

Project Methodology: Report on the Course Assignment

Lofthus Frukt og Saft

By June Ingdal Bergsli

Introduction

Lofthus Frukt and Saft is a small company in Hardanger that wants to go from selling their product locally to expanding throughout Norway. They need a website to push them further out. This course assignment is about the plan to help them build a website, from start to finish.

To conquer this task, I have to use what I learned in the earlier assignments, and also in this. Knowing what you need to create a website, who you need and when you need it is alpha and omega. I wanted to solve this task by using a gantt chart, and also use the knowledge I have learned from my job, and personal life (as a photographer, and a project manager) and also from my studies at Noroff.

The gantt chart you can see at the repository at GitHub:

https://github.com/junebergsli/Project-Methodology_CA

Planning and work process

Since Lofthus only have a logo and a simple brand strategy the following roles are needed; Project Manager, Graphic Designer, Copywriter, Photographer, Front-End and Back-end developer.

The first and probably the most important thing about this assignment is the research. Every project, if it's for creating a website, movie, brand etc. is to do a good research about the market they want to join. Doing your research job properly will lead to "easier" work throughout. To also make sure that this project goes as planned, a project manager is needed. The project manager will have the most contact with the client, and be available for questions and etc. It's also the project manager in this project that oversees that everything goes according to plan. By having biweekly meetings with the clients, it will help to create a product that everyone is happy with, and eliminate problems like different visions.

At the beginning it's important to include the graphic designer and front-end developer to plan close how the site should look, and what content is needed from other roles. They also need to make a more graphic layout, and to figure out what color theme, and theme in general the clients want to have, so it's easier to cooperate with the photographer to get photos that fit the rest of the site.

By giving the photographer six days to take the photos and edit them, I can make sure that there's a large range of photography, and much to choose between to find that perfect fit. The copywriter needs also a couple of days to write the text on the site, as information about the different products, information about the company and more. This frees up some time for the designer and the front-end developer to create the graphic profile, and for the front-end developer to start the coding. As long as the numbers of characters and the dimension of the

photos are decided, the developers can create much of the page at the same time the content is created. This also saves time when the site will be finished.

I chose to use the front-end developer to much of the coding of the site in HTML and CSS, and use the back-end developer at the end of the project, to make sure that the site will run smoothly on every platform. And by using the back-end developer to validate the site, it will be easier to see if there's any issues.

By the launch of the site I have included the project manager, front-end developer and the designer to take on final look that everything looks great before putting the site live.

As one can see on the gantt chart I have color coded the roles, to make it easier for the different roles to see what, and when their part is due. The front-end and back-end developer have the same color-code, since they have much of the same tasks. By showing "Week 1, Week 2 etc." in the Gantt-chart, it makes it easier for everyone to see when the deadline is for each task.

When it comes to communicate and also coordinate the project, I want the team to go for using Slack and Google Drive. Mostly because they're easy tools to use, and won't need much training to get to know. By using Slack everyone the team can see what's going on and what's being discussed. Google Drive will make sure that the ones that need it gets the newest version on the file they need, like photo, text and other documents. This will also make it easy for the project manager to see if something is missing, and therefore take contact with the role that needs to update it.

But by using a cloud-server, and also creating a website from scratch it is important to think about the intellectual property. The graphic, code, text and photos that is being used are for Lofthus only, and other sites should not be able to use them without the rights. It then important to know who should get the rights, if it's the photographer who will have the rights of each photo, or if they will write it over to "Lofthus Frukt og Saft" to distribute as how they want it. By signing over the rights for the photos, text and content to Lofthus will make it easier for them, if they want, to advertise over other media, like Facebook.

Summary

In conclusion I learned a lot from this project. I work as a project manager at my job, but this was in a different profession. I started first to plan to use 6 weeks to make the site, but concluded that 4 weeks were enough if I used different roles. So that many tasks could be done at the same time. And by completing the site faster, the client will also be happier. I'm also looking forward to learn even more about project methodology, and create a larger site from start to finish.