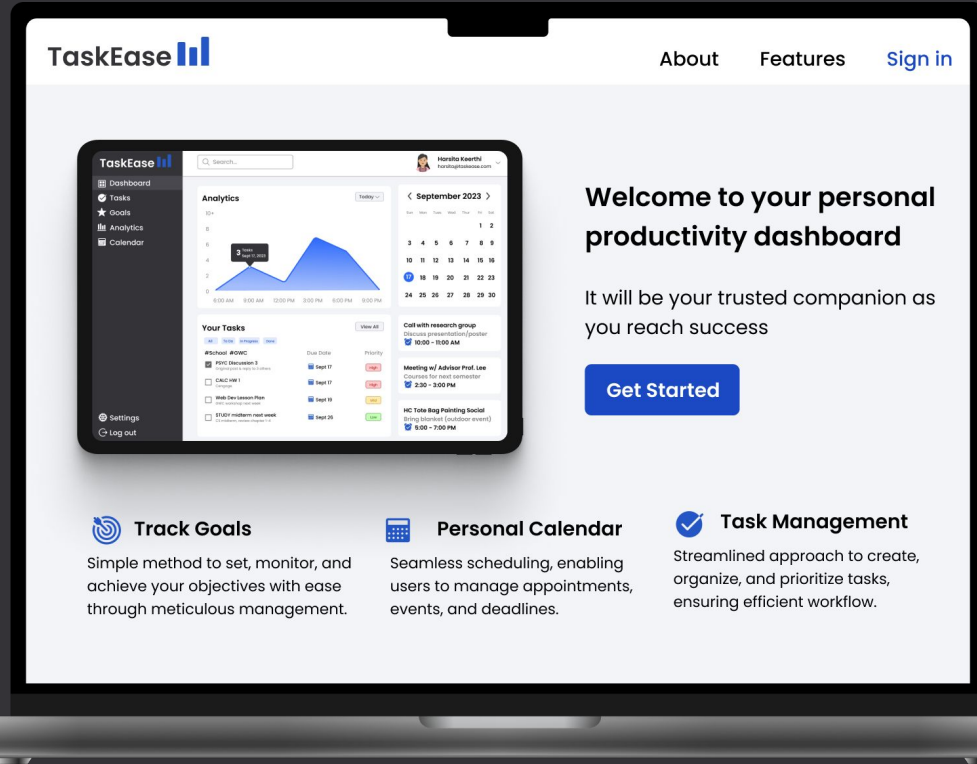# About TaskEase

A platform made to enhance productivity, meticulously crafted to aid in goal management, task tracking, and time organization.

Problem Definition

In today's world, an increasing number of people, regardless of profession, are faced with task management challenges.

Time lost to routine and inaccurate time estimates

Challenges in prioritizing tasks and juggling responsibilities

Establishing a routine to consistently work towards goals

Frequent interruptions leading to loss of focus

Lack of insights for in-depth productivity analysis

Balancing multiple goals simultaneously is challenging

Time tracking: monitoring time spent on tasks and activities

Productivity analysis: assisting in streamlining workflows

Goal tracking: observing progress towards objectives

Process

Executed a comprehensive information architecture plan guided by the Double Diamond method to ensure that the user experience is optimized.

1. Discover
Started the project by clearly defining the problem, outlining specific objectives, and identifying the target audience.

2. Define
Delved deeper into user insights, crafting detailed personas to understand user needs and behaviors.

3. Develop
Creating a functional concept of the productivity dashboard.

4. Deliver
Creating user interface components and patterns.

Competitor Analysis

Helps to refine design strategies and provides insights on the current market

Feature	Notion	Asana	Trello	Todoist	Clickup
Free version	●	●	●	●	●
Templates to create tasks	●	●	●	●	●
Analytics in free version	●	●	○	○	●
Search	●	●	●	●	●
Journal	●	○	○	○	●
Labels	●	●	●	●	●
Mobile app	●	●	●	●	●
Deadlines	●	●	●	●	●
Productivity tracking	●	○	○	●	●
Time tracking	○	○	○	●	●
Total Score	9/10	7/10	6/10	8/10	10/10

User Personas

Halima: A student looking to have one place to track all her activities such as school, work, and extracurriculars.

Goals

Use less apps to track tasks

Efficient workflow between different aspects

Prioritize tasks and activities

Needs

Quick task creation

Tags for different categories and activities

Calendar overview included

Pain Points

Lack of streamlining apps

No way to manage overloaded schedule

Managing different aspects

User Personas

Andrew: A web developer wanting to manage his work tasks and collaborate with colleagues efficiently

Goals

Optimize work processes

Efficiency in time tracking

Enhance collaboration with fellow developers

Needs

Quick task creation

Productivity analytics and time tracking

Planning features for breaks

Pain Points

Time lost on routine tasks

Frequent interruptions leading to loss of focus

Lack of stress reducing tools

User Personas

Ysabella: A grad student wanting to manage her time better to improve her work-life balance.

