LifeTracker – Product Requirements Document (PRD)

Module Focus: Freelancing System & External Account Connections
Document Type: Execution■ready PRD (Product + System Design)

1. Product Vision & Context

The Freelancing module of LifeTracker is designed to transform freelance work from a reactive, platform■driven activity into a structured, reflective, and compounding system. Modern freelancers operate across multiple fragmented platforms such as freelance marketplaces, code repositories, payment providers, and social networks. While each platform optimizes for transactions or visibility, none provide a holistic view of the freelancer's work, income quality, delivery consistency, or learning over time. LifeTracker positions itself as the central control layer above these platforms, allowing the user to observe, decide, and improve their freelance operations without replacing the platforms themselves.

This PRD defines a calm, professional system that emphasizes clarity over automation, reflection over raw metrics, and long■term leverage over short■term hustle.

2. Problem Statement

Freelancers commonly face the following problems: fragmented identities across platforms, poor visibility into active commitments, weak tracking of scope changes, inconsistent delivery processes, and little post■project learning. Income is tracked emotionally rather than analytically, leading to underpricing, burnout, and repeated mistakes. Existing tools either focus narrowly on tasks, attempt to replace platforms entirely, or become overly complex CRMs that freelancers abandon. There is a clear gap for a lightweight but deep freelancing system focused on execution quality and strategic clarity.

3. Product Goals & Success Definition

The primary goal of the Freelancing module is to provide freelancers with a single source of truth for their professional client work. Success is defined not by the number of integrations or automated actions, but by increased clarity, improved delivery confidence, and better decision■making. Specifically, the module aims to centralize freelance identities, structure client and project management, provide lightweight revenue awareness, and create a feedback loop after every delivery.

4. Target User Persona

The target user is an independent professional such as a developer, designer, consultant, or creator who manages multiple clients and platforms simultaneously. This user values professionalism, long■term growth, and mental clarity. They are not looking for another task list, but for a system that helps them think clearly about their freelance work. They prefer manual control, minimal interfaces, and insights over dashboards filled with numbers.

5. External Account Connections System

External account connections form the foundation of the Freelancing module. Rather than deeply integrating with every platform, LifeTracker introduces a tiered approach to account connections that balances usefulness with complexity and privacy. Platforms are treated as sources of work and reputation, not as systems to be controlled.

Level 1 – Manual Account Linking (MVP)
In the MVP, users can manually link external accounts by providing a platform name, username or profile URL, and account type (freelance marketplace, payment provider, code repository, or branding platform). This approach requires no permissions, avoids API maintenance, and immediately gives the user a unified view of their freelance identities. Each account includes a notes area for platform■specific strategy insights.

Level 2 – Read■Only Metadata Sync (Post■MVP)
In later phases, optional OAuth■based, read■only integrations may be introduced for selected platforms such as GitHub or Stripe. These integrations are limited to high■level metadata such as activity counts or payment totals and never trigger automated actions. Manual user input always takes precedence over synced data.

Level 3 – Advanced Automation (Explicitly Out of Scope)
Deep automation such as contract imports, messaging, or invoicing is intentionally excluded from this PRD. Such features introduce platform risk, complexity, and shift LifeTracker away from its core value proposition of clarity and reflection.

6. Core Freelancing Features

The Freelancing module is structured around five core entities: Clients, Projects, Milestones, External Accounts, and Notes. Clients act as containers for long■term relationships, while projects represent concrete engagements. Milestones define deliverables, and notes capture communication, scope changes, and learning.

Each project can be linked to one or more external accounts, enabling platform■level analysis without duplicating data. Revenue tracking is intentionally lightweight, focusing on expected versus received payments rather than full accounting. Time and effort tracking remain optional and reflective rather than surveillance■driven.

7. Typical User Workflow

A typical workflow begins with linking external accounts, followed by adding a client and creating a project associated with that client. The user defines milestones and deadlines, logs communication notes during the project, and marks deliverables as completed. Upon delivery, the system prompts a short retrospective to capture lessons learned. These insights accumulate over time, improving future pricing, scoping, and platform strategy.

8. UX & Design Principles

The Freelancing module must feel calm, professional, and non■intrusive. The interface should avoid dense tables, excessive notifications, or aggressive reminders. Mobile■first design is mandatory, with quick access to active projects and deadlines. Visual hierarchy should prioritize what requires attention today over historical data.

9. Security & Privacy Considerations

User trust is critical. Manual data entry is the default. Any external integrations must use secure OAuth flows with read■only scopes. Tokens are stored securely, and users can disconnect accounts at any time. LifeTracker never performs actions on external platforms on behalf of the user.

10. Success Metrics

Success for this module is measured through qualitative and behavioral signals rather than raw volume. Key metrics include weekly engagement with the Freelancing section, project completion rates, number of linked accounts, and the frequency of post■delivery reviews. Long■term success is reflected in reduced context switching and improved pricing confidence reported by users.

End of Document