Work Management System – Development Plan

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□ Objective

To develop a web-based Work Management System that allows the company to assign, track, and manage employee tasks and projects efficiently.

□ Step-by-Step Development Plan

1. Requirement Gathering & Planning

•	Meet with the management/team leads to understand the features they need (e.g. task assignment, deadlines, team collaboration).

•	Create a feature list and define the project scope.

•	Identify the users: admin, managers, employees.

2. Choose the Tech Stack

•	Frontend: HTML, CSS, JavaScript (or React/Vue if needed)

•	Backend: Django / Node.js / Laravel (depending on team preference)

•	Database: PostgreSQL / MySQL / SQLite

•	Version Control: Git + GitHub

•	Hosting: (e.g., Heroku, Render, or local server)

3. Design the System

•	Create wireframes or mockups (using Figma or simple sketches).

•	Design database schema (tables like Users, Projects, Tasks, Comments, etc.)

•	Plan user roles and permissions.

4. Build Core Features

1.   Authentication & Authorization

- Register/Login

- Role-based access control (Admin, Manager, Employee)

2.   Task & Project Management

- Create/Edit/Delete Tasks

- Assign tasks to users

- Add due dates, priority, and status

3.   Dashboard & Views

- User dashboard with assigned tasks

- Project overview pages

- Admin panel (if required)

4.   Notifications (optional)

- Email or in-app alerts for task updates

5.   Comments & Collaboration (optional)

- Users can comment on tasks

- Attach files or documents

5. Testing

- Perform manual testing for all user roles.

- Fix bugs and handle errors (e.g. invalid inputs, unauthorized access).

6. Deployment

- Set up hosting environment.

- Deploy the project online (or on the company's server).

- Ensure data security and access control.

7. Training & Handover

- Document how the system works.

- Show the team how to use it.

- Deliver admin credentials and provide a short user guide.