

Kanban Board Project Week 15 Deliverable

Stage: Post-Launch Stabilization and Phase Three Planning

Objective: Focus on stabilizing the platform, addressing post-launch issues, gathering user feedback, and incorporating new requirements from the Phase 2 demo meeting. Begin planning for Phase Three, emphasizing feature enhancements, performance improvements, and expanded analytics capabilities.

Backend Team:

November 18-19: Post-Launch Support and Issue Resolution

- **Monitor System Health and Performance:**
 - Continuously track API response times, error rates, and database performance using dashboards.
 - Address any critical issues that arise during the initial live period.
 - Implement hotfixes for critical bugs reported after go-live to maintain stability.
- **Hotfix Deployment:**
 - Rapidly address feedback from the Phase 2 demo, including adding search capabilities for project details and volunteer assignments.
 - Update backend to support viewing project descriptions, statuses, and volunteer involvement.

November 20: User Feedback Analysis and Data Optimization

- **Analyze User Feedback on Backend Performance:**
 - Review feedback regarding backend performance and data accuracy.
 - Optimize API endpoints for faster response times, particularly those handling project and volunteer data.
 - Adjust caching strategies to improve the performance of project data retrieval.
- **Implement New Requirements from Phase 2 Demo:**
 - Add APIs to fetch project details, statuses, and links to GitHub code and hosting information.
 - Implement an API to support the CEO dashboard, allowing visibility of active/inactive projects.
 - Integrate project details shared by Raghyna into the database.

November 21-22: Phase Three Planning

- **Backend Architecture Review:**

- Retrospective on Phase Two implementations to identify optimization opportunities.
 - Plan new API endpoints for Phase Three, focusing on real-time project reporting and admin controls.
 - **Documentation and Knowledge Transfer:**
 - Update backend documentation to reflect changes and optimizations made post-launch.
 - Prepare technical documentation for Phase Three, ensuring alignment with the frontend and UI/UX requirements.
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Frontend Team:

November 18-19: Post-Launch User Monitoring and Bug Fixes

- **Monitor User Behavior and Analytics Dashboard Usage:**
 - Utilize monitoring tools to gather data on user interactions with the platform, focusing on project search and dashboard functionalities.
 - Analyze usage of the new search bar feature for projects and volunteers.
- **Quick Bug Fixes and Enhancements:**
 - Address UI bugs related to project details and volunteer assignments.
 - Update the Admin Page with the new design elements requested during the demo.

November 20: User Feedback Implementation

- **Implement New UI/UX Requirements:**
 - Enhance the "People" page by adding details of all volunteers.
 - Integrate the software tour link on the Admin Page for improved user onboarding.
 - Implement UI/UX tweaks based on UAT feedback, such as improved project filtering and sorting options.
- **Frontend Optimization:**
 - Optimize bundle sizes and implement lazy loading for additional components, especially for new admin functionalities.
 - Enhance mobile performance by fine-tuning asset loading.

November 21-22: Phase Three Planning

- **UI Component Enhancements:**
 - Plan for new frontend components, such as advanced filters and reporting widgets for the CEO dashboard.
 - Collaborate with the UI/UX team on wireframes for new features.
- **Frontend Architecture Review:**

- Conduct a code review to address any technical debt identified during Phase Two.
 - Prepare for potential updates to frontend frameworks or libraries to support new features.
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UI/UX Team:

November 18-19: Post-Launch User Experience Evaluation

- **Monitor Post-Launch User Interactions:**
 - Review heatmaps and session recordings for the Admin and People pages.
 - Focus on evaluating new features like project search and the CEO dashboard.
- **Quick Design Adjustments:**
 - Implement design updates based on immediate feedback from the Phase 2 demo (e.g., improved navigation on Admin Page).
 - Ensure compliance with WCAG standards for accessibility.

November 20: User Feedback and Future Enhancements

- **Conduct Feedback Sessions:**
 - Organize user feedback sessions to gather insights on the updated Admin and People pages.
 - Prioritize design changes for new project search and volunteer management features.
- **Usability Testing for New Concepts:**
 - Develop prototypes for the CEO dashboard and new reporting widgets.
 - Validate designs through quick usability tests before finalizing Phase Three plans.

November 21-22: Phase Three Planning

- **Wireframing and Design Specifications:**
 - Begin wireframing for enhanced task management, project visibility, and analytics reporting.
 - Align designs with frontend and backend teams for cohesive Phase Three development.
 - **Update Style Guides and Design Systems:**
 - Document any new design patterns introduced during Phase Two.
 - Prepare a roadmap for additional design updates, focusing on project and volunteer management features.
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Summary of Updated Week 15 Deliverables:

- **Backend:**
 - Stabilize APIs, add support for new project and volunteer management features, and optimize analytics data processing.
 - Begin Phase Three planning with a focus on enhancing the CEO dashboard and reporting capabilities.
- **Frontend:**
 - Monitor user engagement, implement quick fixes, and enhance the Admin and People pages based on new requirements.
 - Optimize frontend performance and prepare for Phase Three feature implementations.
- **UI/UX:**
 - Analyze post-launch interactions, implement quick design adjustments, and begin wireframing for new Phase Three features.
 - Conduct usability testing for new concepts and prepare documentation for future enhancements.