

## Transport Services 2019 Website Redesign

**Project Sign Date:** 3/14/2019

**Calendar Creation Date:** 4/15/2019

**UXD Hours:** 52

**Graphic Design Hours:** 46

**FED Hours:** 91

**AD Hours:** 85

**Content Installed by:** t:t

**Content Install Hours:** 20

**Content Install - hours per day:** 4

**Content Install - number of installers:** 1

**Excluded dates based on client schedule:** 7/19/2019, 7/20/2019, 7/21/2019, 7/22/2019, 7/23/2019, 7/24/2019, 7/25/2019, 7/26/2019, 4/29/2019, 4/30/2019, 5/1/2019, 5/2/2019, 5/3/2019, 5/4/2019, 5/5/2019, 5/6/2019, 5/7/2019, 5/8/2019, 5/28/2019, 5/29/2019, 5/30/2019, 5/31/2019, 6/1/2019, 6/2/2019, 6/3/2019

SITEMAP PHASE		
DESCRIPTION	RESPONSIBILITY	DATE
UX Design and Optimization Teams Review Analytics and Brainstorm Sitemap by EOD	t:t	Thursday, April 25, 2019
Present Round 1 Sitemap (via Join.Me conference call)	t:t & client	Friday, May 10, 2019
Feedback Due on Round 1 Sitemap (via Join.Me conference call)	client	Tuesday, May 14, 2019
UX Design and Optimization Teams Review Round 1 Sitemap Feedback by EOD	t:t	Wednesday, May 15, 2019
Complete Round 1 Edits and Present Round 2 Sitemap (via Join.Me conference call)	t:t & client	Friday, May 17, 2019
Feedback Due on Round 2 Sitemap (via Join.Me conference call)	client	Tuesday, May 21, 2019
Complete Round 2 Edits and Post Proposed Final Sitemap to Portal by EOD (via email)	t:t	Thursday, May 23, 2019
Review and Approve Sitemap as Final By EOD (via email)	client	Monday, May 27, 2019
WIREFRAME PHASE		
DESCRIPTION	RESPONSIBILITY	DATE
UX Design, Graphic Design, Front End and Application Development Teams Review Final Sitemap & Brainstorm Wireframes	t:t	Tuesday, June 04, 2019
Present Round 1 Wireframes (All Templates and Modules) (in-person at client's office OR thunder::tech)	t:t & client	Wednesday, June 12, 2019
Feedback Due on Round 1 Wireframes (via Join.Me conference call)	client	Monday, June 17, 2019
UX Design, Graphic Design, Front End and Application Development Teams Review Round 1 Wireframe Feedback	t:t	Tuesday, June 18, 2019
Complete Round 1 Edits and Present Round 2 Wireframes (via Join.Me conference call)	t:t & client	Monday, June 24, 2019
Feedback Due on Round 2 Wireframes (via Join.Me conference call)	client	Thursday, June 27, 2019
UX Design, Graphic Design, Front End and Application Development Teams Review Round 2 Wireframe Feedback	t:t	Friday, June 28, 2019
Complete Round 2 Edits and Post Proposed Final Wireframes to Portal by EOD (via email)	t:t	Wednesday, July 03, 2019
Review and Approve Wireframes as Final By EOD (via email)	client	Monday, July 08, 2019

