# Criterion C: Project schedule

| Date | Action | Details | Comments and follow up | Date completed | Criterion |
|------|--------|---------|------------------------|----------------|-----------|
| September 10th, 2019 | Teacher introduces project | The teacher explained the project and provided us with resources | First task was to find a client who had an IT problem | September 12th, 2019 | A |
| September 14th, 2019 | Found a client | Talked to people in and out of school to find out who needed an IT solution | Found a client and scheduled first meeting. Wrote down he | September 14th, 2019 | A |
| September 16th, 2019 | Creating interview questions | Planned interview and formulated questions relevant to IA | Questions needed to reveal the client's root problem and what steps could be taken | September 18th, 2019 | A |
| September 21st, 2019 | Interview with client | Took an interview with the client and recorded responses | Identified main problem and decided on best mode of solution delivery | September 21st, 2019 | A |
| September 24th, 2019 | Brainstorm website design | Researched different website designs and possible website functionality | Found website examples that fulfilled my client's problem | September 30th, 2019 | D |
| September 26th, 2019 | Write up Criterion A | Formatted interview for Criterion A and completed the initial investigation | Problem was investigated and analyzed, and potential solutions were identified | October 4th, 2019 | A |
| September 28th, 2019 | Receiving feedback on website | Scheduled a meeting with my client in which I asked for feedback on | Selected best examples and started outlining basic functionality | September 28th, 2019 | D |

| | | website designs and potential examples | | | |
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| October 8th, 2019 | Creation of website footer and navbar | Keeping client's SPCs in mind, created a footer and navbar and created basic files | Refined footer and navbar and defined an appropriate colour palette | October 8th, 2019 | D |
| October 10th, 2019 | Write up Criterion B | Completed the entire Criterion B, which analyzed the problem and which kind of solution would be most effective | Used established SPCs to identify the main attributes of the website and which specific goals needed to be accomplished | October 22nd, 2019 | B |
| October 12th, 2019 | Consultation on logo | Consulted with my client regarding the logo, specifically as to her preferences and any resources she wanted used | Used consultation to design logo prototypes and identify style of logo | October 12th, 2019 | E |
| October 13th, 2019 | Creation of logo and screenshots taken | Used consultation and prototypes to create an original logo and took screenshots for Criterion E | Implemented logo into website navbar and saved screenshots into specific folder | October 13th, 2019 | E |
| October 18th, 2019 | Criterion C started | Established schedule for dates and identified key sections of the IA | Scheduled regular updates to Criterion C and added various goals | October 18th, 2019 | C |
| October 30th, 2019 | Outline of website created | Created a complete outline of planned design and content on website | Used example websites to identify key features and common conventions | November 1st, 2019 | D |
| November 3rd, 2019 | Feedback from client | Received feedback regarding outline of website to identify client's | Used feedback to streamline outline and establish a working model of | November 3rd, 2019 | D |

| | | smaller goals | how the website should function | | |
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| November 11th, 2019 | Criterion D introduced | Teacher described fundamental aspects of Criterion D and established expectations | Used *Guidance on the Appropriateness of an IT Solution* to understand requirements | November 11th, 2019 | D |
| November 16th, 2019 | Images and information received from client | Received important images and information regarding the clients | Used images and information to identify website design on individual pages and identify how to format website | November 16th, 2019 | D |
| November 18th, 2019 | Criterion D product structure completed | Established the website product structure in simple mind-map diagrams | Used these diagrams to create website structure | November 22nd, 2019 | D |
| November 24th, 2019 | Calendar page created and screenshots taken | Created the calendar webpage, integrating a Google Calendar and adding all pertinent information | All screenshots were saved in a specific screenshots folder for Criterion E and the calendar page was integrated | November 24th, 2019 | E |
| November 26th, 2019 | Resources page created and screenshots taken | Created resources page with a file container and additional information, and took screenshots | Screenshots were saved in a specific screenshots folder for later use in Criterion E | November 26th, 2019 | E |
| November 28th, 2019 | Contact page created and screenshots taken | Created contact page with contact form, Google Maps, and contact info, and screenshots | Screenshots were saved in a specific screenshots folder for later use in Criterion E | November 30th, 2019 | E |
| December 4th, 2019 | Basic structure of other pages completed | All pages had a basic structure (navbar, footer, title and image) | Able to start amassing and selecting content to put in other | December 13th, 2019 | D |

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| | | | pages | | |
| December 15th, 2019 | Received feedback from client | Got feedback from client regarding all website pages and what changes would be made | Used feedback to design better webpages and to include more client requested functionality | December 15th, 2019 | D |
| December 17th, 2019 | Information and images integrated into website | All necessary information and images were integrated into website | The info and images were provided by the client and completed the website | December 29th, 2019 | D |
| January 3rd, 2020 | Website completed | Website is completely finished, links tested | Website is tested for its functionality | January 3rd, 2020 | D |
| January 4th, 2020 | Received feedback from client | Received client feedback regarding the completed website | All issues were finally addressed and integrated into website. The website is finally done! | January 4th, 2020 | D |
| January 6th, 2020 | Criterion D completed | Testing plan completed and signature of client acquired | Testing of website functionality begins in earnest | January 6th, 2020 | D |
| January 8th, 2020 | Criterion C update | Criterion C updated with additional completion dates and comments | Criterion C nearing completion and dates and comments continually added | January 8th, 2020 | C |
| January 10th, 2020 | Criterion E screenshots organized and formatted | Criterion E screenshots are cropped, have notes added to them, and are sorted | Allows Criterion E to actually be started | January 10th, 2020 | E |
| January 11th, 2020 | Criterion E completed | All of Criterion E completed; screenshots labelled and descriptions | Advanced techniques have been reviewed and correctly demonstrated | January 12th, 2020 | E |

| | | added | | | |
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| January 12th, 2020 | File structure established | Folder file structure established and files start being sorted | Appropriate file names have already been decided, so essentially just following product design in Criterion D | January 12th, 2020 | G |
| January 14th, 2020 | Creation of interview questions | Interview questions created based on IT problem and Criterion A | Question aim to understand client's preferred parts of website and why certain sections are disliked | January 14th, 2020 | F |
| January 14th, 2020 | Interview with client | Client interviewed using previously mentioned interview questions | Feedback can be used to develop Criterion F, Product Evaluation | January 14th, 2020 | F |
| January 14th, 2020 | Criterion F Feedback from client | Criterion F completed; feedback from client considered and signature acquired | All of client's responses analyzed for recommendations which are kept for subsequent Criterion | January 14th, 2020 | F |
| January 16th, 2020 | Criterion F Product Evaluation completed | Completion of Criterion F; recommendations and SPCs considered | All recommendations suggested to client as ways of improving website | January 16th, 2020 | F |
| January 17th, 2020 | Cover page completed | All cover page links are connected and appropriate information filled | Cover page includes all criterion in pdf form and has web hosting link | January 17th, 2020 | G |
| January 17th, 2020 | Final check of website and cover page | Website and cover page checked for functionality | All links on website correctly connect to appropriate files; cover page functions as | January 17th, 2020 | G |

| | | | expected | | |
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| January 18th, 2020 | Screencast completed | Screencast of website completed; advanced techniques highlighted | Screencast is within 5 minute margin and highlights key features | January 18th, 2020 | G |
| January 20th, 2020 | Handing in IA | All files downloaded onto USB which is handed in to teacher | IA completed. USB handed in. | January 20th, 2020 | G |