FreelanceFlow - Freelance Project & Finance Tracker

Design Document

Date: **October 6, 2025**

Team Members: **Rowan, Navaneeth**

Overview

Freelancers often struggle to manage multiple clients, projects, and payments across various tools and spreadsheets.
This web-based application provides a **centralized platform** for freelancers to manage clients, projects, time tracking, and finances in one place.

The app focuses on **simplicity and efficiency**, helping users stay organized, understand their financial standing, and ensure timely payments.

Objectives

- Provide an intuitive and unified system for freelancers to manage clients, projects, and billing.
- Eliminate manual spreadsheet tracking.
- Offer a clean dashboard summarizing key financial and project metrics.
- Simplify time logging and invoicing workflows.

Tech Stack

Frontend - HTML5, CSS3, JavaScript (ES6 Modules)
Backend - Node.js + Express.js
Database - MongoDB

User Stories:

- **Full-Time Freelance Designer** (Rowan)

a) I am a 32-year-old graphic designer juggling 8-10 active clients simultaneously.
b) Too busy with client work to maintain complex spreadsheets for time tracking.
c) I would like to quickly see which projects have upcoming deadlines and how many unbilled hours I have.
d) I want to log my daily work hours without dealing with complicated invoicing software.
e) I need to mark entries once I've sent invoices to keep track of what's been paid as "paid", "unpaid", "billed", "not billed"
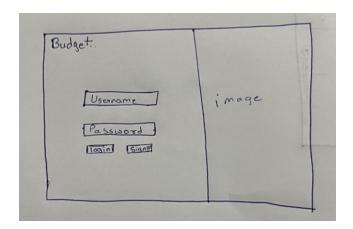
- **Part-Time Freelance Web Developer** (Navaneeth)

a) I am a 26-year-old software engineer who does freelance web development on nights and weekends.
b) I only take 2-3 small projects at a time
c) I want to quickly add new clients when project inquiries come in.
d) I need a simple way to track project status (Planning, In Progress, Completed) to know what needs attention.
e) I want to see my total hours worked on a project before sending my final invoice.
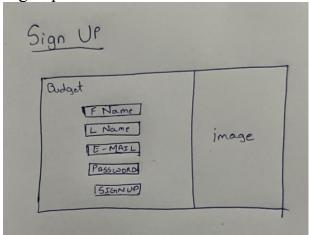
- **A Freelance Writer with ongoing clients** (Rowan)
a) I am a 45-year-old writer managing long-term monthly retainer clients.
b) I need to track multiple articles/deliverables for each client each month.
c) I want to create monthly projects for recurring clients without starting from scratch.
d) I need to ensure I've met contracted hours before billing.

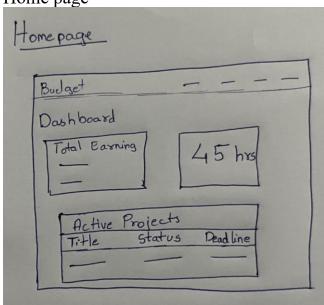e) I want to see a history of completed projects with each client.
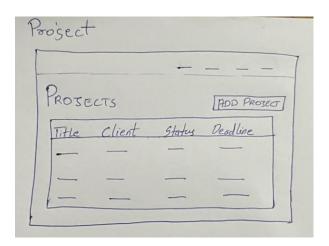
Design Wireframe

Login page

Budget.

Username

Password

login   Sign up

image

Sign up

Sign UP

Budget

F Name

L Name

E-MAIL

PASSWORD

SIGN UP

image

Home page

Homepage

Budget   — — — —

Dashboard

Total Earning

45 hrs

Active Projects

Title   Status   Deadline

Project Page

Time Entires