

My goal is to create a simple site that a client with basic computer knowledge can continue look after themselves. For this I use weebly.com

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Web Design

What you can expect as a client

1. Initial consultation – free
2. Provision of Web planning guide – free
3. Initial payment of \$100
4. Consultation in creating the “Scope of Work” agreement
5. Finalising the “Scope of Work” & “Contract of Work” documents; and agreement on fee
6. Payment of half of agreed fee
7. Recommendations on design and text
8. Review of website, with 2 sets of corrections and modifications. The client is responsible for checking typing mistakes and spelling errors
9. Client sign off and final payment

Guide to Costs

1. Construction of simple 5 page website with all content – words and images provided by client - \$750.
2. Additional fees for
 - i. domain name
 - ii. web hosting
and
 - iii. social media connections
 - iv. search engine optimisation
 - v. coaching lessons on how to update site

Any additional work beyond the agreed structure of a 5 page site will be charged at \$75 per hour – this may include copy editing and search for appropriate photos and graphics. On going web management after sign off on initial site creation \$65.

Web Design

My preferred approach is to create a simple site that a client with basic computer knowledge can continue look after themselves. For this I use weebly.com. Yet, if you desire, I can also act as web manager.

The Design Process

Designing a website is the first step.

Communicating through that website with those you want to reach is the second step

STEP 1 - \$750

Phase I: Planning

Phase II: Building

STEP 2

Phase III: Making Your Presence Known

Phase IV: Web Site Maintenance and Updating

The following questions are to help you with the planning and me with building you what you want

Phase 1 – Planning

1. What is your purpose in creating a website?
2. Who are you?
3. What do you want to communicate about yourself? Image/brand
4. Website content?
 - 4.1 How many pages do you want?
 - 4.2 What are the names of the pages?
 - 4.3 Do you have the words that go on each page in soft copy?
 - 4.4 Do you have the photos that you want to go on each page as .jpg
5. Website look
 - 5.1 what colours do you want?
 - 5.2 what sort of look?
 - 5.3 What sort of feel?
6. Domain Name
 - 6.1 do you have a domain name? if so, who with?
 - 6.2 do you have a web host? if so, who with?
 - 6.3 if not, then the easiest is to buy it through weebly.com

Web Design

Scope of Work – Agreement with Client

Checklist for Step 1 – Website planning and building

<i>You have provided me with statement of</i>	Yes	No
1. purpose for the website		
2. who you are?		
3. What you want to communicate about yourself/your business – image/brand		
4. website content		
4.1 You want a basic 5 page website		
4.2 if you want more pages, how many – <i>write here</i>		
4.3 names of pages – <i>write here</i>		
4.3 words to go with each page – attach soft copy		
4.4 photos to go with each page – provide jpeg's		
5 website look		
5.1 what colours do you want		
5.2 what sort of look?		
5.3 what sort of feel?		
6. Domain Name		
6.1 do you have a domain name?		
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