

firebrick

Agile for Everything

Product Requirements Document

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INTRODUCTION

Firebrick

Firebrick (Firebrick) is a management system that allows non-experts, small teams and small businesses to implement Agile management techniques, concepts and styles, in any type of process and task management, including:

- » Customer Relationship Management (CRM)
 - » e.g. [Salesforce](#) and [Pipedrive](#)
- » To-Do List Managers
 - » e.g. [Google Keep](#) and [Todoist](#)
- » Project/Task Management (non software-product variant)
 - » e.g. [Pulse](#) and [monday.com](#) (and [Asana](#))
- » Product/Task Management (Agile Scrum/Kanban)
 - » e.g. [JIRA](#) and [Trello](#) (and [Asana](#))



This list tries to do a relatively arbitrary separation between systems that have many overlapping features, and is meant as a general breakdown only.

In order to make sure that Agile like conceptual management can be implemented for any type of management, Firebrick will ensure a maximum degree of flexibility. Meaning it will come with a minimal amount of assumptions regarding the actual use case and the actual field implementation of a system.

In addition to that, Firebrick will also try to reduce the amount of time most management systems end-up taking from employees, minimize its footprint in everyday operations, and ensure that existing traditional tools - especially e-mail clients - can still be freely used in conjunction with the system. Firebrick will support the following email client systems: Outlook (desktop), Gmail, iCloud, Windows Live (outlook.com), etc. Not all of these systems will be supported from day one, but will be added as the software development progresses. See more in [MVP, Version 1.0 and Onwards](#).



In essence, supporting Windows Live (outlook.com) is almost equivalent to supporting Office 365 for business, including Sharepoint.

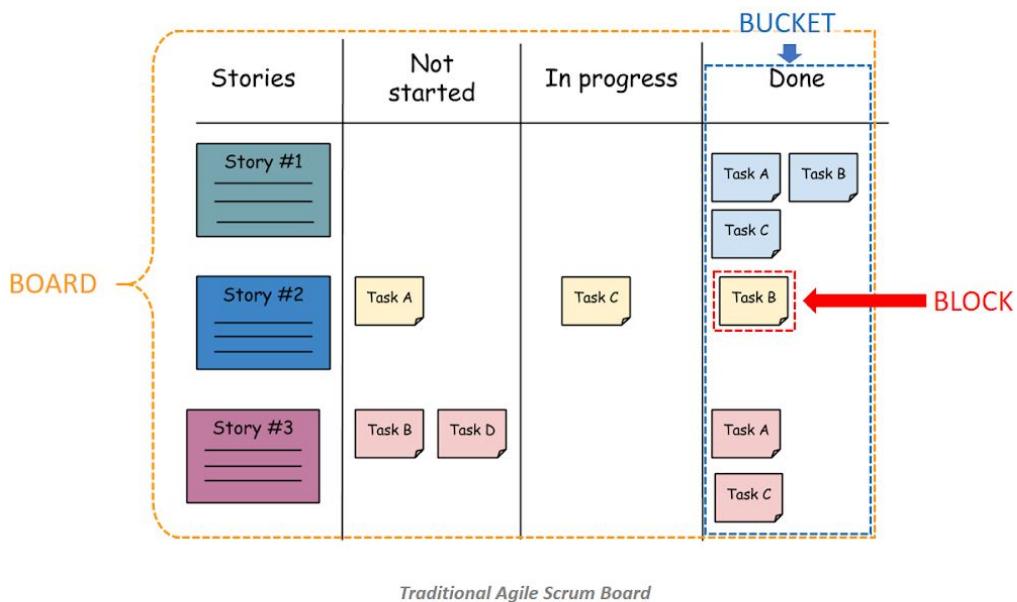
Firebrick will also make sure that employees that don't want to use the system will not have to do so for most mundane tasks. Firebrick will achieve this by a close interaction between it and mostly emails, receiving emails and turning them into actionable items,

or performing certain tasks via email alone. This will also allow for customers to communicate with the system, without being active users of it.

OVERVIEW

TERMINOLOGY

While Firebrick (**Firebrick**) uses items and views that are similar to other project and task management projects, it is still unique in its attitude toward various common items. For instance. Taking as an example the classic Agile-Scrum Task Board for, columns representing *Stories*, *Not Started*, *In Progress* and *Done* are called **Buckets**. The tickets in each Bucket are called **Blocks**, and the aggregate of Buckets is called a **Board**.



Blocks, as will explained are the sentral most important item in Firebrick. Blocks don't only allow you to define a task or a reminder, but also allow you to create categories, teams, contacts, and even influence how Boards are presented.

Buckets in Firebrick are also unique as they do not need to just represent and switch "Phases" in a project, but can also present dynamic data such as divide into columns Owners and Due Dates, as well as be used to group together contacts into teams (e.g. Front-End Dev), or associate contacts with clients (e.g. Tesco Contacts)..

Another central item to Firebrick is the use of a Sorting System for a variety of functions. The Sorting system includes hashtags ("#") to denote groups of related items, person-tag ("@") to denote a person, and even variable tags (though these are used in expert cases only, and later for scripting capabilities and API connectivity).

KEY CONCEPTS AND BEHAVIOUR

Firebrick is an *organic system*. It can be thought of as a vine (as in a climber plant), growing up around, and adjusting to, an underlying structure set by the company and users.

BLOCKS

One of the ways to achieve this concept of an organic system, is to have generalized categories with **no unique qualifying identities**. For instance there will be no identity called 'Client' defined by a set of fields such as Client Name, Contact Person, etc. Instead, Firebrick will have a more basic building block, called simply - **Block**, and its identity will be given to it by the use of **Tags** and various other parameters, such as the Buckets they are in.



For instance, a **Block** with a hashtag **#Client** will contain information that **the user** (rather than the system) will consider a client. Similarly, a Block can be a task, this can be identified by the user simply as **#Task**, or more granularly as **#Call** or **#Meeting**. The user might also choose to use both tags to create a more uniquely identified Block such as **#Task; #Meeting**, and might even add **#Important**.



To show how this applies to In the realm of Product Management, a Block might have the hashtags **#Epic**, **#Feature**, **#Task**, or **#Bug** for instance.

BLOCKS SORTING SYSTEM

Since Firebrick is built around the use of tags, and tags can be used in the system in various places and for various needs, Blocks will have a few types of them. These are:

META TAGS

The most elementary type of tags is a simple Hashtag called a **Meta Tag**. Meta Tags as their names suggest contain some meta information about the **Block** they are associated with. Meta Tags are created by typing in hashtags inside a Blocks' Meta Tag field.

MASTER TAGS

Master Tags are hashtags that are entered into a Blocks Master Tag field. They are distinguished from Meta Tags by the fact that when a hashtag is entered into the Master Tag field a corresponding Block is created with its title being the hashtag. In other words, a Master Tag is in fact any Block name beginning with #. These types of Blocks are called Tag Blocks (or Block of type Tag).

PERSON TAGS

Similar to Master Tags which are essentially any Tag that has a Block bearing its name, a Person Block is any Block that has @ in the beginning of its name. When a Block is defining a Person Tag, it is called a Person Block (or Block of type Person).



NOTE: Meta Tags can be turned into Master Tags by right clicking them and switching them to that mode. Doing so will automatically create a Tag Block for that Tag, thereby making it Formal.

BLOCK TYPES

TASK BLOCKS

Task Blocks are the most basic type of Block. Their main identifier is that their Title is a string with no special character at the beginning.

TAG BLOCKS

Tag Blocks are Blocks that are titled with a hashtag. In this case, as explained, the hashtag will become a Master Tag, meaning it can be used as a Master Tag, and later used in sorting and filtering.

This means that the user can create a Block called **#Toshiba**, with a Meta Tag **#Client**. Then create a Block that will be a task, for instance '*Call John Doe*' and tag it with **#Toshiba**; **#Call**. To add granularity, a user can add Blocks called **#Invoice** and **#BankTransfer** and tag each of them with **#Finance**. What this then allows is to filter, for instance all the tasks that are related to Finance or Toshiba, or jointly - Finance and Toshiba, as well as Toshiba and Invoice, etc.



Important:

- Tag Blocks cannot be Archived.
- No two Tag Blocks can have the same name.

PERSON BLOCK

As explained, Blocks themselves can be used to define hashtags, making the tag Formal. However, Blocks can also define a different entity - a contact - or **Person Block**. To achieve this, the user will simply have to add "@" at the beginning of the Blocks name. For instance, create a Block named @John Doe, will be regarded from that moment on as a Person.



Important: In a Person Block, an Image in the attachments will become that Person's avatar, and the Block's Email Address will not be set automatically, but rather will be inputted manually with the Person's actual contact email.

BLOCKS' EMAIL ADDRESSES

One of the special attributes of Blocks is a unique email address. Each Block in our system will have its own unique email automatically given to it as it is created, unless it the Block is of type Person Block.

The Email address is used especially for logging and collecting items belonging to a Block. For instance, if an email is sent, with a Block's email in the CC, it will be logged in the Block's history, and any attachment attached to that email will be attached to the Block too.



Important: When an attachment is added to a Block, whether manually or via an email attachment, it is automatically associated with the Master Tag of that Block as well (see more [below](#)).

BLOCK TEMPLATES

Blocks Templates are used to provide certain structure and content to Blocks that inherit their format.

- » **In this version**, Block Templates will be mute and uneditable, essentially living in code alone. We will have three Block Templates, One for regular Blocks, one for Tag Blocks and one for Person Blocks. In the first version all three templates will be identical.
- » **In later versions**, more specifically, when we introduce the [Flexi-Field feature](#), Block Templates will allow users to edit our three built in templates, but create new Templates for various Block types. For instance the user will be able to add things like Deal Block Template, Client Block Template, Epic Block Template, and so forth.

FIELDS AND VALUES CONTAINED IN BLOCKS

As for the internal details of a Block, maintaining complete flexibility means a Block will come with a minimum set of built-in fields and items, namely:

INPUTTED\SELECTED\CONTROLLED BY USER

- » **Name/Title*** - i.e. the Block name
- » **Phase** - The Phase Bucket in which this Block was created.
- » **Board** - The Board where the Phase Bucket is.
- » **Important** - A star ("★") icon that can be switched on or off.
- » **Done** - A "✓" icon, that marks a Block as resolved.
- » **Archived** - A Trash ("trash bin") icon, that marks a Block as resolved.
- » **Due Date** and **Due Time** - Fields that indicate the date and time by which the task has to be done. This can be “switched off” by the user in case this Block isn’t a task, or is a task but doesn’t have a deadline.
 - » By default the date and time are 24 hours after the Block it is created.
 - » By default of this is switched off if the Block is a Person or Tag Block.
- » **Sync** - automatically sends an iCal invitation to the Owner’s email with Block’s details according to its Due Date.
- » **Meta Tags** - Hashtag associating the Block with a Tag Block.
- » **Master Tag*** - a hashtag field able to contain only one hashtag that can only be of the Formal type. If the user typed a new Master Tag, a Tag Block will be created automatically.
- » **Stakeholders** - contains Persons that are in any way connected with the Block.
 - » Stakeholders come in two main types:
 - » **Internal Stakeholder** any person who works for the company using Firebrick. Per each Block the Stakeholder can be one of two kinds
 - **Owner** is the Internal Stakeholder in charge of this Block (for instance the user the task is assigned to). By Default, the Owner is the user that created the Block.
 - **Stakeholder:** any person within the company that was marked as a stakeholder of this Block, or the Block’s Master Tag.
 - » **External Stakeholder**, a text box containing anyone outside the company that has a stake in this Block. This might be a client, service provider, etc. NOTE: The user may type in these boxes an email without any reference to a Person Block.

AUTOMATICALLY GENERATED

- » **UID** – the Unique ID of the Block, automatically generated when it's created.
- » **Block-email** – Once created, each Block, **which is not of type Person**, gets an automatically generated email address.
 - » In **Person Blocks**, the Blocks do not get an email, but rather the user is expected to input the person's email address manually into that field.
 - » **NICE TO HAVE BUT NOT MUST:**
 - » **Regular Blocks:** The Block-email should get the form:
[UID]@[ClientName].Firebrick
 - » **Tag Block:** The Block-email should get the form:
[TagName]@[ClientName].Firebrick
- » **Date Created** – The date in which the Block was created.
- » **Create By** – The user name and ID belonging to the Person that created the card.

DYNAMIC

- » **Attachments** – Files, Links and Blocks that are attached to a Block. Attachments can be created in the following manner:
 - » **User Attachment:** when a user actively though the UI, attaches a file, link or Block to a Block.
 - » **Email Attachment:** When an email is sent with the Block-email in the To or CC fields, any attachment that is attached to the email, should be attached to the Block.
 - » **Master Tag Attachment:** Any Attachment (and for that matter any Stakeholder) that is added to a Block, is automatically associated with the Tag Block that is inputted
- IMPORTANT:** If a user switches the Block's Master Tag, the files remain associated with the Block, but NOT with the new Master Tag. However, any file added AFTER a Master Tag switch, will be associated with the NEW Master Tag.
- » **Related Blocks** – Shows a list of Blocks that are associated with the same Master Tag.
- » **Block Story** – The history of the Block, notes, emails that were sent to the Block , as well as notes and conversations between users.
 - » **Log:** Logs any action done to the Block – when, and by whom.
 - » **Email:** Logs any Email that was sent with the Block Email was in the **TO:** or **CC:** of an email). Each Email entry in the Block Story will have the Date, Time, Subject and Sender, and can be expanded to include the TXT only version of the email contents.
 - » **Notes:** Text manually inputted by any of the Stakeholders.

