**Task Actions:** ( to be completed by programmer )

|  |  |  |
| --- | --- | --- |
| Project Settings: <https://drive.google.com/open?id=1bIWSzxDlhNRyUOUX_9wq728ZlzKtD0T2mv1hEl6MYnA> | | |
| Add changes to test site: **YES** | Alter database on live site: **YES** | Update SVN: **YES** |
| Add changes to live site: **NO** | Alter database on test site: **NO** | Update Ticket: **YES / NO** |
| Create SQL to alter database: **NO** Note: if creating a sql script file please use the same name as this doc eg. {task}.sql | | |

**Task Process**: ( to be completed by Project Manager )

|  |  |
| --- | --- |
| Test task in test site: **~~YES / NO~~ / Not Tested** | Test site check passed: **~~YES / NO~~ / Not Tested** |
| Test task in live site: **Not Required** | Live site check passed: **Not Required** |
| Client Notification Required: **NO** | Client Notified: **Not Required** |
| Project Cost Sheet Updated: **~~YES~~ / NO** | Db Changes Applied: [ Test Site: **~~YES~~ / NO** | Live Site: **N/A** ] |

1. **Task Requirement / Description**
2. **UI Flow**
3. **Programming Logic**
4. **Database**

**1. Task Requirement / Description**

Please check test site in staging area. It is showing 404 errors when navigating.

What to check:

1. .htaccess file
2. codeigniter controller file view and class names file name case ( test server is case sensitive )
3. all files for site have been uploaded

**2. UI Flow**

Not Applicable

**3. Programming Logic**

Not Applicable

**4. Database**

Not Applicable

END