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| What did you do that made a meaningful contribution to the teamwork in producing the final solution | Evidence of that work (artefact) | How did it fit in the team work/project work? |
| **Wrote up the 2nd peer review letter, Andrew then overlooked what I had done and added things. I then spell checked and revised the grammar and neatened up the format. Created and added a letter header ‘logo’ to produce an official look, then submitted.** | **Submitted and emailed the final letter to the tutor and development Team 85, though is also contained in this folder. What I added though that I didn’t put in the 1st letter was a letter header ‘logo’ ‘ARTE(10) and ARTE(11)’** | **Business letter submitted reflected the current state of progress made by the development team, representing our team’s thoughts on the progression of the project to evaluate how they have progressed since our last recommendations in the 1st letter. The formality of the letter structure was paid attention to, to help express our professionality.** |
| **Finalized the Hawke Meditation Centre logo, added text and then inserted the logo produced in the previous releases.**  **Then added the logo to the website in the header bar, adjusting dimensions for the right size. The size was later changed though for reasons by another team member.** | **‘ARTE(1)’** | **Replaced our temporary default bootstrap logo that had been used during the first release. Provided a more authentic look and individual feel to our website.** |
| **Designed 3 infographics for the about page and donations page.** | **‘ARTE(2), (3) and (4)’** | **To improve the visual aspect of the about and donations page. We were mentioned to that while the text was descriptive, it was excessive. The wording chosen on the infographics took key points from the bodies of text to tell the same information, yet with much less words, as well as giving more visual appeal so they attract possible viewers.** |
| **Redesigning the about page with inclusion of the infographics, and reduced words that were unnecessary. Also the donations page**  **Also adding the multi-colored ‘divider banner’ to majority of the web pages.**  **Creating the opening hours table on the contact us page** | **‘ARTE(5)’**  **‘ARTE(8)’** | **Prior to redesign of the donations page and about page (and contact us page), they were all quite basic and colorless with excessive amounts of text.**  **The intent was to make the pages look neater and more inviting, trying to attract the eyes more by varying the color palette within the infographics so the website has more personality and a calmer feel to it, as a Meditation website should.** |
| **Grammar/punctuation checking of all text on website, and refining and changing text/structure of the emails that are being sent out to members.**  **Creating a function that sends out emails automatically using the Heroku scheduler. This automation function showed to work by executing it each day at 5am, however it couldn’t successfully pull information from the database using CakePHP code due to the fact that it didn’t have a connection to the Heroku Model.**  **Much time was put into this daily automation and time became scarcer so I implemented a button that the Manager can use to execute the same function. This is found on the Courses page when logged in as a manager and works perfectly.** | **For email text ‘ARTE(9)’**  **Automated shell function is shown in ‘ARTE(6)’, it executes by using a shell command that was entered into the Heroku scheduler ‘ARTE(12)’.**  **‘ARTE(7)’ was implemented in ‘View/Courses/index.ctp’ which pointed to the function in ‘Controller/CoursesController.php’ (the emailConfirmation() function) due to issues with the automation of the function when used in ‘Console/Command/EmailShell.php’ not being able to pull information from the database to prove the function works.** | **Ensures when users visit the website they don’t pick up on discrepancies and inconsistencies in grammar/punctuation/formatting, giving an unprofessional look. Same going with emails sent to members.**  **Researched Cronjob methods to automatically execute a function at a specific time each day to check whether a course start date is beginning in 10 days and send an email accordingly to members. Settled on using a Heroku scheduler, researched more and found a CakePHP shell explanation that mentioned the ability to execute a command daily.**  **Because I couldn’t get this to work, I implemented a button so the task is still able to be performed at the click of a button, however wasn’t desirable as it requires the manager to click the button rather than it being done automatically each day regardless.** |