

217, Sheikh Rashid Building

P.O Box 56272, Dubai

United Arab Emirates

Tel: +971 4 2973236 / 04 2974007

Email: uae@verbat.com

PROJECT REPORT

**Web Design and Development**

|  |  |
| --- | --- |
| **Prepared**  **AllStarDistributing / Draughtlines / Origlio** | **Submission Date:**  10 Oct 2017  **Version 1.0** |

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Project Contacts

|  |  |
| --- | --- |
| Client Information | |
| Project Name | Website Design and Development |
| Client Name | AllStarDistributing /Draughtlines / Origlio |
| Client Address |  |
| Phone Number |  |
| Contact Person |  |
| Contact Person Email |  |
| Contact Person Phone Number |  |
| Contact Person Fax Number |  |
| The “TheWebSolutionz” Information | |
| Contact Person |  |
| Contact Person Phone Number |  |
| Contact Person E-Mail |  |
| Address |  |
| Physical Address |  |
| Project Information | |
| Proposed Technology/Methodology | - |
| Project Start Date | NA |

1. Revision History

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Version** | **Description** | **Author** |
| 2004-01-09 | 1.0 | Initial Revision |  |
|  |  |  |  |
|  |  |  |  |
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# Introduction

## Purpose of this document

The main purpose of this document is to provide Origlio management a summary of the activities and the effort required to commit the work. This document will try its best to substantiate the effort spend in the course of a year in developing the three websites.

## Scope

This document breaks down all the activities conducted by WebSolutionz. Activities include both development as well as enhancement activities. WebSolutionz was commissioned to work on the following sites during the course of the engagement

* AllStarDistributing
* Draughtlines
* Origlio

During the course of the design and development of the web portals, several iterations were conducted in regards to refining the features of the Web sites. This document captures a high level effort and does not dig into the details of the implementation.

## Background and Objective

WebSolutionz has been engaged with Origlio in designing and developing its online properties. This document takes stock of the development activities committed by websolutionz. WebSolutionz seeks to wind down its engagement with Origlio. In its wake it’s essential to take stock of the activities that were committed as well as carve out a path for transitioning the development activities, so that there will not be any break.

# Work breakdown By Project

## AllStarDistributing

|  |  |  |  |
| --- | --- | --- | --- |
| **Client** | **AllStarDistributing** | | |
| Start & End Date | June - July 2016 | | |
| Team size | 3 | | |
| Total Hours (D &D) | 480 | | |
| **Activity** | **Hours** | **Resources** | **Days** |
| ***Layout and Design*** | 130 | 1 | 16.25 |
| Wireframes, Photoshop Designs and Jpegs |  |  |  |
| ***Development of HTML /CMS*** | 350 | 3 | 14.58 |
| ***HTML / CSS*** |  |  |  |
| Approved Design to HTML5 & CSS |  |  |  |
| Responsive Design |  |  |  |
| Video Header Section |  |  |  |
| Create Video for header section |  |  |  |
| Convert Design to WP CMS |  |  |  |
| Installed Woo Commerce |  |  |  |
| ***Development*** |  |  |  |
| Added fields which was not there in woocommerce plugin to match the requirements |  |  |  |
| Uploaded 600+ products to the woocommerce system |  |  |  |
| Cropped images to upload to the system |  |  |  |
| Created training materials to upload / maintain the site |  |  |  |
| Design changes as per requirements |  |  |  |
| ***Testing*** |  |  |  |
| Usability testing |  |  |  |
| Functionality testing |  |  |  |
| Responsive testing |  |  |  |
| **Total Effort in days** | **60** | Total Del Days | 30.83333333 |

