

# Memorandum

To: Dr. Lam

From: Kaitlyn Stockton

Date: November 8, 2015

Subject: Proposal for Project 4

## Summary

In this document, I plan to propose an idea for my final project in this course. I would like to make a website for my former adviser, Dr. William Carney. His current academic website does not meet its audience's needs in both content and design. I plan to create his website from scratch and include the content outlined further in the document. I have also included a list of deliverables I will include in my final project.

## Proposed Project

For the final project, I would like to create a website for Dr. William Carney. Cameron University's faculty webpages are poorly designed and not user-friendly. Students and other academics visit these webpages. At this moment, students learn little from these webpages and have no access to the professor's current or future class information. Other academics have no access to the instructor's publications or further information beyond contact information. As a result, academics and students may judge the professor for the poorly designed webpages. My client's current website can be found here: <https://www.cameron.edu/~wcarney/>

I have already discussed some of the requirements of the website with the client but need to interview him further to find out what other information I should include as well as how he would like the website designed. At this moment, he would like his website to include the following:

- Home Page
- About Me section
- List of publications
- List of current courses
- List of past courses
- List of collaboration projects for student internships
- Link to Evernote page
- Link to CV
- List and links to supported organizations, charities, etc.

I plan to talk with my client further to see how he would like these sections and links organized and if he would like to combine, add, or remove any of the items. I can use a card sort and create a site map to examine the structure of the website.

To create this website, I plan to write the HTML, CSS, and Javascript for the webpages. At first, I planned to add and edit these onto a Weebly website. However, I will try to use Wordpress if I can figure out how to use and pay for a hosting service. I will have to research the latter to see how this part of the project would work though since I am new to this area. After looking at Weebly's code editors, I believe I will have to find a hosting service and use Wordpress instead.

## **Proposed Deliverables**

I plan to include the following deliverable in my completed project:

- Links to original and new website
- HTML file
- CSS file
- JavaScript file
- Reflection paper covering the following:
  - Problems with original website
  - Changes from original to the new website
  - Summary of my process for making the website
- Audience Analysis
- Functionality Requirements
- Card Sort (picture) and Site Map
- Transcripts or recording of interviews with client (I think I might be adding to much at this point)

## **Conclusion**

This section concludes my proposal for project 4. I welcome any feedback and plan to start researching and looking into a possible hosting service for the website.