

# Group 12 Bi-Weekly Report

2nd Report: Due 30th October

**Date:** 30th October 2015

**Project title:** London Cancer Website Rebuild

**Client:** London Cancer, Ms Priyanka Bhatt

**Team Members:** Yun Mak, Henry Moulton

## Blurb of the Project:

*“London Cancer is the integrated cancer system serving North East & Central London and West Essex. The website for London Cancer (londoncancer.org) is in need of an update in terms of content and build. The site currently doesn’t work on all devices and has content dating back to 2013.*

*We would like the site to be rebuilt so that both of these issues are addressed. The site should look similar in design and fit London Cancer branding (to be provided by UCLPartners), it should work for IE8+ and use WordPress as its CMS. By October we will have a finalised site map and begin creating the new content.”*

## Progress Overview

Both Priyanka and ourselves are happy with the progress we are making. In an email to check that we have refined the requirements and project deliverables Priyanka replied saying “This is great – thank you. Definitely on the right track.”

We have made progress by creating a project specification document that details all facets of the website’s redevelopment, which Henry is taking responsibility of.

This is bolstered by Yun’s efforts in researching both the existing CMS Umbraco and the desired CMS WordPress, understanding their respective underlying technologies and how to export the current content from Umbraco to WordPress.

## Client Meeting 19th October

After a successful first meeting with our client, Ms Priyanka Bhatt, we have established a good understanding of the requirements and project deliverables. This was achieved by having a well structured agenda coming into the meeting as well as the Priyanka being very prepared with a site map document.

Priyanka has since sent over the visual identity and brand guidelines as well as the specifications of the website’s server.

We have agreed to do a meeting every two weeks in line with the Bi-Weekly reports to discuss progress. Henry will send an email to Priyanka highlighting an agenda of what is to be covered a few days before. Our next meeting is on the 3rd November, we plan on going through our current project specifications as well as updating Priyanka with our research.

### Tasks Completed

1. Client relationship is fully set up and working.
2. Refined the requirements and project deliverables.
3. Started and made progress on the research.
4. Team roles are clear.
5. Project specification document almost completed

Project is running on time, Teaching Assistants and client are happy with progress

### Group Plan: 31st October - 13th November

1. Meeting on the 3rd of November
2. Finish specification document
3. Create User Testing interviews
4. Create mockups/wireframes of homepage for multiple devices
5. Continue Umbraco and WordPress research

### Work Done

**Yun:** Research on Umbraco and WordPress, contributed to website specification, research is detailed in website specification.

**Henry:** Has created website specification, communicated with client. The website specification is a work in progress that we wanted to deliver a first draft of as soon as possible to the client. The word count is so far at 2,300 words.

Sent Priyanka a draft to ensure that we are on the right track with and understood the requirements and project deliverables, she replied saying she's happy and we look to go through the document at our next meeting. Has also preliminarily researched user testing.