

## **Project TimeSafe**

### **/TimeSafe/Scope**

Scope of the system

Version: 1.0

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Printed on: 02 June 2002

# 1 Purpose of the document

This document defines scope for TimeSafe time management tool to be developed by Cell Computing Corporation. Its purpose is to communicate product vision and main constraints to all project participants.

## 2 Needs

Provide CellCo communicator (hybrid of hand-held PC and cellular phone) manufactured by Cell Computing Corporation with additional marketing advantages over competitors in one of market segments. Targeted market segment covers business people and business-oriented students, with higher than average computer related skills (further "the main segment").

## 3 Goals

TimeSafe will have unique set of features that can be easily advertised to the main segment. Features of TimeSafe will be major decision-drivers for the main segment in their selection between CellCo and other competitor products.

Free PC version of TimeSafe will become popular and will stimulate its users to buy CellCo.

Free PC version of TimeSafe will become popular and will incline its users, who are willing to buy communicator or HPC, to choose CellCo among other devices.

## 4 General Capabilities

TimeSafe shall provide advanced task management functions.

TimeSafe shall provide advanced reminder functions.

TimeSafe shall provide advanced alarm clock functions.

TimeSafe shall be capable to synchronize tasks between several PCs and CellCo.

## 5 General Use Cases

### 5.1 Creating tasks

User schedules her tasks entering task title and more detailed description.

For each task user selects appropriate type:

- short task, e.g. calls, short e-mail messages, putting a book into bag, etc.;
- long tasks that are scheduled for some period of time (day, week, or month), e.g. writing report, preparing to demonstration, etc.
- complex tasks that are comprised of several subtasks.

For each task user sets additional parameters such as importance, deadline, work/private.

For each task user can select other tasks, which the task depends on.

Some tasks can be set as repeating on some particular days or weeks.

### 5.2 Organizing tasks

Regularly user schedules her tasks for the nearest day, week, or month by selecting them from the full task list based on the importance, deadlines and other parameters.

User analyses her schedule to identify task overlaps and available free time.

### 5.3 Performing tasks

User can view tasks scheduled for current moment, filtered by their importance and other parameters.

User is reminded about upcoming tasks by message pop-ups, audio signal and/or vibration.

User can postpone a task.

User can tell TimeSafe when she is starting or stopping performing some particular task. This allows to measure actual time spent for the task and also to prevent interruptions by other less important task reminders.

### 5.4 Alarm clock

User sets alarm clock repeating on particular weekdays or holidays. User can change alarm time for particular day if needed.

## 5.5 Synchronization

User works with TimeSafe alternately on PC at work, on PC at home, and on CellCo. Scheduled tasks and device-independent settings are synchronized among all devices.

## 6 Business Case

TimeSafe will be distributed with CellCo communicators as a part of standard preinstalled software package.

PC version of TimeSafe will be distributed thru Internet for free.

PC version of TimeSafe will be distributed with PCs as a part of preinstalled software.

PC version of TimeSafe will require user registration in order to get additional information about user and to estimate effectiveness of PC version of TimeSafe as a driver to buying CellCo communicator.

TimeSafe will be distributed worldwide.

TimeSafe shall NOT work on any hand-held devices other than CellCo communicator.

## 7 Boundaries

CellCo version of TimeSafe does not require any licensing or user registration capabilities.

TimeSafe does not need portability to any hand-held device other than CellCo.

CellCo version of TimeSafe does not need portability to any operating system other than Windows CE.

TimeSafe will not be synchronized with any other taskmanagement or contact management software.

## 8 Assumptions

CellCo communicators will use only Windows CE operating system.

## 9 Constraints

First release before December' 2002.

\$2500.000 main budget for the first release.

\$700.000 additional to main budget is possible, but undesirable.

## 10 Responsibilities

Project Management – Jack Trout

System Requirements – Artem Danielov, Project Manager Assistant

System Design – Eric Schneider, Senior Software Engineer

Programming (CellCo) – Bob Topolsky, Software Engineer

Programming (PC) – John Westwood, Software Engineer

GUI Design – Kristin Lawrence, GUI Developer

Verification Plan – Andy Grove, Senior QA Engineer

Verification and Testing – Jerry Sanders, QA Engineer

Verification and Testing – Arthur Rock, QA Engineer