webify

Project Plan

Group M2-CB01-G5

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Introduction

The aim of this document is to keep track of the working process of our group and pinpoint our goals/motivations/setbacks that we have. In this way we will be able to manage our time better, meet deadlines, improve the communication between us, and be more aware of the progress we are making.

During this semester our group will be working for a real client from the music industry. We are going to create her own personal website in order for her to become more recognisable and expand her network. The project will include a lot of research and testing so as to meet her needs and expectations for the website.

As she is in the beginning of her professional career, we also have to dig deeper and find out more about her potential audience, gather information about her, analyse and get insights on what should be done for her to become more confident in the things she is creating.

Our biggest goal is to make something that is going to be meaningful, useful and helpful for her in the future.

Scope of the project

The overall time dedicated to this project is 18 weeks. Communicating regularly with the client and asking her for feedback will help us with the decisions we are going to make and keep us aware of her preferences and wishes.

We will start with sketches of the website, continue with the low-fidelity prototype and then make the high-fidelity one with Adobe XD. Then we will continue coding the actual website, starting with the “Home page” and then continue with the “About me”, “Gigs” and “Contact me”. We will only use HTML, CSS and JS for it.

No back-end and database will be included in the project.

Deliverables

Objectives

Objectives play a huge role in our project. They define its purpose and will help us thorough our work.

After talking with the client, asking questions, and getting more in-depth information about her needs for the website, our group wrote down everything that we have to do (from the start point to the end point).

Our focus was to make the objectives as clearly defined as possible in order to be more achievable and look realistic.

Here are our objectives:

Make the website more interactive and have animatios	Be ready with the deliverables at least one day before the deadlines	Weekly meetings with the client to ask for feedback	Be ready with the website before week 17
Have some nature vibe in it (green and blue colors)	Around 5 pages in the website (home page, tour dates, contact me page, music page, collaborations)	Build a website that will promote her music and art	Help our client find her target audience
Have 3 iterations throught the project	5 weeks for each iteration	Involve everyone in the work	Group meetings on Monday and Friday to discuss our ideas and progress
Send materials from the researches to the client to help her	Make her own brand (become more recognisable this way)	Show her in a more professional matter	Help her with ideas and always respect her wishes
	Keep track of the things we are doing!	To have a clean, readable code	

Milestone and timeline

During the project we will have 3 main milestones. After discussing what each one of the milestones is going to consist of, we placed an estimated time for completion.

As the first two weeks were mainly focused on getting to know the client and brainstorming ideas, we started our plan from week 3 onwards.

We divided the milestones into 3 iterations:

*One holiday from 2nd May to 7th May – not included in schedule

Risks and setbacks

Along with the things we succeed in doing, there are certain problems that may arise. They can slow down our process and disorganize our work.

Setbacks	*Mitigations*
technical diffuculties (mainly when working with JS)	*further research regarding JS, ask teachers for help if needed*
translating the website to her preferred languages – some of the words may not be the ones we need to use as we do not speak Dutch or Italian	*finding a reliable source to translate all the text in the website, ask native speakers*
problem with animations (not that skilled with JS)	*if we cannot do it try to make small animations using only CSS, find alternatives*
not enough songs available / things to add in the website / not enough content in general	*not up to us*
Maaike does not have a big audience so we cannot get enough information about her listeners and ask them for feedback	*not up to us, possibly could ask random people and show them her work*
making everything responsive (still learning)	*further research regarding responsive design*
Maaike not available to talk with us	*change in the schedule then*
color matching (her pictures are all in different colors and they do not match with the palette she wants)	*color-correct the photos (maybe in Photoshop)*
lacking communication between team members/misunderstanding for the tasks and design	*more frequent meetings, better planning, following the project plan closely*

Identifying stakeholders

Project leader: Deniz Hadjiosmanov
Secretary: Nikoleta Dimitrova

Stakeholder Mapping

Owners/employees

- internal stakeholders
- work within the project
- directly involved in the organization and strategy
- project leader: spokesman, responsible for meeting deadlines
- secretary: organises meetings, keeps everyting in order

Advisors

- connected stakeholder
- provide information to help the groups
- invested in the progress and work flow
- assist the groups, make sure work is done in the correct way
- helps when needed

Customer

- external stakeholder
- impacted by the quality of the project
- influence the long term success of our work
- expects to have the best quality product
- involved in the process

