



TASK TRACKER APPLICATION DOCUMENTATION

Irish K Sajan and Appus Devis

Table of Contents

1. Overview

2. Features

- Project Management
- Task Management
- User Management
- Task Assignment
- Authentication
- Role Management

3. Usage

- Creating a Project
- Managing Tasks
- Assigning Tasks
- Managing Users
- Role Management

Overview

The Task Tracker application is designed to help teams manage projects and tasks efficiently. It includes features for project management, task management, user management, role-based access control, and SSO-enabled authentication.

Features

Project Management

- **Create Project:** Allows users to create new projects by providing details such as project name, description, start date, and end date.
- **Update Project:** Enables users to update existing project details.
- **Delete Project:** Permits users to delete projects, removing all associated tasks.

Task Management

- **Create Task:** Users can create new tasks within a project by specifying the task description, due date, status, owner, and associated project.
- **Update Task:** Users can update task details.
- **Delete Task:** Users can delete tasks that are no longer needed.
- **Task Attributes:**
 - **Description:** A brief summary of the task.
 - **Due Date:** The deadline for task completion.
 - **Status:** Current state of the task.
 - **Owner:** The user responsible for the task.
 - **Project:** The project to which the task belongs.

User Management

- **Create User:** Admins can add new users to the system by providing user details such as name, email, and role.
- **Update User:** Admins can update user details including name, email, and role.
- **Delete User:** Admins can remove users from the system.

Task Assignment

- **Assign Task to User:** Allows tasks to be assigned to specific users, ensuring accountability and clear responsibility.

Authentication

- **SSO Enabled Authentication:** Supports Single Sign-On (SSO) for secure and seamless user authentication, integrating with your organization's identity provider.

Role Management

- **Manage Roles:** Admins can create and manage roles, defining permissions for each role.
- **Assign Users to Roles:** Admins can assign users to specific roles based on their responsibilities.
- **Roles:**
 - **Admin:** Full access to all features and settings.
 - **Task Creator:** Can create, update, and delete tasks.
 - **Read-Only User:** Can view tasks and mark them as complete.

Usage

Creating a Project

1. **Navigate to the Projects Section:** Access the Projects section from the main menu.
2. **Create a New Project:** Click on "Create Project" and fill in the project details such as name, description, start date, and end date.
3. **Save the Project:** Click "Save" to create the project.

Managing Tasks

1. **Access the Tasks Section:** Navigate to the Tasks section within a specific project.
2. **Create a New Task:** Click on "Create Task" and enter the task details including description, due date, status, owner, and project.
3. **Update or Delete Tasks:** Select a task to update its details or delete it if no longer needed.

Assigning Tasks

1. **Open the Task:** Select the task you want to assign.

2. **Assign to User:** Choose the user from the "Owner" dropdown menu and save the changes.

Managing Users

1. **Navigate to User Management:** Access the User Management section from the main menu.
2. **Add, Update, or Delete Users:** Use the provided options to manage user details and roles.

Role Management

1. **Go to the Roles Section:** Access the Roles section from the main menu.
2. **Create or Update Roles:** Define new roles or update existing ones with specific permissions.
3. **Assign Users to Roles:** Assign users to roles based on their responsibilities.

Flow-chart of Task Tracker Application

