

WEBSITE CHECKLIST

Tell Us About Your Company

By answering these questions, you will help us to understand your business better and enable us to be specific during the quoting, planning and design stages.

1. What is the goal of your website project? (e.g., branding/identity reinforcement, increase marketing and product branding, online sales)

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2. How many pages will your Website have approximately?

3. Do you have

- A) specific ideas about the way you want the site to look, or would you prefer to
- B) hand over the full designing process to us?

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4. Do you want people to be able to buy something directly through the website?

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5. Please list some of the main sections /pages that will be on your site:

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6. Do you wish to integrate a contact form and Google map? yes / no

7. Do you have any videos to use on the website?

8. Have you seen any web sites that you particularly like?

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9. What is it about those sites that you like? Colours, layout, design, functionality?

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10. Please provide the links to a couple of websites that appeal to you.

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11. Do you prefer a vertical or horizontal navigation bar?

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12. Will you supply all art and copy digitally? yes / no

13. Do you want us to touch up any photos? (e.g. if they are too dark, colours are a bit too flat or have unwanted areas) yes / no

14. Do you have a logo (in digital form) yes / no

15. What are the main colours that you have in mind for your website:
(leave blank if unsure or this is not important to you.)

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