

Print Form

Submit by Email

Planning Your Website Worksheet

By filling out this worksheet you can start laying a solid foundation for your web site right now. It will help define your goals along with setting a guideline to make sure your website is complete and useful for your customers. If you don't know an answer or feel like it doesn't apply to you, then simply leave it blank. If you have any questions, please call us and we will be happy to help you.

Business Information

Name

Address

City State Zip Code

Phone Fax E-Mail

- How would you like us to contact you?
- Business Phone
- Home Phone
- Cell Phone
- E-Mail

Contact

Description of your business.
(One Paragraph)

Description of services.
(Separated by commas)

Example: Pizza, Restaurant, Take Out, Grinders, Salads, Italian, Entrees, Pasta,

What is your "Motto" or "Slogan"?

Do you want people to:

- Learn more about your business or organization?
- Hire you to perform a service?
- Buy products from you?

Other

Who is your target audience or community?

Examples: Age Group, Gender, Interests, Locality, Areas Served

Image & Style

The visual appearance, graphic design and color scheme of your web site will communicate volumes to the visitor about you and your business.

What image do you want to project? Traditional
 Contemporary
 Corporate
 Cutting Edge

Other

What mood do you want to feel? Serene
 Professional
 Fun
 Comforting

Other

What are the main colors of your business?

Do have any existing graphics or promotional materials? Yes No

Do you have a logo? Yes No

Do you have photos that you wish to use on the web site? Yes No

If you answer "yes" to any of these questions to the left, please include a CD of the material with your "Website Worksheet". Logo's, brochures, etc can be obtained from the company that designed them. They will be happy to help you since you paid for the design already.

Other Websites

Please list a few web sites that appeal to the same target audience or community, or that communicate an image or style that is similar to what you want.

Please list some of your competitor's web sites, if you know of any. Let us know what you like and don't like about some of these sites.

Web Page Content

(Please Read This Before Continuing) Do the best you can with explaining to us what you do. We will take care of the spelling and grammar. Just be sure to include everything your customers need to know. Remember that these examples below are guidelines and your business may have unique requirements. If our example doesn't apply, then simply just fill in the button and the description of that page. If you need extra space, scribble on the back or if you want to use a word processor, that is fine too.

Who You Are Page

This page is usually a summary of your business. It is an introduction to allow the reader to make a decision to stay on your site.

Button

Examples: Home, About Us, Introduction, History, Our Business, Welcome

Content

Example: Our team at Healthy Harvest is striving our hardest to offer you the highest quality products and best service around. Our selection of all natural Vitamins, Herbs, Lotions, Toothpastes, Protein Shakes, Skin Care, Teas, and several more great products are in stock every day. Come visit us to learn about our products and we can easily point you in the right direction based on what suits your needs. We also carry Gluten Free Products. Some of our products we carry include: Namaste', Gluten Free Kitchen, Enjoy Life, Pamela's, Kinnikinnick, Sami's Breads, Black Wing Buffalo Burgers, Now, Solaray, Nature's Plus, Deland Breads, The Buffalo Guys, Bell & Evans Chicken, Solgar, Shiloh Farms, Nature's Way, KAL and much, much more... We thank you for choosing Healthy Harvest, and we appreciate your business!

What You Do Page

This page is usually an explanation of what your business provides for your customers. Make sure you list everything you do. Offer estimates and any other tactics you use to get new customers.

Button

Examples: Services, Products, Stone Work, Landscaping, Retail, Advertising, Flooring, Home Improvement

Content

Example: Does a hand-laid cobblestone walkway leading up to a beautiful natural stone entrance sound exciting to you? Or maybe you want to have a custom-designed brick paver patio. Whatever your stonework needs are, E-Z Way Lawn Service can provide the service to fit your needs. A dedication to quality and unmatched creativity will help bring the hardscape of your dreams to reality. Our mission is to always make your outdoors a place you'll love spending time in.

Hardscape Services include:

- Retaining Walls
- Patios
- Walkways
- Decorative Stonework

Free Estimates Provided!

What You Sell Page

This page is usually an explanation of what you offer your customers. Make sure you list all of the brands you sell and/or vendors you work with. Offer estimates and any other tactics you use to get new customers.

Button

Examples: Products, Menu, Classes, Information, Audio, Clothing, Electronics

Content

Example: A variety of upbeat and motivating classes are offered with highly qualified instructors, which run throughout the day. Class cards are offered to members as well as non-members. The Inner KUR has created an eclectic group of classes to provide something for everyone. As always, you are encouraged to try something new. These classes include:

- * Tai Chi
- * Pilates
- * Yoga
- * Kickboxing
- * Mommy & Me
- * Outdoor Fitness Activities
- * Dance
- * Core Strengthen

How You Do It Page

This page is usually an explanation of what have done for your customers. This can be a few pictures of before and after work, work completed, step-by-step process on how it's done. Please include any photos on a CD if they need to be added to the page if we didn't already cover them in our photography session. If you already paid for an animated slideshow, then we can add it on this page for you.

Button

Examples: Gallery, Projects, The Shop, The Garage, The Restaurant, Our Team, The Facility, Portfolio

Content

Example: Here are a few projects that will show you some of our capabilities. You may click on a picture to view them individually. Also, once you are in the projects gallery, you may move your mouse pointer to the right or left to browse through pictures with detailed descriptions. Keep checking back with us for more creative machine work. Enjoy the show!

Below is a list of our machinery and precision measuring equipment. We take pride in showing you our capabilities so you have a better understanding of how we turn your project into a quality finished product.

We also have many other general support machines such as Surface Grinders, Bridgeport Milling Machines, Bench Grinders, Manual Lathes, etc. We use Cadkey Computer Aided Design Software.

Where You Are Page

This page is dedicated to your location and other vital information which includes hours of operation along with what you accept for payment. Provide all of your contact information (if different from above) along with your new email addresses. If needed, add any special instructions to get to your business if you share a facility or are in a complex. We will provide an interactive map of your location.

Button

Examples: Directions, Contact Us, Visit Us, Location

Content

Example: We are conveniently located in beautiful West Hartford Center across from Starbucks Coffee. Our Boutique and Salon are in the Coldwell Banker Building. We share the Curves for Women entrance and our business is on the second floor towards the rear.

Fab'Rik Teen Consignment Boutique
36 LaSalle Rd. (Second Floor Salon Loft)
West Hartford, CT. 06107
860-232-TEEN

service@fabrik-kur.com
info@fabrik-kur.com
karen@fabrik-kur.com
ashley@fabrik-kur.com