Lofthus report

Introduction

For this report I will explain the choices taken througout the work.

Lofthus is a small company located in Hardangerfjorden in Western Norway, and has stated that they want a website with their products and a portfolio. We have been hired by Lofthus to develop this, and given a budget. Our goal is not to overspend and create a plan that shows the work process of creating their website with the elements needed.

We will create a gantt chart showing the process and timeline. Note that this can be changed due to the elements of the site, and other factors that may apply to the project.

Our team will be concisting of:

- Project leader
- Copywriter
- Designer
- Front-end developer
- Back-end developer
- Photographer

Each individual has their rights and work hours. The average workday will be about 8 hours, from 0800 to 1600, Monday to Friday. Weekends are off. We might collaborate with other developers if we see it needed, and will inform about the collaboration with our customer.

To ease the flow of information we have decided to use Google Drive to share the document, aswell as collaborate through GitHub, this will be a private repository, where only the customer and collaborators will be given access.

Body

To start off, we will put our Project leader and copywriter to work, having a pitch meeting with the customer and the team, and ensuring that we get the rights to use the company name in our designs and logos. We will also ensure the copyright so that the company, us and our collaborators are able to create designs and such with the company name, to the extent that is needed.

Once the copyright has been ensured, the project leader and copywriter will work to avoid infrigements of the company name and logo, and that it doesn't fall into other patented designs. If such a situation is to occur, one must redesign to avoid further infrigement.

Front-end and back-end developers are given their area of work with the site structure and coding. Designer will work with front-end developer to create a wireframe and UX-design for the site, while the back-end developer creates database for products and portfolio.

Photographer will spend most time with customer at their location, taking pictures of emplyees for the portfolio aswell as scenery pictures for the website. Note that since these pictures are taken by our own photographer, the rights belong to our customer and us to the extent that they may set.

Our collaborators will be contacted if needed, when in need of guidance or in need of programming of the back-end to the site. Since the customer wants a payment gateway implemented, we are in need of a secure gateway to avoid spread of personal information.

Conclusion

The customer will always have access to the project workflow, and allow us to share the elements to their extent. They are allowed to give feedback towards elements of site and designs, so that we can ensure the best quality of the product. Any question towards the project will be directed to the Project leader, seeing as his role is to be hte middleman between the team and customer.

Our collaborators will only be given the information that is allowed to share from our customer, and we can ask their permission to share more if needed.

Copywriter will do market research and ensure patents and rights towards design and logo.

Front-end and back-end developers will tweak the coding to the feedback given from customer and collaborators, and to the design that is formed throughout the UX-design.

Designer will create logo and designs towards site structure, all to the customers extent.

Photographer will be given access to the customers area and will only take photos of what he is allowed to from customer. Before anything is shared back, the customer will have access to the photographs taken to ensure that no company secrets or sensetive information is leaked.

When site is launched, the rights will be given to customer, if we are hired to maintain and be the server for the site, the rights for maintain the site will be given to our server support. Contract between support and customer is made, with the rights given, and what support we provide for them.