

The Meetings

Date & Time	Outcomes	Done
12:30pm: Thursday, Feb 21, 2019	<ol style="list-style-type: none"> 1. Introduced myself 2. Talked about our meeting protocol 3. Agendas/scope 4. Talked about my RBA 5. Went over the agenda/scope / no of pages/ colors/ fonts 6. Barb's in charge. 7. Barb is providing me with logo/Images/contents. 8. Barb has a domain but doesn't have a host. So I suggested POWWEB. 	✓
12:30pm: Thursday, Feb. 28, 2019	<ol style="list-style-type: none"> 1. Home page layout: <ul style="list-style-type: none"> • Header: contents and layout • Body: contents and layout • Footer: contents and layout <p>Barb has provided me with her artworks' images</p> <ol style="list-style-type: none"> 2. Barb is going to email me the text contents 3. Talked about the deliverables 	✓
12:30pm: Thursday, March 7, 2019	<ol style="list-style-type: none"> 1. Web Hosting: It would be my first time doing that 2. Go over muck-ups 3. Products page layout 4. More details on colors and fonts 	✓
12:30pm: Thursday, March 14, 2019	<ol style="list-style-type: none"> 1. Web site contents(sections, pictures and texts) 2. Adding more pictures to "Memory Quilts" 	✓
12:30pm: Thursday, March 21, 2019	<ol style="list-style-type: none"> 1. Changing the slider style 2. Products page info 3. Each picture in the gallery must have a title and a brief description 4. Contact info 	✓
12:30pm: Thursday, March 28, 2019	Going over the prototype	