

# ChoreBoard v1.0 User Manual

## 1. Introduction:

Welcome to the ChoreBoard v1.0 task-management system. This document outlines the common tasks for users of the ChoreBoard v1.0 system with systematic instructions and pictures. It also includes some details about what can be stored in a *task* at this time. For information on implementation or a comprehensive list of all ChoreBoard features, please refer to the Software Development Document or the Design Plan Document respectively.

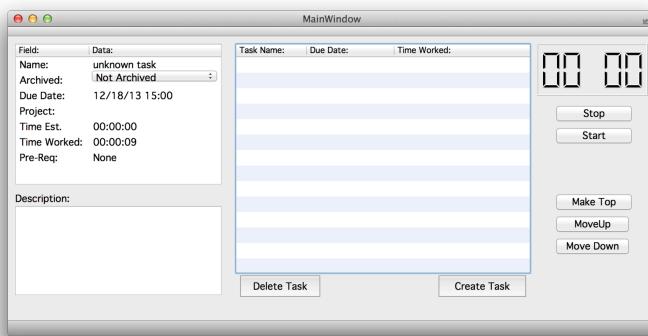
## 2. Outline:

The tasks covered in this user manual are:

- Adding Tasks
- Removing Tasks
- Working on Tasks
- Editing Tasks
- Rearranging Tasks

## 3. Practices of this Document:

Each task outline will include brief description of its purpose, requirements, and outcomes. It will also include references to other relevant sections of this document. It is assumed that before each task, the user has already started the ChoreBoard application. This can be accomplished by double clicking on the .exe file, *ChoreBoard.exe*. The application should launch into the main screen without any further input from the user.



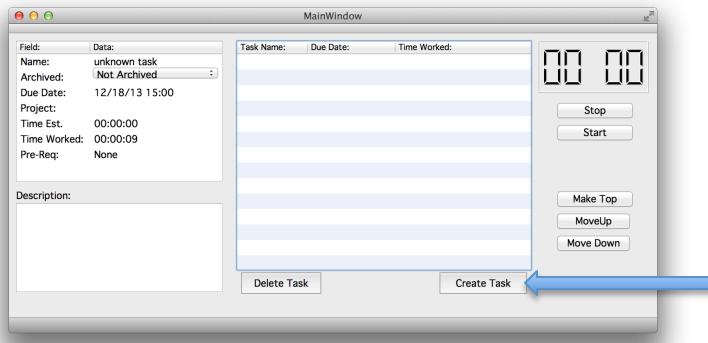
#### 4. Task Description

A task is simply a collection of details that describe some job or goal which Chore Board tracks. The current data fields that are implemented for a task are:

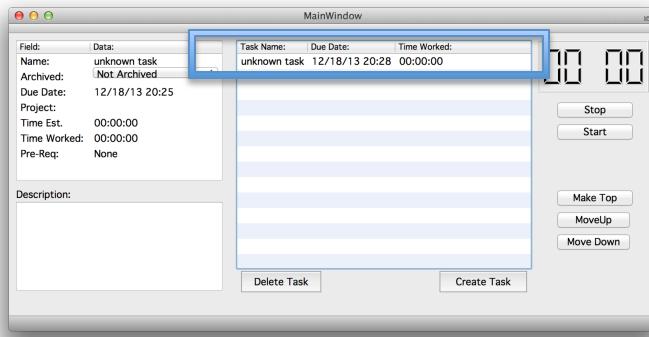
- Task Name
- Archived Status
- Due Date
- Project Name
- Time Estimated
- Time Worked
- Pre-Requirement Task

#### 5. Adding Task

Adding a task is the simple process of creating a new task item to be shown in your ChoreBoard list of task items. There are no preexisting conditions before adding a new task. However, the only supported way to add a new task is through the ChoreBoard GUI.



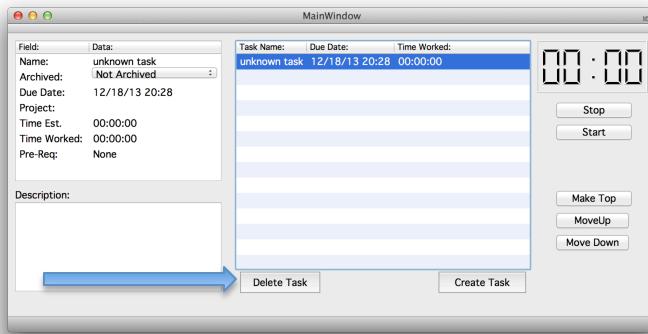
**Step 0:** Click “Create Task” as depicted above.



