

	Week 1					Week 2					Week 3				
	Planning		Design			Coding and development					Testing and polish, bug-fixes			Publishing	
Role	Monday	Tuesday	Wednesday	Thursday	Friday	Monday	Tuesday	Wednesday	Thursday	Friday	Monday	Tuesday	Wednesday	Thursday	Friday
Client / Product owner	Meeting					Meeting					Meeting				Cake and champagne
Project manager / Scrum master	Meeting	Meeting	Managing tasks and leading development			Meeting	Meeting	Managing tasks and leading development			Meeting	Meeting	Managing tasks and leading dev.		Publishing
Marketing manager	Meeting	Meeting	Marketing, planning externals (photographer, reporter/writer)			Meeting	Meeting	Marketing, working with externals			Meeting	Meeting	Marketing, working towards publishing		Publishing
Lead designer	Meeting	Meeting	Research and planning	Style tile, icons, colors, typography, brand identity		Meeting	Meeting	Graphical polish and tweaks			Meeting	Meeting			Cake and champagne
Designer(s)		Meeting	Research and planning	Style tile, icons, colors, typography, brand identity			Meeting	Graphical polish and tweaks				Meeting			Cake and champagne
Lead webdeveloper		Meeting		Prototype with placeholders			Meeting	Developing webpage, coding		Implementing graphics		Planning testing	Meeting	Testing and polish, bug-fixes	
Webdevelopers / coders		Meeting		Prototype with placeholders			Meeting	Developing webpage, coding		Implementing graphics		Planning testing	Meeting	Testing and polish, bug-fixes	
Photographer				Planning with designers			Meeting	Photography, working with writer/reporter			Finalizing				
Writer/reporter				Planning with designers			Meeting	Interview with factory managers, staff, etc. Writing for "about us"-page			Finalizing				

Tools used for production, communicating and planning: Slack, Trello, Github, Scrum
Scrum iterations: 24h (8h), 1 week.

Monday meeting: Planning and prioritizing for the week
Wednesday meeting: Checking if the team is on schedule. Re-prioritizing and moving tasks
Friday meeting: Short summary of the week, planning next week