

# Dallas GiveCamp 2019 Bootcamp

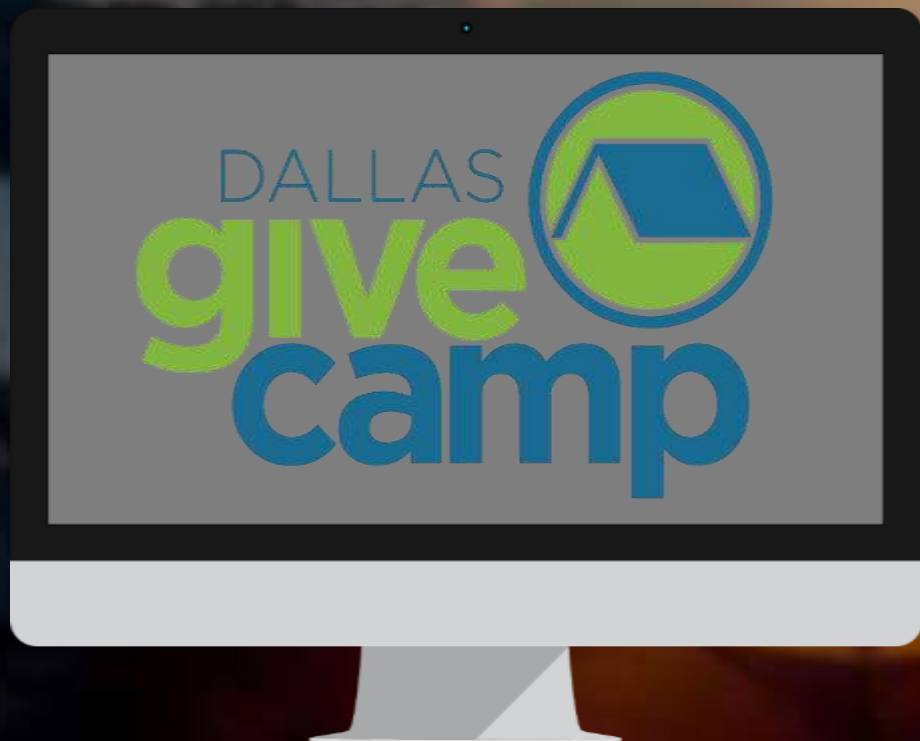


Dallas GiveCamp 2019

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# Agenda

- Welcome
- GiveCamp Opening
- Charity Overviews
- PM Handbook & Role Overview
- Dev Handbook & Role Overview
- Preparation Work: Next 4 weeks
- Next Steps and Q&A



#CODEITFORWARD





# Welcome

- Event Staff Intros:  
Jake, Kate, Ryan, Alex, Shawn,  
Sergio, Savitha, Chris, Rutu, Patrick  
and Jonathan
- For any questions please email:  
[contact@dallasgivecamp.org](mailto:contact@dallasgivecamp.org)





# We need you!

Volunteers are the key to our success

“We support our communities by bringing together motivated volunteers to dedicate their professional expertise, deep insights, and individual talents to further the missions of local charitable organizations through the applied use of knowledge sharing, technology solutions, and innovative design.”



## Give Camp Opening

- #1 Goal is to help charities!
  - Last year we donated over **\$800K** while helping **11** charities!!
- Majority of the work will happen over 1 weekend
  - Prep work required and expected
- Team members include:
  - Charity Reps, Project Managers, Designers, Developers and Testers
- PM's are the coach, cheerleader, facilitator and overall glue for the team
- Dev's create, deliver, and educate
- Final presentations of finished product occur the Sunday afternoon of Event Weekend
- Projects are complete at the end of the weekend



# Charities

A Big Thank You!





