

# Information Management System

## Record of Tasks

S. No.	Planned Action	Planned Outcome	Time	Month	Criterion
1	Finalise Client Consultation and Work Shadowing	Complete client interviews and work shadowing to fully understand needs and existing system.	1 hour	Oct 2024	A
2	Draft Criterion A: Scenario and Problem Definition	Complete the "Scenario" section of Criterion A, clearly defining the problem and client context.	1 hour	Oct 2024	A
3	Define Proposed Product and Justification	Finalise the "Proposed Product" and "Rationale" sections of Criterion A.	1 hour	Oct 2024	A

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4	Develop Specific Success Criteria	Create a detailed and measurable list of "Specific Performance (Success) Criteria".	0.5 hours	Oct 2024	A
5	Complete Criterion A: Planning Documentation	Finalise and review all sections of Criterion A, ensuring checklist compliance.	0.5 hours	Oct 2024	A
6	Create Record of Tasks Form (Criterion B)	Set up a detailed Record of Tasks document for project management.	0.5 hours	Nov 2024	B
7	Design Low-Fidelity Wireframes for UI	Sketch basic wireframes for key modules to outline UI layout.	1 hour	Nov 2024	B
8	Design Mid-Fidelity Wireframes and User Flows	Develop detailed digital wireframes and user flow	1.5 hours	Nov 2024	B

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		diagrams for key functionalities.			
9	Design Database Schema (Firestore)	Plan and diagrammatically represent the Firestore database structure.	1 hour	Nov 2024	B
10	Create Test Plan and Test Cases (Criterion B)	Develop a comprehensive test plan with specific test cases linked to success criteria.	1.5 hours	Nov 2024	B
11	Complete Criterion B: Solution Overview Documentation	Finalise and review all sections of Criterion B, including designs and test plan.	0.5 hours	Nov 2024	B
12	Set up Next.js Project with Tailwind CSS and Clerk	Initial project setup including framework, styling, and authentication.	1.5 hours	Nov/Dec 2024	C

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13	Implement Firebase Firestore Integration	Configure Firebase and Firestore for backend data management.	1 hour	Dec 2024	C
14	Develop Cookie Jar Module	Code the Cookie Jar module with core functionalities.	1 hour	Dec 2024	C
15	Develop Doubt Tracker Module	Code the Doubt Tracker module with core functionalities.	1 hour	Dec 2024	C
16	Develop Curiosity Space (Idea Tracker) Module	Code the Curiosity Space module with core functionalities.	1 hour	Dec 2024	C
17	Develop To-Do List Module	Code the To-Do List module with core functionalities, including drag and drop setup.	1.5 hours	Dec 2024	C
18	Develop Continuous	Code the Continuous Information Space	3 hours	Dec 2024	C

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	Information Space Module	module with core functionalities.			
19	Develop Stage Manager Module	Code the Stage Manager module with core functionalities.	6 hours	Dec 2024	C
20	Implement Drag and Drop Functionality (@dnd-kit)	Integrate drag and drop for relevant modules.	1 hours	Dec 2024	C
21	Implement User Authentication (Clerk)	Ensure secure user authentication and account management.	0.5 hours	Dec 2024	C
22	Write Algorithms and Technique Descriptions (Crit C Doc)	Document key algorithms and techniques used with diagrams/explanations for Criterion C.	1.5 hours	Jan 2025	C

S. No.	Planned Action	Planned Outcome	Time	Month	Criterion
23	Complete Criterion C: Development Documentation	Finalise and review all sections of Criterion C documentation.	1.5 hours	Jan 2025	C
24	Conduct Functionality Testing and Bug Fixing	Thoroughly test all modules and features based on test plan, address identified bugs.	1.5 hours	Jan 2025	D
25	Cross-Browser and Device Compatibility Testing	Test the application on different browsers/devices as per success criteria.	0.5 hours	Jan 2025	D
26	Create Functionality Video (Criterion D)	Record a video demonstrating the application's functionality.	0.5 hours	Jan 2025	D
27	Add Code Comments for Maintainability (Criterion D)	Review and add comments to the codebase to enhance maintainability.	0.5 hours	Jan 2025	D

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28	Complete Criterion D: Functionality & Extensibility Doc	Finalise and review all sections of Criterion D documentation.	0.5 hours	Jan 2025	D
29	Client Evaluation and Feedback Session (Criterion E)	Conduct final interview with client to gather feedback on the application.	1 hour	Feb 2025	E
30	Evaluate Product against Success Criteria (Criterion E)	Systematically evaluate the product against each success criterion.	1.5 hours	Feb 2025	E
31	Formulate Student Recommendations for Future Dev (Crit E)	Develop and document recommendations for future development based on evaluation and feedback.	0.5 hours	Feb 2025	E
32	Complete Criterion E: Evaluation Documentation	Finalise and review all sections of	0.5 hours	Feb 2025	E

S. No.	Planned Action	Planned Outcome	Time	Month	Criterion
		Criterion E documentation.			
33	Final Documentation Review and Submission	Review and proofread the entire documentation before final submission.	3 hours	Feb 2025	All