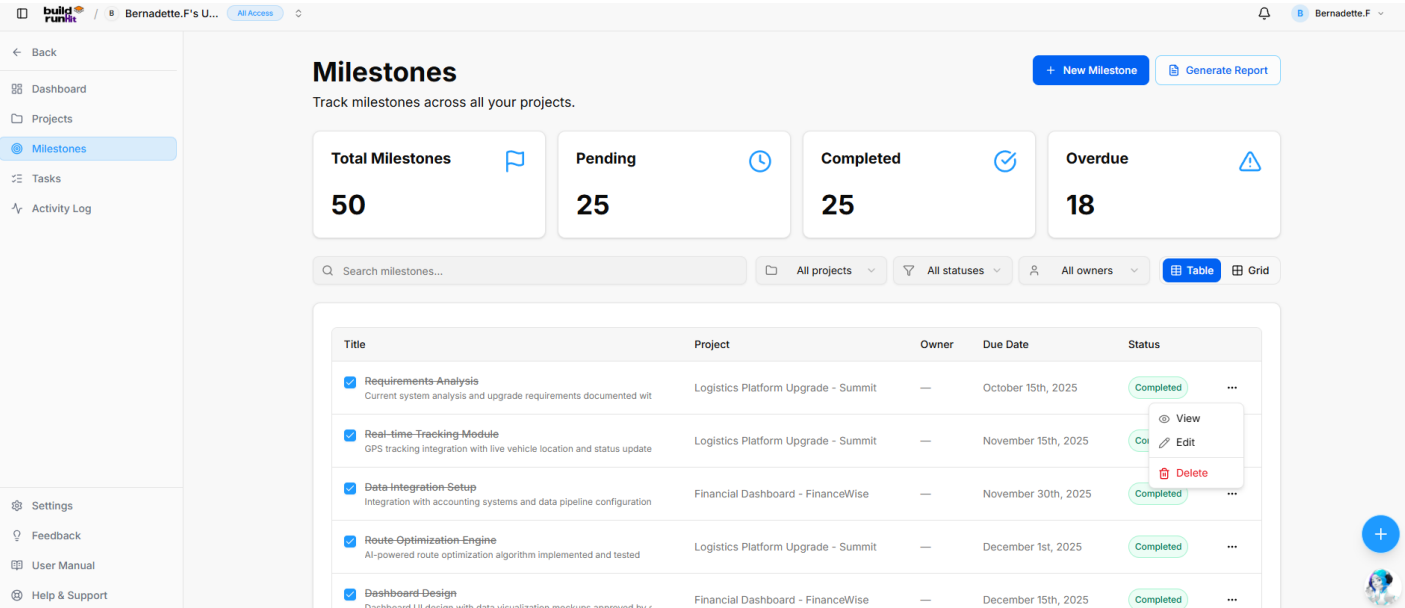


BuildRunKit Projects: Projects Sub-Section

BuildRunKit Projects: Projects Sub-Section



Location & Navigation Sidebar

- **Top Left Action:** <- **Back** button to return to main workspace navigation.
- **Module Views:**
 - **Dashboard** (Currently Active)
 - **Projects**
 - **Milestones**
 - **Tasks**
 - **Activity Log**
- **Bottom Sidebar Links:** **Settings, Feedback, User Manual, Help & Support.**

Header Actions

- **Page Title: Projects Dashboard**
- **Primary Action:** + **New Project** button.

Top Metric Cards

- **Total Projects:** Displays total workspace projects (e.g., 11).
- **Total Tasks:** Tracks overall task count across projects (e.g., 0).
- **Overdue Tasks:** Highlights overdue items needing attention with alert icon (e.g., 0, "Need attention").
- **Total Estimated Hours:** Tracks total estimated duration (e.g., 0h, "Across all tasks").

Analytics & Visual Chart Panels

- **Project Status:** Donut chart breaking down project states (*Active, On_hold, Completed, Cancelled*).
- **Task Priority:** Distribution chart monitoring task urgencies (*Low, Medium, High*).
- **Tasks by Project:** Visual breakdown chart mapping task volume across individual projects.

Projects Overview Section

- **Section Header: Projects Overview** with **View all** -> quick link.
- **Project Cards:** Grid preview showing active project titles and status badges (e.g., *Mobile App Development - RetailPro, Website Redesign for TechVision, Design System Documentation - PixelPerfect*).

Task Lists & Activity Feed (Lower Dashboard)

- **Overdue Tasks Panel:** Dedicated list box displaying urgent past-due items (displays "No data available" / "Create your first task to get started" when clear).
- **Tasks Panel:** General task assignment feed (displays "No tasks yet" / "Create your first task to get started" when clear).
- **Recent Activity Section:**
 - **Section Title & Counter: Recent Activity** badge (e.g., 1).

