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## IDENTIFY CONCERNS



Our main concern is that our FCCLA Chapter does not have a website. We want to create this so that our advisor, members, and community can have easy access to information about our chapter, FCCLA, and FCS. The website can be used to spread information as well as make it easier for members to perform FCCLA related tasks.

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## SET A GOAL



Our goal is to develop a website that looks professional and is easy to access. We want the public to be able to see everything related to our chapter, including our chapter's achievements, leaders, sponsors, membership information, contact information, and upcoming events and due dates. We hope that many people will access and use our website daily.

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## FORM A PLAN



**Who:** Anyone can access our website, but it will especially be useful to our chapter advisor, chapter members, and someone looking to gain information about FCCLA.

**What:** A website that is easy to use and access and shares accurate information about our chapter.

**When:** We will have our website finished by the end of January 2020, which is when it will be accessible to everyone.

**Where:** The website can be viewed from any device with access to the internet.

**How:** We will be creating the website using the website creator, Weebly.

**Cost:** There will be no cost, Weebly is free of charge.

**Resources:** We will use our computers, our chapter advisor, and chapter members as our resources for creating our website.

**Evaluation:** We had our adviser, as well as our families and friends, look at our website to evaluate it. They gave us good feedback on how to improve our website.

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## ACT



When the school year started, we tried to gather ideas of what type of website design we wanted, and then in October we began working. We decided that we would use our free time at school to work on our website. This worked well and we were able to work together very often. We had to get a lot of information and photos from our advisor to complete our website. The chapter members opinions of our website were also important, so we got their thoughts while we were in the process of designing our website.

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## FOLLOW UP



We are very proud of the way our website turned out. It is easy to access and looks nice and professional just like we wanted it to. We hope that members will start to utilize the website to make things easier for our advisor as well as our chapter officers. We will continue to update our website every month. After we published our website, we had students complete a survey based on their opinion of the website. We received positive feedback, including that the site was very easy to navigate and looked professional.