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TOWARDS A NEW VISION FOR EI'S WEB COMMUNICATIONS

The EI Web Portal Re-structuring and Re-design project
Report Phase Three: Wireframing and Design

Element A
Information a
Element C
Entry point 1
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I. Executive Summary

Divided into three phases (Research, Modelling and Implementation), this project aims to reorganize the entire EI Web Portal, to better meet the needs of its users, bring about more effective web communications and realise the principles in the project's vision statement.

This report highlights the proceedings of the last stage, closing the modelling phase and directly preceding into the implementation, i.e. the programming. This marks the completion of the project, with the website scheduled to go live in March 2011.

Wireframing

A website wireframe is a basic visual guide used in interface design to suggest the structure of a website and relationships between its pages. The results of the research done during the first two phases – i.e. user surveys and cardsorting sessions – feeds into the design process at this stage. User needs and requirements are incorporated and adjusted according to organisational and technical requirements. The result is a navigational prototype that serves as foundation for the graphical design.

Design

The design is focusing on displaying information. Images and graphics are placed only when necessary to facilitate the reading. The main frame (white background) contains the main information and is cleary distinct from navigation (blue or green). Extra information attached is displayed in a tab box on the top left (still white as part of main info). Dynamic extra information is displayed directly under this box, in another tab but with grey background. The design intends to avoid as much as possible to go under the fold and so to keep all information directly visible.

Navigation and common information on organisation activities are set in green. A second level of navigation has been created later (about the organisation) and set in blue.

Contracts

The implementation of the new web portal is gouverned by a contract that is described in the following documents:

- Contract signed by developer and EI Deputy General Secretary in charge of Communication
- Software Requirement Specification (This document acts as a knowledge transfer and reference for the project execution team.)
- Functional Specifications for EI Web Revamp Project (The functional requirements for this project have been prepared from various requirements specifications provided by the clients in the form of website narrative and UI designs.) - See Annex I.

2. Wireframing and Tree Structure

- home (WF)
- Education and Employment
- Equality and Rights
- Solidarity and Development
- Issues and Action (WF)
- 'toolbar menu'
  - About Education International (WF)
  - Research and Resources (WF)
  - contact us (WF)

- Education and Employment
  - Early childhood education
  - Primary and secondary education
  - Higher education (WF)
  - Vocational education
  - School Leadership
  - Status of teachers
  - Professional Ethics
  - Trade and education
  - Policy Development (research)
- Equality and Rights
  - Education for All
  - Gender equality
  - Against child Labour
  - Sexual diversity (LGBT)
  - Indigenous people
  - Health and safety
  - Human and Trade Union Rights
- Solidarity and Development
  - Unions can help you
    - Union involvement
    - Why join a union?
    - Find a teacher union
  - HIV / AIDS prevention
  - Solidarity fund
- Issues and Action (WF)
  - Urgent Action Appeal (WF)

- 'toolbar menu'
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    - Principal aims of EI
    - EI Congress
    - Executive Board
    - Policies
    - Activities
      - (annual reports)
    - Membership
    - Research Institute
    - Global unions
    - Offices & staff
      - Offices (WF)
      - Staff profiles
      - Jobs
      - Internships
  - Research and Resources (WF)
    - News detail (WF)
  - contact us (WF)
    - contact form (WF)

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- **Higher Education**
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- Status of teachers (3)
- Professional Ethics (4)
- Trade and Education (12)
- Policy Development (14)

Higher Education

Introduction

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- UAA 3
- Solidarity action 1

Archive of Actions

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3. Design

White background= Main information

Green background= Common items + navigation main menu

Blue background= Navigation second menu

Grey background= Items proposed dynamically in relation with main information

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TOWARDS A NEW VISION FOR EI'S WEB COMMUNICATIONS
The EI Web Portal Re-structuring and Re-design project – Report Phase Two: Wireframing and Design

4. Contracts

1. Contract

rightway solution

Software Development Contract

EI Web Revamp Project

For

Education International

Corporate Office & Development Center

Rightway Solution (I) Pvt. Ltd.
A/301, 3rd Floor, Smita Tower,
Opp. Vishramnagar Garden,
Nr. Subhas Chowk
Gurukul Road,
Ahmedabad - 380052
Gujarat, INDIA

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ANNEXURE "B" 7

This software development agreement is made between Rightway Solution (India) Pvt. Ltd. herein after referred to as "the Developer" and Education International here in after referred to as "the Client", on 12th day of November, 2010. The principal place of business of the Developer is Ahmedabad, and the Client's Principal Place of Business is Boulevard du Roi Albert II, 5, Bruxelles, Belgium, 1210.

