Hello Steffen,

Please check our understanding of the Task section. Also, we have queries in the Task section, So please review my all case and provide your suggestion on this.

1. Whenever the Admin/Functionary creates a Task then an invitation notification is sent to all the participants. If users Accept the invitation then it is visible into the user's Task section.

2. Whenever the Editor/Secretaries/Member roles Create Task functionality, then an approval Notification is sent to the Admin with options like (Accept & Deny).

2.1 Now we will change this functionality, If the Admin denies the Task then we will show one Text box, in this textbox admin enter the deny reason and submit the button. After that Deny message notification is visiable to the created user.

2.2 If Admin approves then it will display furthermore an invitation notification is sent to all the participants.

3. Now Create Task and SubTask scenarios.

3.1 When creating a Task, then in the main task section we have 2 options for the Participants (individual & Group dropdown).

3.2 If we added SubTask, then we have a 1 option for selecting the participants (individual dropdown).

**Case I:- Create main tasks with individual optiona and without any sub-task**

1. Admin user created the main task, in the participant's list, we select the Functionary user and we did not add any sub-task to this task.

2. Now we send the task invitation notification to the user.

3. After accepting the invitation, this task is visible in the user Task list.

4. This task will marked complete by the following users

1. Admin User

2. Task Created User

3. Assigned user

5. If the assigned user marked complete this task. Then the task will mark complete.

**Note:**Currently, we do not send any notification to create the user in case of Task is complete. Can you please let me know if we have to send any notifications for this?

**Case 2- Create main tasks with individual optiona with two user and without any sub-task**

1. Admin user created the main task, in the participant's list, we select the Functionary and Editor user and we did not add any sub-task for this task.

2. Now we send the task invitation notification to both user.

3. After accepting the invitation, this task is visible in the user Task list.

4. This task will marked complete by the following users

1. Admin User

2. Task Created User

3. Both Assigned user like (Functionary or Editor)

5. If the assigned user (Functionary or Editor) marked complete this task. Then the task will mark complete.

**Case 3- Create main tasks with individual option with one user and add one sub-task**

1. Admin user created the main task, in the participant's list, we select the Functionary and in the subtask we select Editor user.

2. Now we send the task invitation notification to both user (Functionary (main task) and (Editor) subtask).

3. After accepting the invitation, this main task will visiable for Functionary user list and subtask will visible in the editor user Task list.

4. This task will marked complete by the following users

1. Admin User

2. Task Created User

3. Main task participant Functionary can mark(completed) the main task as well as subtask

4. Subtask Participant Editor can only mark(completed) the Subtask.

5. If the assigned user Functionary or Editor marked complete this task. Then the task will mark complete.

**Case 4:- Create main tasks with individual option with one user and add two user in sub-task**

1. Admin user created the main task, in the participant's list, we select the Functionary user and in the subtask we select Editor & Secreatary.

2. Now we send the task invitation notification to all user (Functionary (main task) and (Editor or Secreatary) subtask).

3. After accepting the invitation, this main task will visiable for Functionary user list and subtask will visible in the Editor or Secreatary user Task list.

4. This task will marked complete by the following users

1. Admin User

2. Task Created User

3. Main task participant Functionary can mark(completed) the main task as well as subtask

4. Subtask Participant Editor & Secretary can only mark(completed) the Subtask and they both can complete the Sub Task.

5. If the assigned user Functionary or Editor/Secreatary marked complete this task. Then the task will mark complete.

**Case 5:- Create main tasks with individual option with one user and add two user in two sub-task**

1. Admin user created the main task,we select the Aditya(Admin) user and we added two subTask,in the first subtask we select Editor/Member and in second subtask we select Secretary/Functionary.

2. Now we send the task invitation notification to all user ( Aditya Admin (main task) and ( Secretary/Functionary or Editor/Member) subtask).

3. After accepting the invitation, this main task will visiable for Functionary user list and subtask will visible in the Editor or Secreatary user Task list.

