

## Producing a website

The scenario for this sample assignment is South Coast Travel Services (SoCoTS).

### Learning outcomes covered by this assignment

L01	Create structures and styles for websites
L02	Use website software tools to prepare content for websites
L03	Publish websites

Related assignments:

- 201 Improving Productivity using IT
- 207 Using the Internet
- 225 Presentation software
- 229 Word Processing Software

### Supporting materials

All the supporting materials required for this assignment can be found in

- SoCoTS Resources Folder Unit 228 located in the ITQ section of the Edexcel website.

The specific materials required for this assignment are:

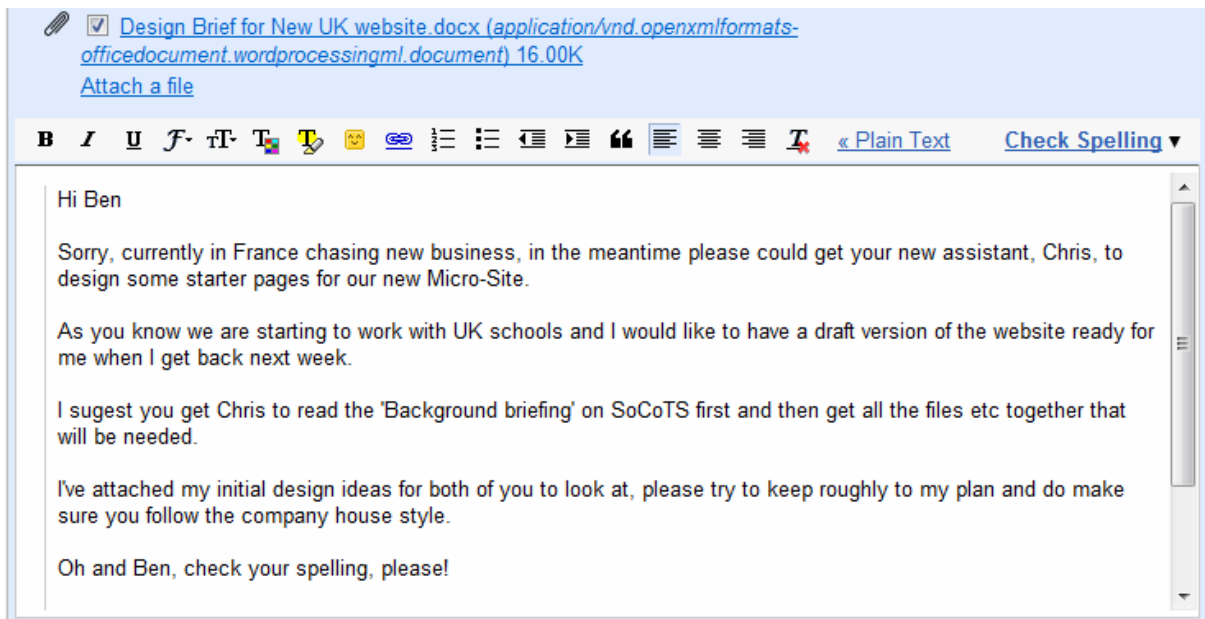
- Folder of text documents *-{SoCoTS\_Documents}*
  - *{SoCoTS\_Press\_release}*
  - *{SoCoTS\_Sample\_Itinerary}*
  - *{SoCoTS\_Website\_Homepage\_text}*
  - *{SoCoTS\_What\_we\_do}*
  - *{SoCoTS\_Workbook\_Hastings}*
- Pictures taken in Hastings *-{SoCoTS\_Images\_Hastings}*
  - *12 images in .jpg format*
- Videos taken in Hastings *- {SoCoTS\_Videos\_Hastings}*
  - *10 video clips in .wmv format*
- Company Logo *-{SoCoTS\_Logo}*
  - *3 copies of logo in differing file size.*
- Spreadsheet *-{Visitor Attractions S E England}*

## Introduction

South Coast Travel Services aim to be the first ‘port of call’ for European schools and colleges visiting south east England. The company offer an extensive trip planning and accommodation service. Full information about the company can be found in the SoCoTS briefing Document {SoCoTS\_documents/SoCoTS\_Briefing\_Document}

You have recently joined SoCoTS on a workplace training programme. Your manager is Ben Edwards who looks after the technical side of the business.

Ben shows you this email from his boss, Mia, about a new website development.



## Getting started

- Read the client brief Mia has given you. (Pages 5 to 6)
- Read the Company Briefing document
  - {SoCoTS\_documents/SoCoTS\_Briefing\_Document}

## Task 1 - plan and design the website

### What you need to do:

T1.1 Create a structure chart for the website showing how the pages are linked together (**AC 1.1**).

T1.2 Create a storyboard for each of the five pages showing the content and layout, the styles to be used and how users will navigate from page to page. The storyboards must be sufficiently detailed to enable another person to pick up your designs and use them to create the website. (**AC1.1, AC1.2, AC 1.3 & AC1.4**)

T1.3 Have a look what images and other assets are available in the SoCoTS Resources folder. What else do you need? Look for other sources of images and text that you might use. Note down any copyright restrictions or issues.