# Allies in Service

- **Mission:** Allies in Service's mission is to identify and support veterans who need assistance in the areas of employment, housing, education, and health care. We partner with veterans, employers, community and other veteran support organizations to educate and enhance the quality of life of our veterans.
- **Ask:** Website modifications that will assist us with exporting data input by veterans in a more user-friendly way. Additionally, need auto response emails due to changes in personnel along with assistance with our new LMS.
- **Charity Representative:** David Whitley



# Awesome on the Spectrum

- **Mission:** AotS is a home and community-based service provider for special needs teens and adults. We offer a variety of services to help teens transition into adulthood and adults become active members of their communities and live as independently as possible. AotS also provides education and resources to families so that they may plan for a lifetime of care and support for their loved ones.
- **Ask:** A modern streamlined user-friendly website. Request is to make the site more interactive to provide more options for our consumers. The site should be more interactive as we would like to have how to videos and maybe a chat and add our own articles with ease.
- **Charity Representative:** Darla Hill





# Dallas Jewish Historical Society

- **Mission:** To collect, preserve and provide access to objects, photos and documents that tell the story and history of the Dallas Jewish community
- **Ask:** We hope to achieve a updated website that has more character, is more attractive, always mobile-friendly--more engaging to our community and others. The current one is "glitchy" and needs some obvious fixes.
- **Charity Representative:** Debra Polsky

# Dallas Police Retired Officers Association

- **Mission:** DPROA is a 501(c)3 formed to provide a voice and support system for members of the Dallas Police and Firefighters Pension Group. We advocate for the rights of our membership and provide a social network for the retirees. All board members are retirees and volunteers. We pay no salary to employees of our organization.
- **Ask:** Our website has a public access and membership only side. It is cumbersome to use, maintain and add content. We have difficulty getting membership to utilize the two-prong log in. We need the ability for membership to renew and pay online.(preferably using a third party for credit card.
- **Charity Representative:** Crista Walker

# Dallas West Indies United

- **Mission:** DWIU are a servant to the community in the form of helping hands to medical surgery, food pantry, disaster aid, Salvation Army helpers and International school aid.
- **Ask:** We need help to rebuild our website focusing on our philanthropic endeavor along with out social activities.
- **Charity Representative:** Lowell Sterling

# EXPOW

- **Mission:** EXPOW mobilizes communities to understand and address local community issues together, educating and inspiring all facets of the community to play a part.
- **Ask:** The end goal is to update the website to reflect current info/needs and move it from Wix to WordPress.
- **Charity Representative:** Shanna Schiavon



# Fostering LIFE

- **Mission:** Fostering LIFE is an organization created to empower foster youth to excel in the areas of leadership, independence, faith and education. The organization provides director programming for foster youth, resources and support for foster parents and advocacy for the advancement of legislation pertaining to foster care.
- **Ask:** Fully functioning website and social media presence that will be attractive for the anticipated stakeholders (foster youth, volunteers, foster parents and donors (companies and/or individuals)). The website design will be such that it organizes all the activities in an organized and collaborative manner.
- **Charity Representative:** Roschanda Fletcher

# Girls Rock Dallas

- **Mission:** Girls Rock Dallas is an organization dedicated to empowering girls and women through the use of music education to promote self-esteem and confidence by providing the opportunity to learn and express their musical creativity.
- **Ask:** Update our website to be more user friendly and streamlined.
- **Charity Representative:** Rachel Hardy

# ilooklikeLOVE

- **Mission:** ilooklikeLOVE is a Dallas 501(c)(3) non-profit organization supporting women and their babies through our mobile diaper pantry and life skills development programming for single mothers
- **Ask:** We are requesting setup of our Shopify e-commerce website. It would have two components: traditional retail for the general public and purchase of low-cost diapers to low-income families in specific Dallas zip codes.
- **Charity Representative:** Phillipa Williams

# Project-44

- **Mission:** We are a faith-based ministry serving the local community and beyond by providing reliable transportation, counseling services, food ministry and an international vocational school in Liberia.
- **Ask:** We would like a functional website that allows us to reach a wider audience to encourage donations.
- **Charity Representative:** Margret Fields



