TECHNOLOGY STUDENT ASSOCIATION PLAN OF WORK

Date	Task	Time involved	Team member responsible (student initials)	Comments
1. 9/5/23 to 9/10/23	Reviewed last year's submissions, comment cards to begin planning for this year	8 hours	DG DG MW GK CF	- Reviewed mistakes made on last year's website - Set a plan in place for the state competition
2. 9/12/23 to 9/17/23	Reviewed theme and brainstormed possible ideas	6 hours	DG DG MW GK	- Researched existing electricity companies to get a feel for a good website template - Began writing out ideas for different pages that will be present on the website
3. 9/20/23 to 9/24/23	Went over the rule book, ensured that our ideas followed the topic and didn't break any rules.	1 hours	DG DG MW GK CF	- By going over the rules early on our team is ready to avoid any careless errors or mistakes that we made during last year's competition
4. 9/26/23 to 10/1/23	Began assigning roles to each member, establishing a team dynamic	9 hours	DG DG CF	- Established jobs/roles for each team member - Will begin going over programming next session
5. 10/3/23 to 10/8/23	Introduced the coding program HTML to the group, gave basic instructions on how to work it	11 hours	DG DG GK MW CF	- New members were given a crash course on the coding program used in the website, were instructed to download it onto their computer

| 6. 10/10/23 to 10/14/23 | Outlined framework for the website with new coding knowledge | 13 hours | DG DG CF | - Website creation set into motion, with the official design process beginning soon |

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Date	**Task**	**Time involved**	**Team member responsible** (student initials)	**Comments**
1. 10/17/23 to 10/22/23	Company Name and Logo Creation	10 hours	MW CF	- Stelio was chosen, as well as the logo - Various logo designs created, settled on a single one
2. 10/24/23 to 10/29/23	Began coding for the website	11 hours	DG MW GK CF	- New team members and existing members used their skills learned in the HTML and Java lessons to begin coding
3. 11/1/23 to 11/5/23	Settled on a color palette/template for the website	7 hours	DG GK CF	- Agreed on a color palette and template for the website that best reflected a professional space company
4. 11/7/23 to 11/11/23	Continued to code and create for the website	15 hours	AP DG	- Jobs assigned to each team member, team leaders helped ensure that each member was accountable for their weekly workload

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5.	11/14/23 to 11/18/23	Added our research into the website	3 hours	DG MW CF	- Incorporated all the research done by group members into the actual website, which was the start for the content
6.	11/21/23 to 11/25/23	Created content document, began researching more	10 hours	DG CF AS	- Each team member helped to contribute to content, with each being assigned a different page on the website

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	Date	Task	Time involved	Team member responsible (student initials)	Comments
1.	11/28/23 to 12/3/23	Began working on animations for the website	4 hours	DG MW DG GK	- Looked online for inspiration for animations on the website, began implementing good ideas into ours
2.	12/5/23 to 12/9/23	Included the actual animations into the design and code of the website	6 hours	DG DG AS CF	- Used CSS and Java to implement the animations into the website
3.	12/12/23 to 12/17/23	Continued to code	13 hours	DG DG CF	- Team helped one another, answered any questions during the process

	Date	Task	Time involved	Team member responsible (student initials)	Comments
4.	12/19/23 to 12/24/23	Coding process continued	10 hours	DG DG MW	
5.	12/26/23 to 12/30/23	Found media to match the content written on the research document	3 hours	GK CF	- Found photo and videos online that match the content of the website
6.	1/2/24 to 1/7/24	Implemented the media into the coding/website	2 hours	DG CF	

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TECHNOLOGY STUDENT ASSOCIATION PLAN OF WORK

	Date	Task	Time involved	Team member responsible (student initials)	Comments
1.	1/9/24 to 1/13/24	Finished creating the website	7 hours	DG DG GK MW CF	
2.	1/16/24 to 1/20/24	Began troubleshooting and checking the website for errors	10 hours	MW CF	- Team members worked to fix any issues with the website

3. 1/23/24 to 1/27/24	Reviewed state submissions and brainstormed any other additions	2 hours	DG CF	- Team members read through Webmaster's rules once more - Team communicator adjusted deadlines as necessary - Created additions to website based off state submissions
4. 1/30/24 to 2/1/24	Add finishing touches	6 hours	DG MW DG GK CF	- Team members added finishing touches - All team members went through the website and made adjustments
5. 2/28/24 to 3/4/24	Reviewed comment cards and discussed	6 hours	DG CF GK MW	- Team members discuss new design of the v2 site for nationals - Reviewed competitor websites to find common design qualities which work - Reviewed state comment cards for necessary changes
6. 3/8/24 to 3/12/24	Started discussing the design of the v2 UI	12 hours	DG CF GK	- Started work on v2 UI testing different UI elements throughout the site - Created road map for what needs to be prioritized for the national Stelio site

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TECHNOLOGY STUDENT ASSOCIATION PLAN OF WORK

Date	Task	Time involved	Team member responsible (student initials)	Comments
1. 3/11/24 to 3/18/24	**Started work on v2 UI**	**8 hours**	**CF** **DG** **GK**	- **Continued work on developing new UI elements and how to modernize website website**
2. 3/19/24 to 3/25/24	**Continued to discuss nessesary changes**	**6 hours**	**CF** **DG** **GK**	- **Researched existing electricity companies and their brand identities to gauge necessary changes**
3. 3/20/24 to 9/24/24	**Discussed team roles and continued product/solution progress**	**1 hours**	**CF** **DG** **MW** **GK**	- **By going over the rules early on our team is ready** - **Continued programming the v2 site**
4. 3/26/24 to 4/1/24	**Continued progress on product and UI changes**	**9 hours**	**DG** **GK** **CF**	- **discussed UI changes and began tests to run with a sample group for next session**
5. 4/9/24 to 4/13/24	**Ran UI tests via small sample groups within the chapter**	**11 hours**	**CF** **MW**	- **sampled members of our chapter to determine the best fit UI elements for the website**

6. 4/15/24 to 4/21/24	Gathered data in sample study for further UI development	4 hours	MW DG	- positive feedback allowed us to move forward with committed UI changes

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TECHNOLOGY STUDENT ASSOCIATION PLAN OF WORK

Date	Task	Time involved	Team member responsible (student initials)	Comments
1. 4/23/24 to 4/27/24	Layout refinements	5 hours	DG MW	- reviewed modern website layouts and determined necessary changes needed to modernize Stelio
2. 4/30/24 to 5/1/24	Analytics support	1 hour	DG	- Added analytics for traffic monitoring
3. 5/14/24 to 5/21/24	Finalized UI changes and began debugging	7 hours	DG GK CF	- Pushed UI changes to production branch on Vercel
4. 5/22/24 to 5/22/24	Finalized site for submission	3 hours	CF DG	- Fixed critical bugs and last minute changes

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