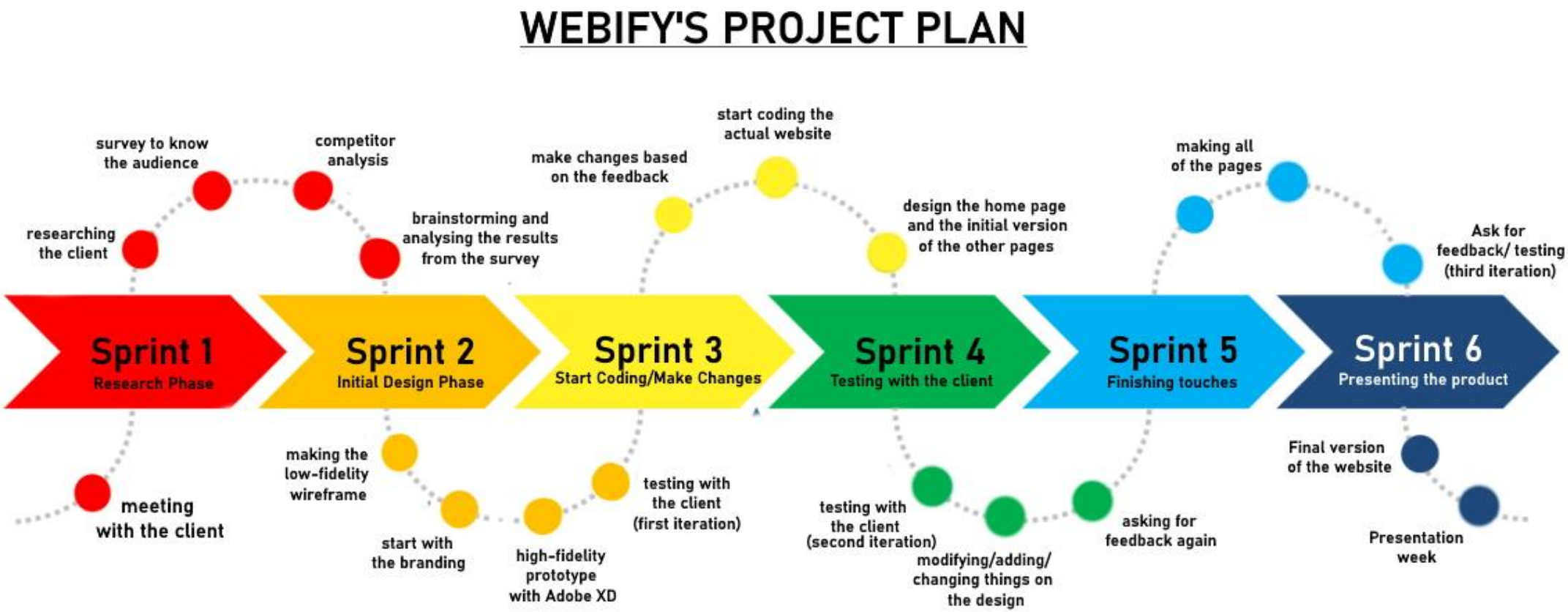
Competitors

- external stakeholders
- help the owners gain insight of how far they are with their progress
- share ideas/motivate the owners to make their product better than the rest

