



P. O. Box – 271004
Dallas, Texas 75227

Phone : (+1) 972 - 467 - 2973
Email : info@thetitusgroup.us
Website : www.thetitusgroup.us

Website Planning Worksheet

General Information

Company Name:
Locally Known As:
Existing Web Address:
Intended Web Address :
Company Address:

Primary Contact Person:

Name:
Email ID:
Skype ID:
GTalk/Yahoo Messenger :
Phone# :

General/Defining Goals

1. What are the *goals* for your site; why are we building it?
2. What is the *central message* you want to convey through the site?
3. What is your “wish list” of what you’d like in a site?

Site Look & Feel

1. Do you have an existing logo to be integrated with the site?
2. Do you have any existing materials or artwork (e.g. icons, photographs, designs, etc.) we want to integrate with the site?
3. Do you have an existing color scheme in mind for the site?
4. Do you have a corporate visual identity, logo and color scheme carried out throughout your office, stationery, business cards, etc.? (If so, please provide samples)



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Attach your logo file here...

Will supply digital assets in separate correspondence

5. Will this site use existing content video or new content? If new, will the company provide the content, or will you need it sourced?

Setup

1. Registered Site Address/URL/Domain Name:
2. Additional Domain aliases (i.e. an address that forwards to your primary site) :
3. Site Title:
4. Primary site email addresses:
5. Hosting Plan: Client will host

Content/Organization

1. What content do we need to provide that we don't have yet, and where will it come from; how will it be created/developed?



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Feature Checklist

Check off the features that your site will require.

Website features:

How many static pages you are expecting to be on your website?	
Do you need hosting services? Yes and Domain name Looking for shared server / dedicated hosting services?	
Application Development	

Have queries?

Send us an email at info@thetitusgroup.us or sales@thetitusgroup.us

Call us at (+1) 972 - 467 - 2973



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To Start the Project

Send us an email info@thetitusgroup.us with the business details and expectations. We sign the documents and thereafter, advance of 50% needs to be deposited. The work will start within two days of payment.

And after the completion of the work the remaining 50% ie the final payment is to released.

If this information benefited you

Why not send us a response email, or say something regarding your existing web infrastructures and online marketing campaign plans so that we can interact also?

Regards

Jameson Titus
Director
www.TheTitusGroup.us