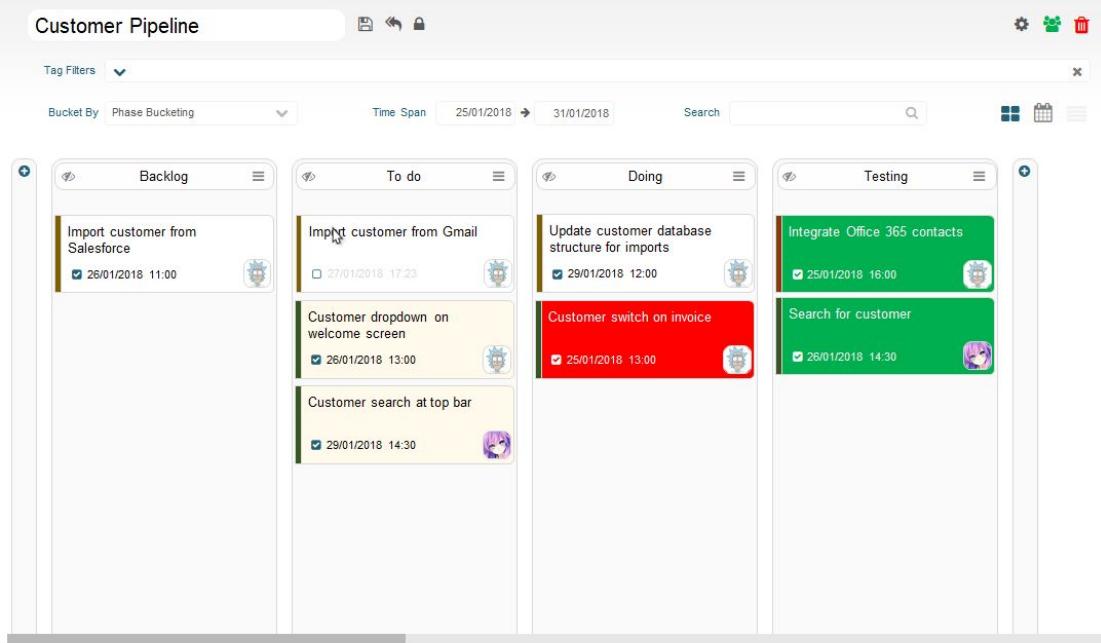
- » **Conversations:** When in a Note a person is tagged (e.g. @Aliison), the Note becomes a conversation thread, allowing correspondence between stakeholders.

CREATED BY USER

- » **Flexi Fields (Later Versions)** - Flexi Fields essential provide a form building tool. This means the user to do is to add to Blocks, either globally or by types (i.e. Person Block and Tag Block). The user's name these fields however they want, as well as set the field type (specifically Text Field, Textbox, Dropdown and Checkbox). When we will get to that stage, fields will also be assigned with validators (e.g. email, url, text only, numbers only, allowed symbols, etc.). Till that point most of what Flexi Fields will allow, will be done more manually through the Details textbox, and to some extents from the Log section.

BOARDS AND BUCKETS

Boards are an aggregate of **Buckets**, for instance in the example of the Agile-Scrum Task Board above, *Stories*, *Not Started*, *In Progress* and *Done*, are each a Bucket.



The screenshot shows a digital task board titled "Customer Pipeline". The board is organized into four columns: "Backlog", "To do", "Doing", and "Testing". Each column contains several tasks, each with a title, a due date, and a small icon. The tasks are color-coded: yellow for the backlog, orange for to-do, red for doing, and green for testing. The interface includes various buttons and filters at the top, such as "Bucket By Phase Bucketing", "Time Span" (set to 25/01/2018 to 31/01/2018), and a search bar.

VISUAL REPRESENTATIONS

Balls have three viewing options: presented either side by side as columns, sorted in Calendar view, or one under the other in rows. Taking the Agile-Scrum Task Board example, this would be visually translated as seen below (Note: in this example all the “boxes” – i.e. task __ and story __ are the Blocks in each bucket):

Column view				Calendar View			
Stories	Not Started	In Progress	Done	Time	15/01/18	16/01/18	17/01/18
Story 1	Task NS1	Task IP1	Task D1	08:00	Task D3	Task IP2	Task NS3
Story 2	Task NS2	Task IP2	Task D2	09:00			Task NS4
Story 3	Task NS3	Task IP2	Task D3	10:00	Task D2	Task IP1	Task NS1
						Task D5	
				11:00	Task NS5		
				12:00			
				13:00	Task D6		Task NS6

Row View (In future versions)

@
Stories
Story 1
Story 2
Story 3
Not Started
Task NS1
Task NS2
Task NS3
In Progress
Task IP1
Task IP2
Task IP2
Done
Task D1
Task D2
Task D3

INTRO BUCKETS

A **Bucket** is a distinct entity by itself. Buckets are added to boards by simply editing a blank Bucket column or row showing a “+” sign (see an example above). This blank Bucket, appears by default before the first Bucket and after the last Bucket in every Board..

In term of operational UI, while Buckets can be actively added, moved in or removed from a Board. They can also be switched to Hidden, showing them in a similar way to how hidden columns and rows are shown in Excel.

While Buckets may simply contain free text (AKA Phase Buckets), any Bucket in a board can also be defined to *aggregate* all the Blocks that are associated with a specific **Person** or **Master Tag**. To achieve this, all the user needs to do is to name a Bucket with a **#** or **@** sign at the beginning instead of just free text, or chose these items from a special list accessible through a menu. When a Bucket is named in such a way it is generally called a **Tagged Bucket** (More on [Tagged Buckets](#) blow.)

Tagged Buckets can also include specialized tags that denote certain fields found in Blocks, however these will most probably only be used for filtering rather than Bucketing, the possibility itself will be present.

While the user will be able to select these tags in a drop down, these specialized Tags also have syntax (similar to using **@** or **#**). The sign that we will use to denote some **Block Variable** will always start with a percent sign (“%”). These include the following:

- » **Stared** - %star
- » **Resolved (Done)** - %done
- » **Unresolved (Open)** - %open

» **Archived** - %archived

» **Owner** - %owner

There is also a special case of Tagged Buckets called **Sorting Buckets**. In these you can also add the Due Date variable:

» **Due Date** - %ddate

» **Due Time** - %dtime

TYPES OF BUCKETS

PHASE BUCKETS

a Phase Bucket is just a regular Bucket. It's only differentiator is the Board where it is in and its name.

Not Started	In Progress	Done	
Task NS1	Task IP1	Task D1	
Task NS2	Task IP2	Task D2	
Task NS3	Task IP2	Task D3	

While Phase Buckets in regular boards do not have a special role other than organizing the Blocks into columns (and thus change the Phase attribute of the Block). They do play a special role in two built in boards that we provide - the **Persons Management Board** and the **Tag Blocks Management Board**.

PHASE BUCKETS IN THE PERSONS MANAGEMENT BOARD

The Persons Management Board aggregates all the Person Blocks that a customer added. In there the Phase Bucket can be used to denote groups of Contacts, and influence their permissions (as well as used for licensing).

The Persons Management Board comes with three built-in Buckets that cannot be renamed or deleted. They are:

- Imported Contacts
 - A Bucket that is automatically populated when the user imports contacts from a contact list (i.e. CSV file)
- Internal Stakeholders
 - A Bucket that sets any Person in it with **global View permissions** and **Edit permissions** limited to the Boards and Block that they are a member of (i.e. Appear in) - except for the Persons Board, which only Super Admins can manage.
- External Stakeholders

- A Bucket that collects all the Person Blocks that appear in the External Stakeholder fields in Blocks, and provide said Persons with **View permissions** limited only to Blocks, and only if they are a member of that Block (i.e. Appear in it).

PHASE BUCKETS IN THE TAG BLOCKS MANAGEMENT BOARD

The Tag Blocks Management Board aggregates all the Tag Blocks that were added into the system. In there the Phase Bucket can be used to denote groups of Tags, to be used especially for later use in Sorting Buckets ([see below](#)). For instance, a user can name a Phase Bucket "Stories" and put under it all the Blocks that contain Stories.

TAGGED BUCKETS

Tagged Buckets, as discussed above, are Buckets that represent a Tagged item. Tags used to tag a Bucket can be Master Tags (i.e. a name of a Tag Block), Persons (i.e. the name of a Person Block), as well as Block Variables (Starred, Resolved, Unresolved, etc.).

A Tagged Bucket can be used as a special kind of a sorting, or grouping item. For instance lets take the case discussed above of a traditional Agile Scrum board. In the previous examples we have treated Stories as just any other Block. However, if we decide to turn each Story into a Tag Block, we can then create, with the Sorting Bucket option the following presentation:

#Story1	#Story2	#Story3	⊕
Task NS3	Task IP1	Task IP2	
Task IP2	Task D2	Task NS2	
Task D3	Task NS1	Task D1	

Additionally, creating these buckets per Person Blocks, will show us all the tasks belonging to each Person in clear and easy to follow and manage board. Adding Filtering to that, can greatly simplify the way in which we understand and follow the various processes in the company.

SORTING BUCKETS

Sorting Buckets are a special mode of Tagged Buckets. Instead of relying on items such as Master Tags, Persons and Variables, they rely on the name of the Phase Bucket in which Tag Blocks are organized. For instance, in the case of the Agile Scrum board. Let's say i have put all the Tag Blocks belonging to stories (i.e. Story1, 2 and 3), in a Phase Bucket called Stories, In that case, i will be able to create the following view:

Stories organized in a Phase Bucket in the **Tag Blocks Management Board**

Stories	⊕
#Story1	
#Story2	
#Story3	
#Story4	
#Story5	
#Story6	



The resulting outcome in a regular Board, when the Sorting Bucket is set to include the contents of the Stories Bucket,

!Stories	Not Started	In Progress	Done	⊕
#Story1	Task NS3	Task IP2	Task D3	
	Task NS4	Task IP4	Task D4	
#Story2	Task NS1	Task IP1	Task D2	
	Task NS5	Task IP5	Task D5	
#Story3	Task NS2	Task IP2	Task D1	
	Task NS6	Task IP6	Task D6	

In the case above, the Stories Bucket is called a **Sorting Bucket**. As you can see it groups under it, all the Tag Blocks where it is found the Meta Tag “#Stories” (i.e. Story1, 2 and 3), but more importantly, each Tag Block belonging to each Story then goes on to create a horizontal grouping of all the Blocks that are tagged with the Master Tags #Story1, #Story2 and #Story3. This in effect gives us the ability to create a Table in our board view, rather than just a one dimensional array of Buckets.



Important note: In any given Board there can be only one Sorting Bucket, and it will always occupy the first Column.

DATE BUCKETS

Date Buckets are Tagged Bucket with Due Dates, they appear when a Board is switched to Calendar View. Usually, the

Traditional Calendar View with Time being presented as the Sorting Bucket.

Edited Calendar View where the Sorting Bucket was changed from Time to a different Sorting element.

Time	15/01/18	16/01/18	17/01/18	⊕
08:00	Task D3	Task IP2	Task NS3	
09:00			Task NS4	
10:00	Task D2	Task IP1	Task NS1	
11:00	Task NS5			
12:00		Task D5		
13:00	Task D6		Task NS6	

#!DevTeam	15/01/18	16/01/18	17/01/18	⊕
@Allan	Task D3	Task IP2	Task NS3	
	Task D4	Task IP4	Task NS4	
@Raoul	Task D2	Task IP1	Task NS1	
	Task NS5	Task IP5	Task D1	
@Tasmin	Task IP2	Task D5	Task NS2	
	Task D6	Task IP6	Task NS6	



In Calendar View all dates of a given date span are shown. Including Dates that are not associated with any Due Date. The date span is controlled via a dedicated GUI element.

BOARDS

Boards are really just a way to view and manage Blocks as they are organized in Buckets. While any Board is organic and allows Buckets to be manually added, renamed, moved and removed. We will provide some built-in Boards, and tools with certain helpful views or functions. The most obvious tool in a Board is **Filtering**. Filtering allows the user to show in the Board only cards that have certain hashtags (e.g. **#Toshiba**, **#Invoice**), persons (e.g. **@John Doe**) or one or more of our Block Variable. Specifically: *Stared*, *Resolved*, and *Unresolved*.

Additionally, Boards can be saved. That is, once an outline of a Board was set, the user can save it and it will become a permanent entity that can be viewed by others.

BOARDS FUNCTIONS

While Boards can be used as simply dashboards, for gaining insight into how projects progress, which tasks should be performed, and to create new tasks. Boards are also used for management. This comes about in two ways:

QUICK BLOCK EDITING

Blocks shown in Buckets include a digest of what the Block is, who is the owner, if it is starred, etc. Clicking a Block expands the Block to allow the user to edit the most essential parts.

