BHHS Class of 1974 Technology Committee Project Schedule

Task Number	Priority	Dependencies	Start Date	End Date	Estimated Effort	Status	Description
1	High	Randy Sheinbein	7/11/2023	7/12/2023	2 Hrs	Complete	Get Website - Purchase Hosting From Provider
2	High	Task 1	7/12/2024	7/12/2023	24 Hrs	Complete	Point Domain Name Server to URL Inform Mark Sheppard of IP address This will take Mark about 5 minutes to configure the DNS record, it may take up to 2 days to reach all domain name servers
3	Medium		7/12/2023	7/13/2023	4 Hrs	Complete	Put holding web page in place Welcome to the BHHS Class of 1974 50th Reunion Website
4	High		7/12/2023		2 Hrs	In Progress	Set up privileged user logins
5	High				2 Hrs		Buy Divi Theme from Elegant Themes
6	High	Task 5			6 Hrs		Set up basic theme (black, white orange)
7	High	Ruth Amir			1 Week		Graphic Design for website
8	High	Task 7			8 Hrs		Apply Graphic Design to website
9	Medium	Task 8			16 Hrs		Set up committee pages
10	Medium	Task 9			8 Hrs		Create forms for committee meeting minutes
11	High	Events Committee	7/17/2023	9/1/2023	8 weeks		Select Venue Select Date
12	High	Task 11					Final Graphic Design with Ad Copy
13	High	Task 11					Elementary School Reunion web pages
14	High	Task 12	1/1/2024	2/28/2023	TBD		Set up ecommerce portion of website for purchasing tickets
15	High		7/31/2023		8 Hrs		Create Process for Contact Spreadsheet Update
16	High		10/31/2023		2 Hrs		Mail blast delivery system