Trello Work Instructions

You need to add the following columns:

- **Materials**
- **To do**
- **In process**
- **Done**

For developers:

1. In the **Materials** column, place cards with additional information for working on the project: design files, Technical Task (specifications), instructions for a project of a certain level (you can also include useful links to educational videos, etc.).

2. In the **To do** column, create cards that describe the tasks to be completed.

3. In the **In process** column, drag the task card that is currently being worked on.

IMPORTANT!

Only the **Team Lead** is allowed to move cards to the **In process** column (with comments for improvement, if needed) or to the **Done** column if the task has been completed without any issues.