

TECHNICAL PROJECT PROCESS

STEPS	PROCESS
STEP 1:	Client to provide PSDs
STEP 2:	AW & Client to produce Technical Brief which is signed off by client
STEP 3:	AW to build the HTML and send preview links to client <i>(at this stage AW will not have render tested any forms, so client should just concentrate on the copy and images)</i>
STEP 4:	Client to brief amends and AW to action
STEP 5:	Client to sign off HTML preview links
STEP 6:	AW to work on back end (produce validation, database capture, create fields etc) & push forms onto internal staging server for QA
STEP 7:	In conjunction with step 6, CPW to send AW test URL iframes
STEP 8:	AW to perform QA and render testing on test URL iframes
STEP 9:	AW to send to CPW URLs in testing iframe <i>(at this stage the forms should be fully QA'd and functionality all correct)</i>
STEP 10:	CPW to test full journey and send amends for AW to action
STEP 11:	CPW to sign off project
STEP 12:	AW to push forms live on production environment
STEP 13:	AW to send back live URL's to CPW to create iframes
STEP 14:	CPW to create live iframes
STEP 15:	AW to test database capture and full journey one last time
STEP 16:	Project goes live