

PROJECT DELIVERABLES

Developers involved = Fatima basit, Mehreen Israr

Team Lead= Aazan Shami

Performance Evaluator = Mahjabeen shah (country head)

Week 1 — Planning & Frontend Foundations

Deliverables:

- **Design & Structure**
 - Create mockups for homepage and key service pages (e.g., Business Solutions, Company Formation, Ecommerce, Contact, About).
 - Define navigation structure mirroring Elite Filing's segmentation (Business Solutions, Formation by region, Ecommerce, etc.) (elite-filing.com).
- **Frontend Build**
 - Develop responsive homepage layout: hero banner, "Why choose us" section with value pillars (Reliable, Authorized, Trusted, Efficient) (elite-filing.com).
 - Implement services overview sections (e.g., Business Solutions, Formation services by country, Ecommerce links).
 - Add collaboration logos area (e.g., Stripe, Payoneer) (elite-filing.com).

Week 2 — Forms & Backend Setup

Deliverables:

- **Interactive Forms**
 - Service inquiry/contact form with fields (name, email, service interest, message).
 - Region-specific request forms (e.g., "Company Incorporation USA," "Registered Agent Services") linking to relevant pages.
- **Backend & Database**
 - Develop schema: users, service inquiries, form submissions.

- Implement admin panel to view submissions.
- Secure form handling and email notifications on submission.
- **Service Pages**
 - Add detailed service pages: Company Incorporation (USA, UK, Pakistan, etc.), virtual offices, trademark registration, complete packages (elite-filing.com).

Week 3 — Payment Integration & Ecommerce Sections

Deliverables:

- **Payment Setup**
 - Integrate payment gateways (Stripe, optional regional ones like Payoneer) to support paid services (e.g., company formation packages, virtual office).
 - Build checkout flow with form submission + payment processing.
 - Generate receipts and record transactions in database.
- **Ecommerce & Add-ons**
 - Develop service upsell pages—e.g., logo creation, SEO, digital marketing, lead generation, affiliate marketing, branding services (elite-filing.com).
- **User Access**
 - Create customer portal to view submitted service requests and payment status.
- **Blog / Resources**
 - Generate blog section with posts like “Company Filing in US,” “Digital Marketing Strategies” (elite-filing.com).

Week 4 — Testing, Optimization & Launch

Deliverables:

- **Testing**
 - Perform end-to-end QA testing: forms, user flows, payments, portal access.
- **Performance & Security**

- Optimize performance: site speed, asset loading, mobile responsiveness.
- Ensure security: SSL, input validation, data protection.
- **SEO & Analytics**
 - Set up on-page SEO (titles, descriptions), meta tags, and Google Analytics.
- **Client Review & Deployment**
 - Conduct usability walkthrough with client, incorporate feedback.
 - Deploy to production domain and conduct performance verification.
- **Training & Handover**
 - Provide admin and payment usage tutorial.
 - Deliver documentation for site maintenance and future updates.

Summary Table

Week	Focus Area	Key Deliverables
Week 1	Frontend Design & Layout	Homepage, services navigation, value pillars, mockups, responsive structure
Week 2	Forms & Backend Logic	Contact/service forms, form submissions backend, service details pages
Week 3	Payments & Ecommerce Integration	Payment gateways, service upsell pages, customer portal, blog section
Week 4	Testing, SEO & Launch	QA testing, performance/security optimizations, SEO/analytics, client handover

NOTE = YOU HAVE TO SUBMIT DAILY UPDATES ON THE PROJECT AND DEPLOY ON VERCAL WITH DAILY UPDATES