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# **Computer Consulting Company**

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## **To-Do List Application Vision**

**Version 1.3**

To-Do List Application	Version: 1.3
Vision	Date: 3/7/2021

## Revision History

Date	Version	Description	Author
04/03/2021	1.1	First iteration started.	All team members
05/03/2021	1.2		All team members
07/03/2021	1.3	Finished first iteration.	All team members

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# Vision Document

## 1. Introduction

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This document provides the vision for the “To-Do List Application.” in which the purpose of this document relates to: collecting, analyzing and defining the needs of the client, and the features of the application. It focuses on the capabilities needed by the stakeholders and the target users, and why these needs exist. The details of how the *To-do List Application (TDL)* fulfills these needs are detailed in the use-case, product features and supplementary specifications.

### 1.1 Purpose

The purpose of this Vision document is to outline, define and showcase the features of the *To-do List Application (TDL)*, as well as showing the process behind it. The document describes the features required by the client and target users. It identifies stakeholders and users, as well as the software development team. The document also identifies and agrees on the problems faced by the end users, and the effect an application like TDL can have.

### 1.2 Scope

The scope of this Vision Document applies to the design and implementation of the *To-do List Application (TDL)*. It includes specifications of the functions, structure, methods of use and capabilities of the product. TDL will provide a way for people to categorize their tasks in order of priority, category, status, deadline, start and finish date. Users will be able to register new, edit, mark as completed and delete any tasks.

### 1.3 Definitions, Acronyms, and Abbreviations

**TDL** – To-do List Application

### 1.4 References

[1] Todolist description

Available at: <https://todoist.com/features>

[2] Listonic description

Available at: <https://listonic.com/features>

[3] Microsoft To Do description

Available at: <https://www.microsoft.com/nb-no/microsoft-365/microsoft-to-do-list-app?rtc=1>

[4] Airtable description

Available at: <https://airtable.com/product>

[5] Excel description

Available at: <https://support.microsoft.com/en-us/excel>

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[6] Notion description

Available at: <https://www.notion.so/product>

[7] Things 3 description

Available at: <https://www.culturedcode.com/things/>

## 2. Positioning

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### 2.1 Business Opportunity

The client is a computer consulting company that wants to create a new information system.

### 2.2 Problem Statement

The problem of	<ul style="list-style-type: none"> <li>• <i>No standard form exists for logging and categorizing tasks</i></li> <li>• No central location exists for sharing tasks</li> <li>• No standard tool exists for documenting and tracking the progress of tasks in the company</li> </ul>
affects	<ul style="list-style-type: none"> <li>• <i>Employees of the stakeholder company</i></li> </ul>
the impact of which is	<ul style="list-style-type: none"> <li>• <i>Inefficient work ethic</i></li> <li>• Unorganized task assignment</li> <li>• Uncertainty regarding deadlines</li> </ul>
a successful solution would be	<p><i>An application that allows users to:</i></p> <ul style="list-style-type: none"> <li>• <i>Create new tasks and assign:</i> <ul style="list-style-type: none"> <li>○ <i>Description</i></li> <li>○ <i>Priority</i></li> <li>○ <i>Category</i></li> <li>○ <i>Status</i></li> <li>○ <i>Deadline</i></li> <li>○ <i>Start date</i></li> </ul> </li> </ul>

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	<ul style="list-style-type: none"> <li>○ <i>Assign tasks to other people (need a central server)</i></li> <li>• <i>Mark tasks as done</i></li> <li>• <i>Remove tasks</i></li> <li>• <i>Change task priority</i></li> </ul>
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### 2.3 Product Position Statement

For	<i>Employees of the stakeholder company</i>
Who	<ul style="list-style-type: none"> <li>• <i>Has a difficult time keeping track of deadlines</i></li> <li>• <i>Has a difficult time following tasks</i></li> </ul>
The To-do List Application	<i>Is a software application</i>
That	<i>Provides the ability to organize and assign tasks more effectively. Also keeping track over current assignments/tasks and their deadlines.</i>
Unlike	<i>Their current system</i>
Our product	<i>Allows the employees to more easily create and assign tasks, keep track of active tasks and keep track of deadlines.</i>

