

# Statement of Work (SOW)

**Project Name:** David T.'s Stained Glass Website

**Objective:** The objective is to create a website that showcases David T.'s stained glass work, offers training opportunities, and facilitates commissions. The website will be developed using WordPress with PHP integrations to offer flexibility, scalability, and ease of content management.

## 1. Basics of Project

- **Client:** David T., a stained glass artist.
- **Purpose:** Create a website to showcase work, offer training, and facilitate commissions.
- **Platform:** WordPress with PHP integrations.
- **Hosting:** Just Host.
- **Web Technology:**
  - **Frontend:** HTML5, CSS3, Bootstrap5, Js and jQuery
  - **Backend:** WordPress (latest version)
- **Multilingual Support:** English (consideration for future multilingual expansions to be discussed).

## 2. List of Users

1. **Visitors:** General website visitors interested in stained glass.
2. **Potential Clients:** Individuals interested in commissioning stained glass artwork.
3. **Potential Students:** Individuals interested in learning stained glass techniques.

## 3. Project Flow According to Users

### Visitors

- **Objective:** Explore David's work and get an overview of the services.
- **User Flow:** Homepage → Browse Pages (Gallery, About Us, Testimonials) → Contact Form.

### Potential Clients (Commission)

- **Objective:** View previous projects and inquire about custom commissions.
- **User Flow:** Homepage → Commissions → View Examples → Submit Inquiry Form.

### Potential Students (Training)

- **Objective:** Learn about training courses and book a session.
- **User Flow:** Homepage → Training and Courses → Review Course Details → Book Now.

## 4. List of Pages

1. **Home**
  - Overview of David's stained glass work
  - Links to key sections: Commissions, Training, Gallery, Testimonials
2. **About Us**
  - David's story and journey as a stained glass artist
  - Introduction to his studio (location and unique details such as the alpaca farm)
3. **Commissions**
  - Showcase of custom stained glass projects
  - Inquiry form for new commissions
4. **Training and Courses**
  - Details of stained glass training
  - Course pricing, structure, and booking options
  - Testimonials from past students
5. **Gallery**
  - Photo and video gallery of David's creations
  - Image carousel with high-quality images and video content
6. **Testimonials**
  - Customer and student testimonials
  - Separate sections for commissions and training feedback
7. **Contact**
  - Contact form, phone number.
  - Links to social media for additional communication options

## 5. Important Project Notes

- **Technology Stack:** The website will be built on WordPress with PHP integrations to ensure both user-friendliness and functionality.
- **Design Requirements:**
  - **Mobile-First Design:** The website will be optimized for mobile devices to cater to users browsing on-the-go.
  - **Visual Consistency:** The website will incorporate elements of David's stained glass as a design theme throughout to maintain consistency.
  - **Accessibility:** High contrast, easy-to-read fonts, and clear navigation will be implemented to enhance usability for all visitors.
  - **Gallery Focus:** Large, high-quality images and video content will be used to emphasize the visual nature of stained glass.
- **Content Management:** The client will have access to an easy-to-use backend for managing content such as testimonials, gallery updates, and course information.
- **Scope Limitations:**

- Multilingual support will be limited to English unless explicitly expanded.
- The scope will cover the creation of the website as per the described pages; additional pages or functionalities will be handled as separate projects.
- No calendar manageability is needed for the booking process, And there will be no booking slots management required for booking a Training Course.
- The course will be held offline i.e., offsite by the client.
- No login/signup is needed for the outlined scope.
- **Deliverables:**
  - A fully functional website with all listed pages and features.
  - Training session for the client on how to use WordPress for content updates.
- **Project Timeline:** Estimated at 4-6 weeks, including development, testing, and Deployment to client live server.
- **Assumptions and Dependencies:**
  - Hosting services will be provided by Just Host, and any server-related configurations will be handled by the client's hosting provider.
  - Content (text, images, videos) will be provided by David T. before the development begins.
  - The client needs to provide their PayPal account details to integrate the payment gateway, allowing the collection of a token amount for course bookings on the website.

## Payment Milestones →

### Milestone 1: Design Phase

- **Cost: €75**
- **Tasks:**
  - Create Figma mockups for each page, including Home, About Us, Commissions, Training and Courses, Gallery, Testimonials, and Contact.
  - Review and finalize mockups with the client to ensure alignment with their vision.
- **Deliverables:**
  - Complete Figma mockups for all website pages.
  - Client approval of design mockups.

### Milestone 2: Development Phase

- **Cost: €75**
- **Tasks:**
  - Develop the WordPress website based on the approved mockups.

- Integrate necessary plugins, including gallery, contact form, testimonial, booking, and SEO plugins.
- Ensure mobile-first design and accessibility standards are met.
- Conduct internal testing for functionality, responsiveness, and compatibility.
- **Deliverables:**
  - Fully functional website with all listed features.
  - Internal testing report highlighting functionality and fixes.

### **Milestone 3: Preparation for Deployment Phase**

- **Cost: €50**
- **Tasks:**
  - Conduct final testing and quality assurance checks.
  - Prepare the website for deployment on the Just Host server.
  - Provide training to the client on content management and basic site maintenance.
- **Deliverables:**
  - Final tested and ready-to-deploy website.

**Total Cost and efforts required: €200**

### **Approval and Change Management**

Any changes to the scope of work after the initial approval will be documented and may impact the overall timeline and cost. A formal change request process will be followed to manage scope changes effectively, ensuring both parties are aligned.