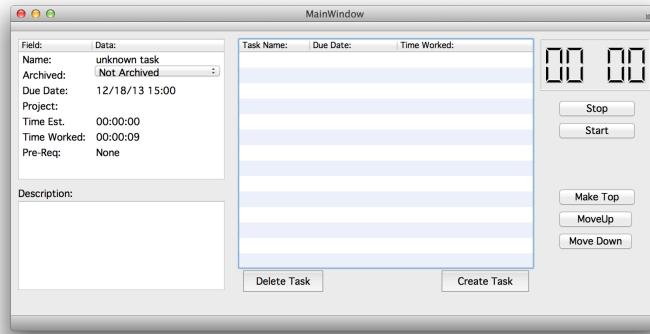
**Step 1:** A new task (named “unknown task”) will appear at the top of the list. To edit this task please see **Section 8 Editing Tasks**.

## 6. Removing Task

Removing a Task is simply deleting a task completely from the ChoreBoard system. To archive a task please refer to **Section 9 Archiving Task**. To delete a task, the user must first have at least a single tasks already created. Please see **Section 5 Adding Task**.



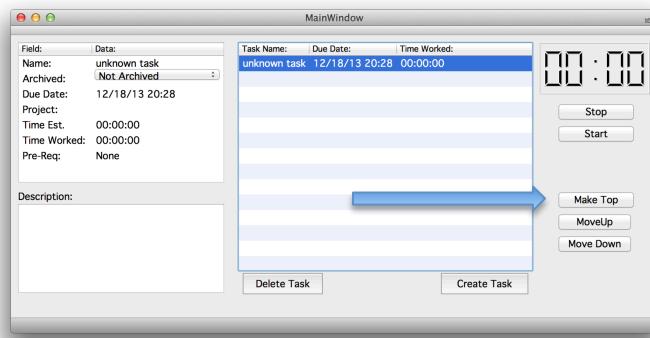
**Step 0:** First select the task the user wants to delete. It should appear highlighted in dark blue. Then click “Delete Task.”



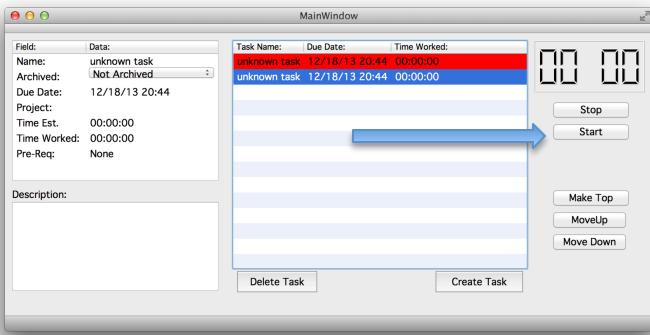
**Step 1:** The selected task will be removed from the list.

## 7. Working on Task

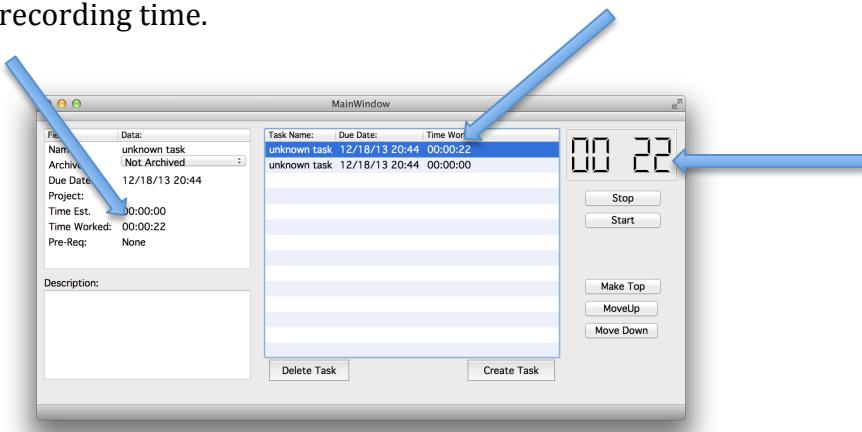
The user can work on a task to easily add to *Time Worked* (**See Section 4 Task Description**). To work on a task, the user must already have created a task. Please refer to **Section 5 Adding Task**.



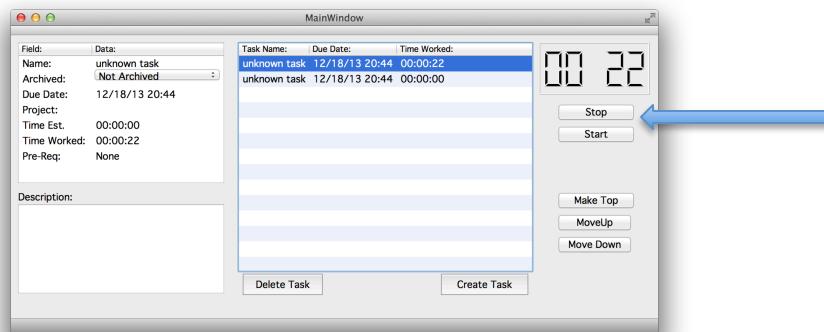
**Step 0:** Select a task, which will be highlighted in dark blue, and click the “Mark Top” button as depicted above.