Goals

Improve time management

Stay motivated to complete tasks and projects

Prioritize tasks and activities

Needs

Quick task creation

Productivity Analytics

Planning features for breaks and reducing stress

Pain Points

Lack of tools to reduce stress

No way to manage overloaded schedule

Managing different aspects

User Hypotheses

Hypotheses emphasize that users are the primary focus in the design process, and later in product development.

1 - Problem

Many tasks at the same time often create struggles with prioritization

Challenges in estimating project deadlines

Different aspects in life create issues with prioritizing

2 - Solution

If we implement a feature that allows them to prioritize tasks,

If we implement a time tracking feature,

If we create a feature that allows them to tag tasks,

3 - Outcome

Then they will be able to focus on high-priority items.

Then they will be able to make data-driven decisions in the future

Then, they will be able to organize tasks and prioritize accordingly

Prototype

Prototyping helps identify and address potential usability issues early in the design process to avoid complications later.

LOGO

Search...

NAME
username

- ▦ Dashboard
- ✓ Tasks
- ★ Goals
- ▪ Analytics
- ▦ Calendar

Daily Progress

Task
- Progress   0/4 subtasks

Due date

Task
- Progress   0/4 subtasks

Due date

Your Tasks

View All

#School	Due Date	Priority
Task name Description	date	
Task name Description	date	
Task name Description	date	
Task name Description	date	
Task name Description	date	
Task name Description	date	

⚙ Settings

→ Log out

September 2023

Sun	Mon	Tues	Wed	Thur	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Event
Event description
⏰ time - time

Event
Event description
⏰ time - time

Event
Event description
⏰ time - time

Dashboard

The dashboard displays key user activity information such as time analytics, tasks, calendar, and upcoming events.
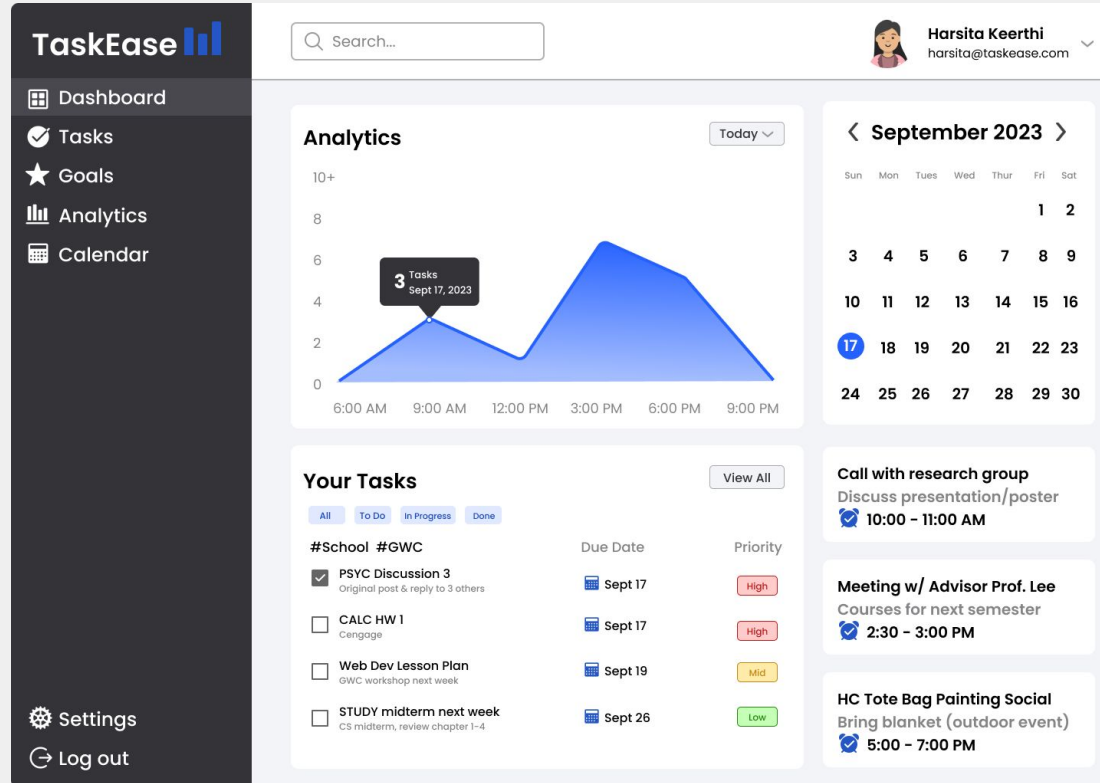
Tasks

The "Tasks" section includes a list of tasks, their deadlines, tags, and priorities.

New Task

Task name

Description

Priority

Low   Mid   High

Add Tags

For example #School

Subtasks

+ Add subtask

Deadline   Time
09/23/2023   10:30 AM

Create Task

TaskEase

- Dashboard
- Tasks
- Goals
- Analytics
- Calendar

Search...

