Criterion C: Project Schedule

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| **Date** | **Action** | **Details** | **Comments and follow up** | **Date completed** | **Criterion** |
| July 2018 | Initial discussion  with the ITGS teacher | After discussion with my ITGS teacher my ideas were approved | Make an appointment to talk to Mathivannan | July 5 2018 | A |
| Initial discussion with Mathivannan | Mathivannan mentioned he wanted to advertise his business and this may need an IT solution | Carry out research into similar situations to Mathivannan | July 9 2018 | A |
| First interview with Mathivannan | Solution(s) discussed and  website was chosen | Go to the web and look at similar website solutions | July 14 2018 | A |
| August 2018 | Second meeting with Mathivannan | First draft designs  completed and  approved by Mathivannan.  We agreed on what  he needs for the  final product. | Photos and videos had to be taken by me.  Check whether he has the required information to put in the website or whether he needs help in writing down the information.  Logo and location on maps had to be created. | August 12 2018 | B, D |
| August 2018 | Choose the solution and feasibility study | Checked whether I had  suitable hardware  and software to  develop the  website. Made sure  I could learn what I  needed to do in  order to develop  the website. | Learn how to use  Microsoft expression web and other photo and video editing software.  Contact Mathivannan  to select photos and videos that I had taken  Ask him whether he requires any kind of help in doing the information | August 16 2018 | B |
| Learn some HTML5 and CSS for making some complex techniques | Visit other resources like W3school or css tricks over the internet for learning more interesting coding | Try out some coding examples in the Microsoft expression web software and checking the outcome | October 11, 2018 | ----- |
| October 2018 | Make a schedule for developing the product | Project schedule was developed indicating key  factors of the discussion with Mathivannan | --------- | October 15, 2018 | C |
| Design the logo and create location on maps | See examples of logos that Mathivannan had suggested  Create location on google maps | Explore different online software for creating logos of his taste  Finding out instructions on how to add locations on maps | October 30, 2018 | D |
| November 2018 | Design the  product | Detailed product  designs developed  in discussion with  Mathivannan. Agreement  signed off by him | Think about  how to test the  product | November 17, 2018 | D |
| Develop  the product (beginning) | Test plan to be  developed | ----------- | November 19, 2018 | E |
| Ongoing | Product  developed | Discussions with  Mathivannan as required during the development of the product | Vacation May and April  Investigate  important features of a website | February 4,2019 | E |
| February 2019 | Solution tested | Website handed to  Mathivannan and tested to see how it works in various browsers | Make changes  requested by  Mathivannan | February 14,2019 | E |
| Solution handed over to Mathivannan with appropriate training | Spent a morning  with Mathivannan to explain how to use and edit the website | ---------- | February 20,2019 | F |
| Feedback received from Mathivannan | Mathivannan completed a questionnaire to give feedback on whether the  product met his needs | ----------- | February 27,2019 | B, C, D, F |
| March 2019 | Ideas for  improving  the website | Following the questionnaire and an other feedback from Mathivannan recommendations were made for further improvements to the website. | ----------- | March 5,2019 | E, F |