Project Timeline and Milestones Document

Project Name: Website Redesign Initiative

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1. Project Overview

The Website Redesign Initiative aims to modernize the user experience, enhance mobile responsiveness, and integrate new features for improved functionality. This document outlines the major milestones and timeline for project execution.

2. Project Timeline & Milestones

Milestone	Description	Start Date	End Date	Owner	Status
Project Kickoff	Project initiation meeting and requirement gathering.	2024-07-01	2024-07-03	Project Manager	Planned
Design Phase	UI/UX design, approval of wireframes and mockups.	2024-07-04	2024-07-25	Design Team	Planned
Development Phase	Frontend and backend implementation.	2024-07-26	2024-08-30	Dev Team	Pending
Testing & QA	Comprehensive testing, bug fixing, and optimization.	2024-09-02	2024-09-16	QA Team	Pending
Launch	Deployment and official release of redesigned website.	2024-09-20	2024-09-20	Project Manager	Pending
Post-Launch Support	Monitor, gather feedback, and address critical issues.	2024-09-21	2024-10-05	Support Team	Pending

3. Key Deliverables

- Approved Design Mockups
- Fully Functional Redesigned Website
- Testing and QA Reports
- Launch Plan and Go-live Checklist
- Post-launch Support Plan

4. Important Notes

- This document should be updated regularly to reflect progress and any changes in schedule or scope.
- Clearly defined milestones help track progress and ensure accountability.
- Assigning milestone owners improves responsibility and communication.
- Timeline estimates should be reviewed by all stakeholders for accuracy and alignment.
- Use this document to communicate expectations and deadlines to all team members.