

KUNDALINI



Website Preparation Sheet

Below are a series of points which need to be considered when preparing a website. The more information you can give us about what you want the better.

Please consider each point carefully, if there is something you are unsure of or do not know that is perfectly OK - we will discuss all points with you in our initial meetings.

▶ Do you have an existing website? If yes what is the url?

▶ Do you have a domain name and ISP (Internet Service Provider) for you website?

▶ Would you like Kundalini Design to help you with obtaining a domain name and ISP?

▶ Do you have a logo? Do you like your logo and why? If you don't have a logo would you like Kundalini Design to create one for you?

▶ What is your project/company vision?

▶ Describe your project/company - try to define the feeling of your project/company.

KUNDALINI



Who is your target audience? Are they likely to be visiting your site from home or from an office?

What action/reaction do you hope to get from your website? Soft or strong, playful or serious, dynamic or relaxed?

Which colour/s do you feel best capture your vision and why? Look at different colours and see how they make you feel.

Do you have any ideas for your website? Maybe you have seen other sites that you particularly like, along the lines of what you want. Please supply URL's of these sites.

Have you mapped out your website? Please have a look at our example site map on the Kundalini Design website – you'll find the link on the Web Preparation page.

KUNDALINI



- ▶ Have you written any content for you site? And how many pages do you estimate there will be. Please calculate page numbers based on one page being equivalent to one A4 page.

- ▶ Do you have any images/graphics for your site? If yes, how many and what format are they in? If not, EziImages is a wonderful royalty free image library with a fabulous range of photographs perfect for enhancing any website. For more information please visit www.eziimages.com and/or contact us.

- ▶ Is there a specific date you need your website complete by? e.g. For launch of new project/company.

- ▶ Would you like Kundalini Design to maintain your website?

Thank you for taking the time to complete this questionnaire. We are now ready to start work on your new website!!

Please call or email us to arrange a meeting. If a personal meeting is not possible for any reason, we can easily conduct our business via phone and email.

Looking forward to meeting with you soon.

Kind regards,

Kia Taylor
Company Director