

Criterion B: Record of tasks

Date	Action	Details	Comments / Follow up	Date Completed	Criterion
Jan 2010	Initial discussion with the Comp Sci teacher	After discussion with my Comp Sci teacher my ideas were approved	Make an appointment to talk to Andy	18th Jan 2010	A
Feb 2010	Initial discussion with Andy	Discussed my outline proposals with Andy	Developed outline designs of the proposed website Initial research into similar website solutions	4th Feb	A
March 2010	First Interview with Andy	Initial proposal discussed and website was chosen	Go to the web and further research into similar website solutions	24th Apr	A
April 2010	Second meeting with Andy	First draft designs completed and approved by Andy. We agreed on what he needs for the final product.		18th May	A, B
July 2010	Choose the solution and state success criteria	Checked I had suitable hardware and software to develop the website. Made sure I could learn what I needed to do in order to develop the website. Preferred solution justified		10th July	A, B, E
July 2010	Agree on a schedule for developing the product	Project schedule developed indicating key milestones in discussion with	-----	15th July	B, C

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		Andy			
July 2010	Design the product	Detailed product designs developed in discussion with Andy. Agreement signed off by Andy	Think about how to test the product	25th July	B
July 2010	Develop the product (start)	Test plan to be developed		28th July	C, D
July 2010	Created prototype database				C, D
July 2010	Created php page	Connected php page and database	Demonstrated prototype to Andy.		C, D
Sept 2010	Created css and template web page				C, D
Oct 2010	Tested product		Not completely successful, database didn't handle embedded quotes		C, D
Nov 2010	Product successfully tested				D
Nov 2010	Website uploaded	Product complete and installed on web server ready for testing		5th Nov	C
Nov 2010	Solution tested online	Andy given access to website to see if it works	Make changes suggested by Andy	18th Nov	C, D
Dec 2010	Solution ready for use		-----	3rd Dec	D
Jan 2011	Feedback received from Andy	Andy and I discussed whether the product met the success criteria	-----	2nd Jan 2011	A, E

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Jan 2011	Ideas for improving the website	Following the feedback from Andy recommendations were made for further improvements to the website.		10th Jan 2011	D, E
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Task structure is detailed and complete.