Meeting Plan (10.08.2024)

1. Greetings.
2. Introduce a new team member (Lucy Chen).
3. We have made all the required changes and added the views of "Get Free Wellbeing Tips" and managing Resources (blog) to the [prototype](). What do you want us to add, move, or modify in the prototype? Do you like it?
4. Regarding sending contacts from your website contact form to your Aweber account: Yes, Aweber provides such functionality, and we can implement it. We just need your login and password for your Aweber account to set it up. If this is not possible, we can send the contacts to your email, and you can manually add them to your Aweber account.
5. Lita sent us the login and password for the WordPress admin panel. We need access to the hosting where the website files reside.
6. Let's discuss the online chat. The main idea of online chat is to provide quick responses to website visitors, wherever the website owner is. At the last meeting, you mentioned that you most likely will not have time to be online in the chat and did not want to add too many complicated features or different places to access. To set up this online chat, we need to register for this service and install a mobile application on your phone to communicate with website visitors. We will not be able to integrate it with Aweber. The question arises whether we need online chat if, in most cases, it will simply function as a form for sending you a message to your email, which you already have on the website.
7. Three things we did not ask about:
   - Responsive Website – This refers to a website whose content adapts to different screen sizes (desktop computer, mobile phone). We are planning to create a responsive website. Should we proceed with this, or should the website look the same regardless of screen size?
   - Availability – The website must operate reliably without interruptions. Does it matter?
   - Compatibility - The website must be compatible with the latest versions of major browsers. Does it matter?
8. If there are no further changes to the prototype, can we proceed with the implementation of the prototype?

Thank you.