

A Mini Project Synopsis on

To Do List

S.E. - I.T Engineering

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CERTIFICATE

This to certify that the Mini Project report on To-Do List has been submitted by Pooja Deore(22204015), Meet Mehta(22204004), Karan Rawat(22204013) who are a Bonafide students of A. P. Shah Institute of Technology, Thane, Mumbai, as a partial fulfilment of the requirement for the degree in **Information Technology**, during the academic year **2022-2023** in the satisfactory manner as per the curriculum laid down by University of Mumbai.

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Chapter 1

Introduction

It is a list of tasks you need to complete or things that you want to do. Most typically, they are organised in order of priority. Traditionally, they are written on a piece of paper or post it notes and act as a memory aid. As technology has evolved we have been able to create a todo lists with excel spreadsheets, word documents, email lists, to do list apps, Microsoft to do and google to do list to name a few. You can use a to do list in your home and personal life, or in the workplace. Having a list of everything you need to do written down in one place means you shouldn't forget anything important. By prioritising the tasks in the list you plan the order in which you are going to do them and can quickly see what needs your immediate attention and what tasks you can leave until a little later. To-do list is a collection of tasks that outlines the work a project manager or team plans to complete during a project. This list helps project managers understand the various tasks of a project so they can assign work to team members and fulfill their own duties. A project manager may create a personal to-do list for their responsibilities, but often they share these lists with the project team so everyone can see their assignments and relevant deadlines for each task. This list can help project managers keep their teams focused on achieving the project goals.

1.1.Purpose :

The purpose of To do list is one of many reasons why having a to-do list can improve your work and personal life. To-do lists have never been as important for the modern knowledge worker. You can use one to reduce the stress in your life and get more done in less time. It also lets you become more reliable for other people and save time for the best things in life. In this post, we will look at interesting ways in which a to-do list can help you. But first, we will see what are the common reasons why people do not use a to-do list. Once you have a list of things you need to-do, it is much easier to prioritize the tasks on it. This will ensure you are always working on the right things. Otherwise, it is easy to fall into a circle of doing what seems easiest or most urgent. Doing this may result skipping important things that do not require your immediate attention.

1.2.Objectives :

1. At work and at home, having a to-do list may help you prioritize your work and personal tasks. This allows you to organize and complete the most crucial tasks first.
2. Too many tasks to remember can be overwhelming, but with the proper motivation, you can accomplish more and reduce stress. Having a to-do list makes it easier to organize everything that you want to accomplish in the day so that you can start fresh the next.
3. Creating and maintaining a daily to-do list can help improve your overall memory by reinforcing your short-term memory.
4. A to-do list can help you organize your time and finish your tasks more efficiently, giving you more free time.
5. Being able to reduce anxiety is an important part of a balanced life. Organizing your schedule with a to-do list can improve your mental health by resolving uncertainty and allowing you to see all the activities you plan to accomplish throughout the day.

1.3.Scope :

1. It seems such a simple solution by putting pen to paper and taking time out of your day to create a to do list, a plan for your day helps define your challenges and goals. Preventing time from being wasted trying to identify what is the next most important task to tackle
2. To-do lists offer a way to increase productivity, stopping you from forgetting things, helps prioritise tasks, manage tasks effectively, use time wisely and improve time management as well as workflow.
3. Organization of a proper work with an accurate planning of every task with its short description
4. Simplify the workflow and a timely execution of necessary work scope
5. Improvement of every employee's productivity and time management skills
6. There is so-called prioritization when a specialist determines the most and least significant matters, and one to-do list turns into several task groups.
7. Indeed, many specialists can feel uncomfortable and anxious themselves in case when they lag to complete all the tasks. Such time tracking is like a safety net for specialists, and every additional 15 minutes can save the situation for the to-do list timing.

Chapter 2

Problem Definition

Keeping a to-do list is a great way of taking the individual items off your mind to allow you to focus on the task at hand. However, problems arise when your list grows overwhelmingly long. No one wants to scan a long list of tasks, before they choose what to work on. There is no shortage of blogs and resources on how to effectively manage our time, however there is a problem with the tools that are available to us. To-do lists and calendars are both restrictive, each in their own way. Keeping a to-do list is a great way of taking the individual items off your mind to allow you to focus on the task at hand. However, problems arise when your list grows overwhelmingly long. No one wants to scan a long list of tasks, before they choose what to work on. Not only is a long to-do list de-motivating, but picking a single item to work on creates a sense of opportunity cost.

