

MinuteMinder

The Task Tracking App

Quay Robinson, ASE456, 12/02/24

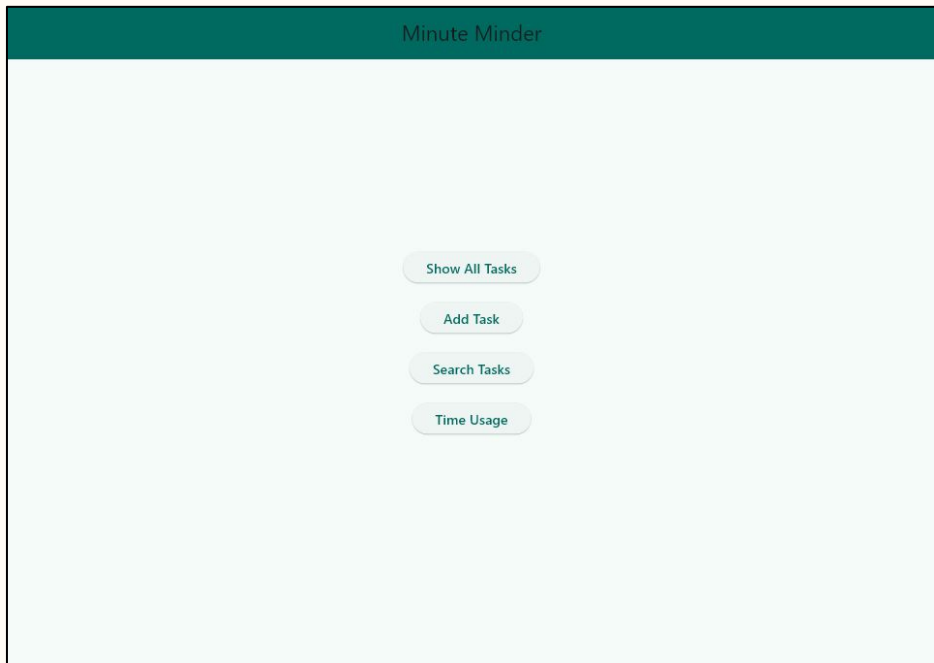
Welcome to the MinuteMinder App!

What is Minute Minder?

Minute Minder is a time-tracking app designed to help you stay organized and manage your tasks efficiently. Whether you're planning your day or reviewing how you spend your time, Minute Minder keeps everything simple and accessible.

Features You'll Find Here:

- Add and track tasks with start and end times.
- Search tasks by date, tag, or name.
- View detailed time usage reports by date, tag, or task.
- Support for 24-hour or AM/PM time formats.
- Easy-to-navigate interface for seamless productivity.



Add Task Feature:

The **Add Task** feature is a cornerstone of the Task Tracker application, enabling users to efficiently log their daily activities. It simplifies task management by allowing users to input critical task details, categorize them, and store them in the cloud for future retrieval and analysis.

User Input Fields:

- **Date:** Users can specify the task date in the format **YYYY-MM-DD**, ensuring consistency and easy retrieval.
- **Start Time and End Time:** Tasks are associated with precise start and end times in **HH:MM** format, allowing accurate time tracking.
- **Task Name:** Users can name the task for easy identification (e.g., "Team Meeting").
- **Tags:** Tasks can be categorized using tags like "Work," "Personal," or "Urgent," making it easier to filter and analyze.

Add Task

Date (YYYY/MM/DD)
2024/12/02

Start Time (HH:MM)
12:00

AM ☒ PM ☐

End Time (HH:MM)
4:00

AM ☐ PM ☒

24-Hour Format ☐

Task Name
Homework

Tags
ASE456 Project

Cancel Add Task

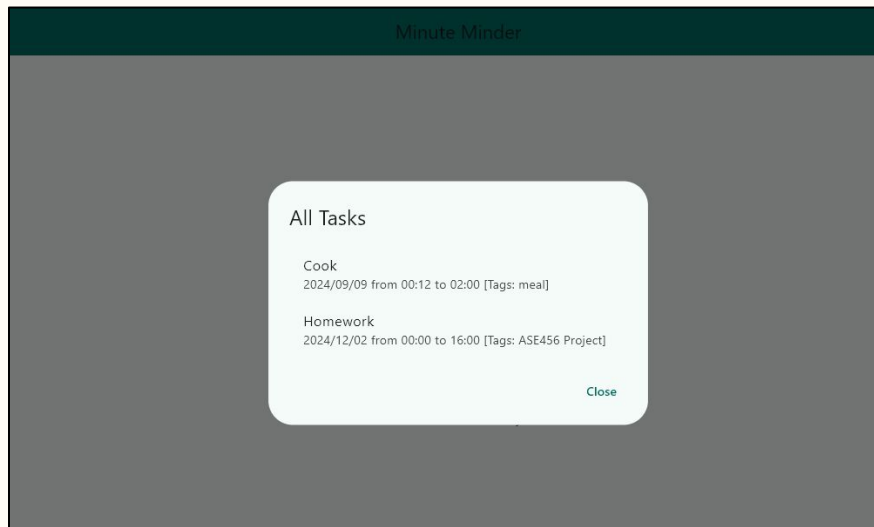
Homework
2024/12/02 from 00:00 to 16:00 [Tags: ASE456 Project]

Show Tasks Feature:

The **Show Tasks** feature is designed to provide users with a comprehensive overview of their saved tasks. It offers a quick and organized way to access and review all tasks stored in the application, ensuring users stay informed and on top of their schedules.

