

- ☐Downloaded the sample site and edited some of the pages to ensure you can do that and have the results show up in a browser
- ☐Identified the primary goals of your website (for you)
- ☐Identified and represented the key clusters of user goals and behaviours as personas or character profiles
- ☐Determined a website structure that would suit your users
- ☐Decided how you want to present yourself (formal / businesslike / fun / technocentric / etc.)
- ☐Determine a visual aesthetic for your site (this might be as simple as colour and font choice and appropriate image choice). Remember to keep your sketches of options!
- ☐Wireframed some options for your key pages
- ☐Identified some test users
- ☐Determined an appropriate task for a user to check they can complete it . You could do this based on a wireframe or mockup, or if you are confident in building your site, test on a draft site. If the latter, you must ensure that you try to obtain useful test information and reflect in additional detail on how you might change the site to reflect the test information.
- ☐Make sure you have all the files you need in your folder in the appropriate subfolders
- ☐Complete the coding of your site
- ☐Double-checked everything on your site seems to work the way you hoped
- ☐Zipped/compressed the site into one .zip file - Name the zip file to include your name
- ☐Shared the .zip file with a friend to check that they can extract it on their computer and have the site work correctly. (If you don't provide a site that works after unzipping, you will lose marks in the grading. The only way to know for sure will be to send it to a friend to get them to check on their computer.)
- ☐Included in your documentation the three types of information:
 - ☐your working process (which will probably be a dozen or so pages including screenshots, images of wireframes, links, notes, etc. -- these do NOT need to be laid out nicely and should NOT be laid out nicely);
 - ☐a list of specific decisions you have made along the way (there could be a few dozen of these, possibly just as a bullet point list);
 - ☐and a set of key learnings or realisations during the process (there will probably be half a dozen of these, each in a short paragraph).
- ☐Included a front page on your PDF with your name, student number, email, course name (DES221), submission date, and tutorial group (the day and time, or online)
- ☐Compiled your front page and three parts of documentation into a single PDF file
- ☐Uploaded both your zipped website and PDF document into Blackboard
- ☐