



WHITE CROSSROADS WEB DESIGNS

Serving you with Integrity, Communication and Skill

Our Address: 6900-29 Daniels Pkwy Ste 108
 City, State & ZIP: Fort Myers, FL 33912
 Phone: (239) 470-4275

Project Report for Sample Client

9/25/09 To 12/4/09

Date	In	Out	Hours	Tasks Completed
9/25	5:10 PM	5:40 PM	0.50	Developed first draft of header.
10/1	1:00 PM	1:30 PM	0.50	Revised header and added description with client.
10/15	10:40 AM	10:45 AM	0.08	Added ship to header.
10/16	10:45 AM	11:20 AM	0.58	Created industrial look footer.
10/19	9:30 AM	9:45 AM	0.25	Revisions to header and updates to website colors.
10/20	12:55 PM	1:05 PM	0.17	Updated and added photo to header.
11/6	9:00 AM	9:15 AM	0.25	Sorted emails and files regarding updates.
11/6	10:15 AM	12:10 PM	1.92	Inserted keywords, update header images, saved new images, began building new site page.
11/6	12:30 PM	1:35 PM	1.08	Built welding page, saved and resized images.
11/6	2:55 PM	5:20 PM	2.42	Saved and resized images for products index page.
11/10	8:55 AM	9:15 AM	0.33	Added links on Products index page.
11/16	9:00 AM	10:15 AM	1.25	Updated site per 11/12 email. Reviewed vendor DVD for requested videos. Talked w/ client regarding needing video file names.
11/16	11:15 AM	12:15 PM	1.00	Completed updates per 11/12 email and conversation w/ client.
11/18	11:00 AM	11:30 AM	0.50	Reviewed vendor DVD and made first attempt to import files.
11/18	6:00 PM	8:30 PM	2.50	Imported and tested vendor videos to specified pages.
12/4	11:20 AM	1:30 PM	2.17	Updated site per 12/3 emails. Removed vendor logos, renamed tools page.
Total Hours			15.50	
Paid Hours			17.00	
Hours Remaining			1.50	

Roshan Searcy
 Designer Signature