# SPCA of Texas

- **Mission:** SPCA of Texas serves as an active resource center for an array of services that bring people and animals together to enrich each other's lives. The SPCA of Texas is not affiliated with any other entity and does not receive general operating funds from the City of Dallas, State of Texas, federal government or any other national humane organization. The SPCA of Texas is dedicated to providing every animal exceptional care and a loving home.
- **Ask:** Develop a roadmap for a lifesaving app. The app's goal is to help the SPCA of Texas connect its critical services to underserved people whose pets are in need of the Pet Resource Center. Which is designed to support pet owners who are at risk of having to surrender their pets. The team works to provide alternatives to surrender and resources that may help owners keep their pets in their homes and out of local streets and shelters.
- **Charity Representative:** Maura Davies

# Special Olympics Texas

- **Mission:** We provide year-round sports for people with intellectual disabilities
- **Ask:** A way to collect and manage volunteer information that will allow us to connect with them on a regular basis
- **Charity Representative:** Kristie Crone

# The Amyion Foundation

- **Mission:** Community Development & Revitalization through apprenticeship training, hydroponics farming, seasonal food drives, fundraising, pathway to Affordable Housing, financial awareness and Emergency Housing during natural disasters
- **Ask:** Website up and running with donation capabilities.
- **Charity Representative:** Trena Mack

# The Eviction Diversion Protectors

- **Mission:** Promote housing stability. Prevent homelessness, reducing the number of evictions, and resolve evictions before a court judgment is rendered.
- **Ask:** To build a user-friendly accessible website
- **Charity Representative:** Ramona Brumfield





