

# WEBSITE WORKSHEET

## For Skaggs Web Services

What domain name would you ideally want for your website? (For example, "bigwidgets.com")

1<sup>st</sup> choice: \_\_\_\_\_ 2<sup>nd</sup> choice: \_\_\_\_\_

Do you have a logo? \_\_\_\_\_ Motto / tagline, if any: \_\_\_\_\_

Most prominent color you want on your website (as specific as possible): \_\_\_\_\_

Contrasting color(s): \_\_\_\_\_

Your website can be full-screen width (like our website) or it can have color/design in the right and left margins. Which do you prefer? \_\_\_\_\_

If you don't want a full-width website, describe what kind of color or design you'd like for your website background: \_\_\_\_\_

### Content you want on your website:

\_\_\_\_\_ Contact page      \_\_\_\_\_ Contact form      \_\_\_\_\_ Location map

\_\_\_\_\_ About Us page

\_\_\_\_\_ Site map in footer (links to all pages at the bottom)

\_\_\_\_\_ Large banner picture / slide show at the top of your Home page

\_\_\_\_\_ eCommerce (online store with products for sale)

\_\_\_\_\_ Video(s)      \_\_\_\_\_ Photo gallery / slide show

\_\_\_\_\_ Downloadable/printable documents (eg list of scheduled events, forms, instructions, etc)

### Think ahead about:

Wording on your pages

\_\_\_\_\_ You will provide the exact wording for your pages

\_\_\_\_\_ You'll provide us the basic information, but you want us to put it into words

Updating and making changes to your website

\_\_\_\_\_ You want to learn how to update it yourself

\_\_\_\_\_ You prefer that we make the changes

Graphics and images

\_\_\_\_\_ You'll provide some or all images for your website (*no copyrighted images*)

\_\_\_\_\_ You want us to find public domain images suitable for your website

## Pages

Titles of the pages you want and content you want on each, other than text (eg small images, map, video, a form, etc):

<u>Home</u>	-	_____
_____	-	_____
_____	-	_____
_____	-	_____
_____	-	_____
_____	-	_____
_____	-	_____
_____	-	_____
_____	-	_____
_____	-	_____
_____	-	_____

If you want a Contact page, be prepared to provide us with the exact phone number and email address you want displayed on the page.

If you want an About Us page, think ahead about what you want the public to know about you or your business/organization.

If you have a logo you want displayed on your website, be prepared to send us a high quality version of the image.

If you have a vision for your website, please share it with us!

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