Lofthus-frukt-og-saft

Words: 1277

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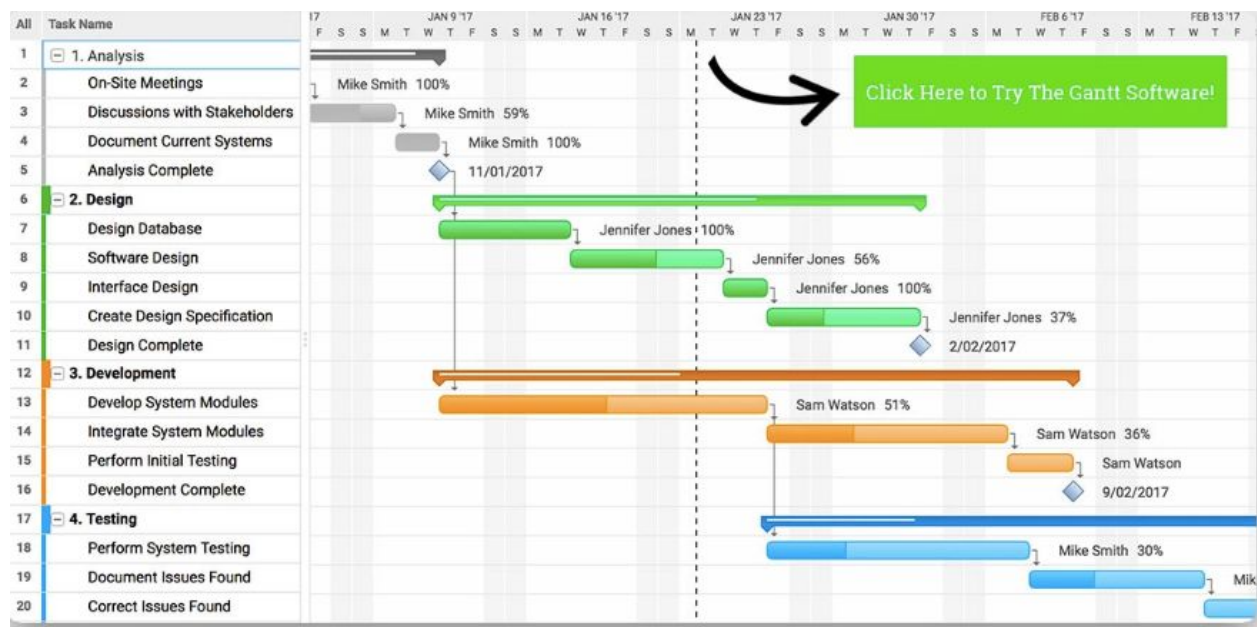
INTRODUCTION

The main issue in this course assignment has been to build a website that meets

Lofthus-frukt-og-saft requirements regards to the brief. My main task has been to plan the

project and define tasks using Gantt Chart. The project is set to be completed within a 7 week

period.

RESEARCH AND ANALYSIS

Inspiration

The course assignment included examples Gantt Charts, which elements that are usually

included. I also searched in Google for more inspiration.

1.1 Gantt Chart illustration

1.2 Gantt Chart illustration

I found a Gantt Chart on www.teamgantt.com that I liked, they had also several templates one could customize to its preference. I choose one that I had to manually change column and rows. The other ones automatically changed and adjusted themselves with your inputs.

PROCESS

One of the main tasks for this course assignment was to map out all tasks for creating Lofthus Frukt & Saft, and make sure they are covered and that the team has enough time to do them.

I started the process with going through the module assignment from last week and mapping out how to incorporate user stories in the Gantt Chart. I chose a simple Gantt chart with a color scheme that I reused from last weeks report.

I wrote down the resources I would need for the project, each person's main areas and other areas they can help put with. For exempel: The Graphic Designer could also do photo editing if needed, but could a Copywriter also be a photographer? I found out that it is not an industry standard, although some people do both jobs. Since I could choose 5 resources I decided to go for 5 people that are good at their specific areas.

The timeframe for the project is set to be 7 weeks, with release of live website on week 8.

