McKinney Boyd HS Redesign
Project Outline

Introduction

As the project continues to grow in size and scale, it is important to draft an outline and plan detailing organizational structure and roles, a timeline, and establishing a common method of tracking tasks, priorities, and milestones.
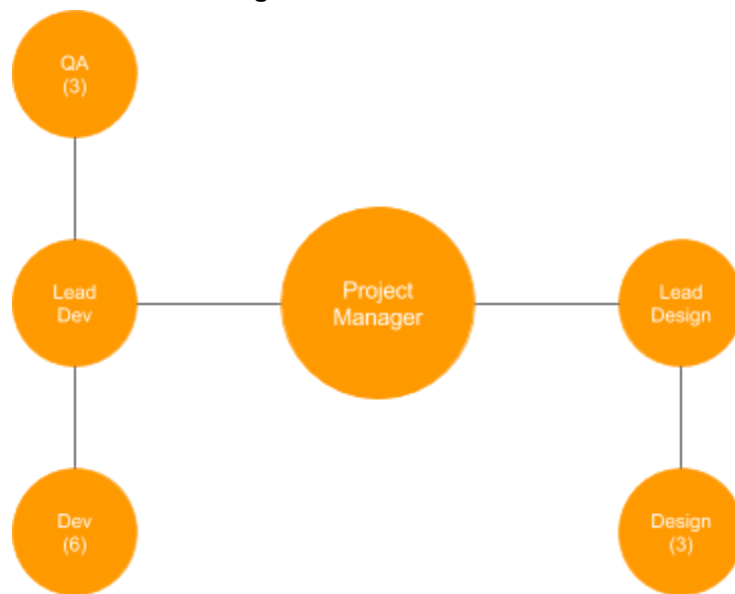
Organizational Structure and Roles

For this project, multiple teams will be formed for the tasks of prototyping and drafting, development, and quality assurance (QA). The following organizational structure assumes a member count of 15 individuals.

All teams will report to the project manager, in the center of the organizational chart.

Prototyping and drafting (design) will include 4 people -- 1 lead designer, and 3 designers. The development team will consist of 9 people, split up into two smaller teams, both reporting to the lead developer. One team will be in charge of development, consisting of 6 people, and the second team will consist of 3, making up the QA team.

Organizational Structure

Project Manager and Team Leads

Each manager will be responsible for maintaining a status of their teams, and managing a system to keep track of progress. In addition, each manager will outline a clear timeline and set of deliverables to the project manager to ensure efficiency and progress.

Design

The design team will be responsible for drafting new and updated designs for each page of the website, with detailed layouts and blueprints to hand off to the developers. It is up to the design lead to decide whether they will use a wireframe system for mockups, or a more graphic screenshot-style approach.

Development

The development team is responsible for taking the mockups provided by design and converting images to HTML and CSS. They will be using Twitter Bootstrap as the core CSS framework, though are allowed to incorporate outside CSS elements and styles upon the approval of the Lead Developer, Lead Designer, and Project Manager.

The site should operate as a functional website upon the completion of each milestone from development with minimal to no amount of bugs or issues.

QA

After the completion of development, Quality Assurance will test the website, scanning for bugs, issues, or improvements the developers can make to the site. Upon finding issues or enhancements, they will be responsible for filing issues in the git repository.

Though somewhat of a separate department, QA will report to the Lead Developer.

Workflow

All mockups, development, bugs, and enhancements will be filed and tracked through the GitHub repository maintained by the Project Manager and Team Leads. Each team is responsible for maintaining proper GitHub etiquette in terms of issues, pull requests, and commits.

Design

Upon the completion of designing mockups/wireframes and with the approval of the design lead, mockups will be filed via an issue in the GitHub repository with an issue title following the format of "Page title - design mockup".

Development

Each developer should push commits to a branch name related to their assigned task at the moment. For example, "navbar-update", or "news-design". Upon completion of their task, they will ensure all changes have been pushed to their branch and submit a pull request to the branch "gh-pages".

Bug fixes should be fixed on a branch following the format of "fix-####" where "####" is the issue number.

Pull requests will be reviewed by the Lead Dev and Project Manager, and once given at least two approvals for merging will be merged into the main gh-pages branch. NO CHANGES SHOULD BE DIRECTLY COMMITTED INTO "gh-pages."

QA

Upon the discovery of bugs, issues, or enhancements, they will file a GitHub issue with a clear issue title highlighting the bug, issue, or enhancement. Bugs and issues should include steps to reproduce, expected outcome, and actual outcome.