DRAG AND DROP

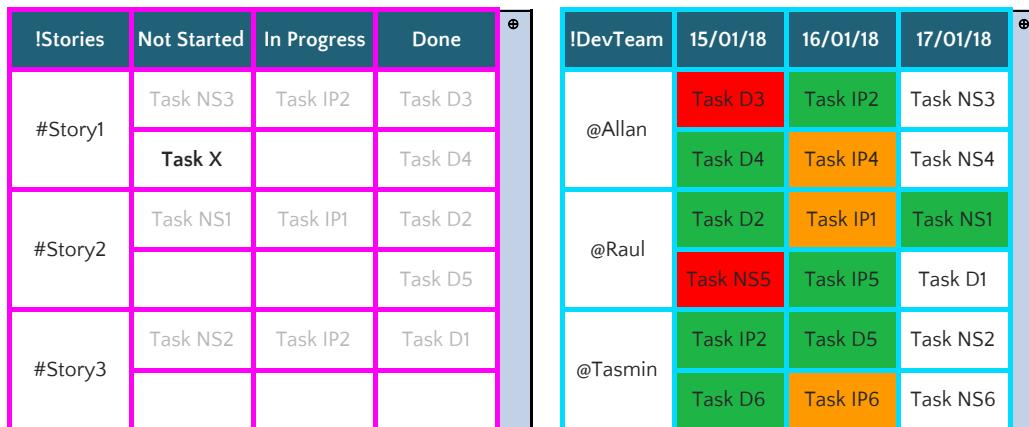
Blocks in a Board can be dragged from one Bucket to another. This means that according to the Bucket type and the variable it represents, some internal parameters of the Block will change.

Bucket Switch

Bucket Switch is just dragging a Block from one Bucket to another. The most obvious change is changing the Blocks phase (purple table). In this case If i drag Task X from the Phase Bucket 'Not Started' and drop it in 'In Progress' its Phase variable will switch from 'Not Started' to 'In Progress'. The same would go for changing the Due Date (cyan table), if i was to drag a Block from one date to another, its Due Date would change accordingly (while its Due Time remains unchanged in this case). Similarly the case with the orange table, where i can change Task X's Owner, by dragging it from @Allan to, for instance, @Tasmin.

Tag Switch

Less obvious is the **Tag Switch**. This special case happens only when Sorting Buckets are presented in the Board. In this case dragging *Task X* from #Story1 row to #Story2 row, will change a a Block's hashtag from #Story1 to #Story2.



IStories	Not Started	In Progress	Done
#Story1	Task NS3	Task IP2	Task D3
	Task X		Task D4
#Story2	Task NS1	Task IP1	Task D2
			Task D5
#Story3	Task NS2	Task IP2	Task D1

!DevTeam	15/01/18	16/01/18	17/01/18
@Allan	Task D3	Task IP2	Task NS3
	Task D4	Task IP4	Task NS4
@Raul	Task D2	Task IP1	Task NS1
	Task NS5	Task IP5	Task D1
@Tasmin	Task IP2	Task D5	Task NS2
	Task D6	Task IP6	Task NS6



IStories	@Allen	@Paul	@Tasmin
#Story1	Task NS3	Task IP2	Task D3
	Task X		Task D4
#Story2	Task NS1	Task IP1	Task D2
			Task D5
#Story3	Task NS2	Task IP2	Task D1

BUILT-IN BOARDS

DEFAULT CRM BOARD

An empty board that comes with the following Buckets: **Lead**, **Qualified**, **Proposal** and **Deal**.

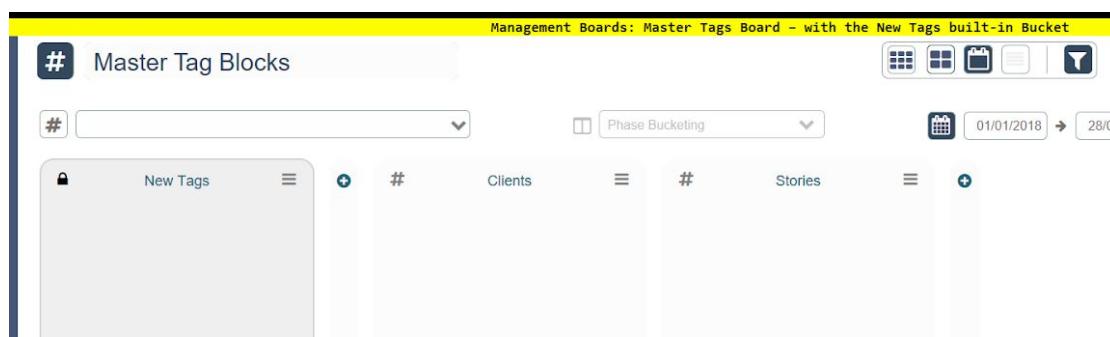
DEFAULT SCRUM BOARD

An empty Agile Scrum board that comes with the following Buckets: **Backlog**, **To do**, **Doing** and **Done**.

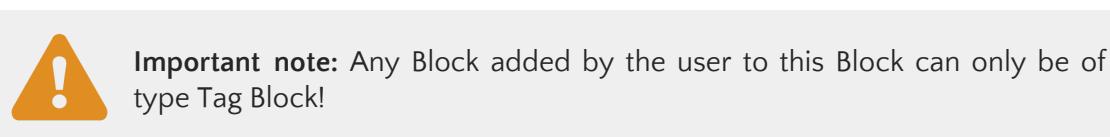
MANAGEMENT BOARDS

Tag Blocks Board

A board that comes initially with one Bucket: **New Tags**, which is locked and cannot be renamed or removed. The New Tags Bucket is where any new Tag Block that is created is automatically stored. The user may then add as many Buckets as he wants to categorize the different Master Tags:



The screenshot shows a software interface titled "Management Boards: Master Tags Board - with the New Tags built-in Bucket". The main area is labeled "# Master Tag Blocks". Below it, there's a search bar, a filter dropdown set to "Phase Bucketing", and a date range from "01/01/2018" to "28/01". The board itself has three columns: "New Tags", "Clients", and "Stories". The "New Tags" column contains a single bucket named "New Tags" with a lock icon. The other two columns are currently empty.



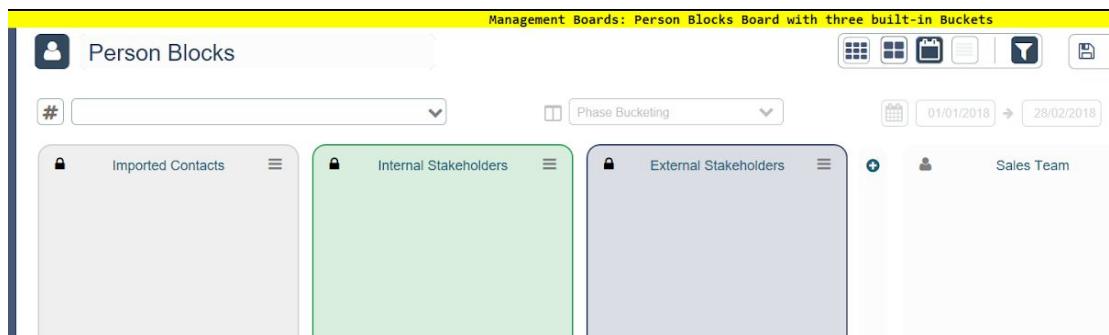
Person Blocks Board

A board that comes initially with three Bucket: **Imported**, where all imported Person Blocks are created, **Internal**, where the customer creates Person Blocks for the company's employees and contractors that require access to the system (subject to amount of users his license allows) and **External**, where the customer creates contact Person Blocks for people outside the company.

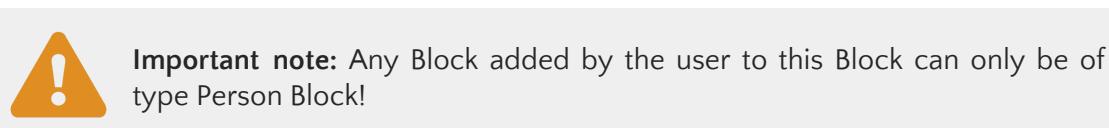
Beyond these the user can add as many Buckets as he wishes.

NOTE: Unlike all other Blocks and Buckets, the Persons Board comes with color coding per the three built in buckets. **Light Blue** is any imported person. By default they are saved as External persons. Light Green is any Internal Person, so when a Block is, for instance dragged from the Imported into the Internal, the Block color coding is changed, the same goes for Person Blocks that are dragged into the External Bucket, where they automatically get a Navy Blue color. (See below).

When additional Buckets are created in this Board they can be switched to either harboring Internal or External contacts, using a Bucket menu item that is activated only when viewing a Bucket in the Person Blocks Management Board.



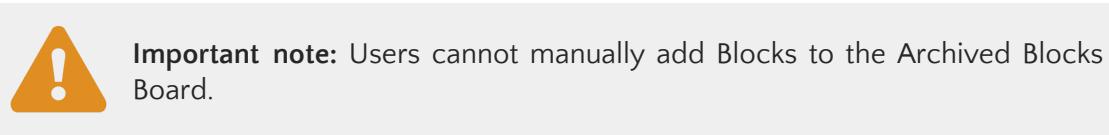
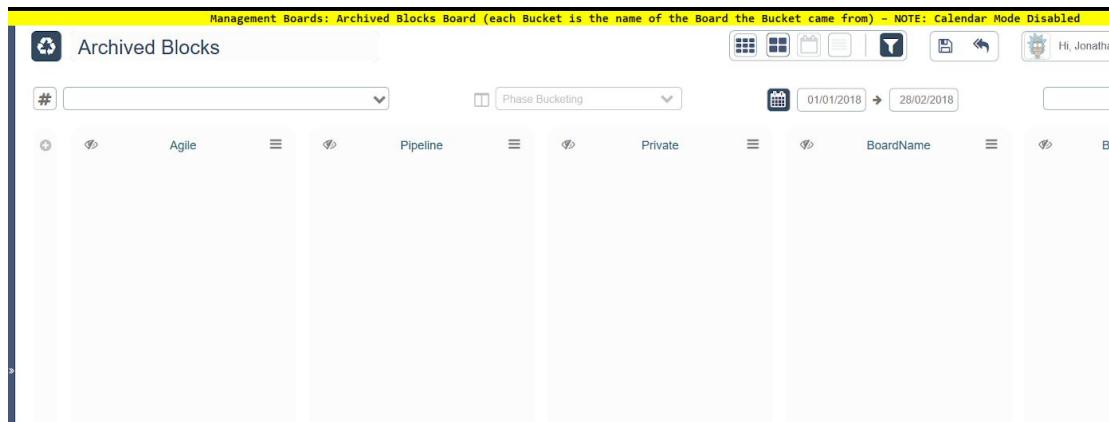
The screenshot shows a management board titled "Person Blocks". At the top, there are filter and search options, and a date range from "01/01/2018" to "28/02/2018". Below the header, there are three buckets: "Imported Contacts" (grey), "Internal Stakeholders" (green), and "External Stakeholders" (grey). To the right of the buckets, there is a "Sales Team" section with a "Create" button and a user icon.



Archived Blocks Board

The Archived Blocks Board is where all Archived Blocks are moved to.

When a Block is archived, a Bucket bearing the name of the Board the Block came from is created, and the Block is stored under there.

The screenshot shows an "Archived Blocks" board. The header includes a "Phase Bucketing" dropdown and a date range from "01/01/2018" to "28/02/2018". Below the header, there are four buckets: "Agile", "Pipeline", "Private", and "BoardName". Each bucket has a small circular icon with a symbol and a "More" button. On the far right, there is a message "Hi, Jonath" and a profile picture.

USER INTERFACE

MAIN UI/UX GUIDELINES

1. IMPORTANT: Final UI design should be based on [this file](#). The examples given here are from the functional wireframes, and were since changed.
2. Firebrick's UI must put an emphasis not only on **clarity**, but also on **smoothness**. Any action performed should be accompanied by **slick animation**.
3. Since Firebrick will be used by people of varying age groups, the UI must be able to withstand resolution and browser-zoom changes without distorting the overall view.
4. Firebrick will use Font Icons, and not image-based icons. Specifically, we will [FontAwesome Pro Solid](#) whenever available. Other Font Icons may be used at the discussion of the Developer, pending the approval of the Product Manager.
5. While the UI will be **responsiveness** to higher resolutions, the **minimum viewing size** will be adjusted to of 1400 × 900 pixels (Full screen 13- to 15-inch standard ratio laptop, minus Windows Taskbar and Browser top bar).
6. **IMPORTANT:** The app should be built in accordance with [WAI-ARIA](#) accessibility guidelines.

BEHAVIOUR, FUNCTIONS AND DESIGN

ALL OBJECTS ORIGINALS CAN BE FOUND [HERE](#)

MESSAGES AND DIALOGS

OPERATION MESSAGES

On every action performed by the user, the system will pop up a little message at the bottom of the screen saying what action was performed, and allowing the user to undo it.



