Group 1 Jason, Thor, Jessica, Chris

1. Purpose
   1. Who is the site for and what is the organization about?

Prospective college students/anyone curious about organization.

* 1. What is the website supposed to do for this organization?

Direct people to join, prepare for college, or volunteer

* 1. What should the website not be doing?

Drawing pity, using more downset imagery

1. Design Goals
   1. What are your two or three most important design goals for the site?

Ease of readability, minimal input.

* 1. Explain what they mean in the context of your users.

We want to reduce the stress and confusion in the college application process.

* 1. Explain why they are important.

Without the site information will be harder to disseminate, and potential interests will be squandered.

1. Audiences
   1. Who are the different audiences for the Web site? Who is the primary audience?

Kids, alums, unaware people, college bound kids

* 1. What differentiates each group?

Age, progression through program, income level, possible handicaps.

* 1. What functionality will be provided for each audience? (What do you want the members of the different audiences to understand or know after having visited the site?)

Mostly info items, alum survey, volunteer forms, direct college bound to fafsa, application, and resume tutorials.

1. Developing
   1. What are your initial ideas for implementing this site – number of html pages; front-end scripting; back end databases and server scripting languages; etc.

Homepage ,useful college links, a couple of collected advice, a history section, a volunteer section, and an outreach section. Minimal scripting.

* 1. What development tools are you planning to use?

Notepad++

* 1. Will your site be accessible? If so, how will you ensure this? If not, why not?

Yes, for both visual users and visually impaired we will make an effort to notarize our page with proper div labels.

1. Timeline
   1. *Short-term:* what do you plan to get accomplished in the next **2 weeks**Give specific list and name the person on the team responsible for each item.
2. Basic model, css, and test index page – whole team
3. Data gathering – whole team
4. Web content on the college page – whole team
5. Web content on sub pages – unknown yet
   1. *Long-term:* what is your **weekly** schedule for the rest of the semester, including final presentations on Dec. 4th. Include team meetings, prototype designs and code, and testing. Include parallel efforts to study different technology solutions.
6. **Short term goals**
7. **Website basic models**
8. **Content creation – require input from Kids First**
9. **Polish on visuals**
   1. *Potential Problems:* list potential problems with your project timeline and discuss how these will be addressed.
10. **Topic shift, we may not work on initial idea, which we would then need to take time to readjust, preliminary work would be wasted**
11. **Website may be too simplistic for final desire, would need consistent feedback**
12. **Other schedules may conflict, will need preplanning**
13. Project
    1. Who is doing which Project Management jobs for your team?
14. Timeline Taskmaster – Jason Carpenter
15. Meeting Facilitator –Chris Rogers
16. Code Repository Coordinator – Thor Holmquist
17. User –Jessica Mallian
18. Open Questions
    1. What are things you need to research?

Kids First, college advice resources ex PSEO AP etc, history of kids first, day to day operation of kids first, day to day of a college bound specifically.

* 1. What are things you need to write test-code for?

All the website operations, css, html, etc

* 1. What are things you need to find out from your client?

Kids first operations, color scheme preferences, layout preferences, logos, social media access