## 3. Project goals

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### 3.1 Efficiency goals

#### Effect - the impact of the project.

Efficiency goals:

- Help the organization to prioritize their tasks better, and as a result, make better decisions
- Improve and optimize our client's workflow, thereby increasing productivity by 40%
- Decreasing the risk of making errors by having a clear and organized list of all tasks
- By making the business tasks more structured, it is estimated revenue will increase by 25%

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- Reduce the resources needed to keep a tab on all the tasks, which will further improve the workflow

### 3.2 Result goals

#### Result goals - the result of the project.

Result goals:

- Create a functional to-do list application of high quality which fulfills all the features our client wants
- Ensuring that the application is easy to use and syncs seamlessly between devices
- Complete vision report, wireframe prototype and domain model by 07.03
- Finish MVP, GitLab and WIKI by 11.04
- Finish application, all documentation and final report by 30.04

### 3.3 Process goals

#### Process goals – the process behind and aftermath

Process goals:

- Gain further software development competence
- Get experience working in a group environment
- Get general experience working on a “real world” issue
- Improve organizational and planning skills

## 4. Stakeholder and User Descriptions

### 4.1 Stakeholder Summary

Name	Description	Responsibilities
<i>Client</i>	<i>A normal/regular user</i>	<i>- Test the application in order to give input and further guide the vision.</i>

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<i>Expert Advisor</i>	<i>An expert in the field of advising.</i>	<ul style="list-style-type: none"> <li>- Gives highly valuable input, which in turn helps guide the vision for the final product.</li> </ul>
<i>Development Team</i>	<i>The developers are a team of system consultants.</i>	<ul style="list-style-type: none"> <li>- Project development</li> <li>- Project planning</li> <li>- System- and project documentation</li> <li>- Developing prototypes</li> <li>- Preparing and carrying out user tests of the prototypes</li> </ul>

#### 4.2 User Summary

<b>Name</b>	<b>Description</b>	<b>Responsibilities</b>	<b>Stakeholder</b>
<i>Chief User</i>	<i>Primary end user of system</i>	<i>Uses application for company purposes.</i>	<i>Client</i>
<i>Normal User</i>	<i>Secondary end user of system</i>	<i>Uses application for company purposes.</i>	<i>Client</i>
<i>Test User</i>	<i>Users that test the wireframe design</i>	<i>Produce results that will be used to further develop the design of the application by:</i> <ul style="list-style-type: none"> <li>- Testing menus, functions and buttons.</li> <li>- Ensure that the application meets the requirements.</li> </ul>	<i>Development Team</i>

#### 4.3 User Environment

The To-Do List Application will be used by people regardless of business or industry. The application should aid communication between different members of the team, or different departments, as well as the overall work efficiency of everyone in the company. It will be easy to use, update and adapt according to the business' changing needs. The amount of time it takes to sort out responsibilities and tasks will be drastically reduced, which will di-



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rectly affect ones experience with the workload. Applications like TDL have minimal unique environmental constraints. If the connection and WI-FI is adequate, it should be no problem to update ones own list on the go, as well as in the office.

#### 4.4 Stakeholder Profiles

##### *Client*

<b>Representative</b>	<i>This person represents the customer.</i>
<b>Description</b>	<i>A person who is seen as a customer, testing our To-Do list application.</i>
<b>Type</b>	<i>This person is a casual/regular user, who may not have experience with such a planning application; however, they are the customer.</i>
<b>Responsibilities</b>	<i>Give feedback for functions that exist in the To-Do list application. Allowing improvement for effective use of scheduling and categorizing, ensuring that the application fits its purpose and their basic needs.</i>
<b>Success Criteria</b>	<i>The success is defined as the customers continued use of our system.</i>
<b>Involvement</b>	<i>We will have the clients evaluate our system in order to guide our vision.</i>

