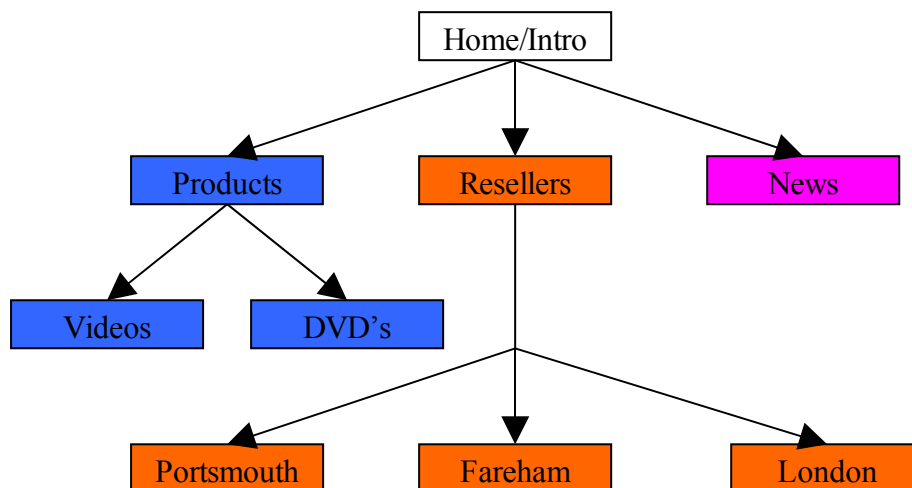


Website Requirements

Site Structure

It is important to have a precise website structure written out. This gives the designer a good idea of how much work is going to be involved and a clear understanding of how the website will be navigated. This structure should be determined before any other work is carried out on the building and design of the site.

Here is an example :

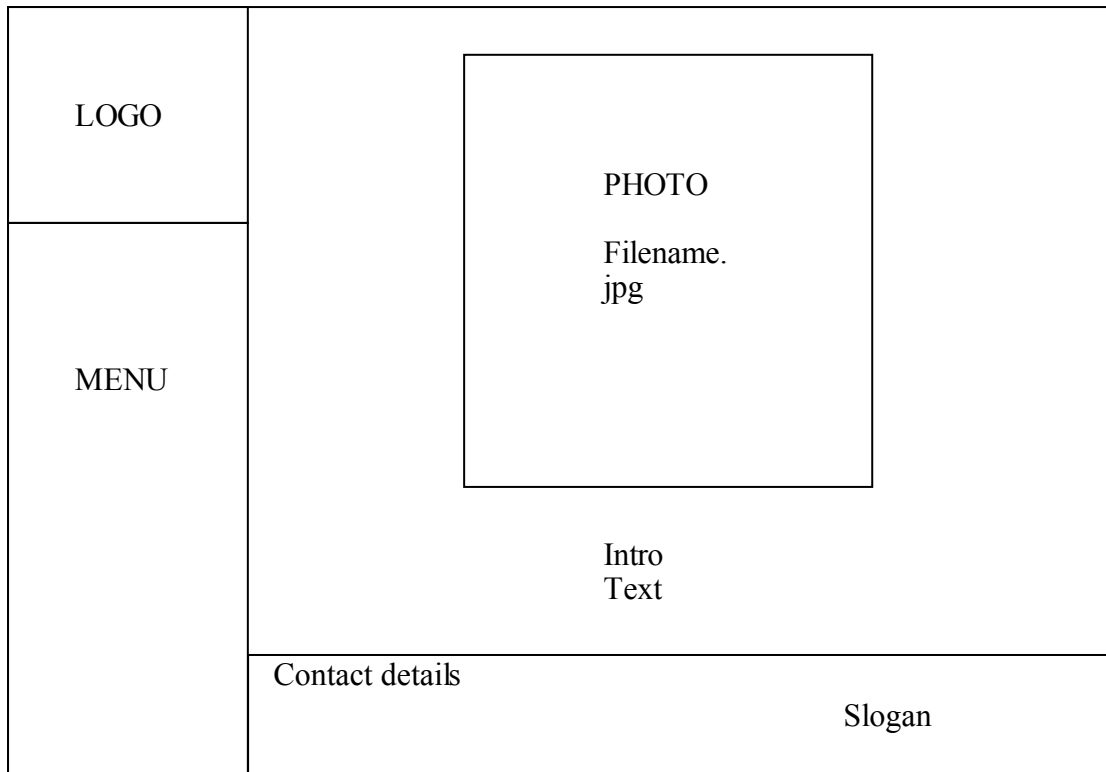


This structure will be the basis for the menu system that will be used for navigation around the site.

