



FCCLA Planning Process Summary Page Template



(This template may be modified, but all headings must be used in the correct order. The FCCLA logo, STAR Events logo, and Planning Process graphics are encouraged but not required.)

IDENTIFY CONCERNS

My main concern for maintaining this website is that the ROWVA FCCLA Chapter members need a website where they can access current information. The chapter needs a website that is easy to use, easy to update, and able to communicate with the chapter members.

SET A GOAL

My goal is to maintain a website that is easy to use, easy to update, and is able to keep chapter members informed. I want to maintain a website that keeps all of the chapter information in one, easily accessible place. This website will be completed by January 25, 2018.

FORM A PLAN (WHO, WHAT, WHEN, WHERE, HOW, COST, RESOURCES, AND EVALUATION)

Bryce Selman will create a website for the chapter that will provide members with current information. Bryce will begin updating the current website in December 2017. The website will be worked on at home and school during free time. A free website maker, *Weebly.com*, will be used to create the website; therefore, there will not be any cost to the chapter. While making this website, I will use many resources: state and national FCCLA websites, ROWVA FCCLA members, my chapter advisor, pictures from events, *Weebly.com*, and FCCLA templates.

ACT

I made the website using *Weebly.com* during my free time at home or school. I updated the website based on new activities and advisor suggestions. The website has pictures from events, a calendar of events, membership information, and any other information that members might need. I worked to entice prospective members to join FCCLA.

FOLLOW UP

One thing that I would change about this project is that I should have started working on the website sooner. It would have been better if the members could have had access to the information on the website earlier so that they could use its resources. My original goal has been accomplished and members can access many resources. The website incorporates the chapter theme for this year, making it fun for members to use the site. I made sure to add a calendar and access to a Google Drive Folder that automatically updates with new materials members may need access to.