

# Kanban Board Project Week 38 Deliverables

## Objective:

Ensure smooth transition into post-launch phase by focusing on ongoing maintenance, performance optimization, and stakeholder communication. Address any operational issues, finalize team evaluations, and complete project documentation for future reference and support.

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## Backend Team Deliverables

### *May 12–13, 2025: Post-Release Monitoring & Hotfix Deployment*

- Continue monitoring backend services for stability, ensuring no service interruptions.
- Investigate and address any post-release performance degradation.
- Deploy urgent hotfixes based on user-reported issues or backend logs.
- Verify that all real-time system alerts are functional and accurate.

### *May 14, 2025: Load Testing & Performance Optimization*

- Conduct load tests on critical backend services, particularly on high-traffic endpoints (task creation, user authentication).
- Analyze bottlenecks in performance and optimize database queries, API endpoints, and server configurations.
- Implement caching mechanisms where necessary to enhance response times.

### *May 15–16, 2025: Backend Documentation Updates & Final Handoff*

- Update backend documentation to reflect any changes or improvements made post-deployment.
  - Conduct a final knowledge transfer session with team members to cover any troubleshooting steps or areas of concern.
  - Ensure all deprecated code and features are removed or archived for future updates.
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## **Frontend Team Deliverables**

### *May 12–13, 2025: UI Performance Validation & User Feedback Collection*

- Validate frontend performance across different devices, focusing on loading times and responsiveness.
- Collect and analyze user feedback to identify and prioritize frontend improvements.
- Ensure that all interactive components (forms, modals, etc.) are functioning smoothly.

### *May 14, 2025: Cross-Device Testing & Bug Fixes*

- Perform extensive testing across mobile devices and browsers to ensure visual consistency.
- Address any UI bugs or usability issues flagged by QA or users.
- Implement required changes to improve mobile UI, ensuring a consistent experience on smaller screens.

### *May 15–16, 2025: Frontend Documentation Review & Final Handoff*

- Review and finalize the frontend codebase documentation, including component breakdowns and environment setup guides.
- Conduct a knowledge transfer session for junior developers and QA to cover UI architecture, component reuse, and troubleshooting.

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## **UI/UX Team Deliverables**

### *May 12–13, 2025: Visual & Functional UI Validation*

- Validate the design across platforms to ensure all UI components adhere to the design system.
- Fix any inconsistencies in design and ensure proper alignment of elements on various screen sizes.

### *May 14, 2025: Design Token Finalization & Archiving*

- Finalize design tokens and create a comprehensive design system for future consistency.
- Archive final design files in Figma, ensuring all design versions are clearly tagged for easy reference.

#### *May 15–16, 2025: Handoff to Developers & Final Retrospective*

- Share final UI/UX assets, including icons, assets, and detailed guidelines, with developers and product teams.
- Participate in the project retrospective to evaluate design workflow efficiency and gather team feedback for future improvements.

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### **General & Cross-Team Deliverables**

#### *May 12–13, 2025: Stakeholder Communication & Support Continuation*

- Update stakeholders on the status of the project, highlighting any critical issues or feature improvements.
- Coordinate with the customer support team to handle any urgent post-launch queries or issues.

#### *May 14, 2025: Final Retrospective & KPI Review*

- Conduct a final project retrospective with all team members, identifying key strengths, areas for improvement, and future growth opportunities.
- Review KPIs such as deployment frequency, user adoption rates, and bug resolution times.

#### *May 15–16, 2025: Project Closure & Knowledge Transfer*

- Finalize project documentation and ensure that all project assets (code, designs, guidelines) are archived in the appropriate systems (GitHub, Confluence, etc.).
- Transfer ownership of long-term maintenance tasks to the relevant teams, ensuring smooth ongoing support.

- Release the final project report to leadership, detailing the overall impact, any challenges faced, and steps taken to ensure sustainability.