

Launch-Ready Checklist

Welcome, Trailblazers! This checklist is your guide to all the tasks we need to complete before we hit that exciting "Publish" button. Each item here is essential to ensure our website is polished, fully functional, and ready for the world to see. Once we've completed these steps, we'll be launching something amazing!

Our site will be a *living document*, meaning it will continue to grow and evolve over time. This isn't a one-time project, it's a platform we'll keep building together. New blog posts, creative embellishments, fresh artwork, and upgrades will keep our site dynamic and engaging. Each of you will play a part in keeping it current and exciting, so let's make this launch the beginning of something great!

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- ❑ **Homepage Basics**
 - Write a welcome message explaining the project.
 - Add a title and a few images to make it look inviting.
 - ❑ **Meet the Team**
 - Create a short bio for each team member. Launch with a minimum of four team members. This will bring visibility to others for what their bio might look like.
 - ❑ **Timeline Page**
 - Set up a simple timeline or list of historical topics that you'll expand over time.
 - Even placeholders are fine! Just outline the key events.
 - Schedule 8-10 blog posts minimum. They can populate a blog post stream page or show up on the timeline page as links to individual posts. Or both.
 - ❑ **Navigation Menu**
 - Make sure visitors can find the Homepage, Meet the Team, and Timeline pages easily.
 - ❑ **Design & Images**
 - Choose a few colors and fonts that fit the theme.
 - Add a couple of historical images or illustrations.
 - ❑ **Contact Form**
 - Set up a form so visitors can reach out to your Guide (teacher).
 - Make sure it has fields for Name, Email, and Message.
 - Try to make the contact form a popup.
 - ❑ **Check for Functionality**
 - Test the website on a computer and a phone to see that it looks good.
 - Make sure links and buttons work and take you to the right pages.
 - ❑ **Proofread**
 - Double-check spelling and facts on each page to make sure they're correct.

That's it! Once these basics are in place, you're ready to publish, and you can keep adding content all year. Great job!