

Project Requirement Document for Trello

Version 1.0 approved

Prepared by

Akid Mahmud

For

QA Internship

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Project Requirement Document (PRD) - Trello

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1 Revision History

Revision	Date	Updated by	Update Comments
0.1	23 May 2025	Akid Mahmud	Initial Draft: Outlined document structure and identified Trello's core features
0.2	23 May 2025	Akid Mahmud	Second Draft: Added detailed feature descriptions and initial acceptance criteria
0.3	24 May 2025	Akid Mahmud	Third Draft: Refined product requirement table and added edge cases
0.4	24 May 2025	Akid Mahmud	Fourth Draft: Incorporated QA feedback and finalized feature descriptions
1.0	25 May 2025	Akid Mahmud	Final Version: Approved for submission after final review and edits

2 Document Overview

This Project Requirement Document (PRD) provides a comprehensive analysis of Trello, a leading project management platform, from a Quality Assurance (QA) perspective. The purpose is to identify and define key features that enable Trello to address challenges in project management, task tracking, and team collaboration. By visualizing projects through boards, lists, and cards, Trello enhances workflow organization, reduces missed deadlines, and improves productivity. This document guides the QA process by articulating functional requirements and acceptance criteria for ten core features, ensuring a reliable and user-friendly experience. It also serves as a foundation for test planning and automation, supporting consistent quality validation.

2.1 Document Metadata

- **Document Title:** Trello Platform Project Requirement Document (PRD)
- **Platform Analyzed:** Trello
- **Prepared For:** QA Internship
- **Prepared By:** Akid Mahmud
- **Date of Submission:** May 26, 2025
- **Document Version:** 1.0
- **Document Objective:** To identify, describe, and define QA-relevant features of Trello for testing
- **Document Type:** PRD (Project Requirement Document)

2.2 Stakeholders

This document is intended for the following stakeholders:

- **QA Team:** To guide the creation of test plans, test cases, and automation scripts.
- **Developers:** To understand functional requirements and expected behaviors for implementation and bug fixing.
- **Product Managers:** To align QA efforts with product goals and user expectations.

2.3 Framework, Tools, and Language

As specified for the QA assignment, the following framework, tools, and language are used for the deliverables:

- **Framework:** Selenium WebDriver for automation testing.
- **Tools:** Visual Studio Code for scripting, LaTeX for document creation, and GitHub for code submission.
- **Language:** JavaScript for automation scripts.
- **Document Format:** All documents (PRD, Test Plan, Test Cases) are delivered in PDF format, with automation scripts in a separate folder containing a README.md file.

3 Objectives and Goals

The primary objective of this document is to establish a clear, structured framework for Quality Assurance (QA) activities focused on the Trello project management platform. By systematically identifying and analyzing ten of Trello's core features, this document aims to provide a thorough understanding of their functional scope, user value, and expected behavior under different scenarios.

Key goals include:

- **Comprehensive Feature Identification:** To pinpoint the most critical functionalities that define Trello's core user experience, including task organization, collaboration, and workflow management.
- **Functional Clarity:** To deliver detailed descriptions of each feature's purpose and usage, enabling precise communication between stakeholders.
- **Testable Acceptance Criteria:** To define measurable and objective criteria, including edge cases, to ensure features meet quality standards.

- **Foundation for QA Planning:** To provide a solid basis for designing effective test plans and test cases, encompassing both positive and negative scenarios.
- **Automation Readiness:** To support the creation of maintainable automation scripts for efficient testing.
- **User-Centric Focus:** To align QA efforts with real-world user needs, emphasizing usability, reliability, and responsiveness.

4 Scope of the Document

This document focuses exclusively on the Quality Assurance (QA) analysis of the Trello project management platform, with an emphasis on its key user-facing features. The scope encompasses the identification, functional description, and acceptance criteria definition of ten core features critical to Trello's daily use and overall effectiveness in project management.

Specifically, the scope includes:

- Features related to task organization, collaboration, and project tracking such as board management, card operations, labels, and notifications.
- Functional behaviors that directly impact user experience and workflow efficiency.
- Defining clear acceptance criteria, including edge cases, to guide manual and automated testing.
- Preparing groundwork for creating detailed test plans, test cases, and automation scripts.

This document does not cover backend architecture, security testing, or performance testing beyond the functionality of selected features. The testing scope is limited to functional and usability aspects of the Trello platform on commonly used desktop and mobile environments.

5 Key Features Identified

5.1 Board Creation and Management

Users can create, name, and manage multiple boards to represent projects or workflows. Boards serve as visual workspaces, allowing users to organize tasks and track progress. For example, a user can create a board for a marketing campaign and archive it when completed.

Edge Case: Attempting to create a board without permissions should display an error.

5.2 Lists and Cards

Boards contain lists representing task stages (e.g., To Do, In Progress), and lists contain cards for individual tasks. Users can add, edit, or delete cards to manage work. For

example, a card can represent a blog post with details like content and deadlines.

Edge Case: Adding a card with excessive text should handle gracefully without truncation.

5.3 Power-Ups (Integrations)

Users can enable third-party integrations (e.g., Google Drive for file attachments, Slack for notifications) to extend board functionality. Power-Ups streamline workflows by connecting tools.

Edge Case: Enabling a Power-Up without proper authentication should fail gracefully.

5.4 Templates

Users can use or create reusable board and card templates to standardize workflows. For example, a project template can predefine lists for recurring tasks.