Deliver One Page of Content for Each Template Type by EOD (via email)	client	Monday, July 08, 2019
GRAPHIC DESIGN PHASE		
DESCRIPTION	RESPONSIBILITY	DATE
Present Initial Styleboard Options (via Join.Me conference call)	t::t & client	Monday, July 01, 2019
Styleboard Feedback Due by EOD (via email)	client	Tuesday, July 02, 2019
Post Proposed Final Styleboard to Portal by EOD (via email)	t::t	Thursday, July 04, 2019
Approve Final Styleboard by EOD (via email)	client	Friday, July 05, 2019
UX Design, Graphic Design, Front End and Application Development Teams Review Final Wireframes & Brainstorm Design	t::t	Tuesday, July 09, 2019
Present Round 1 Design (All Templates and Modules) (in-person at client's office OR thunder::tech)	t::t & client	Tuesday, July 16, 2019
Feedback Due on Round 1 Design (via Join.Me conference call)	client	Thursday, July 18, 2019
UX Design, Graphic Design, Front End and Application Development Teams Review Round 1 Design Feedback	t::t	Monday, July 29, 2019
Complete Round 1 Edits and Present Round 2 Design (via Join.Me conference call)	t::t & client	Wednesday, July 31, 2019
Feedback Due on Round 2 Design (via Join.Me conference call)	client	Friday, August 02, 2019
UX Design, Graphic Design, Front End and Application Development Teams Review Round 2 Design Feedback	t::t	Monday, August 05, 2019
Complete Round 2 Edits and Post Proposed Final Design to Portal by EOD (via email)	t::t	Wednesday, August 07, 2019
Review and Approve Design as Final By EOD (via email)	client	Friday, August 09, 2019
FRONT-END DEVELOPMENT PHASE		
DESCRIPTION	RESPONSIBILITY	DATE
UXD, Graphic Design, Front End and Application Development Teams Review Final Design	t::t	Monday, August 12, 2019
Start Front End Development by EOD	t::t	Monday, August 12, 2019
Deliver All Remaining Content by EOD	client	Tuesday, September 03, 2019
Complete, Test and Deliver Front End Development to Application Development by EOD	t::t	Tuesday, September 03, 2019
APPLICATION DEVELOPMENT PHASE		
DESCRIPTION	RESPONSIBILITY	DATE
Front End and Application Development Teams Review Front End Development	t::t	Wednesday, September 04, 2019
Start Application Development by EOD	client	Wednesday, September 04, 2019
Complete Application Development by EOD	t::t	Tuesday, September 24, 2019
Start Content Install by EOD	t::t	Tuesday, September 24, 2019
SEO - Start title & Meta review by EOD	t::t	Tuesday, September 24, 2019
Complete Content Install by EOD	t::t	Tuesday, October 08, 2019
SEO - Complete title & Meta review by EOD	t::t	Tuesday, October 08, 2019
Front End and Application Development Teams Review Beta Site	t::t	Wednesday, October 09, 2019
BETA/Training (in-person at client's office or thunder::tech)	t::t & client	Friday, October 11, 2019
Feedback Due on BETA by EOD (via email)	client	Tuesday, October 15, 2019
Complete Beta 1 Edits and Present Beta 2 (via Join.Me conference call)	t::t & client	Thursday, October 17, 2019

Feedback Due on Beta 2 (via Join.Me conference call)	client	Monday, October 21, 2019
Complete Beta 2 Edits and Present Beta 3 (via Join.Me conference call)	t::t & client	Friday, October 25, 2019
Feedback Due on Beta 3 (via Join.Me conference call)	client	Tuesday, October 29, 2019
Complete Beta 3 Edits and Present Beta 4 (via Join.Me conference call)	t::t & client	Monday, November 04, 2019
Feedback Due on Beta 4 (via Join.Me conference call)	client	Wednesday, November 06, 2019
Complete Beta 4 Edits and Post Website to staging by EOD (via email)	t::t	Friday, November 08, 2019
Review and Approve website as Final By EOD (via email)	client	TBD*
Code & Content Freeze	t::t	contingent on approval
Start PreLaunch QA & SEO Setup	t::t	contingent on approval
Complete PreLaunch QA & SEO Setup	t::t	typically 5-8 days to complete**
Launch	t::t	contingent on QA - fridays are excluded***
Post-launch Code Freeze	t::t	10 business days after launch****

#### Disclaimers

\* Approval is mutual acceptance of site functionality and assumes all outstanding feedback has been addressed therefore a firm date cannot be set in advance.

\*\* Prelaunch QA may take more or less time depending on complexity and business use-cases

\*\*\* We do not launch sites on Friday due to limited resource availability over the weekend. In special cases we may also exclude Thursday to provide an extended buffer for resource availability based on size/complexity of site and potential to impact business critical functionality.

\*\*\*\* The two weeks following launch are reserved for bug fixes related to UI functionality and business logic. Feature requests and phase 2 work will not be scheduled during this time.

## Calendar Legend

### Blocking Milestone

These are tentatively scheduled tasks outside of t::t's control and have the potential to block subsequent tasks if not completed

### Blocking Milestone & Date TBD

These are unscheduled / fluid tasks outside of t::t's control and have the potential to block subsequent tasks if not completed

### Internal Task

Internal milestones for t::t use only

### Date TBD / Tentative

Unscheduled milestones contingent on completion of previous milestones and/or length of time needed to complete feedback before next round