**Statement of Work**

**CS 452 Spring Semester 2017**

Project: The SK Salon website and Administrative Portal

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Team Sponsors: Dr. Adam Lewis, and Dr. Katia Mayfield

Salon Owner: Sandee Kranz

Revision Number and Date: Version 1.0 January 16, 2017

Final April 27, 2017

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# **Scope**

The website team of Athens State University will be building a website for the client Sandee Kranz, owner of The SK Salon in Athens, Alabama. This website project will run until its completion and final presentation on April 27, 2017. The SK Salon website will be comprised of three distinct parts, each developed and implemented by the website team: the frontend, the website Ms. Kranz’s customers will interact with; the administrative portal, an administrative website that will allow Ms. Kranz the ability to maintain the images and text on her webpage; and the inventory database, a database which will allow Ms. Kranz the ability to maintain her inventory. The administrative portal and inventory database will collectively be known, for the purposes of this document, as the backend. This project will have regular review periods on March 16, 2017, April 6, 2017, and finally April 27, 2017.

# **Requirements**

Sandee Kranz, owner of the new The SK Salon in Athens, Alabama, requests a webpage be developed to support and promote her soon-to-open local business. She would like to have the ability to pipe in her existing social media, such as Facebook and Instagram, to direct traffic both to her website and to her social media sites. These two media should complement each other and the design should flow amongst all the sources. She requested a site that is trendy and up-to-date, while being easy to navigate and responsive. Since clients might often utilize the website from a phone or other mobile device, the website should respond and adapt to the screen size, making navigation easy no matter which device the site is accessed from.

The site pages Ms. Kranz wishes to see part of her website are as follows: Home, Stylists, Scheduling, About Us, Services, Products, Photo Gallery, Contact Us. Ms. Kranz also requested a photo carousel be placed on the Home page along with social media integration. While we discussed an integrated scheduling solution, which the team will tackle as time allows, Ms. Kranz was also responsive to placing a link to her current scheduling solution, Vagaro, on her website.

Finally, Ms. Kranz requested an administrative portal be built in order for her to easily change the content of her pages. We will implement a backend portal allowing Ms. Kranz to change text and images as she wishes to keep her page up to date. Along with the administrative portal, Ms. Kranz would like an inventory management solution that is better than her current solution through the Vagaro portal, which is cumbersome and not user friendly. The team will develop an inventory database in which Ms. Kranz can add, delete, or modify inventory at will. The inventory database must also be able to produce reports of inventory that are customizable to a certain time frame or a certain product. Weekly and monthly reports of inventory are also requested.

# **Tasks**

* Create a proposal for hosting solutions from GoDaddy
* Create a site design based upon gathering of requirements from client
* Create user stories to aid in website frontend and backend design
* Create a website that has the following features, as per client request:
  + Incorporate client’s preferred colors: navy, teal, platinum, silver, gray
  + Incorporate client’s design ideas from inspiration websites
  + Create the following pages:
    - Home, Stylists, Scheduling, About Us, Services, Products, Photo Gallery, Contact Us
  + Incorporate a scrolling photo carousel on the front page
  + Incorporate existing social media into the webpage
  + Create an inventory database that can run weekly/monthly reports
  + Create an administrator portal to allow easy editing of pages by client
  + *If time allows*, create a scheduling app that is an integrated part of the website.
* Update website’s documentation/ Create User Manual
* Fully test website and database functionality
* Schedule and deploy website per customer’s approval

# **Resources**

The SK Salon development team will utilize XAMPP to develop and fully test the website and database functionality on local machines. All work will be uploaded to a Github account for future reference.

