**MAY 10th QUESTIONS:**

* CMS - mention to client (Wordpress > Drupal?)
* Is there a specific technology you had in mind for this project or are you open to recommendations from the team?
* Meeting in person(?)
* Client training → how often and where?
* Security issues (medical files?)
* Start from scratch (website)
* Deployment → do we deploy the website?

**MAY 12th QUESTIONS:**

* Is the expectation that our team would complete the initial data entry?
* Should have 3 sides to the website, one for the general public & prospective children, one for current children’s parents, and one for the staff(login required)?
* ~~Is there a separate page for staff login? (website now shows for prospective parents and current parents) (should we make a separate site for the staff or have it on the same website)~~  - currently hosted on WordPress (http://secdc.ca/wp-login.php)
* For saying whether it’s open or closed, should still have hours of operation or just a line that says if it’s open or closed? For snowstorms?
* What exact type of updating would the staff need to do? Children’s profiles? What should we include in the manual for them?
* Communication with current families: would this be a general manual or a specific thing for each child? What type of information about the child transition should be displayed?
* ~~Should we do user testing? (with parents or just the staff?)~~
* What type of information should be entered to put a child on the waitlist?

**MAY 17th QUESTIONS:**

* Client preference for color scheme or theme for application?
* Specific images/reuse all client images (get high quality ver. From client)?
* Deployment → what exactly should be deployed by the end of the term?
* After the group passage in RFP client states → “more aspects need to be specified” what is that?
* Do current parents need to make an account (is it necessary/in scope?) or just staff?
* File share server what do you mean?

**JUNE 21st QUESTIONS:**

* Can they give us a copy of waitlist form? What should be included?
* Thank you message/ how do the parents check back in 4-6 weeks?

JUNE 30th Questions:

* Child’s birthday\*
* Documentation: suggestion for testing on phones maybe\*
* Sort by toddler room\*
  + Submission page: add the room name in the page
  + Confirmation email: add the room name in the page
    - 4-6 weeks timeline add to email\*