

WEB RE-DESIGN SCHEDULE 2018-2019

PROJECT	BCC WEB-RE-DESIGN	Re-design the current BCC website with new theme and branding, while meeting the requirements of mobile and tablet devices, addressing compliance with Section 508 standards and better user experience, particularly the student enrollment function. The soft launch will be January 22, 2019 Target Launch date: February 5, 2019
ORGANIZER	BARBARA G & FELICIA B	

PROJECT PHASE		STARTING	ENDING
PHASE 1	CONCEPT	July 2, 2018	August 31, 2018
PHASE 2	DESIGN	September 3, 2018	November 17, 2018
PHASE 3	TECHNICAL	November 19, 2018	January 19, 2019
PHASE 4	TESTING	January 21, 2019	February 28, 2019

JULY							AUGUST							SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER									
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S			
						1			1	2	3	4	5							1	2	1	2	3	4	5	6	7					1	2	3	4							1	2
2	3	4	5	6	7	8	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9			
9	10	11	12	13	14	15	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16			
16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23			
23	24	25	26	27	28	29	27	28	29	30	31			24	25	26	27	28	29	30	29	30	31					26	27	28	29	30			24	25	26	27	28	29	30			
30	31																																							31				

JANUARY							FEBRUARY							MARCH							APRIL							MAY							JUNE									
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S			
												1	2	3						1	2	3	1	2	3	4	5	6	7					1	2	3							1	2
7	8	9	10	11	12	13	4	5	6	7	8	9	10	4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9			
14	15	16	17	18	19	20	11	12	13	14	15	16	17	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16			
21	22	23	24	25	26	27	18	19	20	21	22	23	24	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23			
28	29	30	31				25	26	27	28				25	26	27	28	29	30	31	29	30						27	28	29	30	31			24	25	26	27	28	29	30			

Last updated: Wednesday, July 18, 2018

PROJECT PHASE		STARTING	ENDING	RESPONSIBLE
PHASE 1	CONCEPT - outline basic flow, document and analyze the user experience of the current website, understand new feature request, research and present possible options, gather text and images for new site.	July 3, 2018	August 31, 2018	
TASKS:				
DISCOVERY	SET-UP LOCAL DEVELOPMENT SITE	July 3, 2018	August 1, 2018	
	SET-UP/REQUEST CREATION OF DEVELOPMENT SITE ON LIVE SITE'S SERVER	July 3, 2018	August 1, 2018	
	ANALYZE EXISTING SITE	July 3, 2018	August 1, 2018	
	ANALYZE USER EXPERIENCE FOR ENROLLMENT	July 3, 2018	August 1, 2018	
	RESEARCH OPTIONS FOR IMPLEMENTATION OF NEW REQUESTED FEATURES	July 3, 2018	August 1, 2018	
	COMPILE OPTIONS FOR FEATURES	July 3, 2018	August 1, 2018	
INFORMATION ARCHITECTURE	SITE MAP	August 1, 2018	August 14, 2018	
	INFO LAYOUT	August 1, 2018	August 14, 2018	
REDESIGN	COMPARE THEME CANDIDATES	August 14, 2018	August 31, 2018	
	TEST THEME CANDIDATES	August 14, 2018	August 31, 2018	
	OPTIONS FOR FACILITATING ENROLLMENT EXPERIENCE	August 14, 2018	August 31, 2018	
	STYLE GUIDE CREATION	August 14, 2018	August 31, 2018	

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PROJECT PHASE		STARTING	ENDING	RESPONSIBLE
PHASE 2	DESIGN - create wireframe mock-up, create digital artwork, integrate images and text.	September 3, 2018	November 17, 2018	
TASKS:				
VISUAL DESIGN	DESIGN TEMPLATES	September 3, 2018	October 5, 2018	
	NAV MENUS DESIGN: GLOBAL AND SPECIFIC MENUS	September 3, 2018	October 5, 2018	
	FOOTER DESIGN	September 3, 2018	October 5, 2018	
	USER FRIENDELY TEXT EDITOR	September 3, 2018	October 5, 2018	
	CONTACT FORM, FORMS	September 3, 2018	October 5, 2018	
	HOME SITE DESIGN ELEMENTS	September 3, 2018	October 5, 2018	
	SUBSITE DESIGN ELEMENTS	September 3, 2018	October 5, 2018	
	REVIEW GSCE	September 3, 2018	October 5, 2018	
	BREADCRUMBS DESIGN	September 3, 2018	October 5, 2018	
	WIDGET AREAS	September 3, 2018	October 5, 2018	
	SUBSITE CALENDAR/EVENTS	September 3, 2018	October 5, 2018	
	ADDRESS 508 ISSUES	September 3, 2018	October 5, 2018	
HMTL/CSS TEMPLATE	BCC LOGO IN TOP LEFT	October 8, 2018	November 16, 2018	
	NAV IN HTML/CSS OR VIA PLUG-IN	October 8, 2018	November 16, 2018	

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PROJECT PHASE		STARTING	ENDING	RESPONSIBLE
PHASE 3	TECHNICAL	November 19, 2018	January 19, 2019	
TASKS:				
PROGRAMMING	REMOVE WP FROM URL	November 19, 2018	November 30, 2018	
	SUGGEST AND CREATE REFERENCE FOR BASIC SEO AND METADATA BEST PRACTICES	November 19, 2018	November 30, 2018	
	GOOGLE ANALYTICS IMPROVEMENTS	November 19, 2018	November 30, 2018	
	FROM INTEGRATION	November 19, 2018	November 30, 2018	
	THEME FEATURES	November 19, 2018	November 30, 2018	
	HOMEPAGE FEATURES	November 19, 2018	November 30, 2018	
	TEMPLATE PAGE FEATURES	November 19, 2018	November 30, 2018	
	508 ISSUES	November 19, 2018	November 30, 2018	
MAINTENANCE AND BACKUP	CREATE PROCEDURES FOR BACKUP AND UPDATING	December 3, 2018	December 7, 2018	
	CHECK AND IMPORVE UTILITY AND MAINTENANCE PLUGINS	December 3, 2018	December 7, 2018	
	SSL CERT	December 3, 2018	December 7, 2018	
	DOCUMENTATION OF STEPS/CRETING OF REFERENCE MATERIAL	December 3, 2018	December 7, 2018	
WEBSITE EMERGENCY CONTIGENCY PLAN	CREATE PLAN FOR EMERGENCY	December 10, 2018	December 14, 2018	
SECURITY	HARDEN SITE	December 17, 2018	January 18, 2019	
	INSTALL SUITE OF SECURITY PLUGINS	December 17, 2018	January 18, 2019	

