

7 Tips for building good web sites with tight schedules and budgets

1. One Contact

- for both client and developer

2. Think Big - Act Small

- long-term plan executable in stages; one step at a time
- start with known content; site must evolve
- web is a fluid medium; think expansion and upgrades

3. Proof and Approve

- verify all content before sending, especially headings

4. Think Digital - Work Electronically

- email; PDF; word processing, graphics and image files
- use common file formats: MS Word; Illustrator; Photoshop

5. Minimize Changes

- especially graphics and images

6. Minimize Meetings

- most discussions and requests can be made by email and phone calls

7. Minimize Maintenance

- avoid dated content
- avoid links outside of control

Profit from our experience. Plan ahead and you won't fall behind.

Branding
Design • Packaging • Promotion
& *Web*
Interface • Database • Administration



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