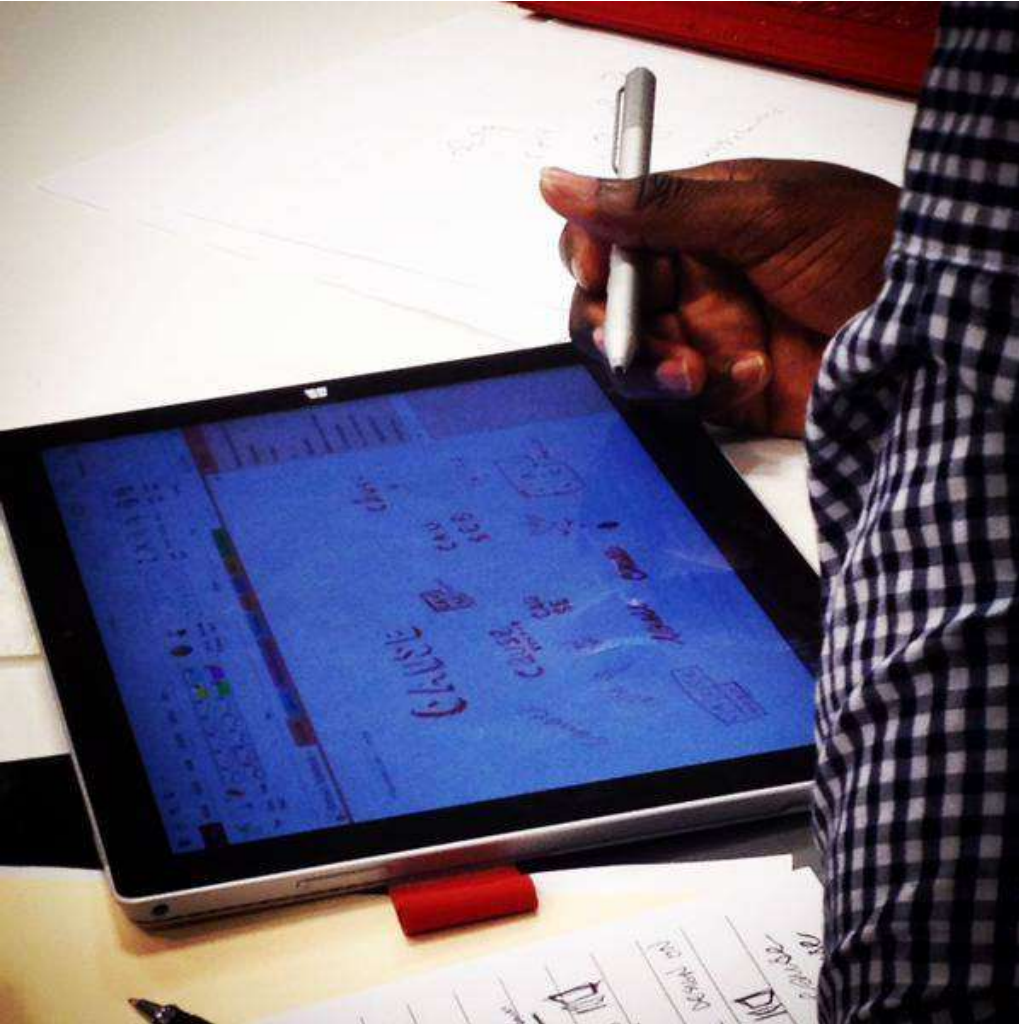
# PM Bootcamp





# PM Handbook Overview

- General Info
- Key Dates
- Suggested Timelines
- Getting Ready
- Working with the Charities
- Teamwork



## PM Role

- PM's are critical to overall success of the charity project
- Some prep work will be required prior to the event
- PM's are responsible for ensuring that team member have access to tools, servers, etc... and can the "hit the ground running" on Day 1
- PM is responsible for coordinating with Team Members and Charity Reps as required prior to the event
- Please refer to the PM handbook on what is required weeks and days prior to the event





## Team Lead

- Motivate the team
- Leverage the Tech Experts & Staff
- Set the pace
- Act quickly
- Let Savitha/Sergio know ASAP if someone from your team is no longer able to participate in GC weekend





## Getting started

- Review the documents provided by the charity
- Read through the PM Handbook
- GC Admin Coordinator will help you reach out to the charity
- Met the Charity lead
- Contact team members
- Start now!



