

WDC (Website Design Committee)

Meeting Minutes

4/27/2017

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|----------------------|------------------|
| Location: | LY-177 |
| Date: | 4/27/2017 |
| Time: | 2:00 PM - 4:00PM |
| Number of Attendees: | 5 |

Agenda items

Staff pages

Search

WYSIWYG Editor updates

HomePage

Wireframes

HTML(s)

Notes

Staff Pages

The staff pages are 95% populated. The discussion now revolves around how we are going to request staff images. We also added field for specialty to the list of fields.

Style Guide

A style guide is being developed to help content creators and the web development team.

WYISWYG

Still in development

Depend on the completion of the style Guide

Cloning Features

Being tested

Wireframes

We are currently working on the following wireframes:The home page, the staff page, a generic page. Once the wireframes are approved then we will start developing the pages in the CMS.

| Action items | Owner(s) | Deadline |
|--|-------------|-----------|
| Finalize menu Links | WDC Members | 7/27/2017 |
| Finalize Footer links | WDC Members | 7/27/2017 |
| Going Over all the elements of the Home page | WDC Members | 7/27/2017 |
| Demo Wireframe | WIT Members | 7/27/2017 |
| Develop a Style Guide for the Web Site | WIT Members | ongoing |
| Style Staff pages Before Demo | WIT members | ongoing |

Next meeting : **7/27/2017**