## Content Request: a portfolio/personal site

Please provide information for pages:

- 1. **Front page:** Welcomes visitors with a clear introduction to who you are and what you offer, plus directs them to explore the site or take action.
- 2. **About Me:** Shares your background, profession, specialisation, values, and unique qualities to build trust and connection.
- Contact Me: Provides visitors with ways to reach you for questions, support, or business inquiries.
- 4. **Pricing:** Details your service or product costs clearly, helping visitors understand what to expect and decide.
- 5. **FAQ:** Answers common questions to save time and clarify key information about your services or site.
- 6. **Disclaimer:** Sets legal boundaries by explaining limitations of liability and responsibility for the site's content. (I will write this for you. Write only if you have any preferences.)

#### Clickable content:

/Clicking on these lines will bring you to the relevant page./

Front Page – First Impression & Call to Action
About Me – Story, Qualifications, Values

Contact Me - Getting in Touch

Pricing – Clear Information for Clients

FAQ – Answering Common Client Questions

<u>Disclaimer</u>

The questions below are samples. You don't need to answer them all, and you can add any information not covered here.

Your answers don't have to be perfect. I will proofread, edit, and create the text based on what you provide. I just need to know what to write about.

# Front Page – First Impression & Call to Action

Describe who you are and what you help people with (your title, focus, and mission):
Type here
Who do you work with? (e.g. adults, women, professionals, couples):  Type here
What challenges or goals do you help your clients address?
Type here
What outcomes can people expect after working with you?
Type here
Do you want to include a short welcome message or motto?
Type here
Would you like to highlight a client testimonial or success quote?
Type here
What action should visitors take next – book a session, contact you, read more?
Type here

# About Me - Story, Qualifications, Values

Describe your professional background – training, certifications, and experience:
Type here
What inspired you to become a life coach / psychologist?
Type here
What approach or methods do you use (e.g. CBT, integrative, coaching tools)?
Type here
What values guide your work with clients?
Type here
What makes your way of working different from others in your field?
Type here
How long have you been practising?
Type here

What languages do you offer sessions in?
Type here
Would you like to include a personal photo or short life story?
Type here

# **Contact Me – Getting in Touch**

How can people contact you (email, phone, WhatsApp, contact form)?
Type here
Do you offer online sessions, in-person meetings, or both? (Include location if needed):
Type here
What are your working hours or available days?
Type here
Would you like a contact form? If yes, what fields should be included (e.g. name, email, message)?
Type here
Would you like to link to your social media (Instagram, LinkedIn, etc)?
Type here
Should we include a privacy notice or confidentiality note?
Type here

# **Pricing – Clear Information for Clients**

<b>List all services you offer</b> (e.g. coaching sessions, therapy, consultations packages):
Type here
What is the price for each service or session?
Type here
Do you offer a free introductory call or consultation?
Type here
How long is each session (e.g. 60 mins, 90 mins)?
Type here
Are your services online, in-person, or both?
Type here
Do you offer discounted packages or bundles?
Type here
What payment methods do you accept?

Type here
Do you have a cancellation or rescheduling policy?
Type here

# FAQ - Answering Common Client Questions

How can someone book a session with you?
Type here
What should a client expect from the first session?
Type here
Is everything shared in sessions confidential?
Type here
How many sessions do people usually need to see results?
Type here
Can a session be rescheduled or cancelled? What's your policy?
Type here
Do you work with children, teens, or couples?
Type here
Do you offer online sessions?
Type here

Can clients use health insurance to cover the cost?
Type here
Do you work in more than one language?
Type here

## **Disclaimer**

For a website of a life coach / psychologist, a disclaimer usually covers these key points to protect you legally and set clear expectations:

### No professional advice guarantee:

Clarify that the website content and communications do not replace personalised professional therapy, medical advice, or diagnosis.

### No liability for outcomes:

State that you're not responsible for any decisions or results arising from using the website or services.

### Confidentiality limits:

Explain that while you respect privacy, communications via website or email may not be fully secure.

### Not emergency help:

Specify that the site and services are not for crisis or emergency situations and provide guidance for immediate help (e.g., contact emergency services).

### Third-party links:

Mention that the website may contain links to external sites, which you don't control and are not responsible for.

#### Intellectual property:

Note that the website content is your intellectual property and should not be copied without permission.

We can write standard terms or you can add yours if you want.

Type here...