

Task Management Software

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Change Listing

No	Change		Changed Chapters	Description of changes	Author	State
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Test Listing

The following table shows an overview of all tests – both self-tests as well as tests by independent quality assurance – for the present document.

Date	Tested Version	Notes	Inspector	New Product Status

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1 INTRODUCTION

We found a lot of good task management software on the market, but no one was perfect. We simply matched good ideas from other tools and brought in our own ideas.

We wanted to create a software which can be used in various sectors (e.g. in a software company for project management or in families for simple organizing).

2 INITIAL SITUATION

A team has to work on a project together. So they have to split the project into single tasks. Each team-member is assigned to a task. But how should they know when somebody has finished his/her task? And the person which solves the task how should he/she know until when it has to be done?

Without software support things like this are nearly impossible to do efficient and professionally at the same time.

The application will make large pin boards in companies useless because it will make everything digital and meetings won't be necessary too. Just imagine if one member finishes his/her task at home, how should he/she inform the colleagues? As it is digital, sheets won't be needed anymore and every project member is notified immediately.

Even though there are a lot of established companies which also offer such similar software we are confident that our one is much better. Because of the useful tools which only we offer, like a history-function or the option for getting all tasks as a list (in pdf). Through assigning priorities to tasks everything will get faster done and pointed out what to do next.

In the following we list the most prominent products in the market and highlight their pros and cons.

2.1 **Todoist** (www.todoist.com)

Features:

- Task Quick Add
- Due Dates & Times
- Priorities
- Reminders
- Filters
- Comments & File Uploads
- Sub-tasks
- Karma points

2.1.1 Summary

The above listed products lack of the following features:

- With task quick add you can easily add a task by typing the whole information (Due Dates, priority, ...) in a single line and the software parse this information.
- A Due date specifies the date until a project member has to do a task.
- The priority sets the importance of a task.

- The reminder will send you a push notification, email, or text message about the task so you'll never miss a thing.
- The filter is basically a way to restrict the task list.
- With task and project comments you can add notes, upload any file, and even discuss details with your coworkers.
- Sub-tasks are basically splitting a larger task into smaller one.
- Karma points lets you track your productivity over time, visualize your daily and weekly trends, set goals, and challenge yourself to keep improving.

(Information from: <https://support.todoist.com/hc/en-us/categories/115000632125-Key-Features>)

2.2 Trello (www.trello.com)

Features:

- Due Dates
- Activities
- Reminders
- Filters
- Comments & Uploads

2.2.1 Summary

The above listed products lack of the following features:

- A Due date specifies the date until a project member has to do a task.
- Activity shows the users activity like when the user crated a task or changed something
- The reminder will send you a push notification, email, or text message about the task so you'll never miss a thing.
- The filter is basically a way to restrict the task list.
- You can comment a task and attach any files to it for discussing some details.

(Information from: <https://trello.com/tour>)

2.3 **Wunderlist** (www.wunderlist.com)

Features:

- Private lists
- Due Dates
- Comments
- Reminders
- Notes
- Tags
- Print

2.3.1 Summary

The above listed products lack of the following features:

- Private lists are a feature which allows the user to have his/her own todolist.
- Due Dates are fixing a date until the task should be done.
- With comments you can discuss any details for example of a task with the other project members.
- The user has the option to get informed if a due date is reached and repetition of a notification is also available.
- The user can add a personal note which helps the user not to forget anything.
- Tags can be set to a task to group them.
- You can print specific tasks in a structured way.

(Information from: <https://www.wunderlist.com/de/>)

2.4 **Summary**

The above listed key features of other products are great and we want to combine the most useful features.

The collection of features of our product are listed in Project Objectives and System Concepts.

3 GENERAL CONDITIONS AND CONSTRAINTS

3.1 Information

The information about a project is confidential and only visible for members of the project but the Tasks are visible to all project members. This makes it a lot easier to work together as a group and see how far the project already is.

The information and all user data will be stored on a back-end server which will be hosted by us.