Task List Display:

- Presents all tasks in a scrollable list format.
- Each task is displayed with key details:
 - **Task Name:** Clearly identifies the activity (e.g., "Homework").
 - **Date:** Indicates when the task is scheduled.
 - **Start and End Time:** Provides the exact duration of the task.
 - **Tags:** Displays associated categories for easier context.



Search Tasks Feature:

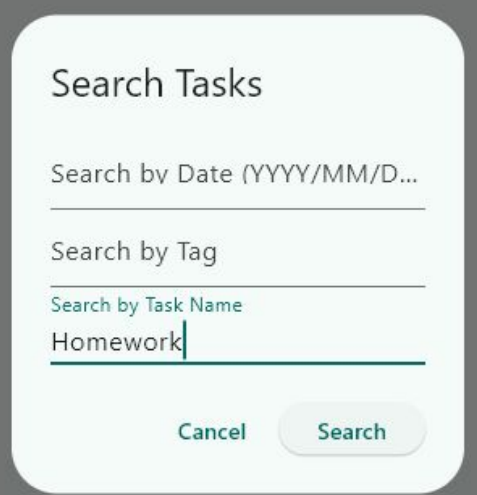
This feature allows users to find specific tasks based on their criteria. Whether searching by date, tag, or task name, this feature streamlines task retrieval and ensures users can quickly access relevant information.

This allows users to:

Search by **Date**: View tasks scheduled for a specific day.

Search by **Tag**: Filter tasks by their associated categories (e.g., "Work," "Personal").

Search by **Task Name**: Locate tasks with specific keywords.

A light blue modal titled "Search Tasks" with rounded corners. It contains three search input fields: "Search by Date (YYYY/MM/D...", "Search by Tag", and "Search by Task Name". The third field is active, showing the text "Homework" and a green cursor. At the bottom right are "Cancel" and "Search" buttons.

Search Tasks

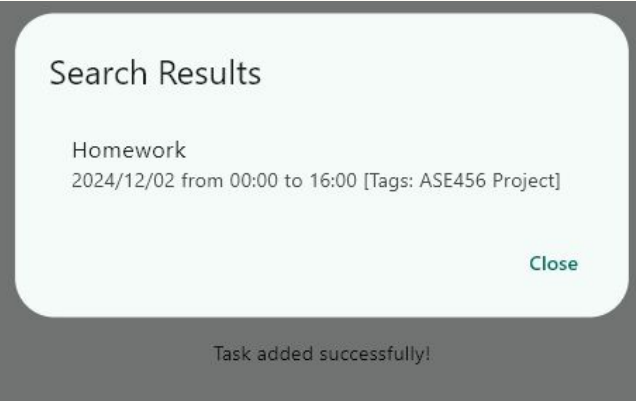
Search by Date (YYYY/MM/D...

Search by Tag

Search by Task Name

Homework

Cancel Search

A light blue modal titled "Search Results" with rounded corners. It displays the search results for "Homework": "2024/12/02 from 00:00 to 16:00 [Tags: ASE456 Project]". A "Close" button is at the bottom right. Below the modal, a dark grey banner contains the text "Task added successfully!".

Search Results

Homework

2024/12/02 from 00:00 to 16:00 [Tags: ASE456 Project]

Close

Task added successfully!

Time Usage Feature

The **Time Usage** feature provides users with an overview of how much time they spend on tasks. Whether users want to analyze their time usage by tags or within specific date ranges, this feature offers a detailed breakdown, enabling better time management and productivity insights.

Two Modes of Analysis:

- **Time Usage by Tag:** Summarizes time spent on tasks grouped under a specific tag.
- **Time Usage by Date Range:** Calculates total time spent on tasks within a selected date range.

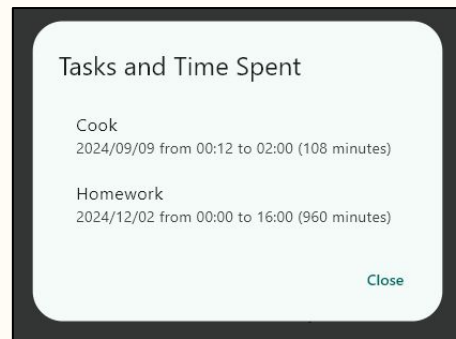


Time Usage by Date

From Date (YYYY/MM/DD)
2020/12/12

To Date (YYYY/MM/DD)
2024/12/12

Cancel Calculate

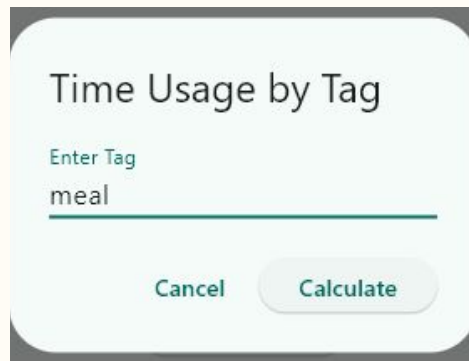


Tasks and Time Spent

Cook
2024/09/09 from 00:12 to 02:00 (108 minutes)

Homework
2024/12/02 from 00:00 to 16:00 (960 minutes)

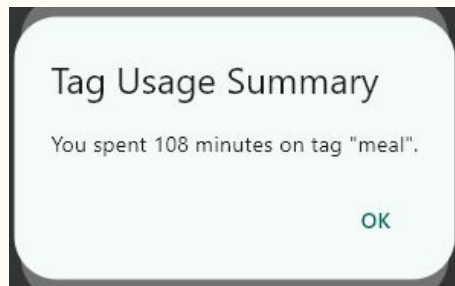
Close



Time Usage by Tag

Enter Tag
meal

Cancel Calculate



Tag Usage Summary

You spent 108 minutes on tag "meal".

OK