

In connection with the project, a project manager, copywriter, photographer, front-end developer and designer are hired.

The team starts with a meeting with the customer to hear what is important to the customer in relation to what they want to achieve with a website. After the meeting, we are working on designing a draft that can be presented to the customer at the next meeting. A gantt chart is drawn up after the first meeting with the customer to keep track of progress. A second kickoff meeting with the customer is held to present and to get approved design on the new website. Gantt chart is also presented with a progress plan. Regular meetings are kept with the customer with updated gantt chart. Meetings with the customer are kept as needed, to keep the customer updated on how progress is in relation to the development of the website and to clarify any problems that arise during the process. Meetings with the customer are held either at the customers office or by using Skype for business.

In connection with the project, google drive is used to share documents. Google Drive is used because it is intuitive and easy to use. The advantage of that platform is that it is free to use, it is easy to invite project participants to contribute / write in the same document.

For communication and meetings between project participants, Skype is used for business. The advantage of Skype for business is that in addition to having audio and video capabilities, it also has a chat feature. Skype for business allows you to share screens and show presentations of progress plan, gantt chart, and the like. Skype for business can also be used to convene meetings. It makes communication and allows participants to sit in different places in the world.

To keep track of version control when developing the website, Github is used. Using Github is also easy to keep track of any conflicts that occur when developing the website.

Github link:

<https://github.com/husbym/Project-Methodology.git>