# Concordia Boot Camp Final Project Proposal

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**Project Objective**

Development of a web-based application allowing users to share documents while managing workflow.

**Project Description**

Creation of a web application which allows users to log in and upload documents (e.g., MS Word, MS Excel, MS PowerPoint, PDF) similar to SharePoint or Google Docs with the added functionality allowing to streamline project of workflow management. The design structure of the application resembles a folder like structure.

The admin or main user is responsible to initialize a project and assign task or goals to collaborators by inviting other users. An integrated dashboard is present on the admin’s webpage allowing the user to see when or if specified deliverables are submitted or not and how the project is progressing towards completion. The admin can see the status of completion relative to each collaborator or each assigned task (e.g., completed, work in progress, not submitted, etc.). The main tasks are represented by a folder which is shared with another person who is the collaborator. Within a task or folder, a specified number of deliverables can be expected. The admin defines what are the deliverables and if they are mandatory or not.

As an example, if someone is assigned to perform costing calculations for a project the main task is costing analysis. The deliverables can be Excel Spreadsheets detailing calculations and a mandatory Briefing Note in the form of a PDF document. In this example the only defined deliverable is the PDF document. The task cannot be considered completed if no upload of a PDF document was made by the collaborator.

The admin also has the option to assign deadlines to the collaborators and a colored status bar is present in the dashboard to inform him if the allotted time is soon to be depleted.

The other users or collaborators can only view the task that they have been assigned to by the admin and cannot view the whole project unless they are working on multiple tasks. The uses, can upload documents and change the status of their work. When certain tasks have defined deliverables, the application should prevent the users to change the status of completion to “completed” if the expected deliverable was not uploaded. As in the previously mentioned example, if no PDF document is uploaded then the task cannot be closed. Users can leave comments next to their submitted documents to communicate with the admin similar to posting Tweets. In the admin’s homepage, all posts are consolidated in a home feed similar to what a main user would see in their Twitter profile.

**Main Features and Components**

Admin Core Functionality and Components:

* Admin’s login and homepage
* Functionality to start or create a new project
* Integrated dashboard with graphs and charts tracking progress and upcoming deadlines of each project
* Functionality to assign tasks and invite other users
* Functionality to define deliverables and deadlines for each task and to give describe each task
* Functionality to automatically prevent the change of a completion status if the pre-defined deliverables criteria are not met
* Functionality to change the completion status of each task (e.g., from completed to reviewed and accepted)
* Home Feed with all the comments from the users

Collaborators or User Core Functionality and Components:

* Login page
* Home page showing an overview of all the assigned tasks with the given delays and number of expected deliverables as well as the description of each task
* Ability to upload documents
* Ability to change the status of completion
* Ability to leave comments for each task
* Functionality to create reminders similar to Windows sticky notes

**Stretch Goals**

* Announcement Bar for each specific task which can be used by the admin to post updates or important information regarding each task for the user to see
* Functionality to have multiple open projects at any given time
* Consolidated Dashboard showing all ongoing projects at once
* Timeline or RoadMap dashboards that visually present all the steps of each project while taking into account unplanned delays
* Future projections in regards to estimated completion times
* Ability for the collaborators to ask for extensions and automatic updates of the timeline and future projections if granted
* Ability for the admin to individually respond to each comment in his home feed and have the response populated only on the corresponding collaborator’s task page

**COMMENTS:**

* What is the main goal of this project? -> is it a task management tool?
* Do you need to upload a file, could it be an image?
* There are a lot of functionalities, please prioritize the main ones
* Does a task just need a file uploaded to be considered complete? What if a task involves multiple people working on the same file/repo/etc.

**MVP**

* Login
* Signup (Auth0/Firebase or hashing with bcrypt)

Admin

* Create project, create tasks, assign tasks
* mark tasks as reviewed and accepted
* Overview of a project with all deadlines, number of tasks complete and not yet complete and past due.

User

* Submit files (cloudinary or other file upload API)
* Mark tasks as completed (need review from admin)
* Comment on tasks
* can only see tasks that are assigned to them

**Stretch**

* Multiple projects
* Admin feed of comments
* Announcement bar
* Dashboard