



# Quick Development Guide

## For Small Organisations & Digital Teams

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Here is a quick guide to your product development process. An efficient and practical way of doing user experience (UX) for small digital teams. The reality is that your resources are limited. But this doesn't mean you have to miss out on the benefits of great usability!

My process also ensures that **accessibility** is covered at every stage of the project, including prototypes (or wire-frames). The aim is to produce a universal design that works for the widest audience. Once your product is launched I recommend periodic reviews and ongoing user testing.

Budget for at least **two days** for live testing with one or two people who best fit your target audience. Recruit UX testers in-person, or conduct remote interviews via Zoom, which will save travel costs. The results of the tests should then be documented for discussion with your team.

The following schedule is a guide, outlining key tasks to be actioned. You should aim to complete a website project within **two months**, allowing breathing space for iteration, debugging and user feedback:

1 week	2 weeks	4 weeks	1 week	Post-Launch
User Research	Prototyping	Development	Server Set Up	Maintenance
Personas	User Testing	User Testing	<b>Launch</b>	User Testing

## WCAG Accessibility Compliance

You must implement Level AA compliance as a minimum requirement set out in the latest [WCAG 2 guidelines](#). Accessibility guidance should be provided for content creators and site administrators. You must conduct tests on the live website using a screen reader tool e.g. Apple VoiceOver.