

WEB DESIGN REQUIREMENT QUESTIONNAIRE

Thank you for choosing USWEBSITEBUILDER!

USWEBSITEBUILDER will work closely with you in establishing a Website for your business. By providing us information about your company and the services or products you offer, you will have taken your first steps in achieving your Web presence, the fast and easy way.

Your Website will be your new communication channel, allowing your customers to reach you anytime, everyday. As it increases awareness of your organization, your Website also reaches out to a new audience, providing you the competitive advantage you need in today's constantly changing business environment.

Building a Web site is an exciting and important step in your communications efforts. The questions below will help our design team think about what your Web site should accomplish and how it should function. This questionnaire will also give us an idea of your project's requirements and we shall be able to base the design of the project on your inputs.

Please spare some time to send us the following information.

- § Company Profile
- § Brochure of Services and/or Products
- § Logos or Graphic Images
- § Slogans, marketing taglines, press releases

NOTE: Please list down the information you want publish and presented on each and every page of the website in a paragraph and MS WORD Format by using the following guidelines.

BASIC PAGES	BASIC CONTENT
HOME (The first page of your website). Present information in a way that will keep your visitors to read on the other pages	<ul style="list-style-type: none"> § Welcome Statement § Short Company Introduction § Service/Product Highlights § Quick links to service/s or product/s or promotions § Basic Contact Information § Images/Graphics
SERVICES. Provide information about the services you offer	<ul style="list-style-type: none"> § Brief Introduction of your Services § List of Services with Description and Pricing (if available) § Promotions (if any) § Images/Graphics
PRODUCTS. Provide information about the products you offer	<ul style="list-style-type: none"> § Brief Introduction of your Products § List of Product with Description and Pricing (if available) § Promotions (if any) § Images/Graphics
ABOUT US. Provide basic information about your business and your people	<ul style="list-style-type: none"> § Brief Introduction of your Company § Company History/Profile § Company Vision, Mission, Goals, Philosophy § Images/Graphics
CONTACT US. Provide general contact information	<ul style="list-style-type: none"> § Office Address § Location/Branches/Directions § Telephone Numbers, Toll Free Number, Fax Number § Email Addresses
OTHER PAGES. For packages with more than 5 pages	<ul style="list-style-type: none"> § Use your additional pages for Clients, Promos, or additional business information you want to publish over the Web

1. Do you have any specific design styles, fonts, images, or other information to serve as guide on the design of your new website?

2. Think of at least 10 keywords relevant to your business. These must be specific words that people would use to look for services/ products you offer. List the words in order of importance. (To be used for WEBSITE SUBMISSION to LOCAL PORTALS, OPEN DIRECTORIES & FREE-FOR-ALL SITES. ***Please note that this does not guarantee Top Ranking/s on Search Engines but as supplement/ reinforcement to get your website listed on Search Engines.)

NOTE: Your company detailed information is important to us. Start sending content to our email customerservice@uswebsitebuilder.com to begin with website development.