

Client(your name):

Today's Date:

Client Phone Number(s):

Client Email:

*Client Computer Setup*

Platform:

Operating System:

Monitor Resolution:

Browser and Version:

*Purpose/Goals*

What are the primary goals for this web site? Who is your target audience? What will the visitor be able to learn or do there?

*Domain Name and Hosting*

Do you already have a domain name (yourname.com, etc.) or do you need help getting one?

Do hosting arrangements need to be made or will you need it set up? ( see our [Hosting Page](#) )

*Text Content*

What content do you plan to include? How much is already written (some, all, xx%)?

How many pages will the site include?

*Graphic Content*

Do you have a logo?

Describe any visual elements or styles which can or should be used (usually from existing marketing materials).

How many photographs or other graphics are likely to be included on the site?

Will you need us to scan these images?

*Design Style*

Design Style/Tone..? (Conservative, progressive, friendly, formal, casual, serious, expert, humorous, service-oriented, professional...):

Message you want to convey?

Color preferences?

Other design/style layout preferences?

*Interactive/Special Functions*

Feedback/contact form?

Other scripting or database-driven features?

*Budget*

Can you give me a rough sense of your budget for the web site?

*Other Considerations or Requirements*