DIALOGS

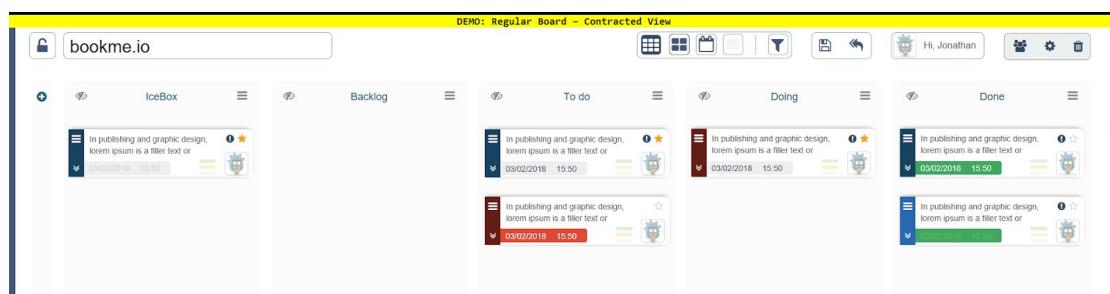
As a general rule, unless an action has a high impact or cannot be undone, we will provide a popover dialog message. The dialogs will be separated into three main.

 Archiving a Tag Block will automatically archive all the Blocks that are tagged with it as their Master Tags!	Alert before performing an action with far reaching consequences
 Locking Blocks means that only the Owner of the Block is allowed to make changes to that Block.	Help message (pops up usually by clicking a tool tip)

 <p>Sorry. You are out of license. Would you like to top up?</p> <p>Cancel Get More Licenses</p>	Action cannot be performed, or general announcement.
 <p>Sorry. Server connection interrupted.</p> <p>Cancel Retry</p>	Fault alert.

ELEMENTS IN BOARDS

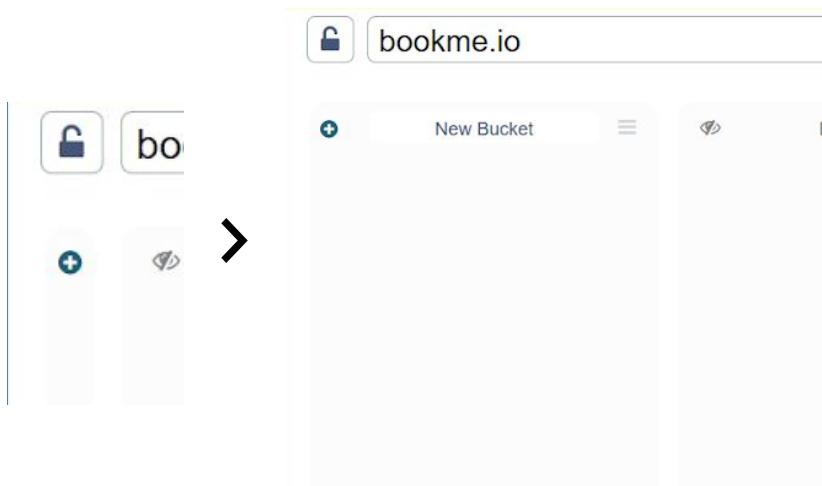
BLOCKS IN (PHASE) BUCKETS



The screenshot shows a 'DEMO: Regular Board - Contracted View' interface. At the top, there's a header with a lock icon, the URL 'bookme.io', and various navigation icons. Below the header, there are five columns representing different buckets: 'IceBox', 'Backlog', 'To do', 'Doing', and 'Done'. Each column contains several cards, each with a title, a small icon, and a timestamp (e.g., '03/02/2018 15:50'). The 'To do' and 'Doing' columns have a yellow background, while the others are white.

ADDING A NEW BUCKET

Each board has before the first and after the last bucket, a slim column with + sign at the top. Pressing it adds a Bucket.



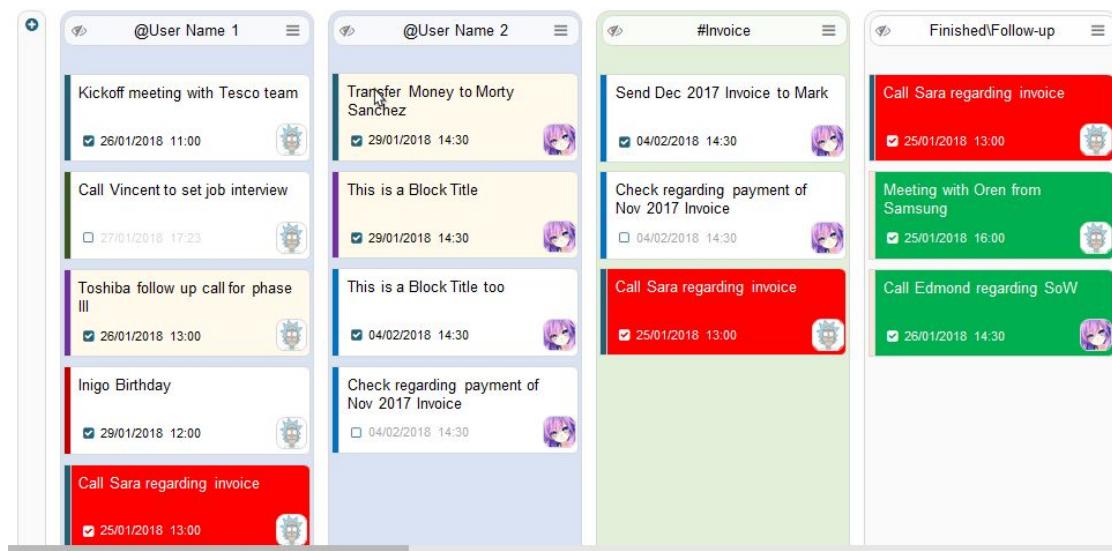
This screenshot shows a portion of a board interface. On the left, there's a vertical column with a lock icon and the letters 'bo'. To its right is a horizontal row of icons: a lock icon, a plus sign ('+'), the text 'New Bucket', and other standard board management icons. The main area of the board is currently empty, indicated by a large white space.

TAGGED BUCKETS

Tagged Buckets can include a Hashtag of a Master Tag (e.g **#Alice Wonder**) or a Person Tag (e.g. **@John Doe**). When a Bucket is Tagged it is color coded according to the type of Tag used. Light Blue for Master Tag, and Light Green for Person Tag (see below).

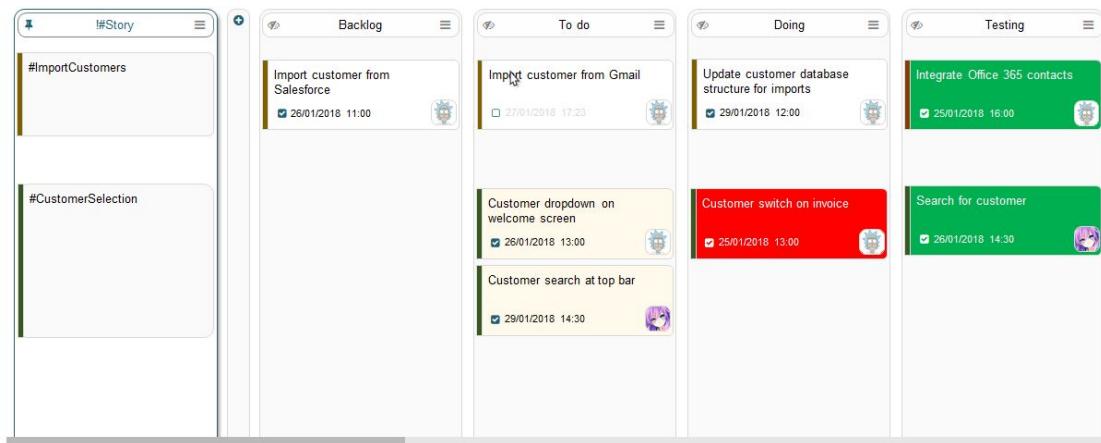
BLOCKS IN TAGGED BUCKETS

Notes: 1) Different types of Tagged Buckets show up in different colors.
 2) In a board with Tagged Buckets, Blocks can appear twice. In fact if a Block from @User Name 1 is dragged to the the #Invoices Tagged Bucket, then the Block's Master Tag will be switched to #Invoices, and will appear in both places. The same goes for the regular Phase Bucket, and of course vice versa (i.e. dragging from the Phase Bucket to any of the Tagged Buckets).



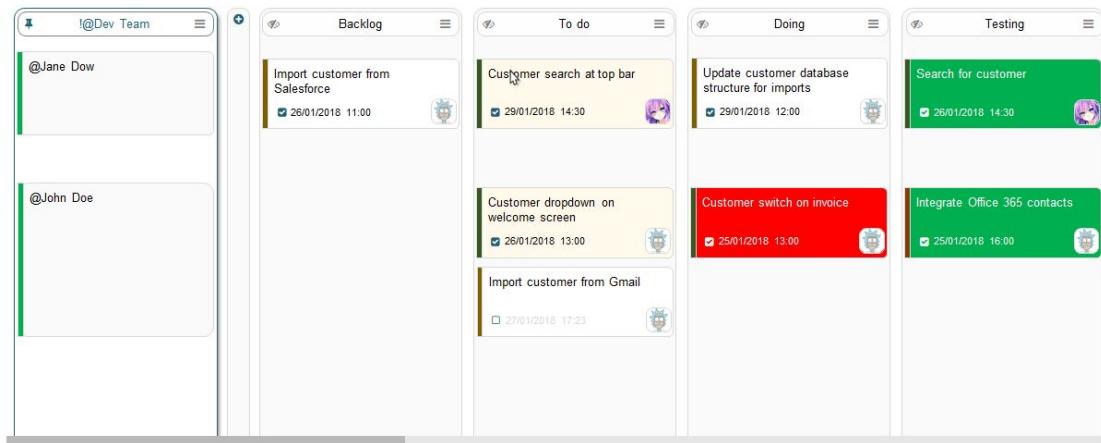
SORTING BUCKETS

BLOCKS ORGANIZED THROUGH A SORTING BUCKET

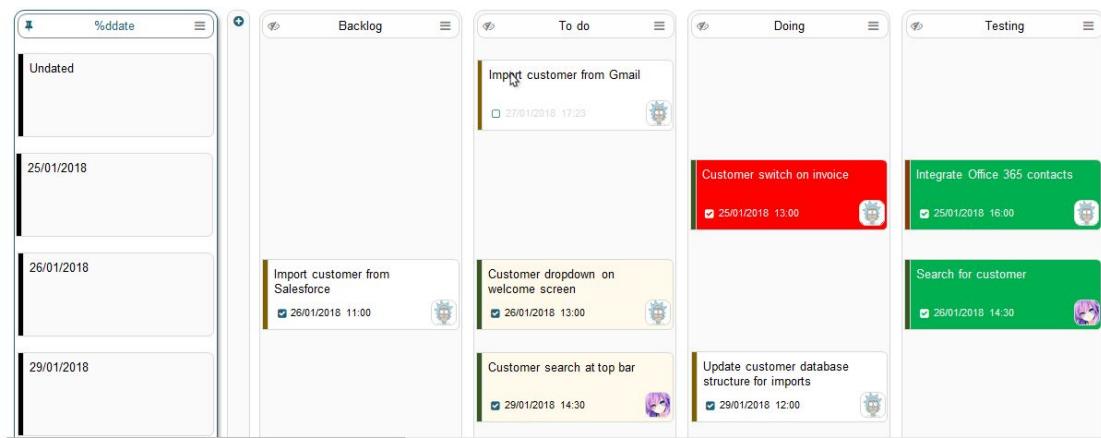


When a Sorting Bucket is used, Blocks gets separated to the Meta Tag used. This also means that depending on the number of Blocks associated with each Tag, the Block in the Sorting Bucket changes its height. Additionally, Blocks in Sorting Buckets only show their name and the color coding of their Tag.