##### *Expert Advisor*

<b>Representative</b>	<i>This person represents the advisor.</i>
<b>Description</b>	<i>A person who is seen as an advisor, giving advice for our To-Do list application.</i>
<b>Type</b>	<i>This person is an expert, who has experience with such planning applications.</i>
<b>Responsibilities</b>	<i>Give expert feedback for functions that exist in the To-Do list application. Allowing improvement for effective use of scheduling and categorizing, ensuring that the application fits its purpose according to the expert's experience and expectations.</i>
<b>Success Criteria</b>	<i>The success is defined as the customers continued use of our system.</i>
<b>Involvement</b>	<i>We will have the expert advisor evaluate our system in order to guide our vision.</i>

##### *Development Team*

<b>Representative</b>	<i>This person represents the Development Team.</i>
<b>Description</b>	<i>The development team are a group of system consultants working in tandem.</i>

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<b>Type</b>	<i>Development Team</i>
<b>Responsibilities</b>	<ul style="list-style-type: none"> <li>- <i>Project development</i></li> <li>- <i>Project planning</i></li> <li>- <i>System -and project documentation</i></li> <li>- <i>Developing prototypes</i></li> <li>- <i>Preparing and carrying out user tests of the prototypes</i></li> </ul>
<b>Success Criteria</b>	<ul style="list-style-type: none"> <li>- <i>Deliver an application that meets the requirements and specifications agreed upon in this document, or that is specifically agreed upon during the creation process</i></li> <li>- <i>Uphold the deadlines for the deliverables to the client</i></li> <li>- <i>Deliver the finished product within the determined deadline</i></li> </ul>
<b>Involvement</b>	<ul style="list-style-type: none"> <li>- <i>Modelling</i></li> <li>- <i>Requirements Specification</i></li> <li>- <i>Software Architecture</i></li> <li>- <i>Design</i></li> <li>- <i>Integration</i></li> <li>- <i>Implementation</i></li> <li>- <i>Configuration</i></li> <li>- <i>Test management, test design and test analysis</i></li> <li>- <i>Guidelines</i></li> </ul>

#### 4.5 User Profiles

##### *Chief User*

<b>Representative</b>	<i>Stakeholder: Client</i>
<b>Description</b>	<i>Primary end user of the system</i>

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<b>Type</b>	<i>Casual/regular User</i>
<b>Responsibilities</b>	<i>Normal Users</i>
<b>Success Criteria</b>	<i>The success is defined as the clients continued use of our system.</i>
<b>Involvement</b>	<i>Not involved</i>

#### *Normal User*

<b>Representative</b>	<i>Stakeholder: Client</i>
<b>Description</b>	<i>Secondary end user of system</i>
<b>Type</b>	<i>Casual/regular User</i>
<b>Responsibilities</b>	<i>None</i>
<b>Success Criteria</b>	<i>The success is defined as the clients continued use of our system.</i>
<b>Involvement</b>	<i>Not involved</i>

#### *Test User*

<b>Representative</b>	<i>Stakeholder: Development Team</i>
<b>Description</b>	<i>Various users that test the wireframe design</i>
<b>Type</b>	<i>The test users will vary in technical background and sophistication so that the application will be appropriate for people of all technical backgrounds</i>
<b>Responsibilities</b>	<i>Produce results that will be used to further develop the design of the application by:</i> <ul style="list-style-type: none"> <li>- <i>Testing menus, functions and buttons.</i></li> <li>- <i>Ensure that the application meets the product requirements.</i></li> </ul>
<b>Success Criteria</b>	<i>Use the application to create, edit, delete and organize tasks, and finish the user tests.</i>
<b>Involvement</b>	<i>Testing</i>

## 4.6 Alternatives and Competition

TODO: reference to references, possibly strength and weaknesses from stakeholder and user perspective

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- [Todoist](#)
- [Listonic](#)
- [Microsoft To Do](#)
- [Airtable](#)
- [Excel](#)
- [Notion](#)
- [Things 3](#)

