



FAVOURITES
MULTIMEDIA

QUOTE FORM

Web Design & Development

The Basics

What are you in need of?

- Redesign, current site: http://
- New web site
- Maintenance work
- Ongoing maintenance of a site
- Promotion of a web site
- Graphics - original design
- Animations
- Special programming - java, cgi script, etc.

What audience(s) are you targeting? Youths? Mothers? Businesses? Who will be looking for your site? Who will become interested if they reach your site accidentally?

What is the purpose of your site?

- Bring in New Clients/Customers
- E-Commerce
- Educational, Training or Instructional
- Extend Marketing Reach
- Informative
- Starting Internet Presence
- Other, Please Explain:

You're Business

What is the nature of your business? How long have you been in business?

Do you currently market this business/idea/product?

Do you have a logo? Do you need a logo? Logo redesign?

Do you have existing material for your product/idea in the form of brochures, pamphlets, CDs, video, flyers, etc? If yes please explain:

Time and Budget

What is the desired time frame for development of this Web site? Date of completion?

When would you like development to start?

What is your budget?

Web development projects can get done a lot of different ways. It can be big or small, deep or shallow, quick or slow. There isn't necessarily one right way to do it. It's very much a matter of chemistry and excitement and personality types. We've found that the best thing for a project is for you to first tell us how much you want to spend. We'll take that number and think about the project, what it'll take to get it done, how much we want to do it, and any other obstacles and motivators. Then we'll tell you how to best use the budget you've got, and you can decide if you like what we suggest or not. Then, instead of negotiating abstract dollar counts, we'll have a conversation about how best to get the work done with your budget. It's more concrete, more human, more collaborative, and more transparent. For these reasons, it's a much better approach, given how creative services really work.

E-Commerce

Are you going to be selling services or goods from your site?

- Yes
- No

If so, how many products?

Do your products have attributes? (Small, medium, large - black, yellow, white)

- Yes
- No

We will have more questions for you later.

Search Engines

Do you want your site optimized for the Search Engines? If your site isn't optimized and submitted to directories and search engines, it will not be found in the search engines.

- Yes
- No

Look and Feel

If you need a redesign, let us know EXACTLY what you do NOT like about your current site and what you would like to change:

Do you have any existing artwork or corporate colour schemes that you want incorporated into your site? If so are they in digital format or will they need to be scanned?

If you want pictures, how many will you need? Will you need us to take digital pictures?

Are there any Web sites you'd like us to follow or any Web sites that you like? Please list up to three:

http://

http://

http://

Layout - What pages and features do you need?

Do you intend to maintain the web site yourself?

- Yes
- No
- Not Sure

Give us a brief overview of your project to help us determine how many pages your site will be.

As an example, consider the following outline:

In the example right there are 19 pages (12 main pages with 12 sub pages) for the project.

It is very helpful if you are able to provide an outline similar to this. *(Space available overleaf)*

- A. HOME PAGE**
- B. COMPANY PROFILE**
 - Our Founder
 - Company History
- C. OUR PRODUCTS**
 - Widgets
 - Gizmos
 - Whatzits
 - Thingamajigs
- D. ORDER FORM**
- E. CUSTOMER SERVICE**
 - Request a replacement
 - Look up a part number
 - Request service
- F. CONTACT US**
 - Phone List
 - E-Mail Form
 - FAX Info
- G. HELPFUL LINKS**

Check off pages you want below:

<ul style="list-style-type: none"> <input type="checkbox"/> Home (Landing page) <input type="checkbox"/> About Us <input type="checkbox"/> Catalog of Products <input type="checkbox"/> Clients - a list of your clients <input type="checkbox"/> Company Profile <input type="checkbox"/> Contact Us <input type="checkbox"/> Links Area (for exchanging links with other similar sites) <input type="checkbox"/> Support Area <input type="checkbox"/> Store/Online Shopping/Order Taking 	<ul style="list-style-type: none"> <input type="checkbox"/> Samples <input type="checkbox"/> Testimonials <input type="checkbox"/> Products Area <input type="checkbox"/> Recent Projects Area <input type="checkbox"/> References/Resume/Portfolio <input type="checkbox"/> Services <p>Other, Explain:</p>
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Database and Interactivity If your project requires any interactivity that will need a back end database, please describe your needs specifically as possible below. Examples of database functionality are log in areas where users can populate information and record storage/manipulation/retrieval.

Webhosting is like a car park for your website to safely stay.

Explain the type of functionality you'll need. Be as detailed as possible

Additional Services and Features to add to your Web site

Please check a box next to the features/services you would like to have on your site.

<ul style="list-style-type: none"> <input type="checkbox"/> Animation <input type="checkbox"/> Bulletin Board <input type="checkbox"/> "Buy One Now" Button <input type="checkbox"/> Chat Room <input type="checkbox"/> Counter/Traffic Meter <input type="checkbox"/> Files for Download <input type="checkbox"/> Flash Development <input type="checkbox"/> Forms <input type="checkbox"/> Live Web Cast <input type="checkbox"/> Media Streaming <input type="checkbox"/> Password Protected Area <input type="checkbox"/> Rollovers <input type="checkbox"/> Shopping Cart <input type="checkbox"/> Video/Audio Streaming <input type="checkbox"/> Virtual Tours <input type="checkbox"/> Image Galleries 	<ul style="list-style-type: none"> <input type="checkbox"/> SPLASH Intro <input type="checkbox"/> News Page <input type="checkbox"/> Press Articles/Reviews <input type="checkbox"/> Opinion/Public Service <input type="checkbox"/> Pricing Page(s) <input type="checkbox"/> Request Info Form <input type="checkbox"/> Online Order Form <input type="checkbox"/> Guest Book Page <input type="checkbox"/> Multimedia <input type="checkbox"/> Mailing List Page <p>Other, Explain:</p>
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Domain/URL/Hosting Information

Do you have a domain registered? If so, what is it: Www.
How long has it been online?

If not, do you need us to register one for you?
What domain name have you chosen? Www.

Do you need Web hosting?

- Yes
- No
- Not Sure

Contact Information

Name

Company Name

Address

City,

State,

Postcode

E-mail Address

Phone

How did you find us?

Thank you for taking the time to fill out this extensive form this information will increase awareness of your entity and produce a much higher quality of work.