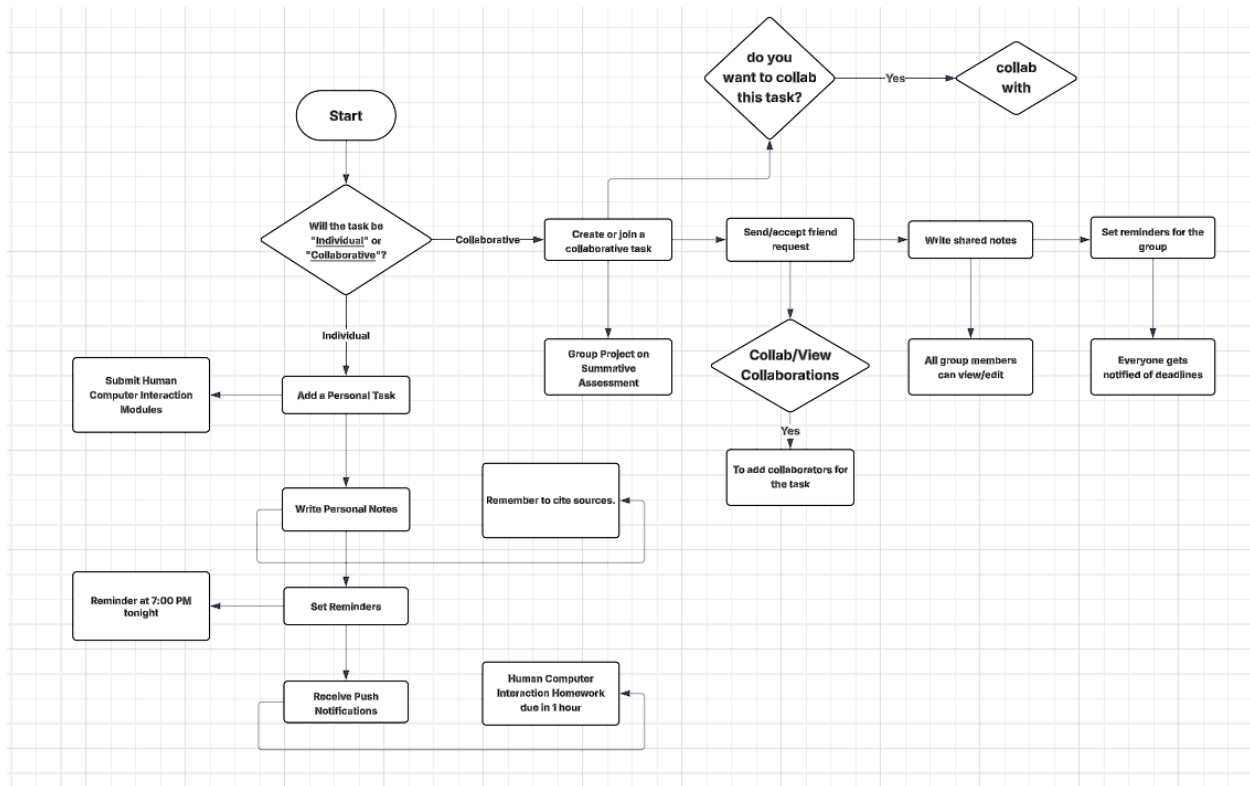


Figure 1. Flowchart