PERSON SORTING BUCKET

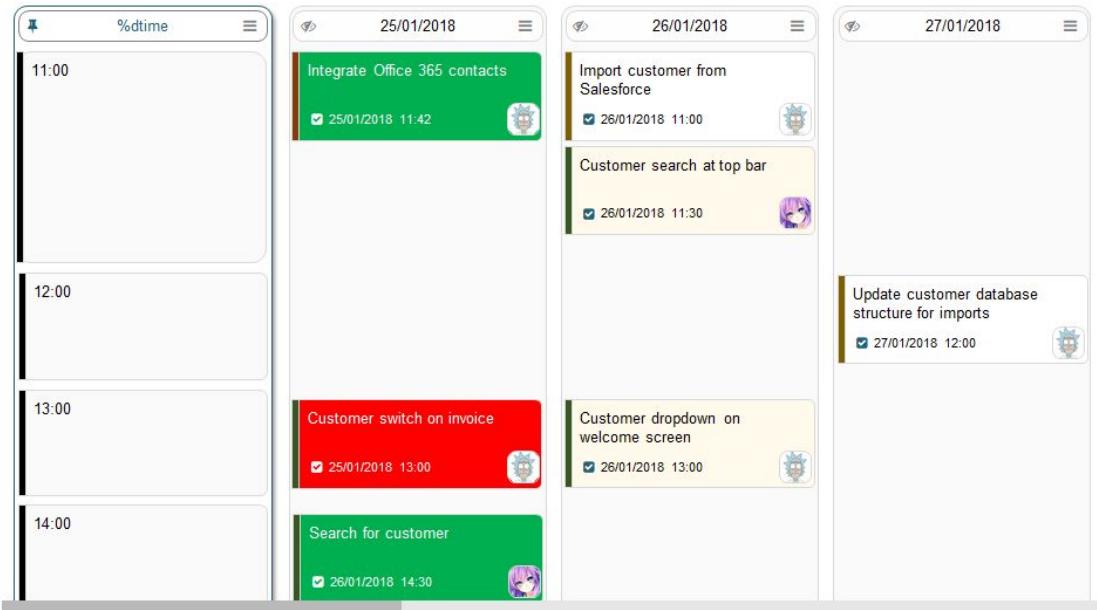


DU DATE SORTING BUCKET



DATE BUCKETS (CALENDAR VIEW)

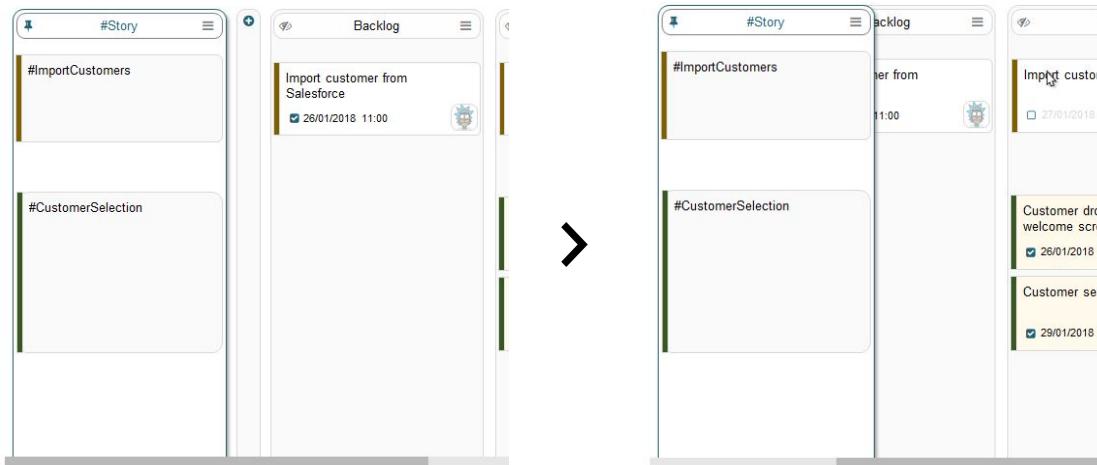
Note: In Calendar View no Buckets can be added!



SCROLLING HORIZONTALLY WITH SORTING BUCKET

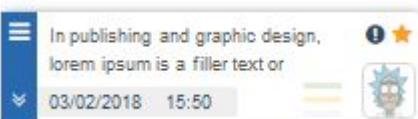
Sorting Bucket with pin icon, indicating it floats in place. **NOTE:** The add bucket column appears AFTER the a Sorting Bucket.

Sorting Bucket floating in place on side to side scrolling of Buckets.



BLOCKS IN BUCKETS

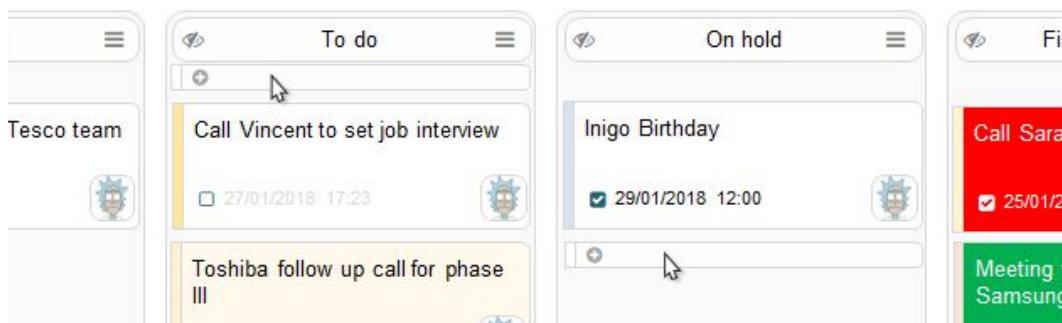
BLOCK DESIGN AND ELEMENTS

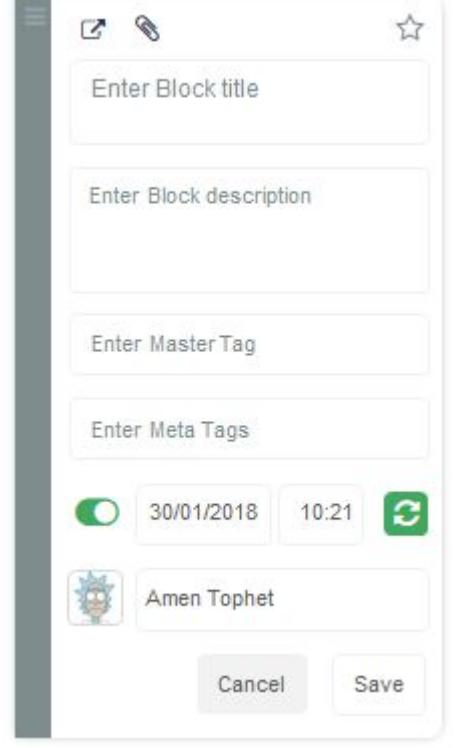
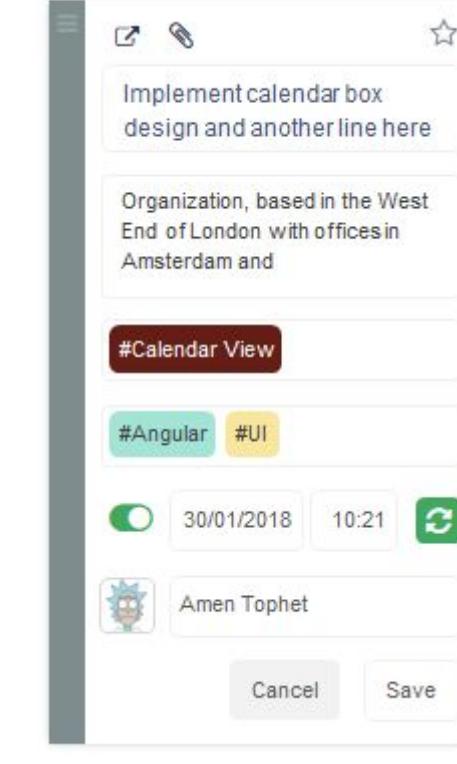
How do Blocks look?	
	Block Contracted View
	Block Expanded View Happens when either the Board itself is in Expanded View (all Blocks looks like this), or when the user clicks the Expand Block arrows (Only a single Block looks like this, and contacts back when Mouse is no longer over the Block).
	Block Expanded View + Sidebar Sidebar appears in Mouse-Over Expanded View.
Blocks elements	
	Block side bars Color changes according to Block's Master Tag. Buttons: <ul style="list-style-type: none"> ≡ Opens side menu. ✓ Marks Block as Done/Resolved ✗ Marks Block as Unresolved ✎ Opens Block's full edit window 🗑 Archive Block ↗ Expand Block: Opens Block from Contracted to Expanded view.
	Star - Unstar checkbox Marks a Block as important (i.e. Starred)
	Block Notification - Shows some change in the Block's Log which the user did not yet see.

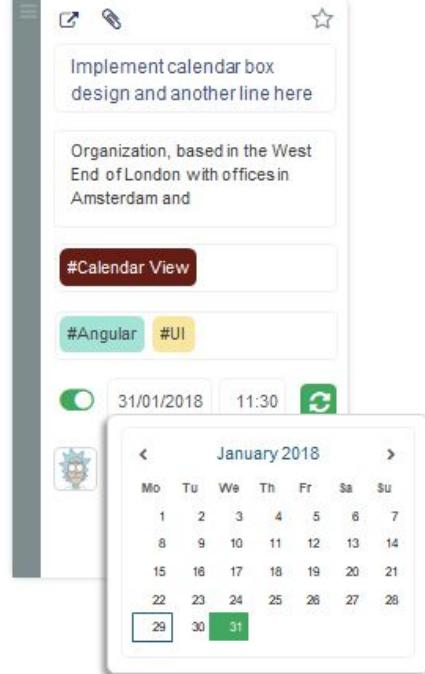
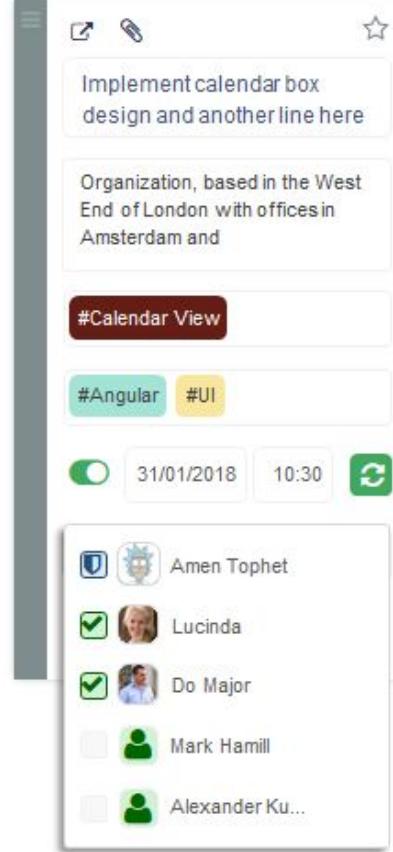
	Meta Tag stack Shows up to the first three color codes of Meta Tags used in the Block
	Block Owner The avatar belonging to the Block's Owner
	Due Date\Block Status (in order of shown) - Due date on - date not passed - Due date off - Due date on - Block marked as Done - Due date off - Block marked as Done - Due date on - Block is past-due.

ADDING A NEW BLOCK\EDITING AN EXISTING BLOCK IN-BUCKET

Faded add object appears on mouse in the beginning or the end of a Bucket.

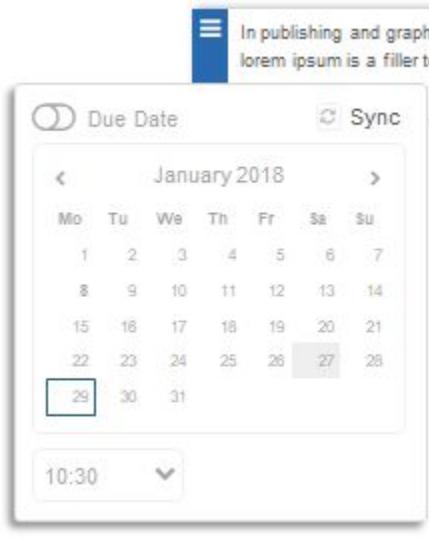
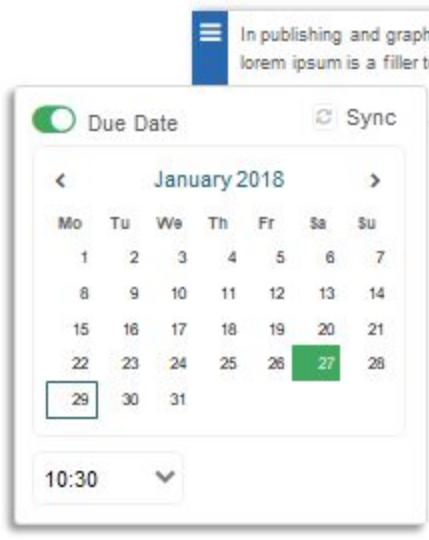


