GANTT CHART
Erin B. Lillis~ Production Manager
Interactive Design for Entertainment
Up to Date as of 5/27/08

Assignments		Week 4							Week 5							Week 6							Week 7							Week 8							Week 9							Week 10							Week 11						
Task	Responsible	22-Apr	23-Apr	24-Apr	25-Apr	26-Apr	27-Apr	28-Apr	29-Apr	30-Apr	1-May	2-May	3-May	4-May	5-May	6-May	7-May	8-May	9-May	10-May	11-May	12-May	13-May	14-May	15-May	16-May	17-May	18-May	19-May	20-May	21-May	22-May	23-May	24-May	25-May	26-May	27-May	28-May	29-May	30-May	31-May	1-Jun	2-Jun	3-Jun	4-Jun	5-Jun	6-Jun	7-Jun	8-Jun	9-Jun	10-Jun	11-Jun	12-Jun	13-Jun	14-Jun	15-Jun	16-Jun
Continuous Tasks																																																							
Update Gantt Chart	Erin																																																						
Update Production Schedule on Basecamp	Erin																																																					
Update Process Site	Erin																																																					
Manage asset inventory	Jose																																																					
Communicate with and update client	Erin																																																					
Communicate with and update faculty	Erin																																																					
Update Task/Team Report	Erin																																																					
Assign Tasks	Erin																																																					
Assign technical tasks	Aileen																																																					
Performance Review	**WEB MONKEYS**																																																					
Week 4 Tasks																																																					
Finish final Ethnography video	Jose																																																					
Collect and combine all team assets	Jose																																																					
Create new logos/identity for Web Monkeys	Michelle																																																				
Merge team process sites	Michelle																																																					
Merge team proposals for Design Doc	Erin																																																				
Compile all content for Design Doc	Fawn & Danny																																																				
Compile text and images to create D. Doc	Fawn																																																				
Print, cut and bind Design Doc	Fawn																																																				
Contact hosting companies about questions	Aileen & Jose																																																				
Contact client about technical questions	Aileen																																																				
Merge and distribute Site Map	Aileen & Jose																																																				
Submit identity design comps	Danny & Fawn																																																				
Vote on identity design revisions	**WEB MONKEYS**																																																			
Choose final identity designs	**WEB MONKEYS**																																																			
Submit one interface comp each	**WEB MONKEYS**																																																			
Review and revise interface comps	**WEB MONKEYS**																																																			
Choose 2 interface directions	**WEB MONKEYS**																																																			
Revise 2 interface directions	Michelle & Jose																																																			
Prepare presentation materials	Danny, Michelle, Jose																																																			
Week 5 Tasks																																																					
Midterm Presentation	**WEB MONKEYS**																																																			
Follow-up with client regarding presentation	Erin																																																			
Have "Claire" monkey created	Michelle																																																			
Review and Proof Design Document	**WEB MONKEYS**																																																			
Re-design Design Document	Danny																																																			
Create 2 User Personas	**WEB MONKEYS**																																																			
Create Scenario/Storyboard 1	Danny																																																			
Create Scenario/Storyboard 2	Erin																																																			
Complete reading assignment	**WEB MONKEYS**																																																			
Begin sketching potential database fields	Aileen																																																			
Collect client decision on branding identity	Erin																																																			
Collect client decision on interface direction	Erin																																																			
Collect client decision on sitemap	Erin																																																			
Revise site map based on decisions	Jose																																																			
Colorize final brand identity	Michelle																																																			
Revise interface & brand based on client	Danny																																																			
Create style guide for interface & brand	Danny																																																			
Create wireframes for design document	Jose																																																			
Acquire access to FMS Server	Erin & Aileen																																																			
Acquire access to hosting accounts	Erin & Aileen																																																			
Decide on layout and possibly layout index page	Aileen & Danny																																																			
Week 6 Tasks																																																					
Compile assets	Jose																																																					
Create CSS color pages	Danny																																																					
Research flash video embedding	Jose																																																				
Shoot pictures of user scenarios	Michelle																																																			
Compile user scenario with pix	Erin & Michelle																																																			
Create draft flash navigation bar	Erin																																																			
Week 7 Tasks																																																					
Info/Text page final comp	Danny																																																				
New background images sent to Aileen	Danny																																																				
Create barebone index layout (divs)	Aileen																																																			
Revise database table sketch	Aileen & Erin																																																			
Insertion of main index images/backgrounds	Aileen																																																		
Determine number of sub pages	**WEB MONKEYS**																																																		
Find more dummy ad content/send to Aileen	Jose																																																		
Layout informational pages for footer links	Jose																																																		
Create columns and rows in database	Aileen																																																		
Input information into databases	Erin																																																		
Revise and distribute wireframes for all pages	Jose																																																		
Draft "About Site Design" (A.S.D.) Text	Erin																																																	
Request A.S.D. content from Michelle	Jose																																																	
Submit requested material/links/codes for A.S.D.	Michelle																																																
Revise User Scenario Presentation with pix	Erin																																																	
Complete 2nd draft of Flash Header	Erin																																																	
Week 8 Tasks																																																	
PHP Script to call files from database	Aileen																																																
Flash layout and actionscript vid formatting	Aileen																																																
Find Dummy Ads from "The Onion"	Jose																																															
Gather all external link URLS	Jose																																															
Revise index page layout in bare bones divs	Aileen																																															
Create site intro motion graphics	Erin																																														
Move sample vids onto flash server	Aileen																																													
Add style guide, wireframes & sitemap to D.Doc	Danny																																													
Deliver process site login info to Erin	Aileen																																												
Deliver screenshots for User Scenarios	Danny																																												
Create video player watermark	Danny																																												
Create video player skin	Aileen																																												
Contact font copyright owners regarding usage	Danny																																												
Alpha Testing	**WEB MONKEYS**																																												
Alpha Testing revisions	**WEB MONKEYS**																																												
Outline site guidelines manual	Erin																																												
Week 9 Tasks																																																
Find test subjects	Ni & Drayton																																															
Insert page content: About Festival	Jose																																															
Insert page content: Rules & Submissions	Jose																																															
Insert page content: Current News	Jose																																														
Insert page content: Contact	Jose																																													
Insert page content: Site Map	Jose																																													
Research scripting for rating systems	Jose																																													
XML of video attributes list	Aileen																																												
Deliver info skeleton to team	Aileen																																												
Read Kuniavsky reading about presentations	WEB MONKEYS																																													
1st Draft of presentation/script	Erin																																													
Art for presentation requested	Erin/Jose																																													
Final draft of intro motion graphics	Erin																																													
Next revision of Design Doc	Danny																																													
User scenarios incorporated into presentation	Danny/Erin																																													
Process site Design Doc elements uploaded	Erin																																													
Beta Testing question forms designed/delivered	Jose																																													
Incorporate Search into site	Aileen																																													
Incorporate Categories into site	Aileen																																													
Create video awards pages	Aileen																																													
Web Monkeys Meeting	WEB MONKEYS																																													
Revise printed Site Map to reflect changes	Jose																																													
Incorporate new Site Map into Design Doc	Danny																																													
2nd Draft of presentation/script	Erin																																													
Next revision of Design Doc printed	Danny																																													
Begin javascript on div swaps	Aileen																																													
Insertion of main index text	Jose & Aileen																																													
Deliver list of URLS from Summer Shorts site	Aileen																																													
Damage control with index pages & code	**WEB MONKEYS**																																													
Link & image testing (breaking and fixing)	**WEB MONKEYS**																																												

