

This quick and easy questionnaire will help us to hit the ground running for our first meeting. If you are working with a web steering committee this is a great tool to guide the conversation and ensure everyone is on the same page.

1. Are you looking to build a new site, entirely revamp a current site, or make improvements to an existing site?
2. Please briefly describe the goals of your new site/revamp/improvements. Feel free to attach any additional documentation that will help explain.
3. Are you looking to have a content management system installed so that you can update the content yourself?
4. If you are considering a new design let us know some existing websites that have an appealing look – they do not necessarily have to be in the same industry.
5. Is there any additional functionality that you would be interested in exploring?
E-Mail signup, members database, flash elements, etc?
6. Do you have any existing assets, such as photos, logos, or brochures, that would be of use?
7. Would you be interested in have your copy writing enhanced for the web, or more of a content overhaul?
8. What is the timeline and budget for this project?