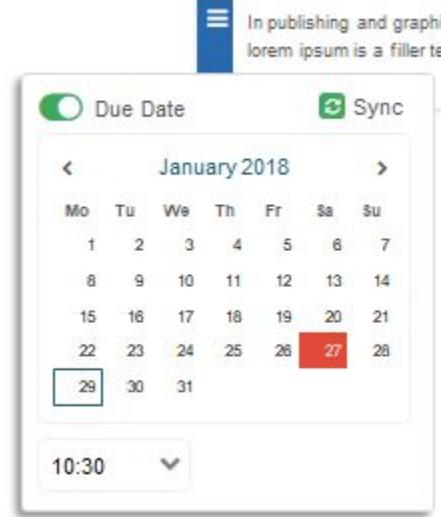
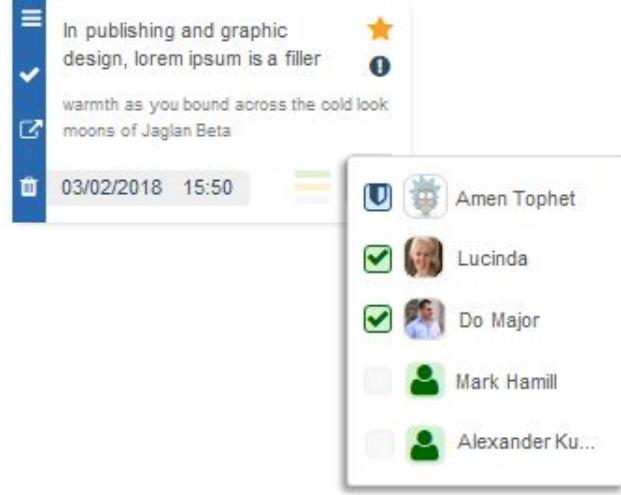
	<p>Top buttons (from left to right): Open full Block window Attach a file Mark as starred</p> <p>Bottom buttons Save (save Block*); Cancel (Discard changes) *Blocks are automatically saved when a user clicks the Save, or presses anywhere on the screen after a Block Title was inputted.</p> <p>Default owner: whoever creates the Block.</p> <p>Default time: Block creation time + 24 hrs.</p>
	<p>Tags behaviour: Typing hashtags automatically gives you suggestions.</p> <p>New Tags gets their own background color automatically. Master Tags have a dark background with white text, while Meta Tags get a light background with dark-grey text.</p> <p>If a Master Tag that was added does not exist in the system, a Tag Block is automatically created and given a color.</p>

	<p>Date behaviour: Due date by default is [Current Time + 24 hrs].</p> <p>If a user clicks the Date field, a floating calendar window automatically floats under it.</p> <p>Unchecking the Due Date checkbox makes the Block an open task (with no Due Date).</p> <p>Sync button: Automatically sends iCalendar invitation to Owner's calendar.</p>
	<p>Changing Owner When clicking the Owner image, a drop down menu appears, with all the Internal Persons. The list is sorted by: 1st: Owner; Then all the persons that are associated with a given Master Tag (by default these are the stakeholders). Then all the rest. Each Person has a three-phase checkbox rotating between::</p> <ul style="list-style-type: none"> <input type="checkbox"/> - Un-associated with Block; <input checked="" type="checkbox"/> - Stakeholder associated with the Master Tag (can be switched off from a specific Block).  - Owner associated with the Block.
<p>Note: to enter this view in order to EDIT a Block, the user will need to double click a Block.</p>	

EDIT A BLOCK WITHIN A BUCKET (QUICK EDIT)

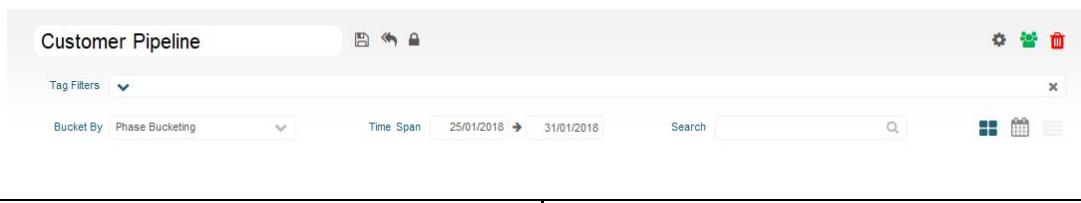
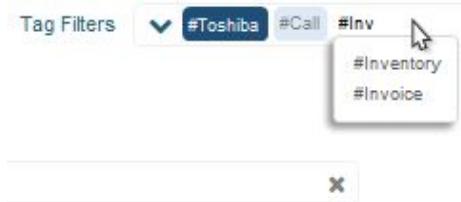
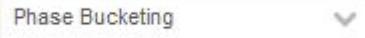
When the user dclicks an item on the Block (Title, Date or Owner), it enters expanded mode, with all the fields marked and ready for edit (Title, Details and Time).

	<p>Clicking the Date will open a Calendar (and allow for manual input).</p>
	<p>The toggle above the calendar can turn on\off the due date option. (on by default)</p>

 <p>The sync two-state button turn the sync option on.</p>	
 <p>Clicking the Owner will open the persons drop down.</p>	
<p>NOTE: Quick edit is available both in contracted and expanded view.</p> <p>To implement the changes, the user needs to click anywhere on the screen outside the Block.</p> <p>To edit other fields the user needs to either double click the Block to enter in-Bucket edit mode, or the  button to open the full edit window.</p>	

BOARD CONTROLS

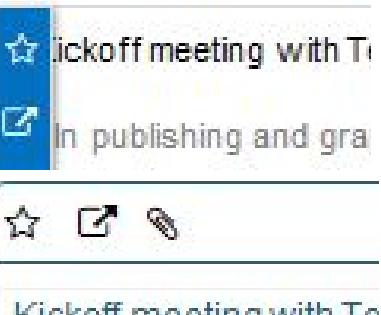
The Board Controls have the following functionality:

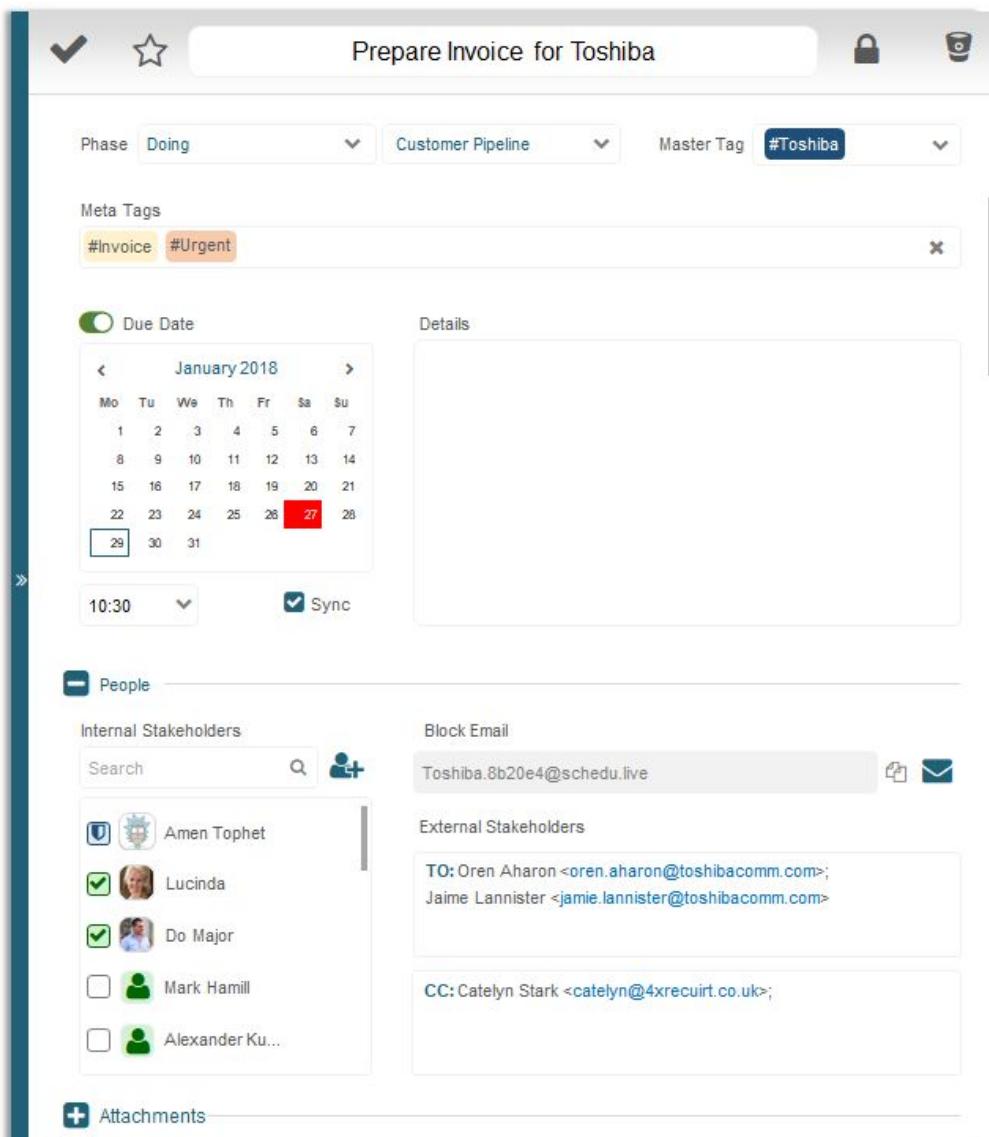
	
Customer Pipeline	Board Name
	Save the Board View; Undo Board Changes (undos changes to Board View including adding, moving, removing or editing Buckets). Lock: Lock the Board and allow only the Board's creator to make changes to it.
	Tag Filters field Allows adding through menu, or manually adding tags (with "," between), or manually removing (mark Tag and press Backspace). Note that while manually typing Tags, and suggest-as-you-type box will appear allowing the user to select an item from the list. Adding Tags to this field hide any blocks that do not include ALL tags entered. These may include Meta and Master hashtags (#...), Persons (@...), or Buckets from Management Boards ("!#..." for Tag Management Board Buckets, or "!@..." for Persons Management Board Buckets). The X clears all tags from the field.
Bucket By 	Bucket By allows the user to switch from: <ul style="list-style-type: none"> ● Phase Bucketing: Bucket by Phases (Show the Phase Buckets) of the Board. ● Date Bucketing: Bucket all the Blocks in the Board into Buckets per due dates (doesn't show dates that don't exist as due dates). ● Owner Bucketing: Bucket Bucket all the Blocks in the Board into Buckets per Owner of the Blocks. ● Master Tag Bucketing: Bucket all the

	Blocks in the Board into Buckets per their Master Tags.
	<p>Time Span allows selecting a time frame for the dates shown on the Board. Clicking the date field allows manual editing, but also automatically opens a floating calendar window that allows selecting a start and end date. Once applied, any Bucket and/or Block not in the time span, will not be shown.</p>
	<p>Search allows typing in keyword and pressing enter, filters out (hides) all the Blocks that do not include the keyword. The keywords include: Bucket name, Mater Tags, Meta Tags, and Stakeholders, including partial strings. Once the user clicked Enter or the search icon, the filtering will take effect, and clicking the X will revert to no filtering.</p>
	<p>Board View Icons allow the user to switch from Block View, to Calendar View to Row View (Row View will not be supported in the first version).</p>
	<p>Board Management Icons allow the user to:</p> <ul style="list-style-type: none"> ● Change Board Settings: TBD ● Board User Permissions: Which users are allowed to make changes to the Board. These will include (per list in the preview on the right): <ul style="list-style-type: none"> ○ Administrator: Save the board view, add Phase Buckets, change the Board's name, change user permissions, and delete the Board. ○ Manager: Change Blocks that the user is not the owner of. ○ User: a user that is allowed to make changes only to Blocks that he is the owner of. ○ Viewer: a user with view only permissions. ● Delete: Deletes the Board and archives all the Blocks that belong to it.

BLOCK EDIT WINDOW

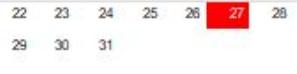
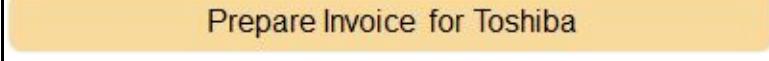
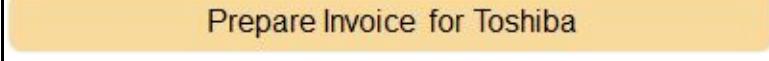
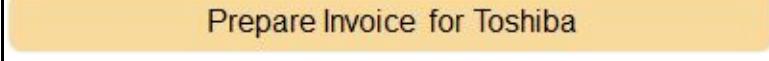
For full functionality of the variables in this window, please refer to [Fields and Values Contained in Blocks](#)

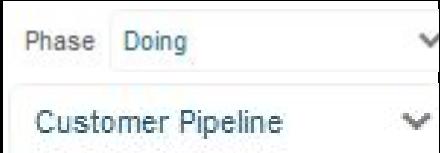
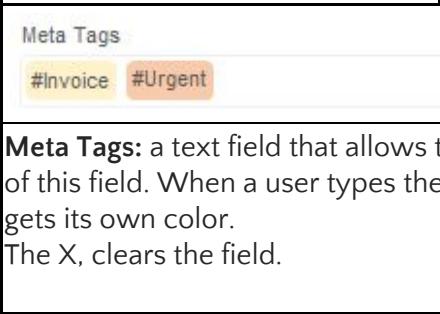
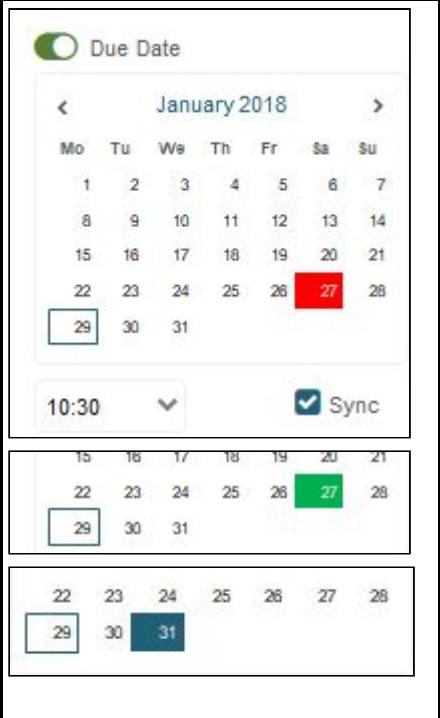
	<p>When clicking the expand to Edit Window icon on a Block (), the Block's edit window opens from the right hand side of the screen, overlaid on top of the Board.</p>
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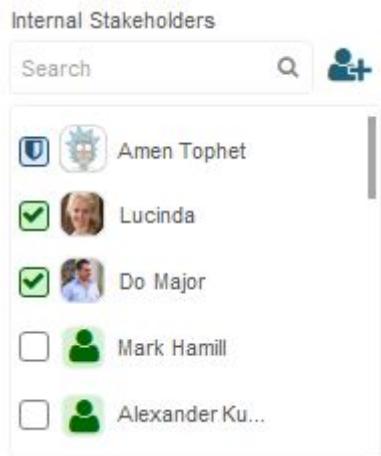


The screenshot shows the Firebrick PRD application interface. At the top, there is a header with a checkmark, a star, and the title "Prepare Invoice for Toshiba". Below the header, there are filter options: "Phase Doing", "Customer Pipeline", and "Master Tag #Toshiba".