Harsita Keerthi
harsita@taskease.com

September 17 - 23

New +

To Do (2)   **In Progress** (3)   **Done** (2)

CALC HW 1
Progress   0/4 subtasks
School High
Sept 17   3

Make Dermatologist Appt
Progress   0/2 subtasks
Health Mid
Sept 24   0

Web Dev Lesson Plan
Progress   5/6 subtasks
GWC Mid
Sept 19   8

STUDY midterm next week
Progress   7/12 subtasks
School High
Sept 26   13

Research gym membership
Progress   1/3 subtasks
Health Low
Sept 30   4

PSYC Discussion 3
Progress   3/3 subtasks
School High
Sept 22   2

GWC newsletter draft
Progress   2/2 subtasks
School Low
Sept 17   4

Settings

Log out

Goals

The "Goals" section encompasses the user's list of goals and their progress on a weekly, monthly, and yearly basis.

Analytics

The "Analytics" tab shows the user their productivity over time, allowing them to use their personal data to improve their productivity in the future.
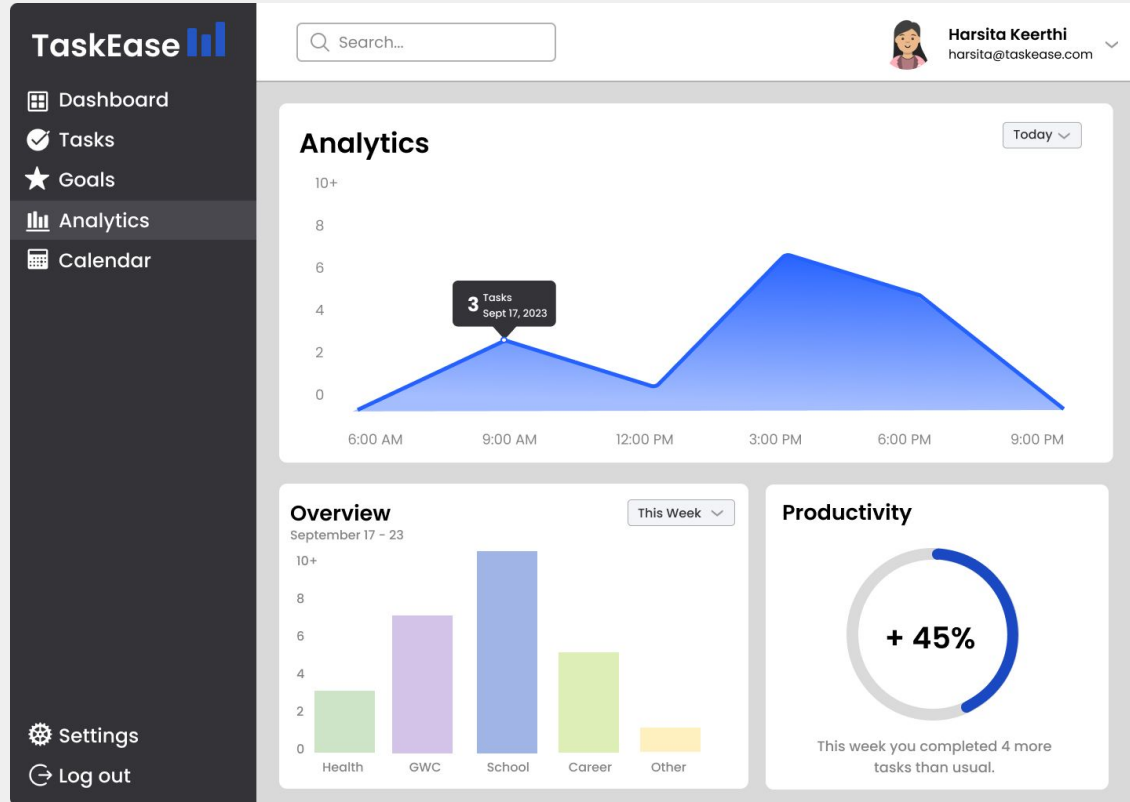
Calendar

The "Calendar" tab allows the user to add events according to tab and see an overview of events in a weekly, monthly, and yearly format.

Other Pages

TaskEase

Sign in to your personal account

Google   Facebook

or continue with email

Email address

Password

Remember me   Forgot Password?

Sign in

Don't have an account? Create an account

New Here?

Sign up and start increasing your productivity now

Sign up

TaskEase

Search...

Harsita Keerthi
harsita@taskease.com

Dashboard
Tasks
Goals
Analytics
Calendar

Personal Settings

First name   Last name
Harsita   Keerthi

Email   Phone number
harsita@taskease.com +x (xxx) xxx-xxxx

Language & Regional Settings

Language   Time zone
English   PST

Date display format   Time display format
⦿ MM/DD/YY ○ DD/MM/YY   ⦿ 12-hour ○ 24-hour

Security & Privacy

Current password   New password

Settings
Log out

Harsita Keerthi
harsita@taskease.com

Sync with Google

Sync your TaskEase account with Google to keep your information current across all devices and both apps.

Enter your gmail...

Delete account

Future Scope

Mobile apps often lead to higher user engagement due to the personalized and interactive nature of the interface.