

Website Proposal

November 26, 2019

Dear Guided Pathways Leadership Team,

I am submitting this proposal to take on the task of completing the build out for the Santiago Canyon College Guided Pathways website. With my assistance on this project the campus will be able to start working immediately on getting this portion of the website up and running for the initiative. This website would have an anticipated completion date of the intersession semester with a product to showcase in the Spring semester.

I will have time during the intersession semester during my regular working hours to brainstorm and map out the initial structure for the website. I would like to request overtime hours for time spent beyond that on the build out of the website, as well as testing. I would also like to request additional overtime hours for assistance from Philip Tran, the Alternate Media Specialist on campus. I will solicit his assistance in creating the structure, as well as testing the navigation aspects. This portion of the website can be authored to integrate with the college catalog that was created by Philip and I on the campus website.

I have outlined the scope of work below, along with the number of proposed overtime of hours needed based upon the initial research I have done reviewing other campuses Guided Pathways portions of their websites. Each college has a different approach to this initiative, and I want to assure that our college has a product that we are proud to showcase.

Scope of Work:

Item(s) to be authored	Number of hours needed total	Amanda	Philip
Guided Pathways (GP) home page (<i>design incorporating CAP's, and other services on campus, create navigation paths</i>)	30	30	0
Initial Subpage for Career Exploration (<i>Third party application integration? Some campuses have third party applications integrated in this area, others just linked. Hours proposed for just build out of pages with potential linking to third party site for career quiz etc., integration will result in more hours</i>)	5	2	3
GP subpage(s) for GP work groups (<i>Including areas for agendas, minutes etc.</i>)	10	5	5
Pages for CAP's (8-10) (<i>design, navigation creation</i>)	20	10	10
Subpages for CAP's > Integrate linking with College Catalog (<i>design, navigation creation; number of pages may vary depending on number of majors in each area, along with other items included in this area</i>)	150	100	50
Proposed Additional Work			
Propose re design of college campus home page to incorporate GP (<i>re design including new layout featuring GP, and other online services</i>)	40	40	0
TOTAL: Not Including Additional Work	215 Hours	147	68
TOTAL: Including Additional Work	254 Hours	187	68

Thank you,

Amanda Carpenter
Distance Education Services Specialist