

Star of the Sea Website Project Proposal

Revision 1

History

Date	Version	Details
2008-Dec-09	Original Proposal	
2008-Dec-15	Revision 1	Reduced design options from 3 to 2 Removed all "Optional" components <ul style="list-style-type: none">• CMS (content management system)• Advanced file uploader• Image converter• Metrics Added "complete in-code comments" Added "IT training for adding/editing content in PHP/MySQL" Added "Page password protection assignable to each user access level" Added major checkpoints to timeline

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Requirements Specification

Goals

Rebuild the current website
<http://www.starofthesea.bc.ca/school/>

Make it easier to use

Improve the look to be at least as good as
<http://www.holycrosselementary.ca/>

Keep the same content (no new content)
Move all the content from the current website to the new one
Add a CMS (content management system) to allow teachers to upload their own content
Add security and permissions where every user authenticates themselves and has access to only their sections

Target audience

Teachers create the content
The content is mainly for the parents
There are no "student-specific" areas

Current website

As of 2008-Dec-09, the current website properties are:

- 155 web pages
- 142 photos of students and their activities
- 15Mb of content in 397 files and 47 folders

It is written using:

- HTML

- Javascript
- ASP

New website

The proposed new website will be written using:

- XHTML (the successor to HTML <http://en.wikipedia.org/wiki/XHTML>)
- Javascript
- PHP 5
- MySQL 5 (database <http://en.wikipedia.org/wiki/MySQL>)

Web Host

The web host needs to support

- PHP 5
With the GD (at least version 2.0.28) and the MySQLi extensions
- MySQL 5
This is the most popular database for web applications

With FTP access, we can quickly determine if the existing web host meets these requirements

Recommended Web Host

We highly recommend using the web host we use for all our websites:

<http://www.everdomains.com/>

For \$4.31 a month

- 10gb of space
- 300gb of bandwidth
- 100 email accounts
- 10 mysql databases

For \$11.36 a month

- 150gb of space
- 1,500gb of bandwidth
- 500 email accounts
- 25 mysql databases

For example, some of our past projects hosted on everdomains include:

<http://www.yanzilive.com/>

<http://www.p3tools.com/>

<http://images.fromAnywhere.com/>

Scope of Work

- (1) Create two designs in Photoshop (each design has two pages, the home page and a sub-page)
Modify designs based on feedback until we arrive at the final design
20 hours
- (2) Convert final Photoshop design to HTML templates
20 hours
- (3) Design and create database
5 hours
- (4) Simple file uploader
5 hours
Web-based file uploader that lets users send upto 10 files at a time to the server
- (5) File organizer
10 hours
For all files uploaded to the server, allow the user to move them to the appropriate pages using drag-and-

drop
eg: After uploading 20 images, organize them into two galleries of 10 images each

- (6) Media viewer
5 hours
For images, create a gallery for viewing a set of images
For plain text, display on a separate HTML page
For all other media (eg Word and Powerpoint documents), clicking a download link will transfer the file and open it on the user's computer
- (7) Transfer content
15 hours

Move all of the current content to the new website
The Word content is easy to move (each is a single file), but the HTML content needs to be rewritten in the new design
- (8) User documentation
(included)

The user's manual will cover all aspects of the website with screenshots and links to the live website
- (9) Complete in-code comments
(included)

The source code will have full comments to enhance readability and understanding
- (10) IT training
(included)

We will provide IT training for adding and editing content in PHP/MySQL as the project progresses
- (11) Password protection
5 hours

A global password can be assigned to all pages for certain user access groups
Per-page passwords can be set to control access to individual pages separately

Totals

95 hours (\$7,125)

The total is based on our rate of \$75/hour for design and development work

SOW Removed from Previous Proposal

- (1) (Optional) Advanced file uploader
10 hours
Windows-based file uploader that lets users place files into a special "website" folder that automatically uploads files to the server
- (2) (Optional) Image converter
5 hours
For all images uploaded to the server, convert large images to a smaller web-friendly format (jpeg, max 1024x768, max 500kb)
- (3) (Optional) CMS (content management system)
20 hours

Setup and configure a content management system with user accounts and permissions
- (4) (Optional) Metrics
5 hours

Track page hits
Track download counts (eg: how many times a newsletter is downloaded)
Report hits per teacher

After Delivery

After the project is delivered, we will run a two-hour training session at the school to cover all the features of the new website.

Also, we will fix any bugs that are found in our code at no charge for as long as the website is operational.

Any questions that take less than 10 minutes to answer are also at no charge. This is within reason (i.e. not two hours of questions three days a week in 10 minute spurts).

All other consulting is billed at \$50/hour

Timeline

2 month timeline

1 Week Requirements

Finalize requirements specification and scope of work

2 Weeks Graphic Design

Present three design options as Photoshop files

Make changes based on feedback until we arrive at a final design

5 Weeks Development

Implement the design in HTML, Javascript, PHP and MySQL

With updates every week, we will present components as they are built for testing and feedback

Milestones

- (1) Requirements done, design and development starts
Mon 2009-Jan-05

Payment

10% of total (\$712.50)

- (2) Website design options, first draft
Mon 2009-Jan-12

Deliverables

Two designs will be presented for feedback, each with two pages: the home page and a sub-page

- (3) Website design, final
Mon 2009-Jan-19

Deliverables

Final design based on feedback exchanged over the past week

- (4) Homepage and sub-page implemented in HTML
Mon 2009-Jan-26

Deliverables

Website showing the homepage and one sub-page

- (5) Transfer all content one page at a time into the new design
Mon 2009-Feb-16

Deliverables

Every page from the current website in the new website

Payment

40% of total (\$2,850)

- (6) User accounts and passwords
Mon 2009-Feb-23

Deliverables
Public areas of the website that require no login
Pages that require a password to access
Pages that require an account (username/password) to access

- (7) File uploader and organizer
Mon 2009-Mar-02

Deliverables
Content upload capabilities
File organizer for posting uploaded content to the correct pages

- (8) Media viewer and documentation
Mon 2009-Mar-09

Deliverables
Media viewer for uploaded content, either as in-browser viewing (for images) or a download link
User documentation and in-code comments

- (9) Launch and training
Mon 2009-Mar-16

Deliverables
Open new website to the public
Two-hour training session at the school to cover all the features of the new website

Payment
50% of total (\$3,562.50)

Team

George Vanous
Web Producer

George graduated from Simon Fraser University in British Columbia and has worked for Microsoft building Hotmail and other Windows Live websites. His expertise covers web technologies like HTML, CSS and Javascript.

Maryann Ohki
Graphic Designer

Maryann graduated from the California College of the Arts in San Francisco. Her scope of her work encompasses: Website design, logos & identity systems, product branding, catalogs, book covers, brochures, posters, promotional merchandise, magazine ads and product photography.

Tony Lee
Test and Performance Engineer

Tony graduated from the University of Toronto and has worked for Microsoft as a test engineer in the unified communications group. His expertise is in software performance and test automation.

Contact

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