- **View All Link:** **View all** -> shortcut to the full log.
- **Activity Log Table Columns:**
 - **Event:** Action type (e.g., *Project created* badge).
 - **Project:** Name of the associated project record.
 - **User:** Team member who performed the action.
 - **Date:** Timestamp of the event (e.g., *2026-05-13*).

BuildRunKit Projects List Subsection

Page Header & Primary Actions

- **Page Heading: Projects**
- **Sub-description:** "Manage your projects and track progress."
- **Header Buttons:**
 - **+ New Project:** Primary action button to create a project entry.
 - **Generate Report:** Opens the **Projects Report** modal.

Top Metric Summary Cards

- **Total Projects:** Displays total logged project records (e.g., 11).
- **Active:** Counts ongoing projects currently in progress (e.g., 11).
- **Completed:** Counts finalized projects (e.g., 0).
- **On Hold:** Counts paused or delayed projects (e.g., 0).

Search, Filter, and Layout Bar

- **Search Field:** Text input (Search projects...) for instant keyword filtering.
- **Status Filter:** Dropdown menu to filter list items by stage (*All statuses*).
- **Owner Filter:** Dropdown menu to filter items by assigned manager (*All owners*).
- **View Switcher:** Toggle controls between **Table** view (Active) and **Grid** view.

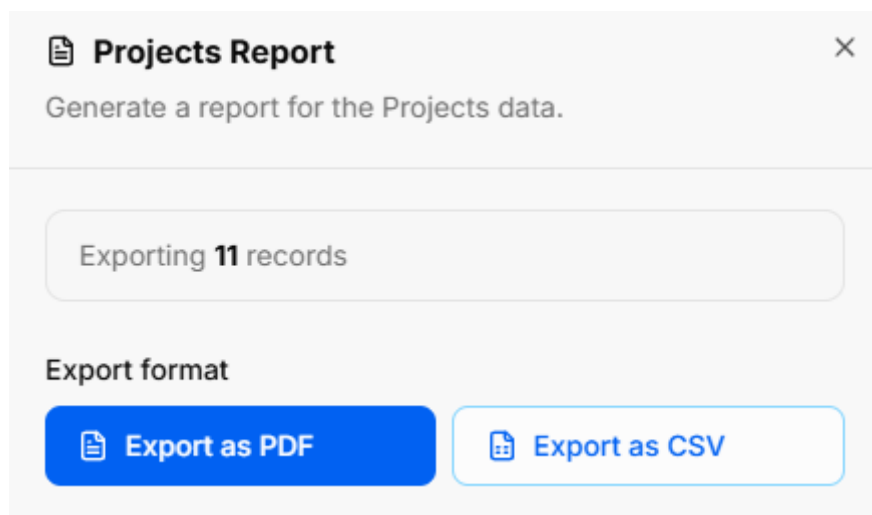
Projects Data Table

- **Title:** Displays project name and short description text (e.g., *Mobile App Development - RetailPro*, *Website Redesign for TechVision*, *Design System Documentation - PixelPerfect*, *Logistics Platform Upgrade - Summit*, *Financial Dashboard - FinanceWise*).
- **Status:** Badge displaying project state (e.g., *Active*).
- **Due Date:** Targeted completion deadline (e.g., *2026-05-30*, *2026-03-15*).
- **Owner:** Assigned project owner (e.g., ).
- **Actions** (): Context menu per row for additional record options.

Projects Report Modal

Clicking **Generate Report** opens the export utility overlay:

- **Modal Title: Projects Report**
- **Modal Sub-text:** "Generate a report for the Projects data."
- **Export Count Indicator:** Displays total scope of records to be generated (e.g., *Exporting 11 records*).
- **Export Format Options:**
 - **Export as PDF:** Primary action button to download styled PDF document.
 - **Export as CSV:** Secondary outline button to export structured CSV file.



BuildRunKit Projects: New Project Modal

New Project

Title *

Description *

Start Date

Pick a date

Due Date *

Pick a date

Status

Active

Owner

No owner

Cancel

Save

Modal Setup

- **Trigger Action:** Clicking the blue **+ New Project** button on the Projects Dashboard or Projects List view opens the **New Project** creation modal.
- **Modal Header:** **New Project** title with an **x** close icon in the top-right corner to exit without saving.

Field Specifications & Layout

- **Title ***: Required text field to enter the project name.
- **Description ***: Required multi-line text box to define project scope and details.
- **Start Date**: Date picker field (

Pick a date

) to schedule project commencement.
- **Due Date ***: Required date picker field (

Pick a date

) to set the completion deadline.

- **Status:** Dropdown selector to set initial state (*Active* by default).
- **Owner:** Dropdown selector to assign a project manager from workspace team members (*No owner* by default).

Modal Actions

- **Cancel:** Discards all entered data and closes the overlay.
- **Save:** Validates required fields, creates the project record, and updates the project list and dashboard counters.

Revision #5

Created 2026-05-13 11:50:49 UTC by Bernadette F

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