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Professor Andrew Fellows

INST490 (0110)

March 24, 2025

<div align="center">Sprint 3: Project Plan</div>

Know the requirements and deliverables of our project. Working on the main portion of the project which is fixing the Jotform

workflow and fillable PDFs to be matching the scanned in PDFs. Going to start soon the town seal after meeting with client and more

research on the town is complete. Inquire about what specific social media aspects they want assistance with.

Task	Responsibility	Status
Fix Jotform into the city website for document signing to match pdf 1 to 1	Everyone ▾	In Progress ▾
Create a presentation slide comparing and contrasting payment methods	Everyone ▾	In Progress ▾
Schedule meeting with mayor (3/26/25)	Everyone ▾	In Progress ▾
@ meeting **Either A)** $20 Jotform monthly subscription for Jotform payment processing	Everyone ▾	Not Started ▾ 03/26

==@ meeting== **Or B)** Integrate paypal api into the website to allow for processing payments	Everyone ▾	Not Started ▾ 03/26
==@ meeting== inquire about requirements for social media infographics	Everyone ▾	Not Started ▾ 03/26
==@ meeting== show off Jotform progress	Everyone ▾	Not Started ▾ 03/26
==@ meeting== clarify information on town seal	Everyone ▾	Not Started ▾ 03/26
Start working on new town seal	Everyone ▾	Not Started ▾ 03/27
Make social media content for graphics	Everyone ▾	Not Started ▾ 03/27
Mid Semester Presentation	Everyone ▾	In Progress ▾