3.2 Back-end system

The back-end system is mandatory because it enables the members to work together and available on any device from everywhere as long as there is an internet connection.

3.3 Log-in

Through our back-end system everyone can get his data with a log-in. The personal-data of everybody will be securely saved with an encryption.

3.4 Hosting

Hosting will be a publicly available service for all our customers. This makes it way easier for small companies and other people because they do not have to host their own servers.

3.5 Devices

The data must be available on different windows devices. To keep the required time constraints, see Planning, we have to use an implementation technology which enables us a quick development. Therefore, it is necessary to implement the front end as WPF application. After some testing the reimplementations as a web application can be considered. So as of today, it will be only possible to run on windows devices.

3.6 Language

Although we plan a multi-language support a first translation to German will not be guaranteed. The first official release will be on English as it is one of the most spoken language in the world and it could be used all over the world theoretically.

3.7 Security standards

At the beginning our security standards are not very high but on the long run it is definitely a topic. Because there could be stored confidential data on our server and data is not encrypted transferred at the beginning except passwords.

4 PROJECT OBJECTIVES AND SYSTEM CONCEPTS

Our main target is to get business processes more efficient and make distribution of tasks uncomplicated and reduce personal meetings to a minimum.

The synchronization should happen automatically that all project members are notified automatically.

4.1 Projects

Creating projects should be easy and the creator of the project is automatically the admin.

4.1.1 Invite people

The project admin should be able to invite people to the project and give them special rights.

4.1.2 Settings

The project admin can set project due date, write a description of the project and set Backup dates.

4.1.3 History

Every project has the option to log the activities of the members.

4.1.4 Print

A project has the option to print all the tasks (can be ordered e.g. by due dates or only print tasks with a specific member).

4.1.5 Description

The admin can add a short description to the project.

4.2 Tasks

A project admin or a member of the project who is entitled can create tasks with many settings.

4.2.1 Assign people

Assigning people to a task is an option which basically says who has to do the task.

4.2.2 Due Dates

Also a due date can be set for the task but it is not necessary to set one.

4.2.3 Priority

For all task are 4 possible priority options. First priority is no priority, second is the least important one and to be continued.

4.2.4 Notes

Add notes on a task to inform other project members.

4.2.5 Delete

Tasks can also be deleted and eventually restored later.

4.2.6 Repeat

This function allows the user to repeat a task as he wants it, like every day, week or for example every 3 days. But it is not necessary to check this function.

5 OPPORTUNITIES AND RISKS

5.1 Opportunities

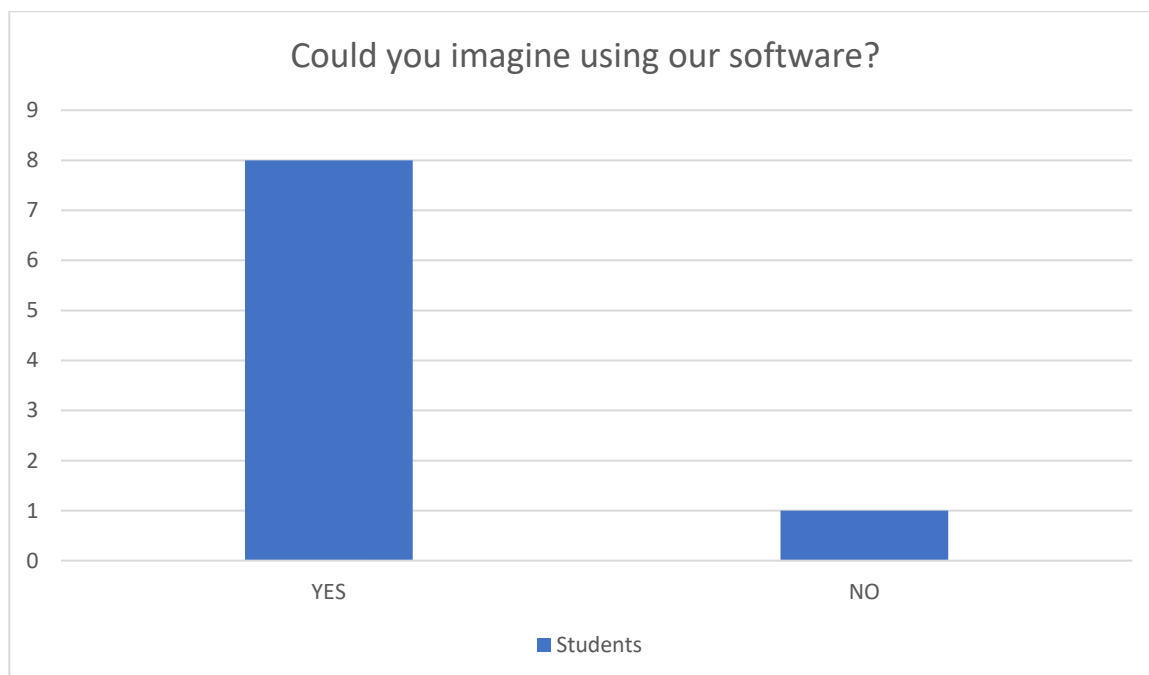
As seen in 5.1.1 Interview there is really positive response of customers hear about our idea.

