



Website Assessment Form

CLIENT INFORMATION

Business Name: _____

Contact Name: _____

Address: _____

Phone: _____

Fax: _____

Email: _____

URL of your website:
http://www._____

If you do not have a website, what name are you considering for your website?
http://www._____

Goals: List your main goals/objectives you want your website to achieve.
(i.e., Increase Sales, Sell Products Online, Create a Blog)

1. _____
2. _____
3. _____
4. _____
5. _____

MODEL WEBSITES

1. List sites that have "the look and feel" you want for your site:
(They do not have to be related to your industry)

http://www._____

http://www._____

http://www._____

2. List sites that have the structure you want for your site:
(They do not have to be related to your industry)

http://www._____

http://www._____

http://www._____

CONTENT

Text and Data: Tell us how you will provide us the text data for your website:

- Use content from current website
- Email content in Word documents
- Provide brochures and literature you can use to develop content
- Other: *Please Describe*

GRAPHICS

Do you have graphics, logos or other digital images you would like us to use in the website?

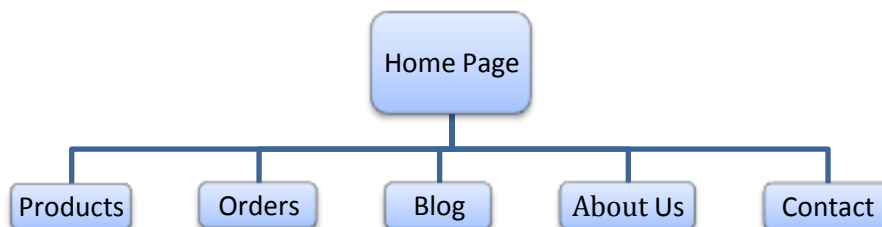
- Yes No

If yes, what format do you have them in? (i.e., .jpg, .gif, .png, .tiff, .psd, .ai, .eps, printed material) _____

NAVIGATION

List the main pages you envision on your site (You need a minimum of 5 pages to be recognized as a "real website" in Google):

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____



TECHNICAL ISSUES

Is your site already hosted by an Internet Service Provider (web hosting company)?

Yes No

If yes, please provide the URL of the hosting company, your user name and password:

http://www._____

User Name: _____

Password: _____

Do you want your website built in a Content Management System?

Yes No

If yes, please list the modules (functions) you are interested in implementing into your site (i.e., blog, forum, etc.):

1. _____

2. _____

3. _____

4. _____

5. _____

QUESTIONS

If you have questions or concerns not included in this assessment, feel free to email or call me. I am happy to answer any and all questions and I look forward to working with you.

Anne Surber

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