

## Course Assignment: Project planning, process documenting and collaboration

### The Gantt charts

After receiving the task, the project manager must first gather all requirements needed to complete the task. The project manager needs to find out what kind of elements the website needs, and hire people to acquire them.

The project manager needs to be in touch with the coworkers and the client, with a conference meeting, where they must assign jobs and agree on how to set up the website and discuss work process.

The hired professionals will start at the same time and work with their part of the website, which will be completed at the same time, and put together. The designer must work on the layout of the website, and choose appropriate colors. The photographer must visit and take photos of the client's products and edit them to fit the website. The frontend-developer must create a code for the website, and communicate with the designer on how to make it all fit together. When all the elements are put together, the project manager will then test the website, to see if it works, or to find any bugs. The project manager would then have a meeting with the client, and showing the website, and letting them give critics to the site, and to tell what they like and dislike. The client must let the project manager if they fulfilled their wish for the website, or if the website is not what they had in mind. Then fixes and improvements will be done, to better the website, if needed.

The client must lastly validate the final product, before last refinements until launch.

### Work process

I began planning by writing down what a website needs and in which order it should be completed. I used both the excel file in the resources under the course assignment, and found other examples on the internet. I began to plan what kind of people would be needed to create this kind of website, and wrote them down.

I then planned what kind of tasks needed to be done, and wrote down in order, and tried to figure out how it would fit the most. I borrowed some of the tasks in the excel chart, but also created some myself. I researched other charts to see what kind of tasks they put in, and how they put them in.

I created a mindmap in MindView where I created the tasks, and later put them in order. I tried to follow the excel file, because I liked how easy it was to follow, and how the branches were made. I first made too many branches, and made the Gantt chart hard to follow, so it was nice to only follow the four created in the excel file.

I put in dates and assigned a resource to each task, by using the Task/Timeline tool in MindView.

I created a repository in GitHub and published it on my GitHub profile, and uploaded my Gantt chart there, and added a collaborator the teacher to my repository.