And as described in 5.1.2 Earning money there is a good system behind for make this software lucrative.

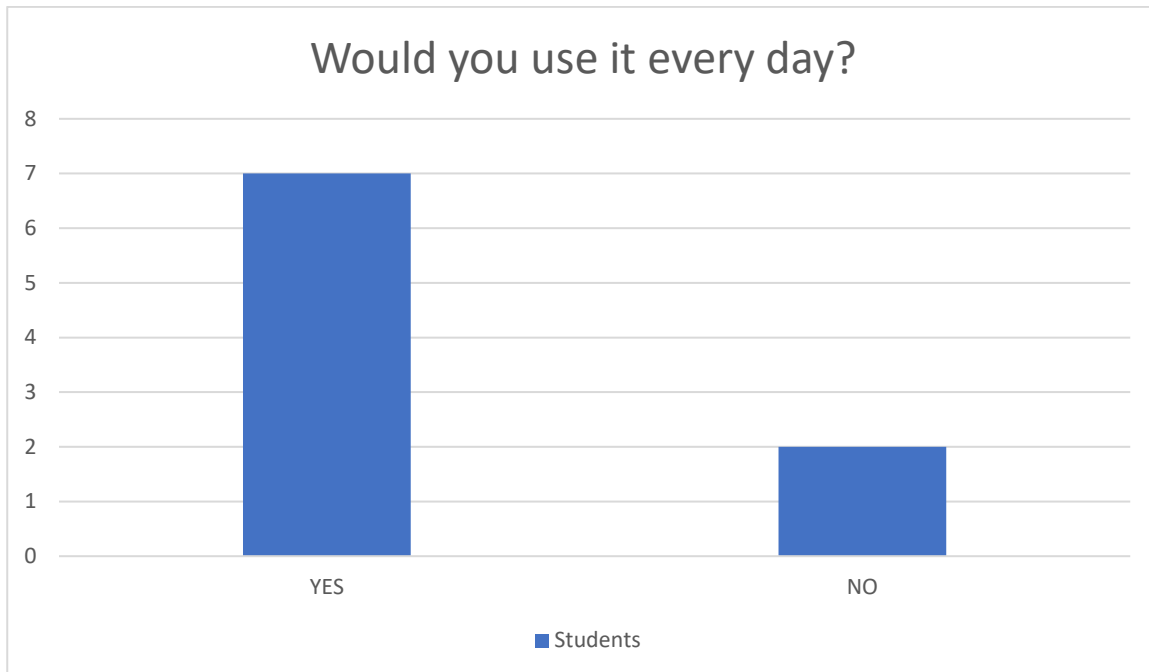
5.1.1 Interview

We did some interviews for showing that there is definitely a market for our software. We asked 9 students of our school whether they would use our product or not and the result was rather positive.