## Charity Communication

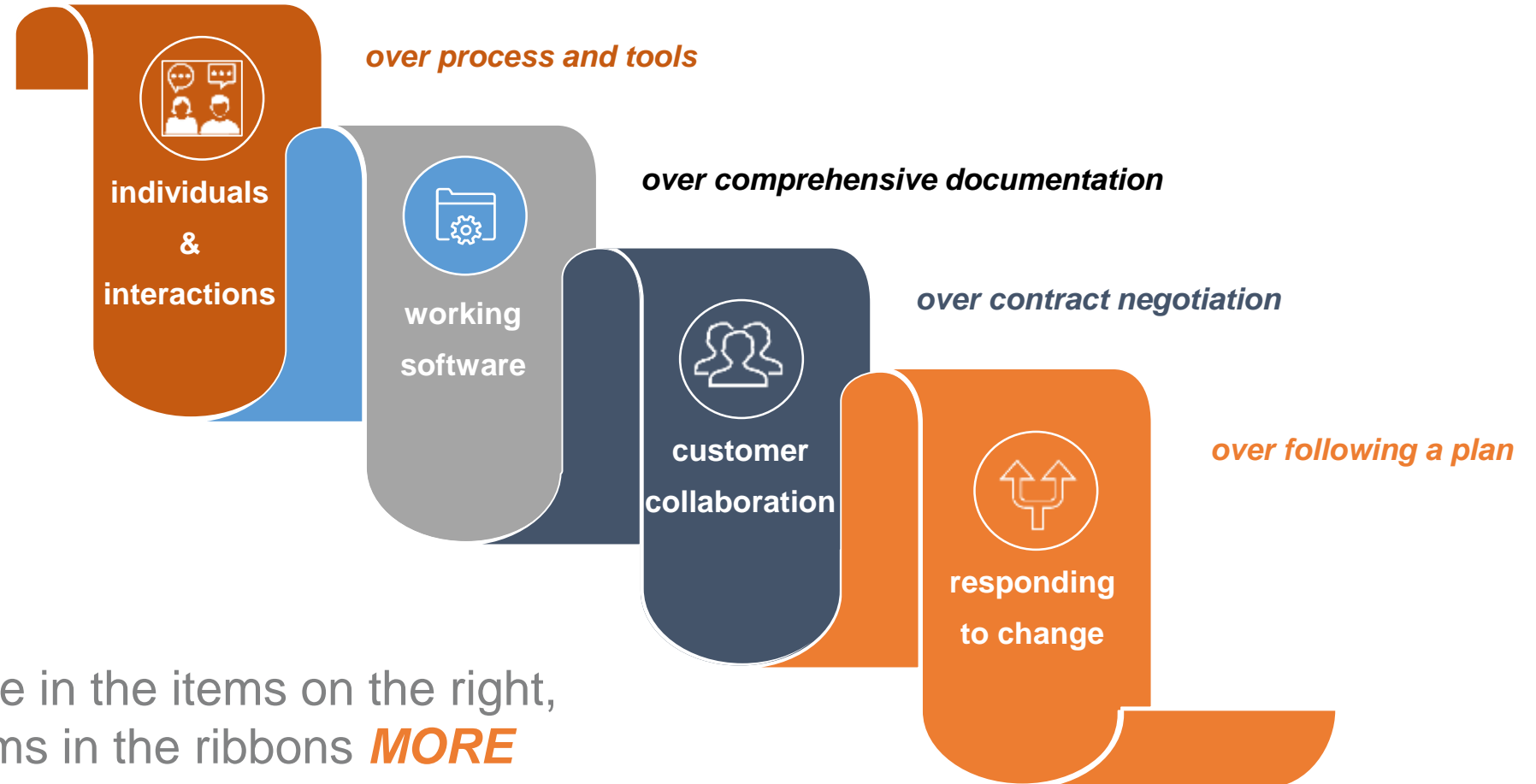
- Main contact for the charity
- Gather the business requirements
- Keep them informed
- Leverage them during the weekend