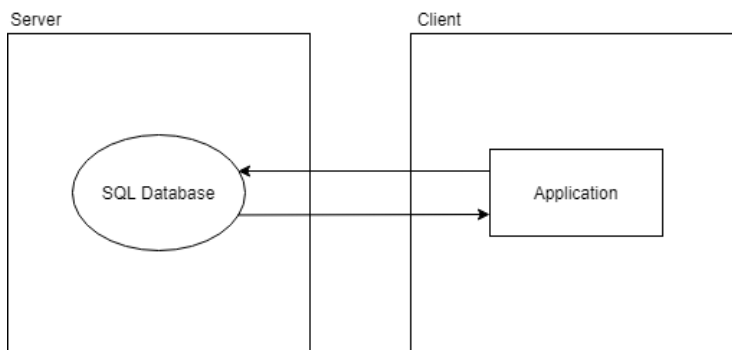
## 5. Product Overview

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*This section provides a high-level view of the product, with a summary of its capabilities and the product perspective.*

### 5.1 Product Perspective

The “To-Do List Application” is going to replace the existing task management system at the consulting firm. The new system will communicate with a SQL database. All data will be stored on the database and retrieved on application startup. The application will directly communicate with the database through a 2-tiered client-server architecture.



### 5.2 Summary of Capabilities

The overall benefit of an application like TDL is a better experience with any workload in general. Any user will be able to add a new task, including the name and description of the task. TDL will make it possible to organize all your tasks into different categories, specified and named after your needs and line of business. It will allow you to assign a priority level to each task. This will be easily visible using colors and different symbols. TDL will also make it possible to assign a start and a finish date for all your tasks and projects. As you complete tasks, and new ones will be added, or other ones put on hold, you can change the priority, and reorder tasks. When you’re finished with a task, you can also simply mark it as completed.

Overview over features and benefits:

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- Register new tasks
- Add additional information like task description, priority, category, status, deadline, and start and finish date
- Mark tasks as completed
- Edit any information about the task
- Delete any tasks
- Reorder tasks
- Sort and filter tasks by description, priority, category, status, deadline, and start and finish date

## 6. Risk analysis

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*The Risk analysis is based on the events that the development team believes may appear during the project time.*

### 6.1 Cases

ID	Risk description	Measures
1	Loss of data due to a lack of backups	Take continuous backups
2	Team members overwhelmed by workload	Good planning and frequent update meetings
3	Team unable to work as planned due to sickness, possibly making us not being able to deliver product on time	Wash hands, exercise and eat healthy
4	Technical issues such as having issues with a server or the internet	Have a backup plan, meet at university

### 6.2 Measures, Consequences, and Probability

#### Without measures

		Consequence		
		low	medium	high
Probability	low			
	medium		[1] [2]	[3][4]
	high			

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### With measures

		Consequence		
		low	medium	high
Probability	low	[1] [2]	[4]	[3]
	medium			
	high			

### Consequence

low	Small setback. Can be fixed in minutes.
medium	Medium setback. Can be fixed in hours.
high	High setback. Can be fixed in days.

### Probability

low	Once a month.
medium	Once a week.
high	More than once a week.

## 7. Estimated costs

Cost estimate			
	Salary pr hour	Hours pr. person	Total salary pr. role (NOK)
System consultant	1 470,00	110	161 700,00
			161 700,00

Software	Price (NOK)
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Balsamiq wireframe 20 Project Plan 1 year	490,00
Microsoft Office 365 1 year	1 322,40
<b>Total</b>	<b>1 812,40</b>

## 8. Documentation

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All documentation can be found on the [GitLab WIKI page](#) for our team.

- Final Report
- Vision Document
- Requirements
  - Use Case model and textual description.
  - Domain model
  - Sequence diagrams
  - Wireframes
  - Usability
  - Universal Design
  - User tests
  - Testing
- System
  - Project structure
  - Class diagram
  - Persistence
  - Source code
  - Installation manual
  - User manual
  - Testing