

WEB SITE QUESTIONNAIRE

Client name:

Contact telephone:

Company name:

Email address:

Do you currently have a website? if so, what is your URL?

If you have a current website, what don't you like? and what do you like? *(layout, colours, fonts used etc)*

What are your main products and/or services? *(explain what it is you do or offer)*

What do you want the web site to do for your company or yourself? *(brand awareness, visiting, news, prices location etc)*

Do you have any competitors? if so, URL's?

What image do you want to portray (Professional / Casual / cutting edge etc)? *(Some sites use white space and limited text to give a relaxed feel while others use lots of images and text to give the site a busy feel. Define the feel of the site)*

If you have branding what colours, fonts, styles do you use? *(business card, letterheads)*

Do you have any colour preferences? *(try to avoid more than 4 colours)*

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What would you like on the site?

What would you like to see on the homepage?

What would you like visible at all times? *(to be repeated on numerous pages)*

List some general sites that you like and state why you like them? *(could be layout, colours, general feel or look, ease of use)*

Do you have any text / copy / graphics / logos? *(Will they be supplying the text in a ready to go copy/paste format or will someone have to input all their text into the site from paper etc. Likewise will we need to outsource all the imagery from other sources or do they have their own graphics/ photos that need to be included)*

Do you already have a domain and host setup for your new website? If so, do you have the FTP and host log in information accessible?

Other information that may be of use? *(please feel free to comment)*