Chapter 3

Proposed System

By keeping such a list, you make sure that your tasks are written down all in one place so you do not forget anything important. And by prioritizing tasks, you plan the order in which you will do them, so that you can tell what needs your immediate attention, and what you can leave until later. When you complete a task, you can cross it off your list. This gives you a sense of progress and achievement, something you will lack if you're always rushing from one task to the next. If you feel a sense of achievement, it spurs you on and motivates you to keep moving forward. A to do list acts as an external memory aid. It is only possible to hold a few pieces of information at one time. Keep a to do list and you will be able to keep track of everything, rather than just a few of the tasks you need to do. Your to do list will also reinforce the information, which makes it less likely you are going to forget something.

3.1. Features and Functionality :

Feature 1 : Sign Up/login

Feature 2 : Showing the window of signup and login page.

Feature 3 : Showing the To-Do List window page.

Feature 4 : Adding/Deleting the tasks.

Chapter 4

Project Outcomes

1. The benefits of using a daily to-do list range from higher productivity to better mental health. It might also have a major impact on your personal life, as you can be more productive at work and enjoy your personal time without stress.
2. In the early situations, clients used to-do list for their daily routine. Putting time limits on a task can establish boundaries and may turn the goal from an idea into a more concrete task.
3. The users registered on this web-application will be able to see their to do list and follow this routine and this to do list give the alarm after the work is completed.
4. The benefits of using a daily to-do list range from higher productivity to better mental health. It might also have a major impact on your personal life, as you can be more productive at work and enjoy your personal time without stress.
5. Having a clear idea of what you want to do is essential to starting and finishing your task. Certainty can motivate you and make your work easier.