# **Project Plan Outline**

1. Initial Setup

* Meet with client to obtain requirements information
* Research and gather needed materials to complete requested tasks

2. Design Phase

* Create a source code repository on Github and invite all group members
* Research and setup XAMPP testing environment.
* Create a proposal for hosting solutions through GoDaddy
* Create design documents for frontend and backend websites

3. Build Phase

• Create the frontend website

* + Create the specified pages as per Ms. Kranz’s requests
  + Create a fully functional and responsive navigation bar
  + Make sure the entire website is responsive and looks appropriate on different sized screens (i.e. the computer vs. a cell phone)
  + Create a scrolling photo carousel for the home page
  + Create social media tie-ins for the front page.
  + Utilize Ms. Kranz’s requested color scheme.
  + Link up the Vagaro scheduling tool into the webpage

• Create an administrative portal

* + Create a login page for Ms. Kranz to ensure security
  + Create a backend website with a focus on ease of use
  + Create a selection method for the pages to be edited
  + Create an editing screen for text and images
* Create an inventory database
  + Create a link on the main administrator portal page
  + Create a database to store information
  + Create report-generating pages
  + Create filters for viewing data/generating reports
  + Create pages to update inventory

4. Testing

* Develop a testing plan to fully test both front and backend websites and all database functionality
* Fully test website to verify both website and database are fully operational and free of errors
* Test the website in the production state
* Correct any errors that arise from testing environment

6. Present fully developed website

# **Milestones and Projected Times**

Milestone Projected Time

Initial Setup/Research 2 week

Create proposal for GoDaddy 1 week

Create needed design documents for front and backend 1 week

Create repository and upload files to GitHub.com 1 week

Create two frontend mock-ups for approval 2 weeks

Create inventory database for inclusion in admin portal 3 weeks

Revisit frontend after approval and review 1 week

Create administrator portal and hook up to frontend 3 weeks

Perform Website and database testing 2 weeks

Update website documentation > 1 week

Projected duration of project 15 weeks

Please note that these times are projections and may change based on unforeseen complications.

# **Monitoring and Quality Assurance**

The SK Salon group member will meet weekly to discuss ongoing progress. Group members will periodically meet with Ms. Kranz for her input and feedback. Testing will occur as needed to ensure compliance with requirements and accuracy, culminating in a final testing phase before the final presentation.

# **Timeline of Project**

Milestone Time period

Initial Setup/Research Jan 16 – Jan 30

Create proposal for GoDaddy Jan 31 – Feb 07

Create needed design documents for front and backend Feb 8 – Feb 15

Create repository and upload files to GitHub.com Feb 8 – Feb 15

Create two frontend mock-ups for approval Feb 8 – Feb 22

Create inventory database for inclusion in admin portal Feb 23 – Mar 16

Revisit frontend after approval and review Mar 17 – Mar 24

Create administrator portal and hook up to frontend Mar 24 – April 07

Perform Website and database testing April 10 – April 21

Update website documentation April 21 – July 26

Final Presentation April 27

# **User Stories**

* As a User, I want to see the latest news from all the social media belonging to The SK Salon.
* As a User, I want easy access to the content through an easy-to-use navigation menu.
* As a User, I want an easy-to-use site whether I’m on my computer or my cell phone.
* As a User, I want the site to look clean on my computer and my cell phone.
* As a User, I want to intuitively know how to schedule an appointment.
* As a User, I want to be able to easily find vital information such as hours of operation and contact information.
* As a User, I want to see photos related to the salon to get a sense of the salon’s style.
* As a User, I want to see photos in a photo gallery to see what hair services are like at The SK Salon.
* As a User, I would like to see a menu of available services The SK Salon can provide.
* As a User, I want to see all available products I can buy from The SK Salon.
* As a User, I want to be able to interact with the owner via a contact page.
* As a User, I want to see all available stylists at The SK Salon and to know about those stylists’ experience.

# **Admin User Stories**

* As an Administrator, I want to have access to all inventory currently on hand.
* As an Administrator, I want to be able run reports via filtering for the inventory I have on hand.
* As an Administrator, I want to be able to add, edit, or delete information from my product inventory.
* As an Administrator, I want to be able to change the text on pages without knowing how to code.
* As an Administrator, I want to be able to change the images on my pages without knowing how to code.
* As an Administrator, I want to be able to have clients contact me without having to use my email to save myself from spam.
* As an Administrator, I want to log-in to a portal site to make website or inventory changes.
* As an Administrator, I do not want clients to see this portal site.

# **Recommendation of possible future modifications**

**Acceptance**

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Sandee Kranz, Owner The SK Salon Date