The Client hereby engages the services of the Developer to develop software as per the mutually agreed terms and conditions set forth in this agreement:

1 Work Plan

A work plan/ Scope document shall be prepared by the Developer which shall include:-

1.1 All the Client given specifications on how the Client requires the Developer to develop the software.

1.2 A detailed list of all the items to be delivered to the Client (the deliverables).

1.3 A statement of account stating the time required for the completion of project

1.4 The cost estimation along with payment schedule and payment provisions

2 Software Development

2.1 Throughout the process of the software development, the Client shall deliver to the Developer the items such as Logos, Photographs, Sound files, data bases, video files and other materials needed for software development as per the specifications. All the contents shall be delivered by the Client to the Developer in a mutually agreed format.

2.2 The standards expected by the Client shall be clearly and unambiguously expressed in writing along with the specifications. In case development of software demands any special training, this training shall be provided by the Client.

2.3 Changes in the Work plan/ Scope Document - After acceptance of Work plan/ Scope Document, if the Client desires to change the specification or other elements, the Client shall submit a written proposal specifying the changes. The Developer shall evaluate the proposal and give a written response to that effect within 7 working days. The response shall include the availability of resources, price, delivery dates after the amendment, to which if the client accepts, the amendment shall be carried out. Amendments shall be in the form of annexure and will be signed by both the parties.

2.4 The Developer shall put all the reasonable efforts towards completion of the project. Any amendments or changes which may be required by the Client shall take place as per mutual consent. The Client however, acknowledges and agrees that any changes or deviations in the specifications, site plan, mockups, graphics, or any other element of the software, and delays in fulfilling its responsibilities, including the delivery of Content and promptly reviewing and commenting on completed work will lead to delays in the completion schedule.

Rightway Solution (India) Pvt. Ltd. Contract Document

2.5 Acceptance testing- Upon the completion of the software development, it shall be delivered to the Client as per the agreed terms of delivery. From the date of delivery of the final software, the Client shall have a period of 15 **days** to inspect, evaluate and test the software to determine whether the criteria set forth in the work plan have been satisfied or not.

2.5.1 In case the test of software fails to satisfy the acceptance criteria, the Client shall notify the Developer of his/her sought corrections within the stipulated time defined in the section 2.5

2.5.2 If no changes/ amendment notification is received from the Client within the given time, it is deemed that the work delivered is up to the satisfaction of the client and accepted by the Client.

2.5.3 In case the problems (bugs, as in the software terminology) as perceived by the Client are valid, the developer shall have **7 days** working days to rectify the non conformities and discrepancies reported by the Client.

2.5.4 The Client shall, after the receipt of the modified software shall have a period of seven days to revise the software and notify the developer regarding any further discrepancies.

2.5.5 The Developer shall act on the discrepancies reported further in **7 days** working days. This procedure shall continue until such time as the Client makes a final acceptance.

2.6 The Developer shall retain a backup of the source files relative to the accepted software for a period of 30 days following final acceptance by the Client; thereafter, the Developer shall destroy all copies of the Client's software, unless the Developer is providing hosting of the Client's site pursuant to a separate hosting agreement.

3 Payment

3.1 After evaluation of the Work plan, the Developer would decide the cost of the software development and shall state it in the Work plan.

3.2 In consideration of the services to be performed by the Developer hereunder, including the delivery of a completed software meeting the specifications set forth and referred to herein, the Client shall pay to Developer a total development fee equal to **USD 23, 598 (1311 working hours, @USD 18 per hour)** which shall be payable as set forth in the payment schedule attached as the annexure "B".

3.3 Client shall, upon execution of this agreement, pay to the developer an amount equal to **USD 23,598 (100% advance)** as initial payment for the services provided by the Developer under this agreement.

3.4 Annexure "B" defines this as the payment schedule.

3.5 Upon achieving the various stages of the development that require an additional payment to be made to the Developer, the Developer shall notify the Client in writing regarding the achievement of that stage and shall deliver such deliverables that corresponds to that stage of development to the Client, together with an invoice for the

Private and Confidential 4

corresponds to that stage of development to the Client, together with an invoice for the amount due at such stage of development; Client shall make payment of such invoice within **7 working days** after receipt of such invoice.

3.6 The parties acknowledge and agree that all expenses associated with the development process, including but not limited to payment of any licensing fees, software procurement, costs of purchasing graphics, photographs and other web content, materials, supplies, and all other elements of the software development shall be absorbed by the Developer and that the Development Fee set forth above shall be the entire expense to be paid by the Client hereunder. Notwithstanding the above, Client is responsible for all costs and expenses not related to the design and development services, such as hosting, domain name registration, marketing, search engine placements, and any other service that is not described or covered by this Agreement;

3.7 In the event of termination of the agreement, prior to the completion of the software, the developer shall be compensated for the work done till the date of termination.