Chapter 5

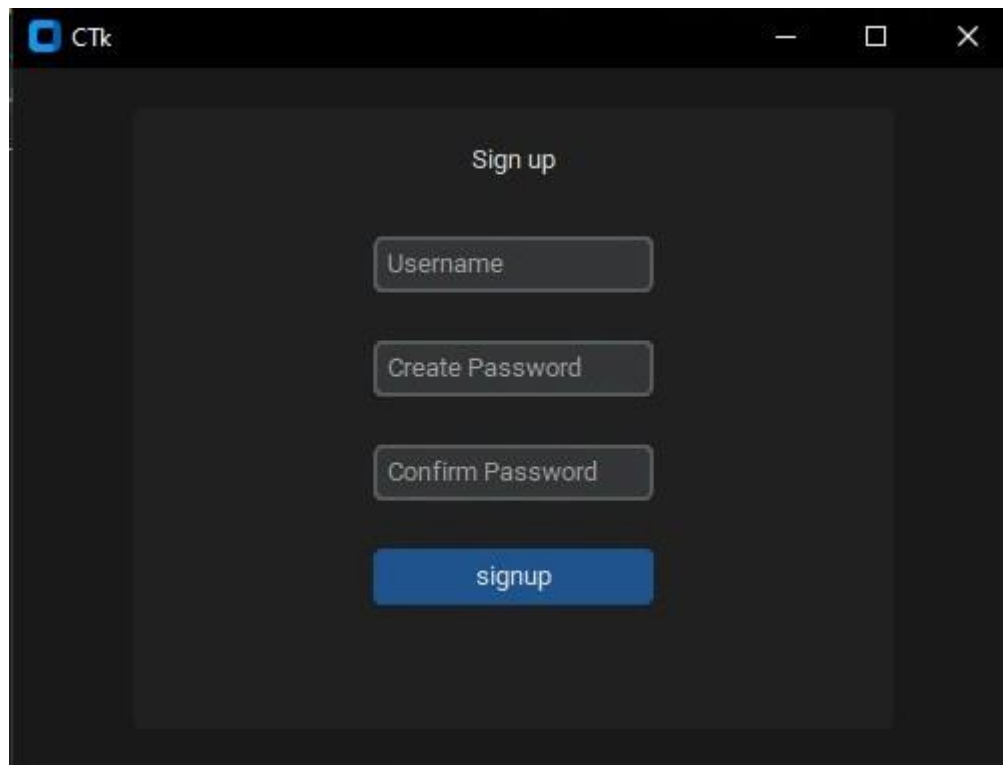
Software Requirements

1. For front end (GUI) – Python Tkinter
2. For backend (Database) --, MySQL Database.

Chapter 6

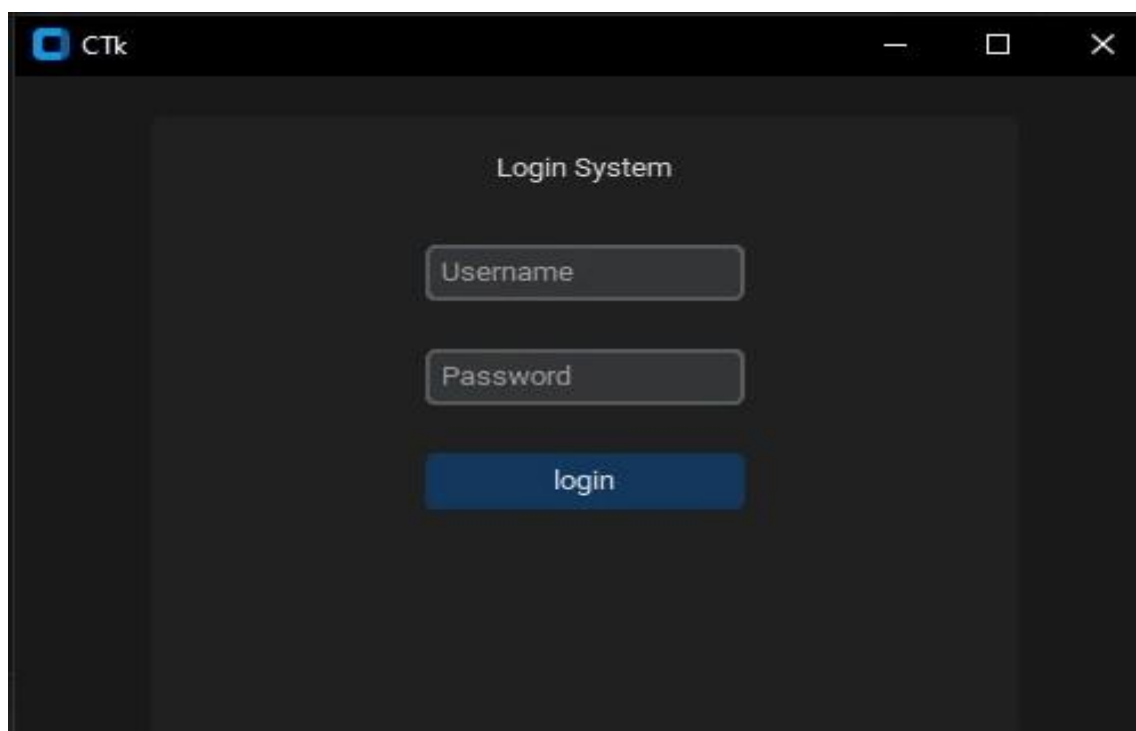
Project Design

6.1. Sign-Up Page:



A screenshot of a 'Sign up' page in a dark-themed application window titled 'CTk'. The page features a central light gray box with the title 'Sign up' at the top. Below the title are four input fields: 'Username', 'Create Password', and 'Confirm Password', each with a light gray border. At the bottom of the box is a blue button labeled 'signup' in white text. The window has standard macOS-style window controls (minimize, maximize, close) in the top right corner.

6.2. Login Page :



A screenshot of a 'Login System' page in a dark-themed application window titled 'CTk'. The page features a central light gray box with the title 'Login System' at the top. Below the title are two input fields: 'Username' and 'Password', each with a light gray border. At the bottom of the box is a blue button labeled 'login' in white text. The window has standard macOS-style window controls (minimize, maximize, close) in the top right corner.

6.3. Home Page :



The screenshot shows a web application window titled "To-Do List Pro - PKM". The main heading is "The To-Do List" in a yellow, cursive font. On the left side, there is a section titled "Enter the Task:" in a yellow box. Below this title is a white text input field. Under the input field are four buttons: "Add Task", "Delete Task", "Delete All Tasks", and "Exit". To the right of these buttons is a large, empty white rectangular box, likely intended for displaying the list of tasks.

Chapter 7

Project Scheduling

Sr . no	Group Member	Time duration	Work to be done
1.	Pooja Deore Meet Mehta Karan Rawat	In the month of January.	Developing the program using refereneces, and developing database of our project.
2.		In the month of February.	Adding more features like adding or deleting the task.
3.		In the month of april and may.	Adding data sets and final completion of project.

Chapter 8

Conclusion

One of the most important reasons you should use a to do list is that it will help you stay organised. When you write all your tasks in a list, they seem more manageable. When you have got a clear outline of the tasks you have got to do and those you have completed, it helps you stay focused. While freeing up space in your mind for other more creative tasks. When you complete a task, you can cross it off your list. This gives you a sense of progress and achievement, something you will lack if you are always rushing from one task to the next.

If you feel a sense of achievement, it spurs you on and motivates you to keep moving forward.

When you complete a task, you can cross it off your list. This gives you a sense of progress and achievement, something you will lack if you're always rushing from one task to the next.

If you feel a sense of achievement, it spurs you on and motivates you to keep moving forward.

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