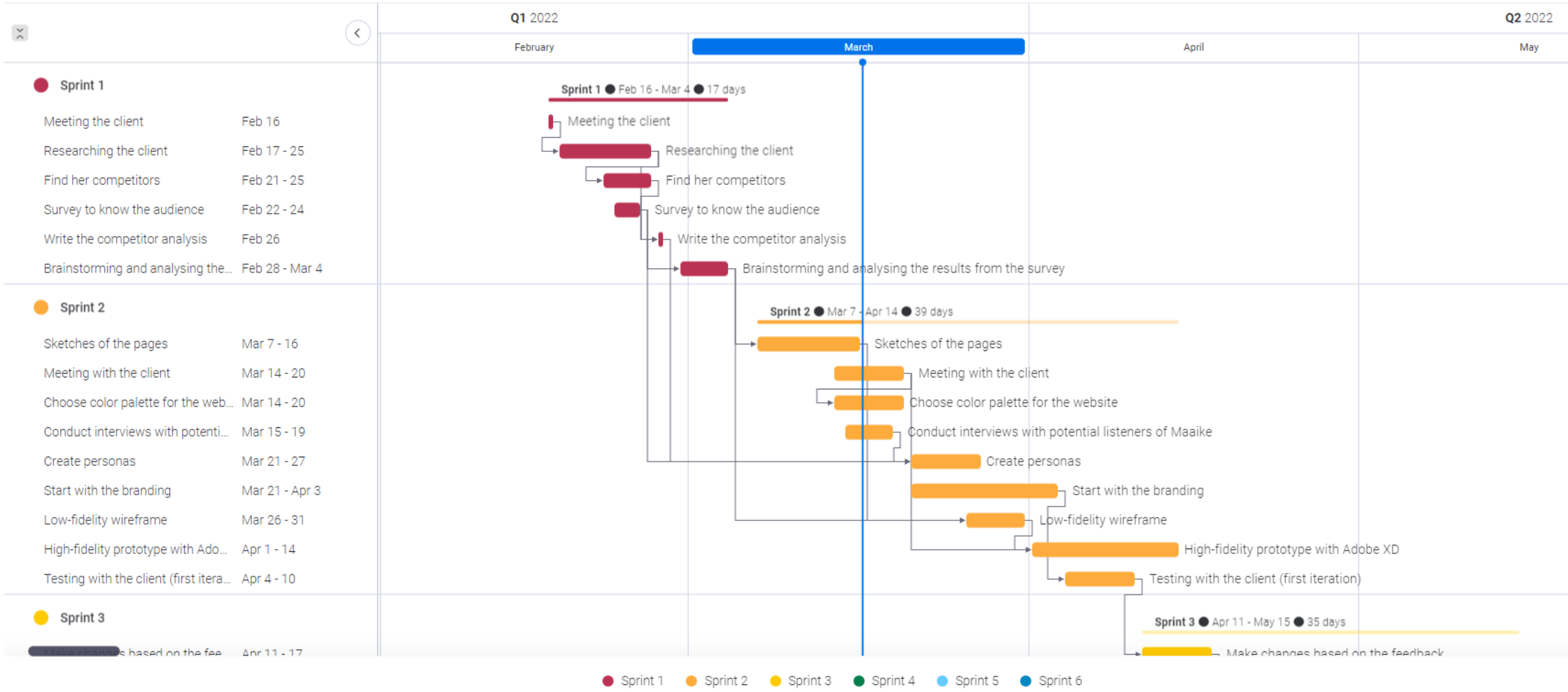
Others

- media: advertise the product
- society: make an impact on them/ ask for feedback