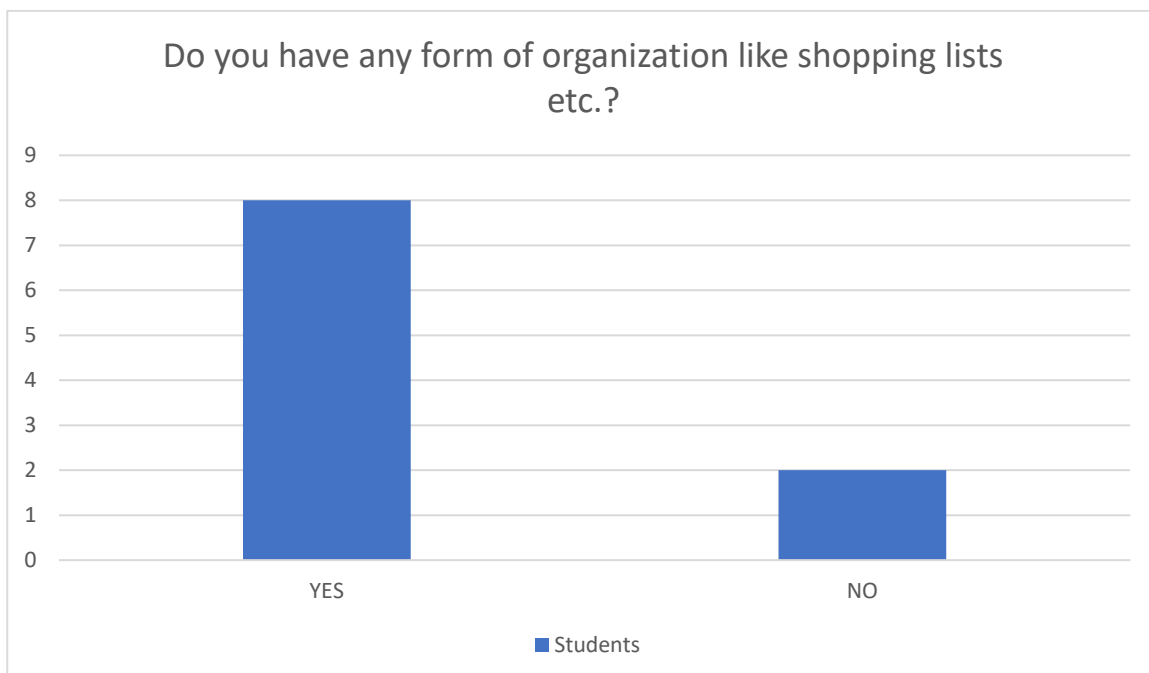
1) Could you imagine using our software?



2) Would you use it every day?



3) Do you have any form of organization like shopping lists etc.?



5.1.2 Earning money

Satisfied customers will be able to donate any sum they want. In order to earn money with it we decided that private customers can only create projects with a maximum number of five people. After payment they can invite as many people as they want at any project. People respectively companies which register as business customers will have no restrictions after a fee.

5.2 Risks

One risk for the investor is that many to-do lists are already existing on the market. The second risk could be that the customers won't accept this product because confidential data is stored on a public server and our security standards are not given at the beginning.

6 PLANNING

6.1 Milestones

MILESTONE	DATE
Project Start	21.09.2017
GUI prototype is finished	22.12.2017
Start of Implementation	22.12.2017
Account control is finished	01.02.2018
Project management is finished	29.03.2018
GUI is finished	12.04.2018
Database is ready	10.05.2018
Detailed designs fully implement the system architecture	24.05.2018
Test plans are adequate fort the of all product features	07.06.2018
The software product has passed acceptance testing	21.06.2018
Project End	21.06.2018

6.2 Resources

The main thing we need is a database for storing all the data and of course tools for writing documents (like Word) and programming tools (Visual Studio).

7 LIST OF ABBREVIATIONS

Abbreviation	Explanation

8 LIST OF LITERATURE

9 LIST OF FIGURES

LIST OF FIGURES