3.8 Developer shall raise the invoice with taxes in addition to development cost, wherever applicable.

4 Payment Defaults

4.1 In case of default of payment as per the agreed terms, the client shall be charged with an interest of 1.5% per month on the due amount.

4.2 All the charges arising due to any transaction failure shall be borne by the Client.

5 Proprietary Rights

All the intellectual property rights of the system developed will be transferred to client upon full payment of the work done.

6 Warranty

Developer represents and warrants that, for **60 days** following acceptance of the software by the Client, the software will be free from programming errors and defects in workmanship and materials, and will conform to the specifications in the Work Plan. If programming errors or other defects are discovered during the warranty period, the Developer shall promptly remedy them at his expense.

7 Confidentiality

Here under this agreement, both the contracting parties, the Developer and the Client agree to keep the information exchanged pertaining to each other's businesses, strategies, proprietary

8 Dispute Resolutions

The parties agree to negotiate in good faith to resolve any dispute between them regarding this Agreement. If the negotiations do not resolve the dispute to the reasonable satisfaction of parties, then each party's Representatives shall, within thirty (30) days of a written request by either party to call such a meeting, meet either in person or through any other media and alone (except for one assistant for each party) and shall attempt in good faith to resolve the dispute by an impartial mediator if necessary. The Fees and expenses of the mediator will be shared equally by the parties. If an alternative method of dispute resolution is not agreed upon within thirty (30) days after the one day mediation, either party may invoke arbitration proceedings for resolution of disputes. All matters are subject to Ahmedabad jurisdiction. The arbitration will be conducted in Ahmedabad, India in English language, in accordance with the rules of Indian Arbitration and Conciliation Act, 1996 ("Rules")."

9 Non Solicitation

Both the parties agree that during currency of this contract and up to two years from the completion of the project, they will not try and will not recruit employees of each other who are connected directly or indirectly with this project.

IN WITNESS WHEREOF, the parties hereto have duly entered and executed this Agreement as of the day and year first above written and represent and warrant that the party executing this Agreement on their behalf is duly authorized.

Developer

Director - Project Executive
Rightway Solution..

Customer

Charles Lemon
Deputy General Secretary
Education International
November 15, 2010

Annexure

ANNEXURE "A"

Software Requirement Specification.pdf

Functional_Specifications_for_EI_Web_Revamp_Project.pdf

ANNEXURE "B"

100% advance

2. Software requirement Specification

Software Requirement Specifications

EI Web Revamp Project
For
Education International

Corporate Office & Development Center

Rightway Solution (India) Pvt. Ltd.
A/301, 3rd Floor, Smita Tower,
Opp. Vishramnagar Garden,
Nr. Subhas Chowk
Gurukul Road,
Ahmedabad - 380052
Gujarat, INDIA.

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3. Functional Requirements .....
4. Assumptions & Dependencies .....
5. Acceptance Criteria .....
6. Delivery Specification .....
6.1. Packaging .....
6.2. Installation .....
6.3. Documentation .....

1. Introduction

We need to revamp the website www.ei-ie.org to present it in a more user-friendly manner. The website is a information website, which will put forward the organization and its aims.

1.1. Intended Audience & Reading Suggestion

The intended audiences of this document are the Clients, the project execution team of RWS, which would later handle the project and provide the deliverables to the clients. This document acts as a knowledge transfer and reference for the project execution team.

2. Operating System Requirement

Application server requirements

- **Operating System :** Linux
- **Language Support :** PHP 5+
- **Development Framework :** CakePHP 1.2
- **Database Support :** MySQL 5+

3. Functional Requirements

The functional requirements for this project have been prepared from various requirements specifications provided by the clients in the form of website narrative and U designs. Please find attached Functional_Specifications_for_EI_Web_Revamp_Project.pdf fo the same

4. Assumptions & Dependencies

Assumptions and dependencies of this project are mentioned in concerned sections of the functional specifications document

5. Acceptance Criteria

#	Acceptance Criteria
1.	The system will run on browsers Firefox versions 3, 3.5 and Internet Explorer versions 7, 8
2.	The system should provide all functionalities mentioned in the functional specifications of this documentation

6. Delivery Specification

6.1. Packaging

All source code of the project will be provided to the client in Zip format.

6.2. Installation

Website will be uploaded and configured on client's server.

6.3. Documentation

The functional specification and the SRS will be the documentation that we will deliver

3. Functional Specifications

See Annex 1 attached.

TOWARDS A NEW VISION FOR EI'S WEB COMMUNICATIONS

The EI Web Portal Re-structuring and Re-design project
Report Phase Three: Wireframing and Design

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