The main area is titled "Details" and contains a "Due Date" section with a calendar showing January 2018. The date "27" is highlighted in red. Below the calendar are fields for "10:30" and a "Sync" checkbox. To the left of the "Details" section is a "People" section with "Internal Stakeholders" and "External Stakeholders" lists. The "Internal Stakeholders" list includes Amen Tophet, Lucinda, Do Major, Mark Hamill, and Alexander Ku... with checkboxes next to their names. The "External Stakeholders" list includes TO: Oren Aharon <oren.aharon@toshibacomm.com>; Jaime Lannister <jamie.lannister@toshibacomm.com>. Below the "People" section is an "Attachments" section with a plus sign icon.

 People  Attachments	<p>The Edit window is separated into a few sections which can be expanded or contracted to save real estate.</p> <p>IMPORTANT: View Persistence - The view of this window -- i.e. which sections were expanded, which contracted and what items were chosen to be shown in the Block Story -- are saved and persist through sessions per user. However if this is a NEW Block, all the sections need to be expanded and all the items in the Story need to be shown.</p>															
  Prepare Invoice for Toshiba  																
<p>The top bar of the edit window is a floating, fixed place item, so while scrolling the contents are underneath it.</p>																
 	Prepare Invoice for Toshiba  															
 22 23 24 25 26 27 28 29 30 31	10:30 															
<p>Other than the obvious field which indicates the Block Name, the buttons are as follows:</p> <table border="1" data-bbox="240 1306 1338 1868"> <thead> <tr> <th data-bbox="240 1306 403 1344">Unpresses</th> <th data-bbox="403 1306 558 1344">Presses</th> <th data-bbox="558 1306 1338 1344">Details</th> </tr> </thead> <tbody> <tr> <td data-bbox="240 1344 403 1485">  </td><td data-bbox="403 1344 558 1485">  </td><td data-bbox="558 1344 1338 1485"> Marks the Block as Done. and changes the Name field appearance to:  Prepare Invoice for Toshiba </td></tr> <tr> <td data-bbox="240 1485 403 1627">  </td><td data-bbox="403 1485 558 1627">  </td><td data-bbox="558 1485 1338 1627"> Marks the Block as Starred (i.e. Important) and, unless Done, changes the Name field appearance to:  Prepare Invoice for Toshiba </td></tr> <tr> <td data-bbox="240 1627 403 1769">  </td><td data-bbox="403 1627 558 1769">  </td><td data-bbox="558 1627 1338 1769"> Locks the Block to edit to anyone other than the Owner, and grey's out and disables all the fields. </td></tr> <tr> <td data-bbox="240 1769 403 1868">  </td><td data-bbox="403 1769 558 1868">  </td><td data-bbox="558 1769 1338 1868"> Moves the Block to the Archive Board, and grey's out and disables all the fields. </td></tr> </tbody> </table> <p>NOTE: Overdue Blocks will be indicated in the Top bar as follows:</p> <div style="background-color: #f0f0f0; padding: 5px; text-align: center;">  Prepare Invoice for Toshiba </div>	Unpresses	Presses	Details			Marks the Block as Done. and changes the Name field appearance to:  Prepare Invoice for Toshiba			Marks the Block as Starred (i.e. Important) and, unless Done, changes the Name field appearance to:  Prepare Invoice for Toshiba			Locks the Block to edit to anyone other than the Owner, and grey's out and disables all the fields.			Moves the Block to the Archive Board, and grey's out and disables all the fields.	
Unpresses	Presses	Details														
		Marks the Block as Done. and changes the Name field appearance to:  Prepare Invoice for Toshiba														
		Marks the Block as Starred (i.e. Important) and, unless Done, changes the Name field appearance to:  Prepare Invoice for Toshiba														
		Locks the Block to edit to anyone other than the Owner, and grey's out and disables all the fields.														
		Moves the Block to the Archive Board, and grey's out and disables all the fields.														

 Customer Pipeline	<p>Phase\Board: A drop down allowing the user to switch the Block to a different Phase Bucket and a different Board.</p> <p>NOTE: By default, when moving to another Board, the Block is automatically assigned to the first Phase Bucket of that Board.</p>
 Master Tag #Toshiba	<p>Master tag: a textfield with Dropdown option that allows the user to either select or input a Master Tag.</p> <p>While typing, the system will provide automatic suggestion as the user types. If the user entered a Tag that the system doesn't have – a corresponding Tag Block will be added to the system, with a new color.</p>
 Meta Tags #Invoice #Urgent X	<p>Meta Tags: a text field that allows the user to add Meta Tags. Like in all other instances of this field. When a user types them he gets suggestions. If a new one was added it gets its own color. The X, clears the field.</p>
	<p>The Due Date Calendar: a Calendar setting the Blocks Due Date, and if it even has one.</p> <p>The  Switched the Due Date off – meaning the Block does not have a Due Date. When the Due Date is switched off – the Calendar items are greyed out and disabled.</p> <p>When the  Sync is on ( Sync), the Blocks Due Date will automatically send an iCal to the Owner, with the Appointment Subject being the Block's title, the Location being the Block's URL, and the Message being the content of the Details field of the Block.</p> <p>NOTE: the current date is shown with border, if the Due Date passed the Background is Red, if the Block</p>

	<p>is done, it shows up in Green, and if it is upcoming, it shows up in Blue</p>
	<p>The Time field: allows both manually inputting and selecting a time from a scrollable drop down.</p> <p>When using the dropdown, the times which are occupied by other Blocks will be marked, although the user will still be able to select them if they wish.</p> <p>By Default the time drop down starts at 09:00, and ends at 08:00 (i.e. passes through 24:00, and resets to 01:00...08:00)</p>
<p>Internal Stakeholders</p>  <p>IMPORTANT NOTE: When a Stakeholder is added to a Block, it is also added to the Tag Block of its Master Tag.</p>	<p>Internal Stakeholder a menu with search option (for filtering) which contains any person who works for the company using Firebrick. Showing first the Owner, then Stakeholders, and then users who were not put as stakeholders.</p> <p> Owner is the Internal Stakeholder in charge of this Block (for instance the user the task is assigned to). By Default, the Owner is the user that created the Block. The Owner is marked differently than other Stakeholders.</p> <p> Stakeholder: any person within the company that was marked as a stakeholder of this Block, or that is associated with the Master Tag.</p> <p> Unassociated: Any company user who was not marked as Stakeholder of this Block or Master Tag.</p>

	<p> Will not be supported in this version. Eventually it will allow you to import contacts from Gmail, Outlook, etc.</p>
<p>Block Email</p> <p>Toshiba.8b20e4@schedu.live</p>	<p>Internal Stakeholder an automatically generated email address for that Block (using the same string that is used as the Block's URL. The field itself cannot be edited, except for the case when the Block is a Person Block. If it is a Person Block, the Block Email serves as a field for the contact's email.</p> <p>The buttons near it do the following:</p> <ul style="list-style-type: none">  Copy the email address to the clipboard.  Sends an email with the following Logic: <ul style="list-style-type: none"> • Subject: the Block Name. • To: the emails in the <i>External Stakeholders</i> 'To' box. • CC: the emails in the <i>External Stakeholders</i> 'CC' box + the Block's Email. <p>NICE TO HAVE BUT NOT MUST:</p> <p>Regular Blocks: The Block-email should get the form: [UID]@[ClientName].Firebrick</p> <p>Tag Block: The Block-email should get the form: [MasterTagName]@[ClientName].Firebrick</p>
<p>External Stakeholders</p> <p>TO: Oren Aharon <oren.aharon@toshibacomm.com>; Jaime Lannister <jamie.lannister@toshibacomm.com></p> <p>CC: Catelyn Stark <catelyn@4xrecruit.co.uk>;</p>	<p>External Stakeholders, text boxes containing anyone <i>outside</i> the company that has a stake in this Block. This might be a client, service provider, etc. These boxes act the same as the To and CC boxes in Outlook, and don't have to have a Person Block associated with them (in which case only an email will appear).</p>

Attachments

Of This Block Of Master Tag

						
Add Attachment	Notes from meeting	DT Project SoW	2017 Price Quote	NDA	Corporate Presentation	www.toshibaocomm.com

Attachments, shows all the files and links that were added to the Block itself and the Tag Block belonging to its Master Tag (By default, any file or link added to a Block is automatically assigned to the Tag Block of it's Master Tag, and will show up in all the Blocks associated with it).

NOTE: the user will be able to filter the attachments by deciding to show Attachments that were attached directly to this Block (manually or through email) Of This Block and/or all the Attachments that are associated with the Of Master Tag (i.e. all the attachments that were added to all the other Blocks that are tagged with the same Master Tag).

When right clicking a file icon, a small menu will allow: **Download** or **Delete**.

As for Icons: All icons, like always are from Font Awesome. The only type of file that does not show up as an Icon are images which get a small thumbnail. The icons used will be as follows:

Icon	Extension	Icon	Extension	Icon	Extension
	.pdf		.xls .xlsx		.doc .docx
	.ppt .pptx .pps .ppsx		Any URL address		.zip .rar .7z .tar
	.wav .aac .mp3 .wma		.avi .flv .wmv .mov .mp4		.htm .html .js
	.exe .bat .ps1 .cmd .dmg .app .apk .bin .cpl .ipa .msi .osx .out .paf .run .vb .vbe .vbs .vbscript .ahk .jar .otm .plx		All other file types.		

When clicking the Add Attachment button (that always shows up first in the list), the user will get the following menu:

+
Add Attachment

-  Upload file
-  Attach Link
-  From Google Drive
-  From Dropbox
-  From OneDrive

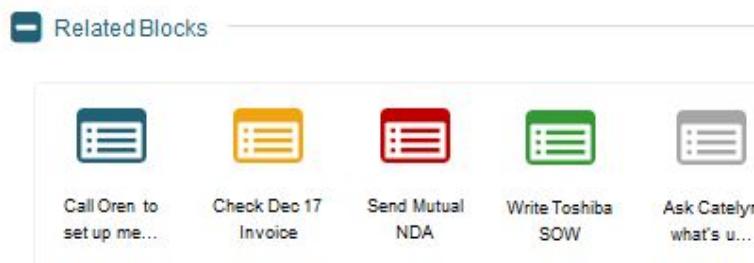
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NOTES: At the initial version we will probably do with Upload and Link. Later we might add integration with Google Drive, Dropbox and OneDrive.

Upload file opens regular open file window, **Attach Link** opens dialog for pasting URL.

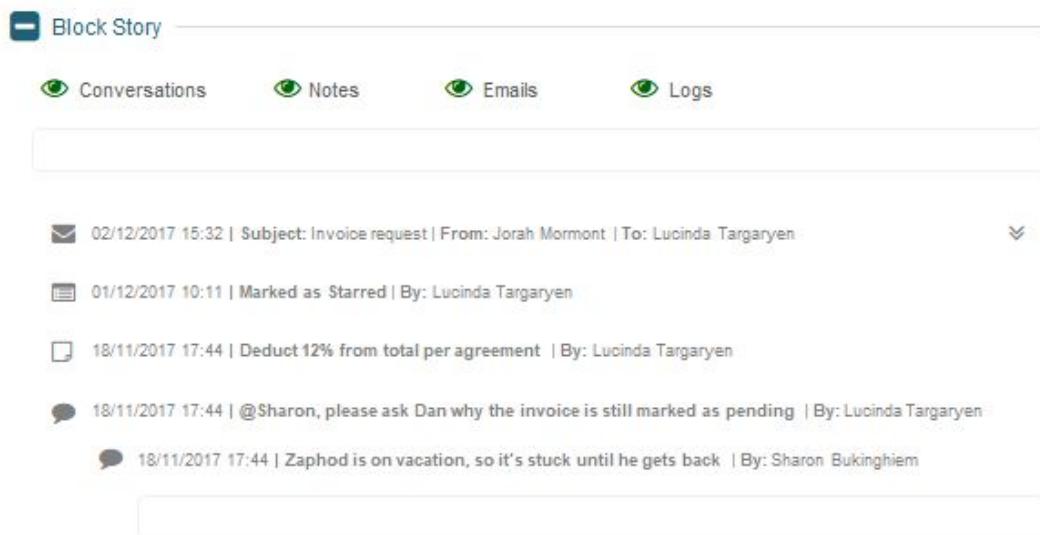


Related Blocks

Call Oren to set up me...	Check Dec 17 Invoice	Send Mutual NDA	Write Toshiba SOW	Ask Catelyn what's u...

