

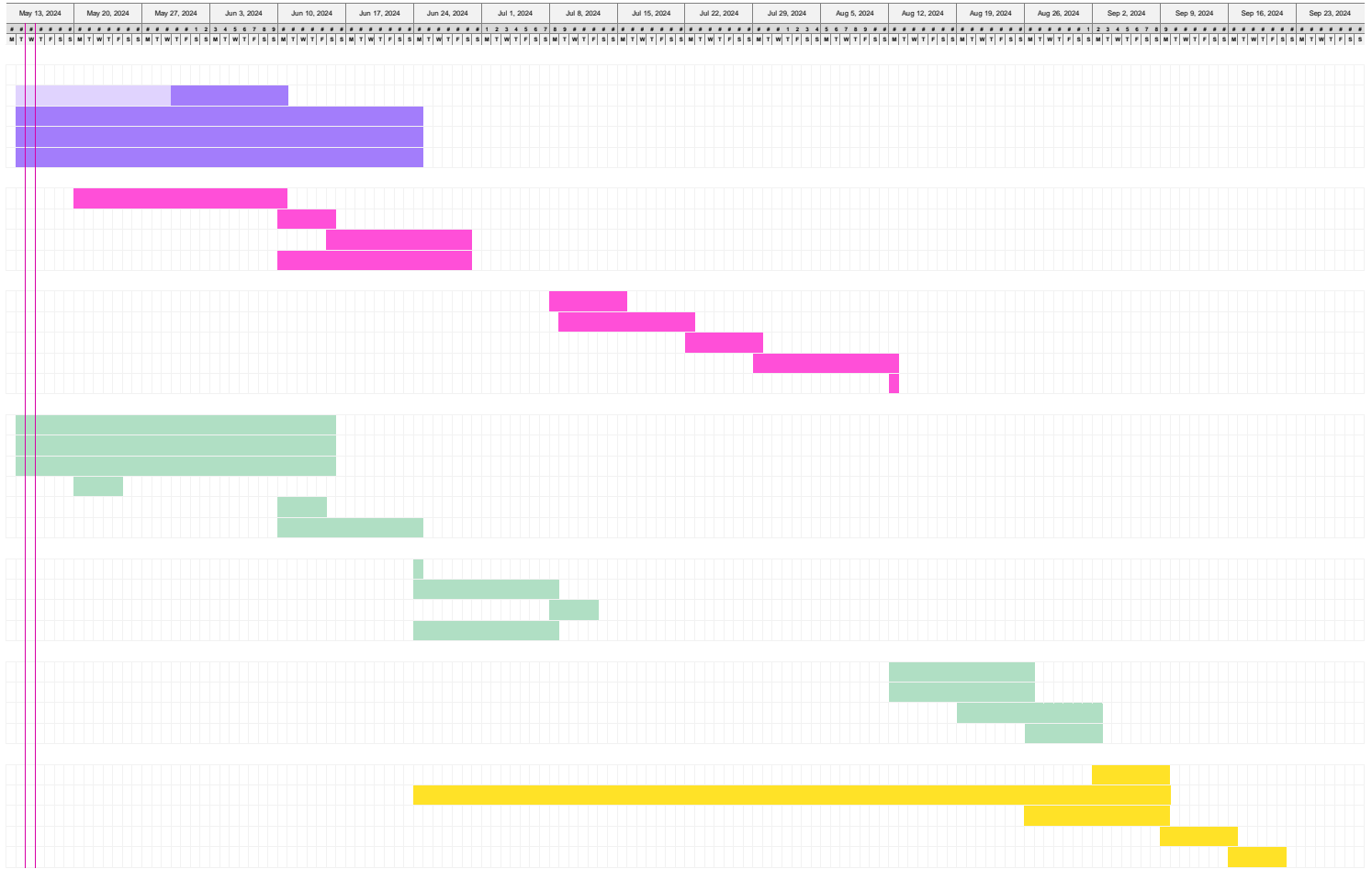
# Revize website

Project start #####

Display wee 1

SIMPLE GANTT CHART by Vertex42.com  
<https://www.vertex42.com/ExcelTemplates/simple-gantt-chart.html>

TASK	ASSIGNED TO	PROGRESS	START	END
<b>Phase 1 Planning</b>				
Identify Content Creators	Dan Reyes	100%	5/15/24	5/14/24
Website Training	Dan Reyes	60%	5/14/24	6/10/24
Forms Training	Content Creators	0%	5/14/24	6/24/24
Inventory	EOOH	0%	5/14/24	6/24/24
Research	Dan Reyes	0%	5/14/24	6/24/24
<b>Phase 2 Draft Policy</b>				
Define scope	EOOH	0%	5/20/24	6/10/24
Identify different options	Dan Reyes	0%	6/10/24	6/15/24
Consensus	EOOH	0%	6/15/24	6/29/24
Draft Policy	Dan Reyes	0%	6/10/24	6/29/24
<b>Phase 3 Policy Finalization</b>				
Consensus	EOOH	0%	7/8/24	7/15/24
Revision	Dan Reyes	0%	7/9/24	7/22/24
Consensus	EOOH	0%	7/22/24	7/29/24
Revision	Dan Reyes	0%	7/29/24	8/12/24
Board approval	BoCC	0%	8/12/24	8/12/24
<b>Phase 4 Content Creation</b>				
Update pages	Content Creators	0%	5/14/24	6/15/24
Monitor progress	Dan Reyes	0%	5/14/24	6/15/24
Manage resources	Dan Reyes	0%	5/14/24	6/15/24
Provide updates	Dan Reyes	0%	5/20/24	5/24/24
Provide updates	Dan Reyes	0%	6/10/24	6/14/24
Testing and validation	Dan Reyes/ Content Creators	0%	6/10/24	6/24/24
<b>Phase 5 Go Live</b>				
Go Live	Dan Reyes	0%	6/24/24	6/24/24
Monitor progress	Dan Reyes/ Content Creators	0%	6/24/24	7/8/24
Provide updates	Dan Reyes	0%	7/8/24	7/12/24
Testing and validation	Dan Reyes/ Content Creators	0%	6/24/24	7/8/24
<b>Phase 6 Website-Policy update</b>				
Conform website to policy site	Content Creators	0%	8/12/24	8/26/24
Evaluate progress	Dan Reyes	0%	8/12/24	8/26/24
Address issues	Dan Reyes/ Content Creators	0%	8/19/24	9/2/24
Gather feedback	EOOH	0%	8/26/24	9/2/24
<b>Phase 6 Evaluation</b>				
Review Project success/ hand EOOH	EOOH	0%	9/2/24	9/9/24
Track visitors counts	Dan Reyes	0%	6/24/24	9/9/24
Survey public & staff	Dan Reyes	0%	8/26/24	9/9/24
Assess feedback / efficacy	EOOH	0%	9/9/24	9/16/24
Make any changes	Dan Reyes/ Content Creators	0%	9/16/24	9/21/24
<b>Phase 7 Maintenance</b>				



Insert new rows ABOVE this one