## Draughtlines

|  |  |  |  |
| --- | --- | --- | --- |
| **Client** | **Draughtlines** | |  |
| Start & End Date | Aug - Nov 2016 | | |
| Team size | 4 | | |
| Total Hours (D &D) | 360 | | |
| Issues + Enhancements | 120 | | |
| **Activity** | **Hours** | **Resources** |  |
| ***Layout and Design*** | 80 | 1 | 10 |
| Wireframes, Photoshop Designs and Jpegs |  |  |  |
| ***Development of HTML /CMS*** | 200 | 4 | 6.25 |
| Create the site in word press CMS |  |  |  |
| Managing the articles as posts |  |  |  |
| Created the categories as per the requirements |  |  |  |
| Revisions on the finalization on the categories and its placements |  |  |  |
| Added magazines from 2014 to the system as articles |  |  |  |
| ***Creation of Magazines to flippable format*** | 80 | 1 | 10 |
| Created magazines from 2014 to flippable format |  |  |  |
| ***Issues + Enhancements*** | 120 | 1 | 15 |
| **Total Effort in days** | **60** | Total Del Days | 41.25 |

## Origlio

|  |  |  |  |
| --- | --- | --- | --- |
| **Client** | **Origlio** | |  |
| Start & End Date | Dec - Ongoing |  |  |
| Team size | 4 |  |  |
| Total Hours (D&D) | 80 |  |  |
| Issues + Enhancements | 380 |  |  |
| **Activity** | **Hours** | **Resources** |  |
| ***Layout and Design*** | 40 | 1 | 5 |
| Wireframes, Photoshop Designs and Jpegs |  |  |  |
| ***Development of CMS*** | 90 | 2 | 5.625 |
| Updated the beer sections with new counties |  |  |  |
| Added employee spotlight carousel |  |  |  |
| Added fintech section |  |  |  |
| Added New pages |  |  |  |
| Added shelf taker and sell sheets option |  |  |  |
| Video pages added to CMS |  |  |  |
| Software to create Shelftalkers | 210 | 2 | 13.125 |
| ***Origlio- Ongoing Tasks*** |  |  | 0 |
| Beers page needs filter option - 75 hours | 75 | 1 | 9.375 |
| New pages to be added | 45 | 1 | 5.625 |
| Menu needs rearrangement + Drop down added to the ment | 60 | 1 | 7.5 |
| Beer Detail page will have Shelf talker button and Sell sheet button to upload | 40 | 1 | 5 |
| Heady time section in the home page to be rebuilt | 15 | 1 | 1.875 |
| Headytimes needs to have flippable version | 425 | 1 | 53.125 |
| Creation of Shelf talkers and Sell sheets - ( 300 are remaining ) - 125 hours | 125 | 1 | 15.625 |
| Upload of Sell sheets and Shelf talkers | 250 | 1 | 31.25 |
| ***Issues + Enhancements*** | 120 | 1 | 15 |
| **Total Effort in days** | **171.875** | **Total Del Days** | **153.125** |

# Issues and Enhancements by Month

## July 2017

|  |  |  |
| --- | --- | --- |
| **Jul-17** |  |  |
|  |  |  |
| Employee Spotlight Carousel: Adding new set of images and text | 73 | 2 |
| Website hacked? Security issues shown in the GA pages | 74 | 1 |
| Employee Spotlights on Origlio.com : Edit function is not working | 75 | 3 |
| Employee Spotlights on Origlio.com: Adding new set of images and text | 76 | 1 |
| **Total Effort In Days** | | **0.875** |

## August 2017

|  |  |  |
| --- | --- | --- |
| **Aug-17** | **Ticket #** |  |
| Events page. (move from Origlio to Draught Lines) | 77 | 15 |
| Tab Name Change. We changed the name of the tab "Behind the Suds" to "Pre Game" and now none of the posts are showing up. | 78 | 5 |
| Add share buttons on articles/products. Add share buttons on articles/products. Can you please add buttons on Origlio.com to share the articles and products on social media? Based on screenshot provided | 79 | 23 |
| Employee Spotlights on Origlio.com. Are you able to make the employee spotlight carousel on the homepage automatically rotate? | 80 | 7 |
| Add new issue of Draught Lines to website. Can you please add the newest edition (attached) to the "current issue" tab and move the old one to past issues? | 81 | 12 |
| Fintech Addition to the website. Setup fintech as listed in the document | 82 | 135 |
| commas after counties. Comma / spacing issue in "counties sold in" on product pages? There needs to be a space before Philadelphia and Northampton. | 83 | 7 |
| **Total Effort In Days** | | **25.5** |

