

Website Development Questionnaire

Contact Information

Your Name:

Email:

Phone:

Fax:

Address:

What is the best way to contact you and when:

Services

Please check services you are interested at:

☐ Website Design and Development

☐ Custom Design and Development

☐ E-commerce

☐ Website Maintenance

☐ Redesign of Current Website

☐ Software Development

What is the approximate budget of your project?

Is there any deadline for the project?

Company Information

Company name:

URL of existing website if you have any. (e.g. www.sitename.com)

Please describe your company (age, size, purposes, long-term goals, etc.):

Please describe your services (products):

Please describe your target audience or users that you want to attract to your site:

Who are your main competitors?

How different is your company from competitors?

What is the main purpose of the website?

Logo and Corporate Identity

Do you have an existing logotype?

☐ Yes

☐ No

Do you have a company slogan/tagline you would like to use?

Do you have a corporate color scheme or any symbols that you would like to incorporate?

Design

What feeling or message do you want your website to convey to those who view it?

Do you have any specific design elements in mind?

Please list a couple sites you like. Why do you like them? (look, feel, color scheme, etc.)

Please list some competitor's sites and what you like and dislike about them:

Please list sites that you do not like. Explain why:

Do you have any printed or digital advertisements, images, photos, etc. which the site should match, or from which we could draw inspiration?

☐ Yes

☐ No

Would you like to use flash elements on your website?

☐ Yes

☐ No

Content and Maintenance

What is the approximate number of pages you'll have in your website?

Make a list of pages to include in your website (example: home, about us, presentation, services, articles, contact, FAQ, links, sitemap, resources.)

Please select the items and / or features that will be part of your site:

- | | | |
|--|--|--|
| <input type="checkbox"/> Video | <input type="checkbox"/> Upcoming Events | <input type="checkbox"/> Testimonials |
| <input type="checkbox"/> Image Gallery | <input type="checkbox"/> Blog | <input type="checkbox"/> FAQ |
| <input type="checkbox"/> Newsletter | <input type="checkbox"/> Calendar | <input type="checkbox"/> Shopping Cart |
| <input type="checkbox"/> Blog | <input type="checkbox"/> News/Articles | <input type="checkbox"/> Online Payments |
| <input type="checkbox"/> Forum | <input type="checkbox"/> RSS Feed | |
| <input type="checkbox"/> Search | <input type="checkbox"/> Downloads | |

Do you already have image/graphic and text content ready for your Web site?

- ☐ Yes ☐ No

How often do you foresee needing to update your website (hourly, daily, weekly, monthly, etc.)?

- ☐ No ☐ Daily ☐ Monthly ☐ Quarterly ☐ Other

Would you like us to update your site or would you like to be responsible for updates?

- ☐ I would Like to update content myself ☐ I want your company to update content

Would you like to be able to easily update your own content without any special software or programming knowledge?

- ☐ Yes ☐ No ☐ Not sure, need details