T1.4 Produce some design notes, describing:

- the intended audience and purpose of the website
- how copyright and other constraints may affect the website (**AC1.5**)
- any access issues that need to be taken into account (**AC1.6**)
- file types you will use for saving content (**AC1.7**).

T1.5 Obtain 'sign off' for your designs from your supervisor\* before starting work on making the website.

### What evidence you need to produce:

- A structure chart
- A complete set of storyboards
- Your design notes
- Sign off document

\*Centres may use the 'sign off' document provided or design one of their own. Its purpose is to confirm that the designs were seen and approved prior to being implemented.

Task 2 - create and test the website	
<p><b>What you need to do:</b></p> <p>T2.1 Gather and prepare content for the website. (AC2.1)</p> <ul style="list-style-type: none"> <li>• <i>You will need to adjust the size of images to be suitable for use on a website.</i></li> </ul> <p>T2.2 Record details of the sources you use in a Sources Table, including information re copyright/permissions. (AC1.5)</p> <p>T2.3 Create and test the website. (AC1.2, AC2.1 - AC2.5)</p> <p>T2.4 Get feedback from at least one test user on:</p> <ul style="list-style-type: none"> <li>• layout and design</li> <li>• content</li> <li>• spelling and grammar. (AC2.6)</li> </ul> <p>T2.5 Obtain 'sign off' from your supervisor* confirming that your website is complete and functional.</p>	<p><b>What evidence you need to produce:</b></p> <ul style="list-style-type: none"> <li>• The completed website</li> <li>• Feedback from test users</li> <li>• Your Sources Table</li> <li>• A diagram showing the folder structure and filenames</li> <li>• Sign off document</li> </ul>

\*Centres may use the 'sign off' document provided or design one of their own. Its purpose is to confirm that the website is functional.

Task 3 - upload, check and amend the website	
<p><b>What you need to do:</b></p> <p>T3.1 Upload your website to a web hosting service or a school or college intranet. (AC3.3)</p> <p>T3.2 Check that it all works correctly in at least two different web browsers. (AC3.1, AC 3.2)</p> <p>T3.3 Identify any problems and amend the website as appropriate. (AC3.4)</p> <p>T3.4 Obtain 'sign off' from your supervisor* confirming that you have successfully uploaded and tested your website.</p>	<p><b>What evidence you need to produce:</b></p> <ul style="list-style-type: none"> <li>• The uploaded website</li> <li>• Sign off document</li> </ul>

\*Centres may use the 'sign off' document provided or design one of their own. Its purpose is to confirm that that the website has been uploaded and published and that the candidate has dealt with any problems that might have arisen.

## Mia's design brief for UK website

5 pages as follows:-

- Page 1 - Homepage - What services we will be offering
  - use the text in the text file {SoCoTS\_Website\_Homepage\_text}
  - add a few suitable images from our image bank, maybe some of students in Hastings? {SoCoTS\_Images\_Hastings}
  - and the company logo { SoCoTS\_Logo}
  - try and make it exciting please.
- Page 2 - About us -
  - usual stuff, brief history of company from the 'background briefing' {SoCoTS\_Briefing\_document}
  - any chance you could fit the company history in in some interesting way, maybe some sort of time line or something.
- Page 3 - What we provide
  - use one of our travel plans {SoCoTS\_Sample\_Itinerary}. You will also find a copy at the end of this briefing document
  - an extract from one of our English language study booklets {SoCoTS\_Workbook\_Hastings}
  - the text from the 'what we do' document {SoCoTS\_What\_we\_do}
- Page 4 - Where can you go
  - download a map of south east England from the internet to use on this page
    - crop the map to have the Thames Estuary on the top edge
    - and the south coast on the bottom edge
    - Brighton should be in the left hand corner
  - Add a couple of images, perhaps you could look in the internet for suitable images for now. I suggest you try and find
    - one of Battle Abbey
    - one of Canterbury Cathedral.

but you could choose any of the visitor attractions we use in south east England. See our spreadsheet

{SoCoTS\_Visitor\_Attractions\_SE\_England}

You will also find a list of visitor attractions we use at the end of this briefing document

- It would be quite good to have a short video clip of one of the attractions; can you look for something suitable to use on the internet for now, if we like the idea we'll get our own video made.
- Page 5 Contact us page
  - who does what in the office, our contact details etc., use the 'background briefing' *{SoCoTS\_Briefing\_document}* for the info you need.

### Layout

I'd like you to make the webpage to fit a 1024x768 resolution. I don't want any sideways scrolling and vertical scrolling needs to be a maximum of 2 pages. Forget any silly animations, I want a classy looking product using the company house style (see background briefing - *{SoCoTS\_Briefing\_document}*).

I'd like a narrow header across the page with navigation to the other pages along the bottom of the header, company name in top left hand corner and logo in top right corner.

You can have one fun animation of some sort on the 'contact us' page.