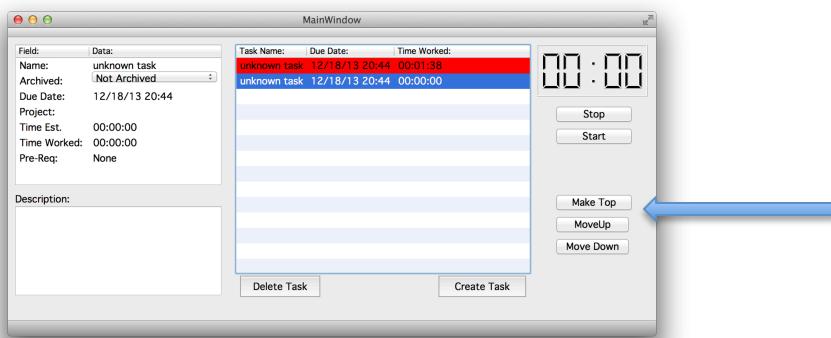
**Step 1:** The top task will be highlighted in dark red. Click the “Start” button to begin recording time.



**Step 2:** The LCD will start counting, as will the other Time Worked fields.



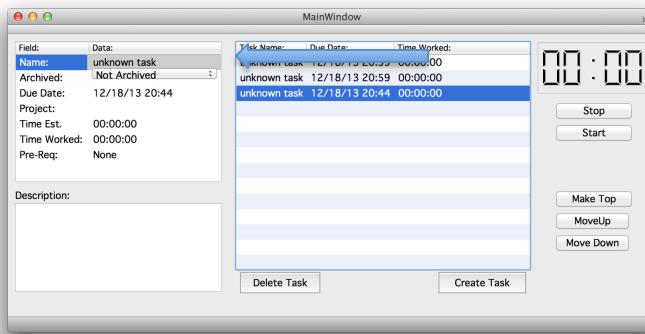
**Step 3:** Click the “Stop” button when you have finished working on your task item.



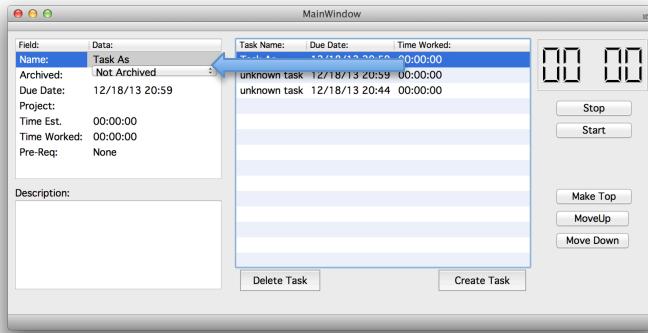
**Step 4:** The LCD will clear and the timer will stop counting up. You may unmark a task as top by reselecting it and hitting “Mark Top” again.

## 8. Editing Task

Editing a task means changing some or all of its data fields (**See Section 4 Task Description**). To edit a task, it must first be created. Please refer to **Section 5 Add Task**.



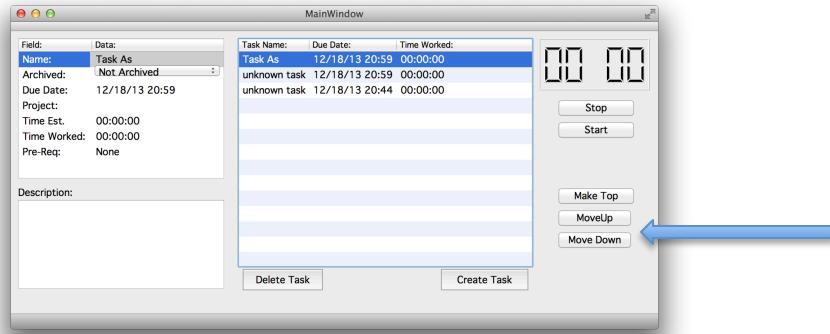
**Step 0:** Select a task that you wish to edit. Then simply double click on a field to edit it. Click away for it to save.



**Step 1:** Note that if an invalid format is entered for a field, it will not update and be reset if you click away and click back.

## 9. Rearranging Task

Tasks can be rearranged by either drag and drop or sing the “Move Up” and “Move Down” button on the right side of the main window.



**Step 0:** The “Move Up” and “Move Down” buttons work as expected. Select a task in the display. The “Move Up” button will cause to task to ascend and the “Move Down” task will descend it in the list order.

**Step 1:** To drag a task item, hold down the mouse on the desired task to be moved. Release the mouse button with the task above where you wish it to be placed.