



Convenient Checklist for Web Design Clients

You like the designs in the web designer's portfolio and you have contacted the person or company. Here are a few things you can do to make the process easier and more cost-effective:

1. You feel comfortable after having interviewed the designer
2. You have a budget set aside.
3. You have links to sites you like.
4. You know the links you need on your site
5. You have written the content for the pages
6. You have all your images ready.

It's a good idea to give the above points some thought before you approach a web designer because they will be able to give you a realistic quote and once the design begins, you will have all your content and images ready for the site.

RE: Images. You can find images on websites such as www.istockphoto.com and place them in a light box. The low resolution files are inexpensive and will enable the designer to get a feel for the website that your design team will build. Putting images in a light box will not cost you anything, it merely separates them.

Since web designers typically have many clients at any given time, it is beneficial to have a quick turnaround time. The reason is that someone is managing the project and is putting teams in place for a project. Once the team is in place, they are waiting on the client's input and if it takes more than 5-10 days to receive comments on design, written content and images, it can hold up the project and a new team needs to be assembled. This can increase the budget, so please beware of that important factor.

Once a budget is approved and an agreement is signed, then 50% down payment is expected on the project. Please ensure that the budget is in place for down payment and once the design has been completed, the final payment is expected before the website is uploaded.

For more information regarding website design processes, please contact us. We offer 15 minute complementary consultations, even if you are considering working with another web design company!

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