

## **Project methodology**

### **CA2**

#### **Report explaining my work process and justifying my choices (Gantt chart)**

This report contains a short documenting of my work process and how I justify my choices and decisions in the planning process.

The first task is to set up a communication network with the client and team members. I have chosen that the communication tool “slack” would be used with the client and team members. Because slack is easy to use and the client can be on a custom made channel that is relevant for the client. So the client don’t have to watch everything the team members are working with, but instead useful things that the client needs to know (like, the progress in the gantt chart). Also the team members will use github to keep track of the various changes in the project. (Courter, G.V, 2015), (Williamson, J, 2014).

To create a gantt chart for the project I first started making a network diagram containing all of the tasks and the duration of the task. This makes it easier to find the right order of the task and the critical path, which is the longest path, which tells use the duration of the whole project.(Chris Croft)

I chose project management as the first activity on my gantt chart with a duration of the whole project (17 days), because project management is important and keeping track of progress can help with the project being done on time.

The next activity on my gantt chart is client info gathering, which also starts the first day. A meeting with the client to get info about the client, figure out what they want and maybe set up the communication tool. After seven days I have booked a new meeting with the client. To review if the project is going accordingly, also it’s a good time to show the style tile (which I will come back to).

Next there is planning and research, which also starts one the first day, but lasts 3 days. All project management, client info gathering, planning and research starts the first day, and in a way last through the whole project.

I put a duration of 5 days from day 4 to day 9 to design the website. 1 day to sketch ideas, keeping in mind that the designer was a part of the planning and research face so the designer probably have ideas from day 1.

Next is the style tile that the designer get 3 days from day 4 to finish. Day 7 is the second meeting with the client where the style tile will be presented. Then if there need to be changes

there is another day before designing the website should be finished. The copywriter will have 5 days from day 4 to work together with designer on the content.

Then at day 9 the design for the website should be done and the developer can start develop. The designer work with the developer making a wireframe the first day, then the next 4 days until day 14 the developer does the coding and building the site. At day 14 the site build and coding should be done, and there is then 3 days with testing before launch.

This report has in short explained why I would use slack and github, I have also described my work process and how I would use a gantt chart to set up meeting.

## Resources

Courter, G.V.(2015) *Learning Slack*,

<https://www.lynda.com/Slack-tutorials/Up-Running-Slack/383930-2.html?srchtrk=index%3a1%0alinktypeid%3a2%0aq%3aslack%0apage%3a1%0as%3arelevance%0asa%3atrue%0aproducttypeid%3a2>

Williamson, J.(2014) *Github for webdesigners*,

<https://www.lynda.com/GitHub-tutorials/GitHub-Web-Designers/162276-2.html>

Croft, C.(2015) *Learning Gantt Charts*,

<https://www.lynda.com/Charts-Graphs-tutorials/Welcome/365730/448295-4.html?srchtrk=index%3a1%0alinktypeid%3a2%0aq%3aGantt+Charts+front+end+development%0apage%3a1%0as%3arelevance%0asa%3atrue%0aproducttypeid%3a2>