



### Preliminary Questionnaire

This preliminary questionnaire is essential to the web site building process.  
 Please fill out the entire form completely and **fax to (954) 252-3812**.  
 If you have any questions, please do not hesitate to contact us.

**Please Print Clearly**

<b>Section 1</b>	<b>Contact Information</b>		
Name:		Title:	Date:
Home Phone:	Cell Phone:	Fax:	
Billing Address:			Suite:
City:		State:	Zip:
Email Address:			
Name of person who will be in charge of the Web Site:			Phone:
Other Information:			

**If you need any help with any of the following sections, please do not hesitate to contact us.**

<b>Section 2</b>	<b>What would you like to name your web site?</b> (We will do a search to see if this web site name is available.)	
Choice #1 www .	Choice #2: www .	
Choice #3 www .	Choice #4: www .	

<b>Section 3</b>	<b>What is the purpose of your web site?</b>		
<input type="checkbox"/> Informational	<input type="checkbox"/> Promote your service	<input type="checkbox"/> Promote your products	<input type="checkbox"/>
<input type="checkbox"/> Provide downloadable information	<input type="checkbox"/> Sell your service	<input type="checkbox"/> Sell your products	<input type="checkbox"/>
In as much detail as possible, describe what you hope to achieve with your web site:			

<b>Section 4</b>	<b>What words and short phrases will people use to find your web site on the internet?</b> (These words are called keywords and 'search engines' like "Google" need them to find your web site.)	
Please list as many words and short phrases that best describes your product, service, business – words and phrases that people would most likely use to find your web site on the Internet.		
1.	2.	
3.	4.	
5.	6.	
7.	8.	
9.	10.	
<b>Comments:</b>		

<b>Section 5</b>	<b>List web sites you think are most like the style or image you would for your web site</b>
Choice #1 www.	Choice #2: www.
Choice #3 www.	Choice #4: www.

<b>Section 6</b>	<b>Logo, Graphics, Photos, Artwork, Animation, Sound for your Web Site</b>
Please list any artwork that you already have and can provide on disk or through email.	
<b>Logo</b>	Do you have a logo? Yes <input type="checkbox"/> No <input type="checkbox"/> If 'Yes', can you provide your logo on disk or send it by email? Yes <input type="checkbox"/> No <input type="checkbox"/> If 'No', we can include the creation of the logo in our quote.
<b>Photos</b>	Do you have photos for your web site? Yes <input type="checkbox"/> No <input type="checkbox"/> If 'Yes', can you provide these photos on disk or send them by email? Yes <input type="checkbox"/> No <input type="checkbox"/> If 'No', we can include the cost of photos in our quote.
<b>Graphics</b>	Do you have any other graphics or artwork for your web site? Yes <input type="checkbox"/> No <input type="checkbox"/> If 'Yes', can you provide these graphics on disk or send them by email? Yes <input type="checkbox"/> No <input type="checkbox"/> If 'No', we can include the cost of creation graphics in our quote to you.
<b>Animation</b>	Would you like to have any animated graphics on your web site? Yes <input type="checkbox"/> No <input type="checkbox"/> If 'Yes', we can discuss the cost of creation of animation, and then include this cost in our quote to you. Note: It is recommended that animations be used sparingly, as the search engines such as 'Google' cannot read or see them.
<b>Tell us more about any other artwork or graphics you would like:</b>	

<b>Section 7</b>	<b>Web Site Layout and Page Titles</b>
Based on the example provided below, fill in your Web Page titles.	
<pre> graph TD     HP[Home Page] --- OS[Our Services]     HP --- OP[Our Products]     HP --- FAQ[FAQs]     HP --- AU[About Us]     HP --- CU[Contact Us]         </pre>	
<b>Fill in your Web Page titles below, using the above example as a guide:</b>	
	Home Page