



This worksheet provides a list of ideas that will get you started creating your Website. Both you and Emagine Designs will be working together during all phases of the Website design process. This worksheet will provide the needed information to complete your Web site successfully.

If you don't know the answers to every question just yet, that is fine. We will help you along the way.

Requested Web Site Completion Date: \_\_\_\_\_

**Website Type:** (check one that applies)

- Personal
- Professional
- Small Business
- Corporate
- E-Commerce

**Website Purpose:** (check all that apply)

- Share Personal Interest
- Provide Internet Presence
- Display Photo Gallery
- Product Information
- Advertise Services

- Market Products
- Customer Support
- Other

### **Website Marketing:**

Does your business have a Facebook page?

Do you want search engine optimization for your site?

Write down three (3) goals for your Web site.

How would you describe your average customer?

Write down three (3) types of people that you want your Web site to attract.

What actions do you want your visitors to take?

How can we make your Web site interesting to your audience?

Do you currently have a registered domain name? If not, list three different domain names that you would like us to check for availability.

### **Website Design:**

Please make a list of five (5) Websites that you have visited that you would like us to model your site after. We can take certain elements from each site and combine them to

create the look and feel that you want for your site. We will look at these sites together at the planning meeting.

**Website Theme and Influence:** (check one)

- Warm and Friendly (personal)
- Bold and Corporate (business)
- Clean and Crisp - (professional)

**Pages in Website:** (check all that apply)

- Home
- Contact
- News
- FAQs
- About Us
- History
- Products/Services
- Newsletter
- Other

**Form Pages in Website:** (check all that apply)

- Registration
- Contact
- Other

**Special Pages in Website:** (check all that apply)

- Search

- Log in Area

- Other

### **Graphics:**

Do you currently have a company logo?

Do you have the photos ready for your site?

### **Masthead - Banner**

This is the "top of the page" graphic. It is normally placed on the home page and contains things such as a company logo, the name of the Web site, ownership details, slogan and other "branding" content. List all the items (logo, Web site name, etc.) that you want in your masthead.

### **Links:**

You may have links to other Websites on your Web site. Are there any sites that you would like to link to from your site?

### **Flash Animation:**

Flash is also animation that requires a different technology than plain animated graphics. Our Flash animation prices are very affordable.

Affordable Web Designer Information:

Emagine Designs

St. Petersburg, FL 33708

Local: 727.393.2226

Out of Town: 866.907.2226