Project Report: 2015 Fixes HFN

Project Start Date: February 2, 2015 **End Date**: May 22, 2015

🟩 Completed 🟧 Upcoming (next 7 days) 🟥 Late

Tasklists and tasks

Total Hours: 1 hr 45 mins   **Total Estimated Time:** 202 hrs   **Total Billable Time:** 1 hr 45 mins   **Total Non Billable Time:** None

		Tasklists	Description	Start Date	Date Due	Assigned To	Priority	Progress	Status	Estimated	Time	Billable
		Project Management										
		Development										
		Member Websites & Newsletters										
	🟥	Padding on text	seems to be some issues with the padding - some text goes right to the edge	01 Jan (1970)	01 Jan (1970)	Marcus D.			Not Started	2 hrs	None	None
	🟥	Product Page	have product categories and images appear on all websites	01 Jan (1970)	01 Jan (1970)	Marcus D.			Not Started	6 hrs	None	None
	🟥	Banners Alignment	banners on homepages do not align - need them to be left aligned	01 Jan (1970)	01 Jan (1970)	Marcus D.			Not Started	4 hrs	None	None
	🟥	Main Page Video	want the ability to add video links and have them sized to a standard size	01 Jan (1970)	01 Jan (1970)	Marcus D.			Not Started	8 hrs	None	None
	🟥	Text Editor	I can't superscript; also want the ability to select a specific font size	01 Jan (1970)	01 Jan (1970)	Marcus D.			Not Started	8 hrs	None	None
	🟩	Widgets	the colouring for the widgets should all be the same; want the blog widgets to be better sectioned so it is easier to see the separation; want the french articles to only be in the french sites and english in the english	01 Jan (1970)	01 Jan (1970)	Marcus D.		100%	Completed 03 Feb (2015)	8 hrs	None	None
	🟥	Inside U - HFN Carousels	want the ability to upload carousels to Inside U's website (not hosted by us) - seamless - without going into their website every time	01 Jan (1970)	01 Jan (1970)	Marcus D.	medium		Not Started	16 hrs	None	None
	🟥	Standardized Theme	need a seamless process when adding a new site - currently takes too much time	01 Jan (1970)	01 Jan (1970)	Marcus D.			Not Started	16 hrs	None	None
	🟥	Mobile Look for Newsletters	In mailchimp - want the images to be bigger than the text and aligned properly	01 Jan (1970)	01 Jan (1970)	Marcus D.	high		Not Started	16 hrs	None	None
	🟥	Social Sharing on Articles	want each article to have a social sharing button	01 Jan (1970)	01 Jan (1970)	Marcus D.			Not Started	4 hrs	None	None
	🟥	Widget Margins	Provide a suitable margin	01 Jan (1970)	01 Jan (1970)	Marcus D.			Not Started	None	None	None

	Article Header	Remove Posted and align date with header text	01 Jan (1970)	01 Jan (1970)	Marcus D.		Not Started	None	None	None
	Bilingual Content	When FR users are logged in they need to be presented FR content, including articles and newsletters.	01 Jan (1970)	01 Jan (1970)	Marcus D.		Not Started	None	None	None
	Duplicate Categories	Multiple copies of the categories are being displayed myCat-1, myCat-2, etc. This needs to be investigated to determine why they're all there.	01 Jan (1970)	01 Jan (1970)	Marcus D.		Not Started	None	None	None
								88 hrs	**None**	**None**
								Over/Under	**88 hrs**	
	MIC									
	Bilingual	The Mic needs to be fully billingual when French is selected - currently most is english,	01 Jan (1970)	01 Jan (1970)	Marcus D.		Not Started	32 hrs	None	None
	Blank shelf talkers on change form	The flyer Change form needs to have a section where members can select blank shelf talkers and see the price Flyer Change Form > Durham Natural Foods + beside name. Look at Shelf Talkers. Need a field/row for blank shelf talker ordering.	01 Jan (1970)	01 Jan (1970)	Marcus D.		Not Started	None	None	None
	Sign Out Button	there is no sign out button	01 Jan (1970)	01 Jan (1970)	Marcus D.		Not Started	2 hrs	None	None
	Back Button	there is no back button and needs to be one	01 Jan (1970)	01 Jan (1970)	Marcus D.		Not Started	4 hrs	None	None
	Folder with Flyer Schedule and Themes	in resource centre - ability to upload files, create folders, delete, edit, etc. May just be investigation. May be new code.	01 Jan (1970)	01 Jan (1970)	Marcus D.		Not Started	None	None	None
	Flyer PDF for each store	On member login, in Flyer section, Download my Flyer. This will automatically know by login which member flyer to download.	01 Jan (1970)	01 Jan (1970)	Marcus D.	high	Not Started	12 hrs	None	None
	Tool for Flyer Change Forms	ability to update, open, and close change forms - currently only Mike can do this	01 Jan (1970)	01 Jan (1970)	Marcus D.		Not Started	16 hrs	None	None
	• New Member Onboarding Kit	Need to able to create a folder New Member Onboarding Kit and put files in it.	01 Jan (1970)	01 Jan (1970)	Marcus D.		Not Started	None	None	None
	Newsletter lists upload and download	In MailChimp section, add Download Lists which will use member login to download ALL lists for that member only. Explore ability to add subscribers to their lists via the API.	01 Jan (1970)	01 Jan (1970)	Marcus D.		Not Started	8 hrs	None	None
	Program Newsletters with specific Time Zones	ability to pre-program a newsletter to automatically go out at a specific time and in a specific time zone MailChimp > Newsletter > Create Newsletter	01 Jan (1970)	01 Jan (1970)	Marcus D.		Not Started	2 hrs	None	None

		Edit Campaigns in Newsletter section	Add the ability to edit campaigns prior to them being sent.	01 Jan (1970)	01 Jan (1970)	Marcus D.			Not Started	4 hrs	None	None
		Stats Reporting	Combine EN/FR Campaign Reports into a single report. Investigate parameters and recommend.	01 Jan (1970)	01 Jan (1970)	Marcus D.			Not Started	16 hrs	None	None
		• Member Stats	Explore how we can create a Stats area for Members to see how their own campaigns performed.	01 Jan (1970)	01 Jan (1970)	Marcus D.			Not Started	None	None	None
		eNewsletter Change Form	Create an online version of the attached in the eNewsletter area for Members to request changes.	01 Jan (1970)	01 Jan (1970)	Marcus D.	medium		Not Started	8 hrs	None	None
		Forgot Password	This is not working reliably. Sometimes people aren't receiving the email. Investigate and fix.	01 Jan (1970)	01 Jan (1970)	Marcus D.			Not Started	2 hrs	None	None
		What's New Feed	want new additions to appear in a feed near the top of the MIC that tells members what is the latest and greatest	01 Jan (1970)	01 Jan (1970)	Marcus D.			Not Started	8 hrs	None	None
										114 hrs	None	None
										Over/Under	114 hrs	

HFN Website

Metrics

Promotions