TECHNOLOGY STUDENT ASSOCIATION PLAN OF WORK

Date	Task	Time involved	Team member responsible (student initials)	Comments
1. 9/5/23 to 9/10/23	Reviewed last year's submissions, comment cards to begin planning for this year	8 hours	AP DG AS GK PO	- Reviewed mistakes made on last year's website - Set a plan in place for the state competition
2. 9/12/23 to 9/17/23	Reviewed theme and brainstormed possible ideas	6 hours	AP DG AS GK	- Researched existing electricity companies to get a feel for a good website template - Began writing out ideas for different pages that will be present on the website
3. 9/20/23 to 9/24/23	Went over the rule book, ensured that our ideas followed the topic and didn't break any rules.	1 hours	AP DG AS GK PO	- By going over the rules early on our team is ready to avoid any careless errors or mistakes that we made during last year's competition
4. 9/26/23 to 10/1/23	Began assigning roles to each member, establishing a team dynamic	9 hours	AP DG PO	- Established jobs/roles for each team member - Will begin going over programming next session
5. 10/3/23 to 10/8/23	Introduced the coding program HTML to the group, gave basic instructions on how to work it	11 hours	AP DG GK AS PO	- New members were given a crash course on the coding program used in the website, were instructed to download it onto their computer

| 6. 10/10/23 to 10/14/23 | Outlined framework for the website with new coding knowledge | 13 hours | AP

DG

PO | - Website creation set into motion, with the official design process beginning soon |

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Date	Task	Time involved	Team member responsible (student initials)	Comments
1. 10/17/23 to 10/22/23	Company Name and Logo Creation	10 hours	AS PO	- Stelio was chosen, as well as the logo - Various logo designs created, settled on a single one
2. 10/24/23 to 10/29/23	Began coding for the website	11 hours	DG AS GK PO	- New team members and existing members used their skills learned in the HTML and Java lessons to begin coding
3. 11/1/23 to 11/5/23	Settled on a color palette/template for the website	7 hours	AP GK PO	- Agreed on a color palette and template for the website that best reflected a professional space company
4. 11/7/23 to 11/11/23	Continued to code and create for the website	15 hours	AP DG	- Jobs assigned to each team member, team leaders helped ensure that each member was accountable for their weekly workload

	Date	Task	Time involved	Team member responsible (student initials)	Comments
5.	11/14/23 to 11/18/23	Added our research into the website	3 hours	AP AS PO	- Incorporated all the research done by group members into the actual website, which was the start for the content
6.	11/21/23 to 11/25/23	Created content document, began researching more	10 hours	AP PO AS	- Each team member helped to contribute to content, with each being assigned a different page on the website

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TECHNOLOGY STUDENT ASSOCIATION PLAN OF WORK				
Date	**Task**	**Time involved**	**Team member responsible** (student initials)	**Comments**
1. 11/28/23 to 12/3/23	**Began working on animations for the website**	**4 hours**	**AP AS DG GK**	- Looked online for inspiration for animations on the website, began implementing good ideas into ours
2. 12/5/23 to 12/9/23	**Included the actual animations into the design and code of the website**	**6 hours**	**AP DG AS PO**	- Used CSS and Java to implement the animations into the website
3. 12/12/23 to 12/17/23	**Continued to code**	**13 hours**	**AP DG PO**	- Team helped one another, answered any questions during the process

	Date	Task	Time involved	Team member responsible (student initials)	Comments
4.	12/19/23 to 12/24/23	Coding process continued	10 hours	AP DG AS	
5.	12/26/23 to 12/30/23	Found media to match the content written on the research document	3 hours	GK PO	- Found photo and videos online that match the content of the website
6.	1/2/24 to 1/7/24	Implemented the media into the coding/website	2 hours	DG PO	

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TECHNOLOGY STUDENT ASSOCIATION PLAN OF WORK

	Date	Task	Time involved	Team member responsible (student initials)	Comments
1.	1/9/24 to 1/13/24	Finished creating the website	7 hours	AP DG GK AS PO	
2.	1/16/24 to 1/20/24	Began troubleshooting and checking the website for errors	10 hours	AS PO	- Team members worked to fix any issues with the website

3. 1/23/24 to 1/27/24	**Reviewed state submissions and brainstormed any other additions**	**2 hours**	**AP** **PO**	- **Team members read through Webmaster's rules once more** - **Team communicator adjusted deadlines as necessary** - **Created additions to website based off state submissions**
4. 1/30/24 to 2/1/24	**Add finishing touches**	**6 hours**	**AP** **AS** **DG** **GK** **PO**	- **Team members added finishing touches** - **All team members went through the website and made adjustments**

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