Project Manager - The project managers main task is to provide consistency and clarity in the project workflow. He/she would also have the main communication with the client and the team. The project manager will invite the team to weekly meetings, as well as updating the client. The project managers key role would be determining goals, features, and functions of Loftus Frukt og Saft Website, as well as allocating tasks to the team. The project manager will also be involved

in all aspects of the project.

Graphic Designer - The Graphic Designers main role would be making choices about layout, fonts, and images to create usable and aesthetically pleasing websites. The graphic Designer would be involved in some client meetings to determine website specifications and collaborate on its overall design and aesthetic, then create wireframes showing the overall flow of each page. Creating brand guidelines and visual assets would also be an important task the Graphic Designer would take on.

Copywriter - Would be responsible for creating original content for Lofthus Frukt og Saft website, content strategy to attract the right target group and develop a brand strategy with the team.

Photographer - main responsibility would be to take quality photos for the website. The photographer would integrate the images with brand guidelines that would be developed. He/her would also be responsible for editing the images.

- Images of the farm/area
- Images of the employees
- Images of the production process
- Product images

Front End Developer - The Front End Developers would be responsible for building the website ans for integrating all needed software with the CMS and build the website.

Stage 1 - Project Initiation & Planning (In progress)

This stage is important for laying down the foundations of the project and is set to be finished within the first week. The Project Manager will plan out project outline and Website Specifications. At this stage the team will also start researching and creating a competitor analysis, as well as creating a site architecture.

Stage 2 - Design (Not Started)

This stage will run in 2 week period and is a crucial stage, meaning that stage 3 is dependent on this staged to be finished. In this stage visual assets and brand guidelines will be created, as well as content writing, taking photos for the website and afterwork regards to that. The Graphic designer will also create style tile, wireframes and sketches/prototypes of the website. The client will receive the design at the end of this stage. An approval from the client on the design is necessary before site development can take place. At stage 2 the developer will start with setting up domain name and web host server.

Stage 3 - Site Development (Not Started)

Before this stage can take place, all tasks in stage 2 must have been completed. The Front End Developer is dependent on design, images and content in order to start building the website. The site development has a 2 week timeframe. In addition to this, any integration needed for the CMS

will also be integrated, such as payment gateway integration and shipping software.

Stage 4 - Testing (Not Started)

Site testing and QA has a 1 week timeframe. The site will need to be reviewed on multiple

browsers and devices, fix bugs and do security testing where it is necessary before we can move

on to the final stage.

Functionality Testing:

- Links

- Contact Form

- Cookies

- HTML and CSS Validation

- Database Testing

Compatibility Testing:

- Browser compatibility

- Operating system compatibility

- Mobile browsing

- Printing options

Performance Testing

- Web Load Testing

Stage 5 - Launch (Not Started)

At this stage the site has been tested, reviewed and approved by the project stakeholders and is now ready to be deployed. The team will also have meeting where evaluation of the project is the main agenda. Project Manager will provide with an end-report from the project, where learnings and takeaways from the project will be included.

Communication plan

Meetings

There will be weekly meetings to see if the team is on schedule and to help each other. There will be a clear agenda to follow. The Project Manager will also have a meeting with the client after each stage, if anyone from the team is needed on client meetings they will be informed.

Slack & Google Hangouts

The team would use Slack as the main communication tool. The project will have its own channel. Google Hangouts is also a tool that the team will use when having meetings with the client.

Google Drive

The project will be on a Google Drive, which is a cloud-based program. The team will manage, create, edit, store and share documents here. The client will have access to relevant documents.

GitHub

The team will use GitHub with a private repository to host source code project, keep track on the changes done along the way and collaborate more efficiently.

Trello

The project management tool that the team will be using is Trello. This is to keep everything on track and visualize the work schedule. Both in the Gantt Chart and Trello there will be set relevant milestones, key deadlines and progress will be monitored by Project Manager.

Intellectual Property

The best way to protect the website content and materials is by using a small copyright notice at the bottom of every page. The copyright notice proclaims that material and content on the site cannot be used without permission of the owner. It does not matter if the person or organization copying the contents sees the notice or not. All images will also be watermarked.

SUMMARY AND EVALUATION

These two weeks with project methodology has given me great insight on how to plan for future projects, which aspect to consider and be especially cautious of. Mapping out tasks and getting familiar with project management tools has helped understand how to structure for a project from the start.

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