## Project Scope

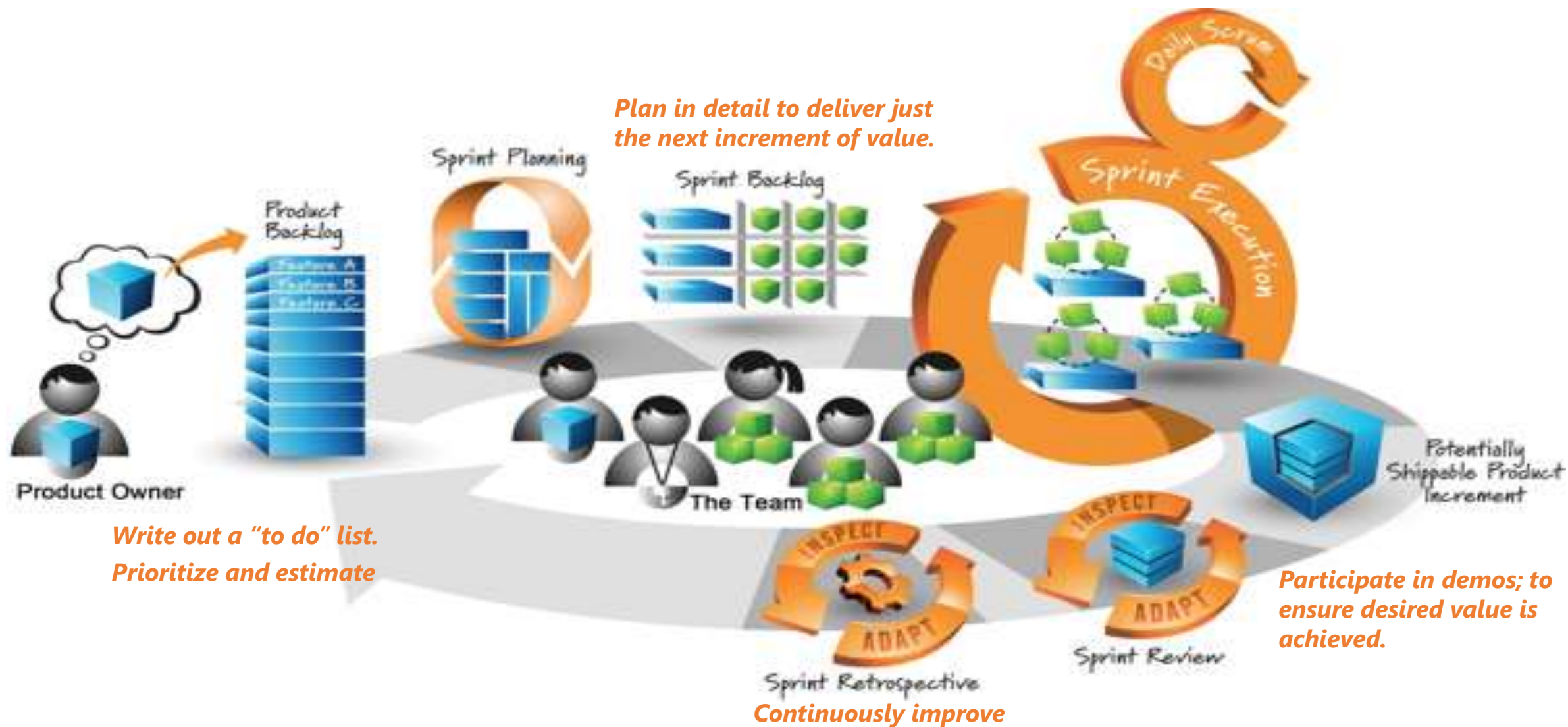
- Look to your team for guidance
- Don't overcommit your team
- What work is out of scope for this project?
- What work is within scope for this project?
- Prioritize and set expectations with the charity

# The Agile Manifesto



While there is value in the items on the right,  
we value the items in the ribbons **MORE**







## Delivery

- Manage expectations
- Set your team up for success
- Package the deliverables
- Confirm handoff
- Track your Team's hours (before and during event)



## Key Tasks: Next 4 weeks

### Do NOW:

- Gather and review requirements from your charities
- GC Admin Coordinator will set up first introduction call

### T-4 weeks (Friday, Sept 13<sup>th</sup>)

- Requirements complete from your charity, keeping a close eye on the scope of the project to ensure that it is doable in a weekend. Please see your charities applications for requirements and feel free to confirm with Charity lead.

### T-3 weeks (Friday, Sept 20<sup>th</sup>)

- Short, 30-minute call with your assigned charity to discuss what they want done at a high level; no technical discussions required- think business requirements. PM, BA, & charity are required.





## Key Tasks: Next 4 weeks

T-2 weeks (Friday, Sept 27<sup>th</sup>)

- 30-minute call to decide on technology and review scope of work. Get finalization on technology choice and agreement that the scope is attainable. Lead developer, UX, BA, and tech Jedi are required. **NOW – If your charity needs hosting/database or other resources request it (instructions below)**

Kickoff (Tuesday, Oct 1<sup>st</sup>)

- Kickoff, meet your team, review the overall scope of the project and bring your list of technical skills with level of expertise. All team members and charity are required to meet.

## Key Tasks: Next 4 weeks

T-1-week (Friday, Oct 4<sup>th</sup>)

- 60-minute call to review scope, technology, and ask for individual ownership of tasks. PM should set up tracking & communication tools, if applicable. Lead Dev should set up environments and DBs, if applicable. Encourage them to brush up on any skills that they might need during the event weekend. All team members required.

T-1 day (Thursday, Oct 10<sup>th</sup>)

- Touch base with the team and ensure everybody is ready for Friday night. Communicate any last-minute updates from the charity.