## September 2017

|  |  |  |
| --- | --- | --- |
| **Sep-17** | **Ticket #** |  |
| Fintech Addition to the website. Setup fintech as listed in the document | 82 | 15 |
| Rethinking Retail on Origlio Website. add a tab under "Retailer Resources" that reads "Rethinking Retail" On this tab we're hoping to include text and pictures as well as a media player for a short podcast we've produced. Is this possible to set up? | 87 | 42 |
| google analytics on Origlio.com. Resolve question regarding some google analytics results on Origlio.com | 88 | 5 |
| Search function on Origlio.com | 89 | 19 |
| Website Popup. When you're not logged in to Origlio.com - there is a scroll bar that appears under the Are You 21 or Older and it causes the box to be off centered when looking at it | 90,94 | 8 |
| Website Popup. Also, when not logged in to Origlio.com, the pop up box for Fintech shows up oddly (see left column) | 91,93 | 6 |
| Brewery Link on Beverage Pages. There seems to be a problem with the links from individual beverage pages to the brewery page. Normally, when you click the brewery name on the page (circled in red), it takes you to a page with all of the other products from the brewery, however the pages are now coming up blank and I'm not sure how to fix it. | 92 | 16 |
| Origlio.com. The magazines on the home page have not been made “flippable”. Is it still possible (via a link) to show flippable versions? | 95 | 10 |
| Add share buttons on articles/products | 96 | 15 |
| **Total Effort In Days** | | **17** |

# Non Ticketed Requests

## July 2017

|  |  |  |
| --- | --- | --- |
| **Jul-17** |  |  |
| Website Changes including new page creations .As per the website meeting notes 7/26/17 |  | 25 |
| Shelf takers PDF creation. Creating Shelf Takers by the software |  | 50 |
| Sell Sheets Creation |  | 30 |
| **Total Effort In Days** | | 13.125 |

## August 2017

|  |  |  |
| --- | --- | --- |
| **Aug-17** |  |  |
| Website Changes including new page creations .As per the website meeting notes 7/26/17 |  | 75 |
| Shelf takers PDF creation. Creating Shelf Takers by the software |  | 325 |
| Sell Sheets Creation |  | 230 |
| **Total Effort In Days** | | 78.75 |

## September 2017

|  |  |  |
| --- | --- | --- |
| **Sep-17** |  |  |
| Website Changes including new page creations .As per the website meeting notes 7/26/17 |  | 95 |
| Shelf takers PDF creation. Creating Shelf Takers by the software |  | 168 |
| Sell Sheets Creation |  | 125 |
| **Total Effort In Days** | | 48.5 |

# Consolidate Effort Summary

|  |  |  |
| --- | --- | --- |
| **Summary of overall effort** | | |
| **Project Description** | **Hours** | **Days** |
| All Star Distributing | 480 | 60 |
| Draughtlines | 480 | 60 |
| Origlio | 460 | 57.5 |
| **Issues & Enhancements** |  |  |
| July Ticketed | 7 | 0.88 |
| July Un-ticketed | 105 | 13.13 |
| August Ticketed | 204 | 25.5 |
| August Un-ticketed | 630 | 78.75 |
| September Ticketed | 136 | 17 |
| September Un-ticketed | 388 | 48.5 |
| **Total Effort (in Days)** | | **361.25** |

# Unresolved Ticketed Issues

|  |  |  |  |
| --- | --- | --- | --- |
| # | Issue description | Comments | Resolution |
| 1 | Move Events page from Origlio to Draughtlines |  | Incomplete |
| 2 | Move newest edition to “current issues” tab and older ones to the “past Issues” tab | The plugin has an issue that needs to be re-installed, team is working on the same | Incomplete |
| 3 | Setup fintech |  | Incomplete |
| 4 | Google analytics issue with respect to Origlio.com | Did some research on the issue , but could not list this as an issue | Unresolved |
| 5 | When you're not logged in to Origlio.com - there is a scroll bar that appears under the Are You 21 or Older and it causes the box to be off centered when looking at it | Working on the mobile version for the search function | Incomplete |
| 6 | The magazines on the home page have not been made “flippable”. Is it still possible (via a link) to show flippable versions? | Working on this request | Incomplete |