

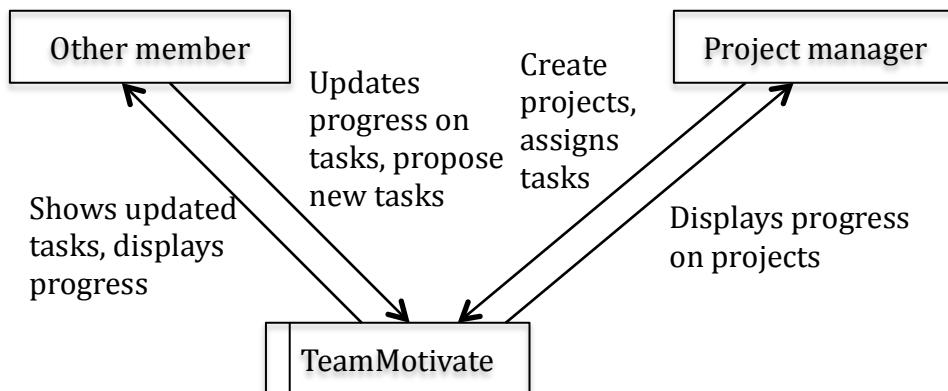
### *Motivation*

TeamMotivate is an online app that serves as a group task manager. It allows users to create new projects and add or assign tasks to other users. It also lets the user keep track of and prioritize their individual tasks.

The purposes of TeamMotivate are as follows:

- **Serve as a tool for teams to stay organized.** By having an interface that allows users to keep track of what tasks they have to complete within different projects, TeamMotivate seeks to clarify each user's responsibilities and help users prioritize their work.
- **Allow members to see how their work fits in to the rest of the project.** The app helps users understand what part of the project they are contributing to and how the completion of their part allows other parts of the project to progress.
- **Allow users to track progress of projects.** TeamMotivate lets users see what still needs to be done in a project, thereby giving members of a project the information they need to take a more active part in planning and contribution.

### *Context Diagram*



## Concepts

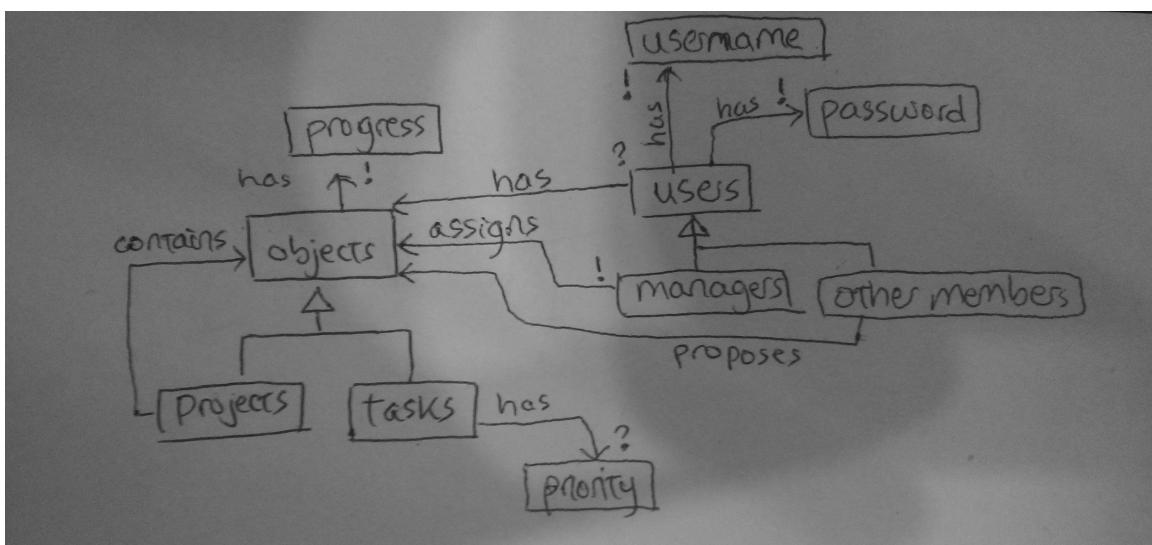
**Project:** Something that holds together all the tasks that work toward a common goal. A project can contain projects and so on. A project organizes tasks into sections with clear objectives, and makes for better understanding of how a task fits into the bigger picture.

**Task:** Something that needs to be done. Tasks are assigned by project managers and proposed by other members, which are then approved by project managers. Tasks help users keep track of the list of things they need to do.

**Priority:** Priority in the form of a ranking is assigned to tasks and projects. The ranking itself is determined by the user and can be based on importance or urgency. Project managers can assign priority, and members can propose priority. Priority guides members on deciding what project and task to do first.

**Progress:** Progress marks the level of completion of a project or a task. For projects it is the percentage of tasks completed within a project, including those in projects nested in the said project. Progress helps users keep track of how much still needs to be done and plan accordingly.

## Data Model



## *Design Challenges*

### **How are projects and tasks created? Similarly, how is priority assigned?**

Project manager should keep track of all projects created under his main project. However, it is useful for members to create projects that suit their organizational needs in implementation.

Potential solutions:

- *Only project manager can create projects or tasks and assign priority:* power is solely in the hands of the project manager, which reduces proactivity from other members.
- *All users can create projects or tasks and assign priority:* project manager oversees the whole project, so it is important for them to have the final say on the choice of projects and tasks to be completed.
- *Other members can propose new projects or tasks and priority assignments for the project manager to approve. Project manager can create projects and assign priority:* encourages other members to actively participate in the overall process of completing the project, while giving the ultimate control to the project manager.

### **How should tasks and projects be processed once they are completed? Should they be deleted right away or archived?**

Potential solutions:

- *Delete completed tasks and projects:* keeps the pending tasks and projects free of clutter, but at the same time it becomes hard for users to determine which tasks are done and which have yet to be added.
- *Remove tasks and projects from the hierarchy and store them in an archived section:* keeps the pending tasks and projects free of clutter, but users would have to check the archived section to verify the completion of a project.
- *Update their status to be completed but keep them in the hierarchy:* users can continue to keep track of what has been done for a project.