# Dev Bootcamp







## Agenda

- General Information
- WordPress Overview
  - Building a Dev Environment
  - Creating a basic website with WordPress
  - Backup/Restore a WordPress website
- Shawn's Tips



## General Information

- Not every project is the same
- **Many** projects are building a new, or updating, a WordPress website
- Dallas GiveCamp has a custom “build” of WordPress for new sites
- Expectations prior to the event
  - Understand the scope/requirements
  - Setup your developer machine
  - Learn & practice with the tech your team plans to use
  - Review the Developer Handbook
  - Communicate with your team



# Can a Plugin do it?

Before writing custom PHP code, review if a plugin can do what you need?

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Plugins will be better tested and receive updates and bug fixes, your code will not

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# Test Plugins

- Test Plugins locally before deploying to production
  - Does it do what you need?
  - Is it easy to use/maintain?
  - Is it popular/recommended?
    - Look at scores/reviews in the WordPress Plugin Directory
    - Look for reviews comparing plugins by trusted authors

# Can Divi do it?

Before installing a plugin, review if Divi can natively do what you want

- Every plugin you add:
  - Increases your chances that the additional code will slow down the site
  - Increases your chances that there will be some strange interaction breaking things
- Check out the Elegant Themes Blog:
- Read/Review the docs:
  - <https://www.elegantthemes.com/documentation/divi/>

# Watch your URLs

- Prefer relative URLs for local links over absolute
- This will allow you to do a DNS Swing later and not break any links
- Watch your Images . . .

# Is it Good Enough?

- The requirements will ask for something
- There might be a popular plugin that does 90% of what the requirements are asking for...
- Get the important work done and revisit less important hard things later

# Photos and Copyrights

- Don't use what you don't have permission to use
- Ensure that the charity is comfortable with the license of any code/photos you get from the web



# Security Recommendations

- Refer to the GiveCamp [Developer Handbook](#) for detailed and up to date information
- Use good judgement and follow best practices
- If you are unsure, ask

# Give Thanks!

- Attribute any work you are using appropriately
- Everleap Hosting

# Before and After

- Take pictures of the website before/after the weekend
  - This will help with final presentations on Sunday
- Take backups of the website (code and database) before and after the weekend
  - Send requests to [contact@dallasgivecamp.org](mailto:contact@dallasgivecamp.org) to be added to our automated backups service

# Keep the charity in mind!

- Goal is not to demonstrate your technical prowess... Our goal is to help the charity!
- Charity will need to maintain this site going forward

# Share with your charity!

- Document common scenarios
  - How to add an event
  - How to update a bio
  - Etc.

# Get help when you get stuck!

- Search the web
- Review the Dev Handbook
- Search the Tech Ninja/Jedi/Specialist Slack Channel
- Ask your team
- Ask a Tech Ninja/Jedi/Specialist



# Handbook

- This info & much more is in the handbook
  - <https://handbook.dallasgivecamp.org>
- Info for Everyone
  - Charities, PMs & Devs
- Are we missing something? Did we get something wrong?
  - Email us or Submit a pull request!

**BeKind**  
**WorkHard**  
**HaveFun**



## Key Dates

**8/28/2019** Dev and PM Boot camp - **6:30PM to 8:00PM**

**10/1/2019** Kickoff - **6:30PM to 8:00PM**

**10/11/2019** Check-in **5PM to 6PM** / Kickoff **6PM**

**10/13/2019** End of GiveCamp - **4PM**

**nThrive**

5543 Legacy Drive

Plano TX 75024



## Next Steps

- Review and Get Familiar with your Handbook
- Once assigned to a team, meet the Charity Reps and your Team Members. PMs Start planning and discussing requirements before the event
- Complete the Preparation Work outlined in the your Handbook leading up to the event
- Email [contact@dallasgivecamp.org](mailto:contact@dallasgivecamp.org) for any questions
- Have Fun!





Let's do this!

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