


# 1 Day™ Website Experience Agenda

TIME	CLIENT	CREATIVE DIRECTOR	WRITER	DESIGNER	DEVELOPER
9:00 AM	Kickoff Meeting	Kickoff Meeting / Note Taking	Kickoff Meeting	Kickoff Meeting / Browse Competitors	Kickoff Meeting / Plugins / Integrations
9:30 AM	Kickoff Meeting	Kickoff Meeting / Note Taking	Kickoff Meeting	Kickoff Meeting / Browse Competitors	Kickoff Meeting / Plugins / Integrations
10:00 AM	Wireframe	Wireframe	Wireframe	Wireframe	Wireframe
10:30 AM	Discovery Interview	Photos / Videos	Discovery Interview	Mockup Design	Google / Bing Pages / Google Analytics
11:00 AM	Discovery Interview	Photos / Videos	Discovery Interview	Mockup Design	Google / Bing Pages / Google Analytics
11:30 AM	Discovery Interview	Keyword Research	Discovery Interview	Mockup Design	Forms (Mailchimp / Gravity Forms)
12:00 PM	Brand Archetype Quiz	Miscellaneous Projects	Writing copy	Mockup Design	Plugin Research / Domain / SSL
12:30 PM	Mockup Review	Miscellaneous Projects	Writing copy	Mockup Review with Client	Plugin Setup
1:00 PM	Lunch Break	Lunch Break	Lunch Break	Lunch Break	Lunch Break
1:30 PM	Core Value Cards Exercise	Page Layout	Writing: 1st page due	Slice Mockup for Devs	Integrate Social Media
2:00 PM	Training on WordPress	WordPress Training	Writing: 2nd page due	Prep CSS Styles for Dev	Style Website
2:30 PM	Training on WordPress	WordPress Training	Writing: 3rd page due	Page Layout	Style Website
3:00 PM	Training on WordPress	WordPress Training	Writing: 4th page due	Page Layout	Style Website
3:30 PM	Break	Page Layout	Review copy with client / revisions	Page Layout	Style Website

4:00 PM	Review copy with writer / revisions	Page Layout	Review copy with client / revisions	Page Layout	Style Website
4:30 PM	Review copy with writer / revisions	Page Layout	Quality Assurance	Page Layout	Quality Assurance / Responsive Testing
5:00 PM	Quality Assurance	Quality Assurance	Write SEO	Quality Assurance	Styling Revisions with Client
5:30 PM	Quality Assurance	Quality Assurance	Write SEO	Quality Assurance	Styling Revisions with Client
6:00 PM	CELEBRATE!	CELEBRATE!	CELEBRATE!	CELEBRATE!	CELEBRATE!
					
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