Related Blocks show all the Blocks associated with the same Master Tag, with the following color coding: Blue if regular. Orange if Starred, Red if overdue, Green is done. Grey if archived.

Right clicking any icons will open context menu allowing user to: **Load Block**, which will load that Block in the Edit Window.



Block Story

- Conversations
- Notes
- Emails
- Logs

02/12/2017 15:32 | Subject: Invoice request | From: Jorah Mormont | To: Lucinda Targaryen

01/12/2017 10:11 | Marked as Starred | By: Lucinda Targaryen

18/11/2017 17:44 | Deduct 12% from total per agreement | By: Lucinda Targaryen

18/11/2017 17:44 | @Sharon, please ask Dan why the invoice is still marked as pending | By: Lucinda Targaryen

18/11/2017 17:44 | Zaphod is on vacation, so it's stuck until he gets back | By: Sharon Bukiengiem

Block Story is a list of all actions related to that Block (see more here). Including: Notes: any text entered by a user into the Block. Conversations: Any Note that include a tagged person (@...) - a conversation opens a thread allowing people to respond. Emails: any email that was sent to this Block (with plain text preview of the contents), Logs: Any actions performed on the Block.

Each entry in the story is differentiated not just by contents, but by icon too:

	email		log		note		conversation
--	-------	--	-----	--	------	--	--------------

In order to filter the Story, next to each option at the top are two-mode checkboxes for each item type **Show:** and **Hide:** .

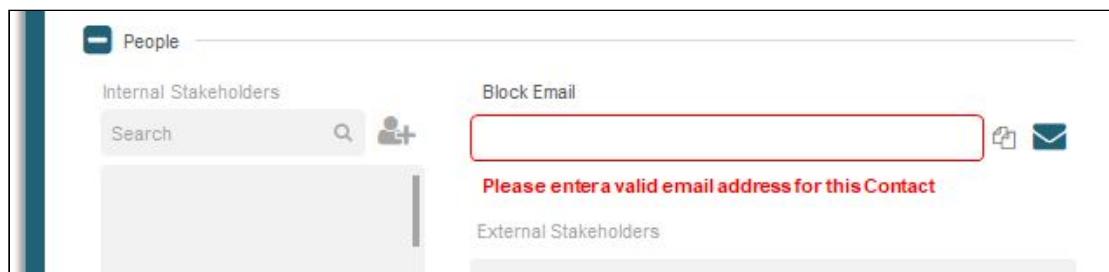
NOTE: The Story is listed in Chronological Order, with Conversations sorted by the last input to the thread.

PERSON BLOCK EDIT

While as a rule – a Block is a Block is a Block – the specialized Blocks Person and Tag, do have some uniqueness to them. More specifically:

When a Block is a Person Block (i.e. its name starts with a @ sign), the following fields and options are automatically disabled: **Done, Star, Lock, Due Date, Internal Stakeholders, External Stakeholders** and **Board Dropdown** (since a Person Block can only be associated with the [Person Blocks Management Board](#)).

In addition, the Block does not receive a Block Email, but rather **REQUIRES** the user to input an email address for that Person. (**REQUIRES** i.e. – if no email was provided, a red border will be shown with a little message saying: ‘**Please enter a valid email address for this Contact**’)



Along with the email, in the attachments area, the filtering checkboxes are disabled, and the “Add Attachment” button label changes to “Add Person Photo”. Allowing only JPEG, GIFs, PNGs and BMPs to be uploaded. Once an image was uploaded, it becomes the Persons avatar.



The **Related Blocks** section will show all the Blocks the user is the Owner of.

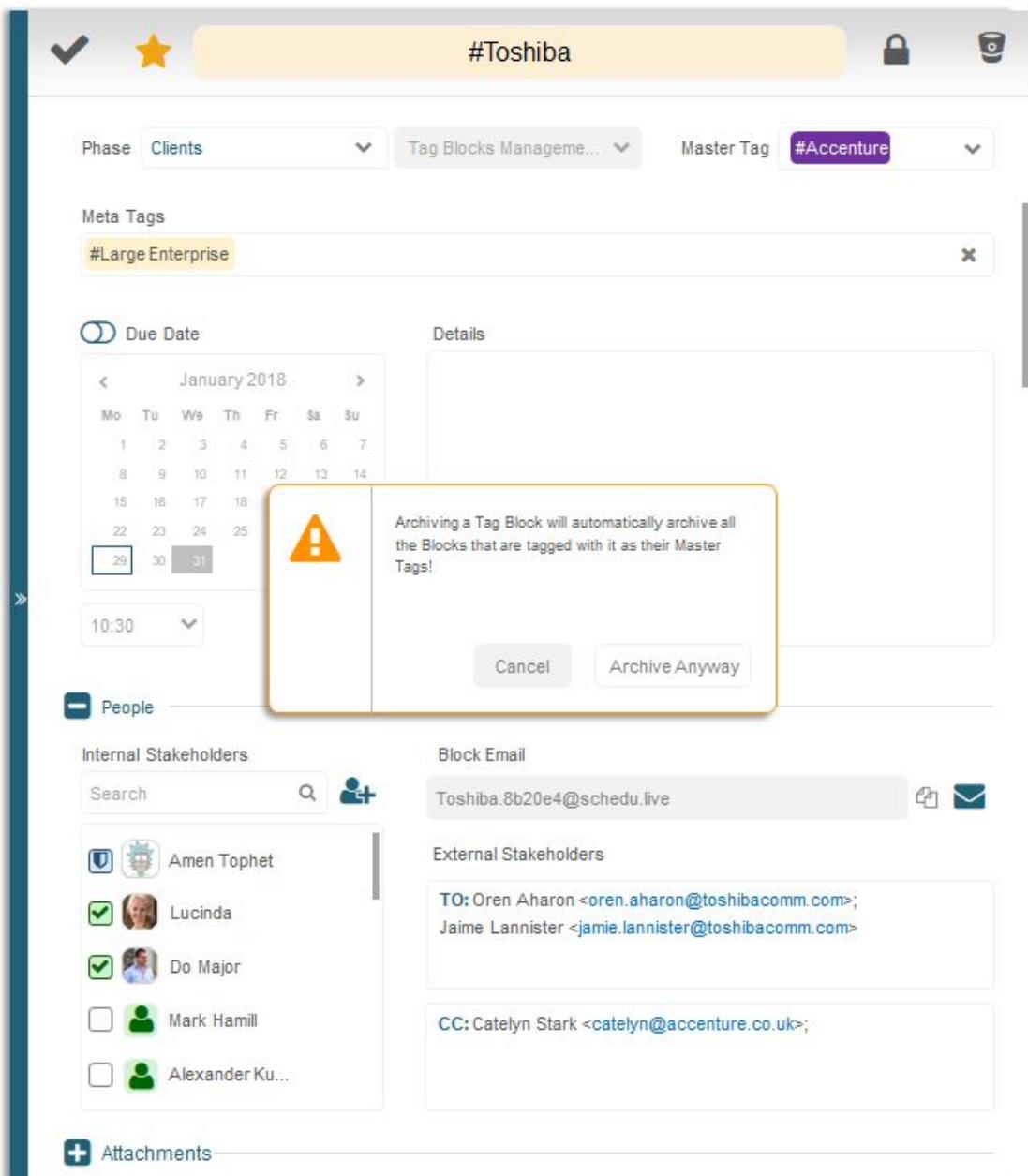
The **Story** section will continue to function as normal.

TAG BLOCK EDIT

While as a rule - a Block is a Block is a Block - the specialized Blocks Person and Tag, do have some uniqueness to them. More specifically:

The **Board Dropdown** will be disabled (since a Tag Block can only be associated with the [Tag Blocks Management Board](#)). and the Due Date will be Off by default (NOT Disabled - just Off).

Other than that the rest of the Block will function normally, with one exception: If the user attempts to Archive a Tag Block a message will be shown explaining that Archiving a Tag Block will automatically Archive any Blocks that are Tagged with it.



The screenshot shows a software interface for managing tag blocks. At the top, there's a header with a checkmark icon, a yellow star icon, the tag '#Toshiba', a lock icon, and a trash bin icon. Below the header, there are several dropdown menus: 'Phase' set to 'Clients', 'Tag Blocks Manageme...' (partially visible), 'Master Tag' set to '#Accenture', and another dropdown menu also set to '#Accenture'. Underneath these, there's a section for 'Meta Tags' containing the tag '#Large Enterprise'. On the left side, there's a 'Due Date' calendar for January 2018, showing the 29th selected. Below the calendar is a time picker set to 10:30. To the right of the calendar is a large orange warning dialog box with an exclamation mark icon. The text inside the dialog reads: 'Archiving a Tag Block will automatically archive all the Blocks that are tagged with it as their Master Tags!'. At the bottom of the dialog are two buttons: 'Cancel' and 'Archive Anyway'. On the left side of the main area, there's a 'People' section with a 'Internal Stakeholders' list. It includes a search bar, a person icon, and a list of names: Amen Tophet (checked), Lucinda (checked), Do Major (checked), Mark Hamill (unchecked), and Alexander Ku... (unchecked). To the right of the internal stakeholders is a 'Block Email' field containing 'Toshiba.8b20e4@schedu.live' with a mail icon. Below the email field is a 'External Stakeholders' section with a list: 'TO: Oren Aharon <oren.aharon@toshibacomm.com>; Jaime Lannister <jamie.lannister@toshibacomm.com>' and 'CC: Catelyn Stark <catelyn@accenture.co.uk>'. At the bottom left is an 'Attachments' section with a plus sign icon. The overall interface has a clean, modern design with a light blue background and white cards for each block.

HANDLING FILES AND MEDIA

Firebrick will have the following options for storing files and media:

» **Connected Services**

- » The client will be able to connect with his Google Drive, Dropbox or OneDrive accounts.
- » Once connected, we will create a dedicated folder where we will store all files that are attached to Blocks anywhere in the system.
- » In MPV we must be able to connect with Google Drive and Dropbox, be able to create folders, store the files there, and make sure we bind each attachment in our database to the permalink of the relevant file.

» **Public Cloud**

- » Later on, we will, based on licensing and payment schemes provide client with our own file storage services based on either Google Cloud, Azure or Amazon AWS (--- Most likely).

» **Private Cloud**

- » Be able to provide each customer with his own private storage space on Google Cloud, Azure or Amazon AWS (--- Most likely).

» **On-premise**

- » Be able to provider each customer with the means to connect a private file server (FTP?) for storing files.

LICENSING AND PLANS

We will require a licensing management engine (initially can be based on manual entry of information into a table). The management will allow us to create “Plans”, and then assign (initially manually), a Plan to each Customer.

The fields that should be controlled per plan, and allow us to add, edit and delete plans (as said, this can initially be a table):

PLAN SETTINGS

Name	
Price per month	Allow change currency
Price per year	Allow change currency
Duration	In days
Number of allowed users	Essentially max internal stakeholders
Number of allowed Blocks	Essentially how many emails
Storage space (GB)	Until we add our own storage this will be a dummy field

*suggestions are welcome

CONNECTED SERVICES

Slack	deny	allow
Google Drive	deny	allow
Dropbox	deny	allow
Onedrive	deny	allow
Sharepoint 365	deny	allow
Google Suite	deny	allow

CUSTOMER ACCOUNT

Each customer will get an account.

To sign-up for an account, the client can log-on with a Google Account, Facebook or sign-up manually.

The customer account will include the following fields (must in red):

ACCOUNT HOLDER PROPERTIES

First Name	
Last Name	
Title	
Email	
Telephone	
Country	
City	

ACCOUNT COMPANY PROPERTIES

Company Name	
Address	
Website	
Telephone	

AUTOMATIC SUBDOMAIN AND EMAILS

Firebrick will have to be capable to automatically create, per account:

- » subdomain (i.e. **mycompany.Firebrick**)
- » emails per block (preferably connected to each subdomain)

ANALYTICS

Although we will not add the analytics feature until later versions, we need to make sure to collect all the data we can and later segment it per: Board, User (Internal Stakeholder) and Master Tag.

CONSTRUCTION PARTS

NUMBERED LIST

1. Item
 - 1.1. What
 - 1.1.1. Whatwhat
2. Item
3. Item
4. Sub Item
5. Sub sub
6. Item

BULLET LIST

- » Item
 - » What
 - » Whatwhat
- » Item
- » Item
- » Item



Note: Give information



Tip: Give some tip



Important note: something important to note.

