Dharish

Abstract

This document is created for Task Management System to list all the product features and functionalities to be available for the users

**Product requirement document**

Task Management System

**Project Title:** Task Management System

**1. Introduction**

The Task Management System (TMS) software solution focused at improving task organization, delegation, and tracking within teams or organizations. It provides a centralized platform for creating, assigning, prioritizing, and monitoring tasks, thereby enhancing productivity, collaboration, and transparency between the Project stakeholders

**2. Objectives**

* To streamline task management processes
* To improve team collaboration and communication
* To enhance task prioritization and allocation
* To Provide real-time task tracking and progress monitoring

**3. Features**

* **User Authentication and Authorization**: Secure login and role-based access control to ensure data confidentiality and integrity.
* **Project Profile Creation :** Users can create/update/view/delete the projects with below fields
  + - Projects
    - Duration
    - Company details
* **Task Profile Creation**: Users can create/update/delete/view tasks with the below fields
  + - Task
    - Status(Pick list should have values ‘’Not Started’ ’In Progress’’ and ‘’Done’’)
    - Assigned To (Individual)
* **Task Assignment**: Assign tasks to individual team members or groups, with the ability to set deadlines and priorities.
* **Task Prioritization**: Prioritize tasks based on urgency, importance, or other customizable criteria to ensure efficient resource allocation.
* **Task Tracking**: Real-time tracking of task status, progress, and completion, allowing stakeholders to stay updated on project timelines.

**4. User Roles**

* **Admin**: Manages users, roles, and system settings. Has access to all features and functionalities.
* **Manager**: Creates, assigns, and monitors tasks within their team(s).
* **Team Member**: Receives assigned tasks, updates task status, and collaborates with team members.

**5. Technology Stack**

* **Frontend**: HTML, CSS, JavaScript (React.js)
* **Backend**: Node.js
* **Database**: SQL Server

**6. User Interface Design**

* Clean and intuitive user interface (UI) design with easy navigation and accessibility.
* Responsive design to ensure compatibility across various devices and screen sizes.

**7. User Story & User Journey**

**7.1 User Story:**

**Login:** **As a** user, **I want to** login to Task Management System (TMS) with valid credentials **so that** I access the TMS Home Screen and navigate to different components to perform Task management activities

**Task Profile Management:**

* As **a user, I want to create a new task profile so that I can track task details such as the task description, status, and assigned team member.**
* As **a user, I want to edit an existing task profile so that I can update task details if there are changes.**
* As **a user, I want to delete a task profile so that I can remove tasks that are no longer relevant.**
* As **a user, I want to view a list of all task profiles within a project so that I can quickly access information about all tasks.**

**Project Profile Management:**

* As a user, I want to create a new project profile so that I can track project details such as the project name, duration, and company.
* As a user, I want to edit an existing project profile so that I can update the project name, duration, and company if there are changes.
* As a user, I want to delete a project profile so that I can remove outdated or irrelevant projects from the system.
* As a user, I want to view a list of all project profiles so that I can quickly access information about different projects.

**7.2 User Journey**

**Task Profile Management**

* User logs into TMS System
* User navigates to Task Section
* User creates a new Task by entering Task name, Status and Assigned to individuals and clicks Create
* User can view,update and delete task as needed

**Project Profile Management**

* User logs into TMS System
* User navigates to Project Section
* User creates a new Project by entering Project name, Duration, Company and clicks Create
* User can view,update and delete Projects as needed

**8. Security Considerations**

* Data encryption in transit and at rest to protect sensitive information.
* Regular security audits and updates to mitigate potential vulnerabilities.

**9. Deployment**

* Cloud deployment (e.g., AWS, Azure) for scalability, reliability, and accessibility.
* Continuous integration and deployment (CI/CD) pipeline for automated testing and deployment.

**10. Conclusion**

The Task Management System aims to revolutionize task management by providing a comprehensive solution for teams to efficiently create, assign, track, and analyze tasks. By enhancing collaboration, productivity, and transparency, TMS empowers organizations to achieve their goals effectively and adapt to dynamic business environments.