4. This task will marked complete by the following users

1. Admin User

2. Task Created User

3. Main task participant Admin can mark(completed) the main task as well as subtask

4. First Subtask Participant Editor & Member can only mark(completed) their own 'First Subtask' they both can mark(completed) task.

5. Second Subtask Participant Secretary/Functionary can only mark(completed) their own 'Second Subtask' they both can mark(completed) task.

5. If the assigned user Functionary or Editor/Secreatary marked complete this task. Then the task will mark complete.

**case 6- Create main tasks with individual option with two user and add two user in two sub-task**

1. Admin user created the main task,we select the Aditya(Admin) user and we added two subTask,in the first subtask we select Editor/Member and in second subtask we select Secretary/Functionary.

2. Now we send the task invitation notification to all user ( Aditya Admin (main task) and ( Secretary/Functionary or Editor/Member) subtask).

3. After accepting the invitation, this main task will visiable for Functionary user list and subtask will visible in the Editor or Secreatary user Task list.

4. This task will marked complete by the following users

1. Admin User

2. Task Created User

3. Main task participant Aditya Admin/Functionary can mark(completed) the main task as well as subtask

4. first Subtask Participant Editor & Member can only mark(completed) their own 'First Subtask' they both can mark(completed) task.

5. Second Subtask Participant Secretary can only mark(completed) their own 'Second Subtask' .

5. If the assigned user Functionary or Editor/Secreatary marked complete this task. Then the task will mark complete.

**Currently Group Task is working like this**

1. In the main task Collaborators dropdown we choose Group, Then in the participants dropdown, all approved Groups are listed. Now in the participants dropdown, we select any single Group then all the members of the group can visible the particular Task. And if we create a sub-task then the subtask participants dropdown, currently displayed all the club members in the participants dropdown.

We have query in subtask participants dropdown when we choose a Group.

1. In participants dropdown we have to display all the club members?

2. Or we have to display only group members of that group which we selected?

**Case 7:- Create main tasks with Group option and without any sub-task**

1. Admin user created the main task, in the participant's list, we select an Group and we did not add any sub-task to this task.

2. Now we send the task invitation notification to all the member of the Group.

3. After accepting the invitation, this task is visible in the user Task list.

4. This task will marked complete by the following users

1. Admin User

2. Task Created User

3. Any member of the Group who accept the invitation. For example If in a Group Two user Secretary/Functionary prasent, and both user accept the Task notification, Then any of one user Secretary/Functionary marked complete this task.

5. Any member of the Group who accept the invitation marked complete this task. Then the task will mark complete.

**Case 8:- Create main tasks with Group option and one sub-task**

1. Admin user created the main task, in the participant's list, we select an Group and in the subtask we select Editor user.

2. Now we send the task invitation notification to all the member of the Group and Also send invitation notification to sub task user.

3. After accepting the invitation, this task is visible in the user Task list.

4. This task will marked complete by the following users

1. Admin User

2. Task Created User

3. Main task Group participant mark(completed) the main task as well as subtask

4. Subtask Participant can only mark(completed) the Subtask

**Case 9:- Create main tasks with Group/ individual option and one sub-task**

1.Currently When we create a main task, main task End Date will be seleted and we can seleted different sub-task End Date.

For eg. If we create Main task with End-date(19 Nov 2022) and Sub task with End-date(21 Nov 2022).

We have query in subtask end-date.

1.Sub-task End-date should be less than or equal to main task End-date?

**Also We have some queries regarding the Task in the new figma design.**

1. In new figma design we have three categories

1. To Do Task

2. In progress

3. Completed Task

In Complete task we will display all the completed task, In progress task we will show the task which is not complete.

Can you please let me know which task we have to display in To Do Task section.

2. In all the categories you have display the progress bar, please let us know about the functionality of the progress bar.

3. Just below the progress bar you have display the messages, would you please elaborate what we have to display in the message, and where it comes from.

4. The participants you have displayed just below the progress bar, they are of main task or the participants of the both Task and Sub Tasks.