BishopWebWorks,Inc. - New Website Planner

There are a lot of things we need to know to before we start your project. We need to know basic information about your business as well as the project scope before we can provide an accurate estimate. We offer an initial **Free Consultation** and will try to help you get organized to build your site. If you are building a new website this website planner will help you get started. Your company will need to spend the time to figure these questions out no matter which web design compnay you use. So please fill out this form to the best of your ability. If you do not know something that we can discuss this during the inital consultation.

1. Company Name _____

2. Contact Name for website _____

3. Where are you located?_____

4. What does your company do? Please provide a quick statement of what you do and what you would like the website to accomplish for your business.

_____
_____
_____
_____

5. Who is our audience? It is helpful to determine who your target audience is before you build your site.

_____
_____

6. What type of web site do you need? Please check all items that might apply to your site

_____   Brochure style / Informational site

_____   E - commerce

_____   Dynamic pages /Editing Capability / Admin section

_____   Content Management System

_____   Database Integration

_____   Splash Page

_____   Flash Animation / Flash Design

_____   Video Integration

7. Have you registered a domain name. This is the domain name for your website like (*http://www. yahoo.com.*

_____

8. When would you like your website to be live?
_____   2 weeks or less (Rush job)
_____   Completed in one month
_____   Completed in two months

8. What are the main categories/sections/pages of your site? Please take time now to create a brief outline *(like you used to do in high school) so* we can get an idea of the site structure. *(For example the site will have a an about, history , what we do, services page etc)*

_____
_____
_____
_____
_____
_____
_____

9. Please list a few sites that you like and would like to emulate. This is important because it gives us an idea of the style and type of website you prefer. Since there are many technologies and individual preferences for what you might like this gives us a a great idea of what you might want. It is also helpful to provide a competitor's website or someone in the same industry to see what they are doing. You can also just provide a site you like that looks cool.

List of competitor websites *(please provide at least 2 examples)*

_____
_____
_____

List of sites you like, these sites do not have to be in your industry or a competitor's . Just list site's where you like a cool effect, animation, use of colors, unique design themes, web component's and features you might like to have on your site. For instance you might like a websites image gallery and want to have a similiar image gallery on your site.

List of websites you like *(please provide at least 2 examples)*

_____
_____
_____

10. About how many pages do you think your site will be .... the more precise the better. This just gives us another idea of the project scope and is helpful on determining the price. Obviously a 100 page dynamic website will cost more than a 1 page simple HTML site.

_____

11. Do you have content? .... mainly text and images and a company logo. In order to meet certain deadlines you will need too provide BishopWebWorks, Inc. with all art work and content. We can not build a site without content from you. If you do not have images or any content we can provide images and content for you. This will increase the cost of your site if we need to provide content and images

12. Do you intend to update your website regularly? Would you like the ability to edit your site on your own. We can build a CMS (Content Management System) for you site. This will add more to the initial site cost but could deter costs down the road if you want to update your site every week. Let us know how often you inted fto update the site?

_____

13. Are you interested in Search Engine Optimization (SEO) Would you like to do well in Search Engine Rankings?

_____
_____

14. Anything else we should know about? Any additional questions or concerns ar something you do not understand.

_____
_____
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