# Website Project: Redesign and Content Update

**Project Overview:** This project involves redesigning our company website and updating its content to reflect our new branding and offerings.

## Category: Design and Development

### 1. Task: Research and Inspiration Gathering

Priority: High

Deadline: 2023-08-20

Labels: Research, Inspiration

Description: Research and gather design inspiration from competitor websites and industry leaders to inform the new design direction.

### 2. Task: Wireframing and Prototyping

Priority: High

Deadline: 2023-08-27

Labels: Design, Development

Description: Create wireframes and interactive prototypes for key pages on the website to visualize the layout and user flow.

### 3. Task: Visual Design Mock-ups

Priority: High

Deadline: 2023-09-03

Labels: Design

Description: Develop visual design mock-ups based on approved wireframes, incorporating the new branding elements and colour scheme.

### 4. Task: Front-end Development

Priority: High

Deadline: 2023-09-17

Labels: Development

Description: Translate the approved design mock-ups into responsive front-end code using HTML, CSS, and JavaScript.

### 5. Task: Back-end Development

Priority: Medium

Deadline: 2023-09-30

Labels: Development

Description: Develop the back-end functionality, including user authentication, data processing, and content management system integration.

## Category: Content Update

### 1. Task: Content Audit

Priority: High

Deadline: 2023-08-20

Labels: Content, Audit

Description: Review and assess the existing website content. Identify outdated information, redundant pages, and content gaps.

### 2. Task: Content Creation

Priority: High

Deadline: 2023-09-10

Labels: Content

Description: Write new content for the updated website pages, including product descriptions, service offerings, and About Us sections.

### 3. Task: SEO Optimization

Priority: High

Deadline: 2023-09-17

Labels: SEO, Content

Description: Research relevant keywords and optimize the content for improved search engine visibility.

### 4. Task: Image and Media Updates

Priority: Medium

Deadline: 2023-09-24

Labels: Content

Description: Source and update images and media files throughout the website to align with the new design and content.

## Category: Testing and Deployment

### 1. Task: Quality Assurance Testing

Priority: High

Deadline: 2023-10-01

Labels: Testing

Description: Conduct thorough testing of the website's functionality, responsiveness, and user experience. Address any issues identified during testing.

### 2. Task: User Acceptance Testing (UAT)

Priority: High

Deadline: 2023-10-08

Labels: Testing

Description: Collaborate with stakeholders to perform UAT and gather feedback for final adjustments.

### 3. Task: Deployment and Launch

Priority: High

Deadline: 2023-10-15

Labels: Deployment

Description: Deploy the updated website to the production server, perform final checks, and coordinate the official launch.

## Category: Progress Monitoring

### 1. Task: Task Progress Tracking

Priority: Low

Deadline: Ongoing

Labels: Monitoring

Description: Regularly update the task status, mark completed tasks, and monitor overall project progress.

### 2. Task: Milestone Review

Priority: Low

Deadline: Scheduled bi-weekly

Labels: Monitoring

Description: Conduct milestone reviews to assess project status, identify bottlenecks, and make necessary adjustments to the project plan.

By categorizing tasks, assigning priorities, deadlines, and labels, and implementing regular progress monitoring, we can ensure a well-organized and efficient workflow towards achieving our website redesign and content update goals.