

sideways studios

creative development

Client Work Package Tracker

City of Faith Family Worship Center Website

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Details

The PRODUCT (City of Faith Family Worship Center Website) Work Package Tracker is a natural subdivision of the Work Breakdown Structure, simply organizing (logically) task/activities to which this project is planned, progress is measured, and earned value is computed. The CLIENT (("City of Faith Family Worship Center Website") will apply their signature to the completed Significant Event/Milestone or Accomplishment Criteria for verification of work complete by Sideways Studios. The Web Developer/Designer's progress will be monitored against the CLIENT project baselined schedule and the contracted budget outlined within this Work Package.

The Work Breakdown Structure is comprised of Significant Events and supported by lower level Milestones and Accomplishment Criteria. A Significant Event is deemed complete once all of its supporting milestones and/or Accomplishment Criteria are deemed complete.

Milestones and/or Accomplishment Criteria within the PRODUCT Work Package will only be deemed complete once the Work Package has been evaluated and accepted through signatures gained by the assigned Sideways Studios Project Manager and the CLIENT using the MASTER Contract & Addendum Work Breakdown Structure.

Project Breakdown

SE 1. Installation and Setup

AC 1.1. Setup Site on Development Server

- Setup Wordpress site on SWS development server
- The http://population-2.com/project/wp-lop/ template will be used to reflect the front-end design on the www.gcchapel.org.
- Verify the location of the Domain Name Server (DNS) for the domain "www.cityoffaithfwc.org" by contacting the Kingdom Tools Company

SE 2. Homepage INITIAL: _____ | DATE: _____

AC 2.1. Photoshop Layout of Homepage INITIAL: _____ | DATE: _____

- Create a Photoshop mockup of the homepage layout

AC 2.1.1. Main Navigation Menu INITIAL: _____ | DATE: _____

AC 2.1.2. Background Header Image INITIAL: | DATE:

AC 2.1.3. Hero Images INITIAL: | DATE:

AC 2.1.4. Right Column Call to Action Area INITIAL: | DATE:

AC 2.1.5. Contact Us Call to Action Lower Right Area INITIAL: | DATE:

AC 2.1.6. Call to Action Tiles Below Hero Image Area INITIAL: | DATE:

AC 2.1.7. Insert City of Faith Worship Center Logo INITIAL: | DATE:

AC 2.1.8. Service Times Call Out Top Right Area INITIAL: | DATE:

AC 2.1.9. Footer INITIAL: | DATE:

AC 2.2. Coding of Homepage INITIAL: | DATE:

AC 2.2.1. Code Main Navigation Menu INITIAL: | DATE:

AC 2.2.2 Code Hero Images INITIAL: | DATE:

AC 2.2.3. Code Right Column Call to Action Area INITIAL: | DATE:

AC 2.2.4. Code Contact Us Call to Action Lower Right Area INITIAL: | DATE:

AC 2.2.5. Code Call to Action Tiles Below Hero Image Area INITIAL: | DATE:

AC 2.2.6. Code Insert City of Faith Worship Center Logo INITIAL: | DATE:

AC 2.2.7. Code Service Times Call Out Top Right Area INITIAL: | DATE:

AC 2.2.8. Code Footer INITIAL: | DATE:

SE 3. About Page INITIAL: | DATE:

AC 3.1. Setup About Page Design INITIAL: | DATE:

- The page layout will consist of a left and right column, with a Leading Image above the left column
- The Left Column will allow CLIENT content insertion (Text and Images)

- Page Refresh Leading Image Page will consist of 4 different images that will change upon each visit to the page.
- The Right Column will only display the Contact Us Call to Action Button and also the “Get Involved Element” which will display textual links established by CLIENT
- Resize client supplied content/supporting images to fit the template's content dimensions

AC 3.2. About Page Development INITIAL: | DATE:

- Code the CLIENT approved AC 3.1. Setup About Page Design

SE 4. Ministries Pages INITIAL: | DATE:

AC 4.1. Setup Ministries Page Design INITIAL: | DATE:

- The page layout will consist of a left and right column, with a Leading Image above the left column
- The Left Column will allow CLIENT content insertion (Text and Images).
- Within Left Column establish links to the following sub-pages: Children/Youth, Men, Women, Family
- Page Refresh Leading Image Page will consist of 4 different images that will change upon each visit to the page.
- The Right Column will only display the Contact Us Call to Action Button and also the “Get Involved Element” which will display textual links established by CLIENT
- Resize client supplied content/supporting images to fit the template's content dimensions

AC 4.1.1 Setup Ministries Sub-Pages (Children/Youth, Men, Women, Family, INITIAL: | DATE:

- The page layout will consist of a left and right column, with a Leading Image above the left column
- The Left Column will allow CLIENT content insertion (Text and Images).
- Page Refresh Leading Image Page will consist of 4 different images that will change upon each visit to the page.
- The Right Column will only display the Contact Us Call to Action Button and also the “Get Involved Element” which will display textual links established by CLIENT
- Resize client supplied content/supporting images to fit the template's content dimensions

AC 4.2. Ministries Page Development INITIAL: | DATE:

- Code the CLIENT approved AC 4.1. Setup Ministries Page Design
- Code the CLIENT approved AC 4.1.2 Setup Ministries Sub-Page Design

SE 5. Church Calendar Page INITIAL: | DATE:

AC 5.1. Setup Church Calendar Page INITIAL: | DATE:

- One Column Layout to display the CLIENT’s Google Calendar

AC 5.2. Church Calendar Page Development INITIAL: | DATE:

- Code the CLIENT approved AC 5.1. Setup Church Calendar Page Design.
- Insert Google Calendar Code for CLIENTS Calendar functionality

SE 6. Community (Blog) Page INITIAL: | DATE:

AC 6.1. Setup Community (Blog) Listing Page INITIAL: | DATE:

AC 6.1.1 Design Community Blog Listing Page INITIAL: | DATE:

- Two Column Layout (Right and Left Columns)
- Left Column will display each Blog Article
- Right Column will display a Recent Posts section and a Video below the Recent Posts section

AC 6.1.2 Community Blog Listing Page Development INITIAL: | DATE:

- Code the CLIENT approved AC 6.1.1 Design Community Blog Listing Page

AC 6.2. Setup Community (Blog) Detailed Page INITIAL: | DATE:

AC 6.2.1 Community Blog Detailed Page Design INITIAL: | DATE:

- Two Column Layout (Right and Left Columns)
- Left Column will display a Single Blog Article
- Elements that will appear in each article: title, post-date, featured image, article content, and tags
- Right Column will display a Recent Posts section and a Video below the Recent Posts section

AC 6.2.2 Community Blog Detailed Page Development INITIAL: | DATE:

- Code the CLIENT approved AC 6.2.1 Community Blog Detailed Page Design

SE 7. Contact Page INITIAL: | DATE:

AC 7.1. Setup Contact Page Design INITIAL: | DATE:

- The page layout will consist of a left and right column, with a Leading Image above the left column
- The Left Column will allow CLIENT content insertion (Text and Images). CLIENT text address to be inserted.
- The left Column will include a contact form consisting of the following fields: First Name, Last Name, Email Address, Message.
- Page Refresh Leading Image Page will consist of 4 different images that will change upon each visit to the page.
- The Right Column will only display the Contact Us Call to Action Button and also the “Get Involved Element” which will display textual links established by CLIENT
- Resize client supplied content/supporting images to fit the template's content dimensions

AC 7.2. Contact Page Development INITIAL: | DATE:

- Code the CLIENT approved AC 7.1. Setup Contact Page Design

SE 8. Messages Page INITIAL: | DATE:

AC 8.1. Setup Messages Page Design INITIAL: | DATE:

- The page layout will consist of a left and right column, with a Leading Image above the left column
- The Left Column will allow CLIENT content insertion (Text and Images)
- Page Refresh Leading Image Page will consist of 4 different images that will change upon each visit to the page.
- The Right Column will only display the Contact Us Call to Action Button and also the “Get Involved Element” which will display textual links established by CLIENT
- Resize client supplied content/supporting images to fit the template's content dimensions

AC 8.2. Messages Page Development INITIAL: | DATE:

- Code the CLIENT approved AC 8.1. Setup Messages Page Design

SE 9. Launching Site Live INITIAL: | DATE:

AC 9.1. Site Migration INITIAL: | DATE:

- Migrate FTP and Database files to CLIENT’s web hosting environment