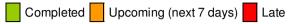
Project Report: 2015 Fixes HFN

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







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 & Newslett	ters									
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 colouing 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	
C									
_	I								
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
	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
· ·	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	
N Website									
etrics									