"Extras" (embed tags, badges, etc.)	TBD									
Begin site guidelines manual	**WEB MONKEYS**									
Presentation Script Rough Draft	Erin									
Revisions according to Beta Testing	**WEB MONKEYS**									
Week 10 Tasks										
Beta Testing	**WEB MONKEYS**									
"Convertible" art created/implemented	Danny									
All "extras" incorporated into site	Aileen									
Follow up with teacher about final changes	Erin & Aileen									
Revisions based on testing completed	Aileen									
2nd to last draft of presentation due	Erin & Danny									
Web Monkeys Meeting	**WEB MONKEYS**									
Final files for process site uploaded	Erin									
All digital files ready for CD burning	Jose									
Burn CDs/DVDs of data for handover	Jose									
Backup all data for team members	**WEB MONKEYS**									
Proof and print site guidelines/manual	**WEB MONKEYS**									
Print materials delivered to printer	Danny									
Print Design Document	Danny									
Burn Design Doc onto CD	Danny									
All final tweaks/fixes to site done	Aileen									
Double/triple checking of site	**WEB MONKEYS**									
Final final emergency tweaks	Aileen									
Week 11 Tasks										
Site Presentation	**WEB MONKEYS**									
Site Delivery	**WEB MONKEYS**									

Key	
	Milestone
	Vital
	Important
	Low Priority
	Indicates that following items are dependant on task completion
	Indicates that task cannot be completed unless previous tasks are
	Task completed on time (or early)
	Task completed late
	Extension granted or task postponed
	Cancelled Task