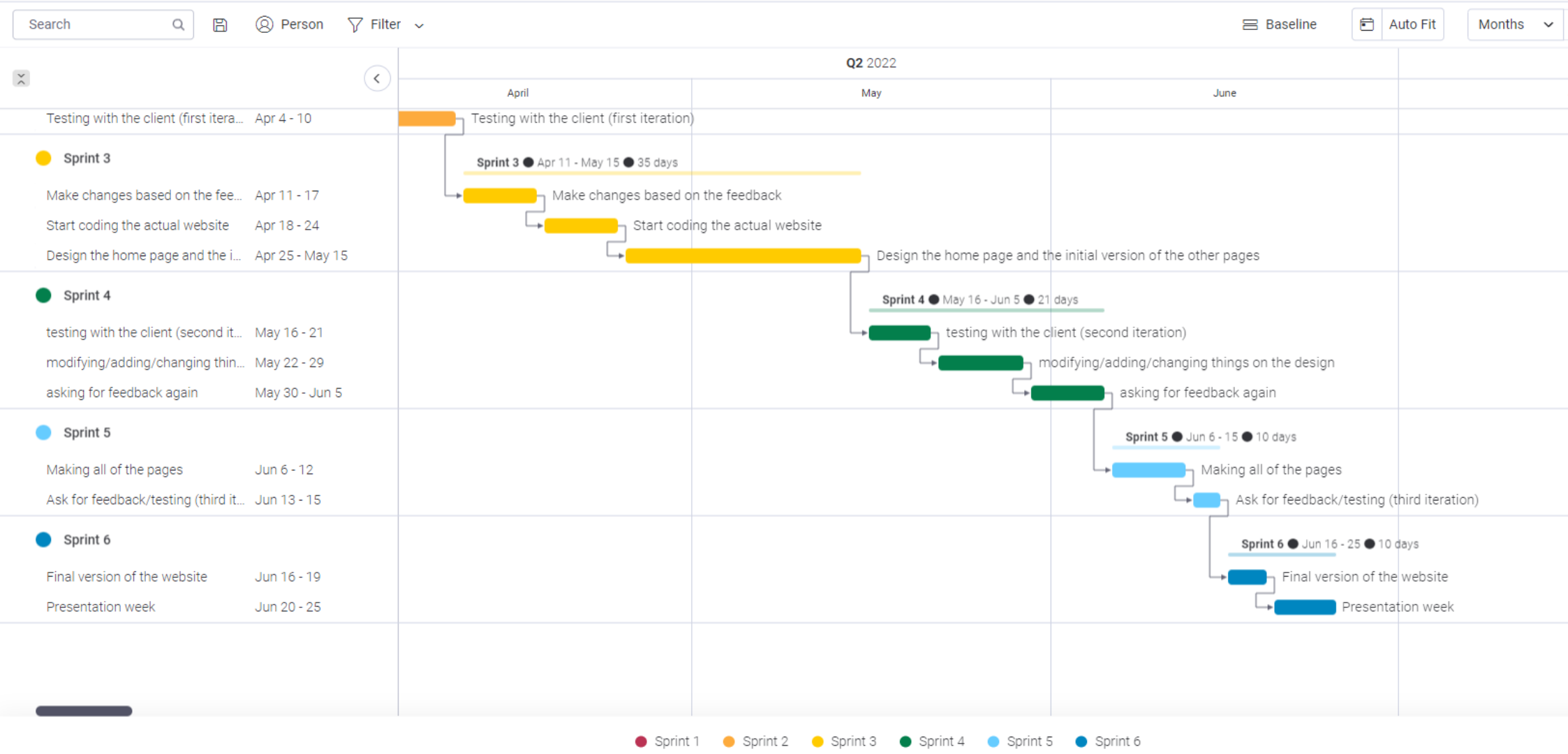
Project management scheme



Gantt chart


Q1 2022
Q2 2022
February
March
April
May
Sprint 1
Meeting the client Feb 16
Researching the client Feb 17 - 25
Find her competitors Feb 21 - 25
Survey to know the audience Feb 22 - 24
Write the competitor analysis Feb 26
Brainstorming and analysing the... Feb 28 - Mar 4
Sprint 1 Feb 16 - Mar 4 17 days
Meeting the client
Researching the client
Find her competitors
Survey to know the audience
Write the competitor analysis
Brainstorming and analysing the results from the survey
Sprint 2
Sketches of the pages Mar 7 - 16
Meeting with the client Mar 14 - 20
Choose color palette for the web... Mar 14 - 20
Conduct interviews with potenti... Mar 15 - 19
Create personas Mar 21 - 27
Start with the branding Mar 21 - Apr 3
Low-fidelity wireframe Mar 26 - 31
High-fidelity prototype with Ado... Apr 1 - 14
Testing with the client (first itera... Apr 4 - 10
Sprint 2 Mar 7 - Apr 14 39 days
Sketches of the pages
Meeting with the client
Choose color palette for the website
Conduct interviews with potential listeners of Maaike
Create personas
Start with the branding
Low-fidelity wireframe
High-fidelity prototype with Adobe XD
Testing with the client (first iteration)
Sprint 3
Apr 11 - 17
Sprint 3 Apr 11 - May 15 35 days
Sprint 1
Sprint 2
Sprint 3
Sprint 4
Sprint 5
Sprint 6

Gantt


Search
Person
Filter
Baseline
Auto Fit
Months
Q2 2022
April
May
June
Testing with the client (first itera... Apr 4 - 10
Testing with the client (first iteration)
Sprint 3
Sprint 3 ● Apr 11 - May 15 ● 35 days
Make changes based on the fee... Apr 11 - 17
Make changes based on the feedback
Start coding the actual website Apr 18 - 24
Start coding the actual website
Design the home page and the i... Apr 25 - May 15
Design the home page and the initial version of the other pages
Sprint 4
Sprint 4 ● May 16 - Jun 5 ● 21 days
testing with the client (second it... May 16 - 21
testing with the client (second iteration)
modifying/adding/changing thin... May 22 - 29
modifying/adding/changing things on the design
asking for feedback again May 30 - Jun 5
asking for feedback again
Sprint 5
Sprint 5 ● Jun 6 - 15 ● 10 days
Making all of the pages Jun 6 - 12
Making all of the pages
Ask for feedback/testing (third it... Jun 13 - 15
Ask for feedback/testing (third iteration)
Sprint 6
Sprint 6 ● Jun 16 - 25 ● 10 days
Final version of the website Jun 16 - 19
Final version of the website
Presentation week Jun 20 - 25
Presentation week
Sprint 1
Sprint 2
Sprint 3
Sprint 4
Sprint 5
Sprint 6