Edge Case: Applying a template with missing fields should not cause errors.

5.5 Mobile and Cross-Platform Support

Trello is accessible via web browsers, desktop apps, and mobile apps with synchronized data. Features like offline syncing ensure productivity across devices.

Edge Case: Accessing Trello offline should display cached boards correctly.

5.6 Drag-and-Drop Functionality

Users can drag cards between lists or reorder them within a list using mouse or touch gestures. This enables intuitive task prioritization, such as moving a card from “To Do” to “Done.”

Edge Case: Dragging a card during a network interruption should not cause data loss.

5.7 Labels and Tags

Users assign color-coded labels to cards to categorize tasks by priority, status, or type. Labels allow filtering to focus on specific tasks, like viewing all “High Priority” cards.

Edge Case: Filtering with an invalid label should return no results or an error.

5.8 Due Dates and Checklists

Users can set due dates and create checklists within cards to track subtasks and deadlines. For example, a card for event planning can include a checklist for tasks like “Book venue.”

Edge Case: Setting a past due date should prompt a warning.

5.9 Team Collaboration

Multiple users can be invited to boards, assigned to cards, and interact via comments and attachments. This supports real-time teamwork, such as assigning a developer to a task.

Edge Case: Inviting an invalid email address should display an error.

5.10 Notifications and Activity Logs

Users receive notifications for card changes, comments, and deadlines, with activity logs tracking all actions. This keeps users informed, e.g., notifying when a card is moved.

Edge Case: Disabling notifications should stop all alerts.

6 Project Requirement Table

Feature Name	Functional tion	Descrip- tion	Purpose / Use- Case	Acceptance Criteria	Crite- ria
Board Creation and Management	Users can create, name, and manage multiple boards to represent different projects or workflows.	Organize projects visually by creating separate boards for various teams or tasks.	Users can create a new board, rename, archive, or delete it within 2 seconds; attempting to create a board without permissions displays a clear error message: "Insufficient permissions."		
Lists and Cards	Boards contain lists, and lists contain cards representing tasks or items that can be added, edited, and deleted.	Break down projects into stages (lists) and individual tasks (cards) for clear tracking.	Users can add, edit, move, and delete lists and cards; cards retain content and position after actions; adding a card with over 5000 characters displays a warning without data loss.		
Drag-and-Drop Functionality	Users can drag cards between lists or reorder them within a list using mouse or touch.	Facilitate easy task prioritization and workflow management by rearranging cards.	Cards move smoothly to target lists/positions within 1 second; changes persist after page reload; dragging during network interruption queues the action and syncs upon reconnection.		

Feature Name	Functional tion	Descrip- tion	Purpose / Use- Case	Acceptance Criteria	Crite- ria
Labels and Tags	Users assign colored labels to cards to categorize and filter tasks by priority, status, or type.	Quickly identify and filter tasks by category or priority using labels.		Labels can be added, edited, and removed from cards; filtered views display only cards with selected labels; filtering with an invalid label returns no results with a message: "No cards found."	
Due Dates and Checklists	Users can set due dates and create checklists inside cards to track subtasks and deadlines.	Improve task accountability and progress tracking by defining deadlines and subtasks.		Due dates and checklist items can be added, marked complete/incomplete, and edited; setting a past due date triggers a warning: "Date is in the past."; reminders notify 24 hours before due date.	
Team Collaboration	Multiple users can be invited to boards, assigned to cards, and interact via comments and attachments.	Enable real-time teamwork, communication, and file sharing within projects.		Users can invite others, assign members to cards, post comments, and upload attachments; inviting an invalid email displays: "Invalid email address."; changes update for all collaborators within 3 seconds.	
Notifications and Activity Logs	Users receive notifications about card changes, comments, and deadlines; an activity log tracks all actions.	Keep users informed about updates and changes affecting their tasks.		Notifications are sent within 5 seconds; activity logs record actions accurately; disabling notifications stops all alerts immediately.	
Power-Ups (Integrations)	Users can enable third-party integrations (e.g., Google Drive, Slack) to extend board functionality.	Enhance productivity by connecting Trello with other tools and services.		Power-Ups can be enabled/disabled; integrated features function correctly; enabling a Power-Up without authentication displays: "Authentication required."	

Feature Name	Functional tion	Descrip-	Purpose / Use- Case	Acceptance ria	Crite-
Templates	Users can use pre-built or custom templates to quickly create standardized boards or cards.		Save time and ensure consistency by reusing common project structures.	Templates can be applied to create new boards/cards; applying a template with missing fields prompts: "Template incomplete, proceed anyway?"	
Mobile and Cross-Platform Support	Trello is accessible via web browsers, desktop apps, and mobile apps with synchronized data.		Allow users to manage projects and tasks across devices.	Boards and cards are consistent across platforms; offline access displays cached boards; all features work on Chrome, Firefox, iOS, and Android apps.	

7 Conclusion

This Project Requirement Document outlines the critical features and functionalities of Trello from a user-centric perspective. By analyzing its core components—such as board organization, collaboration tools, and task management capabilities—we gain a clear understanding of how Trello simplifies project tracking and enhances team productivity. Each feature described herein has been mapped with its use case and acceptance criteria, including edge cases, to ensure a thorough basis for testing and validation. This document serves as a foundational reference for the QA process, contributing to the delivery of a reliable and user-friendly project management experience.

8 References

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