



Website Questionnaire

This questionnaire provides information which enables assessment of your requirements for the web site. To provide a quotation for your proposed website, your time to complete this short questionnaire is appreciated.

Contact details

Name of business or organisation:

Contact person:

Postal address:

Telephone:

Mobile:

Email address:

Website address (if applicable):

Who is/are the person/persons responsible for financing the project?

Please list all names:

Time Schedule

Do you have a time frame for this project? If yes, please detail.

General nature of the website

Please describe the purpose and general content of your proposed website:



The design of the website

1) Do you already have a web site?

If yes, do you want a new web site or changes to the current web site?

Address of your current web site:

2) Do you want to use any photographs or images on your web site?

If yes, do you already have the photographs or images?

3) Do you require any animation (for example: Flash banners, image slideshow, animated logo) on your website?

4) Will you be providing the information to be used as the text content of your web site?

If no, do you require the script to be written for the site?

5) Do you currently have a logo?

If yes, do you want to continue to use the same logo?

Do you require a new logo?

6) Do you have a colour scheme in mind?

If yes, please describe briefly:

7) Do you require any other graphic design items such as business cards or letter head stationary?



Special design requirements

- 1) Do you require any extra functions for your site? Examples may be mailing list, forms, calendar of events, blog, search function and so on.
- 2) Do you require e-commerce facilities such as a shopping cart?
- 3) Do you have any other special requirements for the web site? Examples may be a larger font size, the need for pages to be password protected, and so on.

Marketing and Search Optimisation

- 1) Are there any keywords which best describe your business/organisation?
- 2) Please name any web sites which are similar to your own business/organisation?

Maintaining your web site

- 1) Do you want to maintain your own web site?
If yes, do you need instruction to assist you?
- 2) Do you want Whiteduck Design to maintain your website?
If yes, how frequently do you consider your web site will need updating?

For our own information

- 1) How did you hear about Whiteduck Design?
- 2) Any additional comments?

Thank you for taking the time to complete the questionnaire.