



New Client Questionnaire

1. What is the primary purpose of the site? Is it to be generally an informational brochure about your business, or primarily a store to sell products?
2. Do you need me to set up an online store for your products? If so, do you have a merchant account for accepting credit cards (and which one, i.e., authorize.net) or do you want to use Paypal's cart to accept credit card and paypal payments? Do you need to be able to add/edit/delete products and categories yourself? Do you have a shopping cart that you specifically want to use or do you want recommendations?
3. Have you already registered your domain name (www.whatever.com) and signed up for hosting? Do you need me to do any of that for you? I do not charge to do this for you, it is just good to know.
4. Do you need to be able to edit the content of your non-store pages yourself? If the content will rarely change, then it can be much cheaper (and easier) to have me periodically update them for you.
5. Do you need a blog? If so, is there a particular blog platform you want to use, or do you want a recommendation? I use Blogger and Wordpress.
6. Do you have a logo you want to use? Do you need logo creation as part of your package? I typically refer logo design to a colleague who specializes in brand identity design.
7. What pages do you need (Home, About, Contact, etc.)
8. Are you going to need any Flash, scripting, or databases?
9. Do you already have your content written and any needed photography?
10. Do you have sample web sites that are in the style you want yours to be?
11. Do you have any printed materials (brochures, stationery, etc.) that you want to match? Do you have the artwork that was used for them? Do you have permission from their designer to use the graphics for a web site?
12. Do you have a budget and/or timeline for this project? When do you need the site to go live?