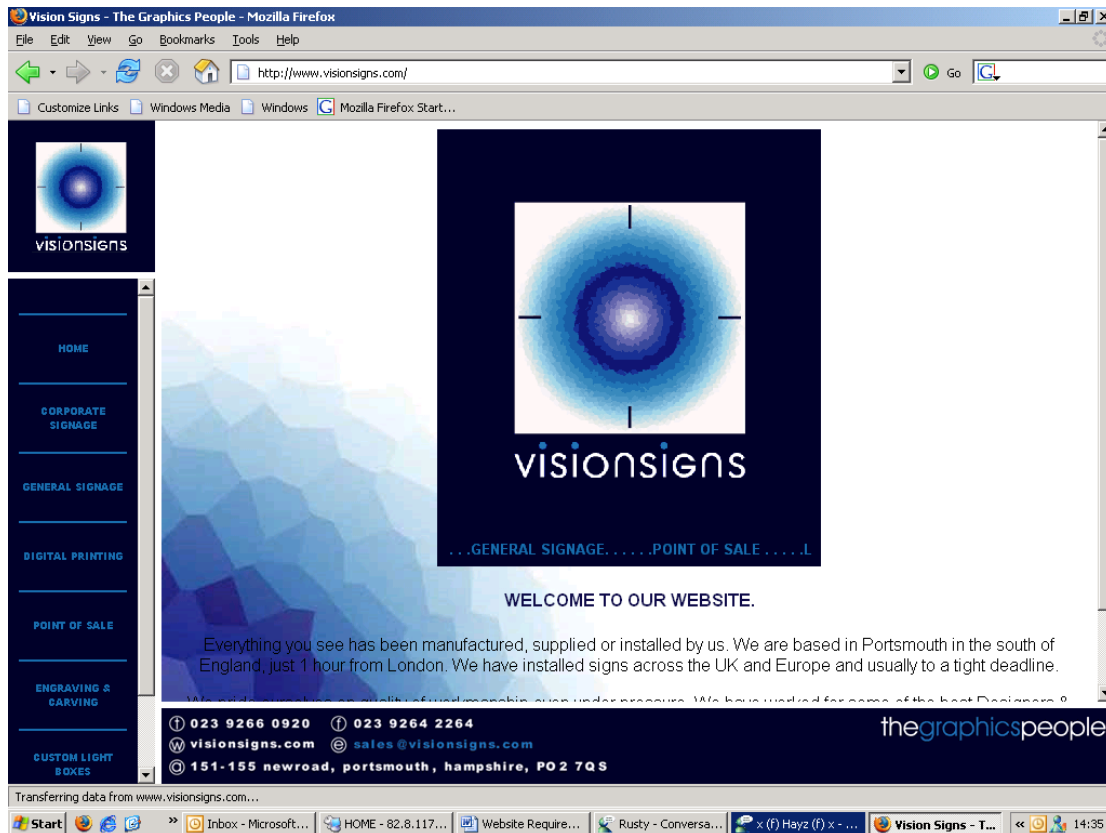
Page Structure

After a final decision on site structure it is time to work on the build up of the pages. A simple storyboard layout must be created for each page on the website structure diagram. These do not need to be overly complicated as the design will be worked out during the build process, however they should be detailed enough so that the designer knows what you are looking for in your website design.

Here is an example :



This layout design could look like this when the website is completed :



Gathering Data

The next thing that must be provided to the designer is the data that needs to be included on the website. This should include a paragraph or two of text for each item from the website structure list and any graphics/photos on a disk and saved in the largest resolution possible.

The text should be saved in a document saved in RTF format with the wording and punctuation exactly as you would wish for it to appear. Size and Font formatting is not necessary.

Colour and Styling Schemes

When you have all of this together it is time to discuss styling options with the designer. This is the time to have your say about the colour scheme of the website, background images/watermarks and the fonts to be used in the site. This step of the process will require yourself and the designer to work together over a period of time until both are agreed on exactly how the website should look.

It is only after this stage that the designer can begin working on the website. You will most likely be shown a quick mock up of the home page before the designer goes ahead with completing the website. This will be your chance to make any adjustments to how the site will look.

The designer will also require you to periodically review the work so far. This is much better to be done sooner rather than later as it is more costly to make any changes you may require further along the build process.