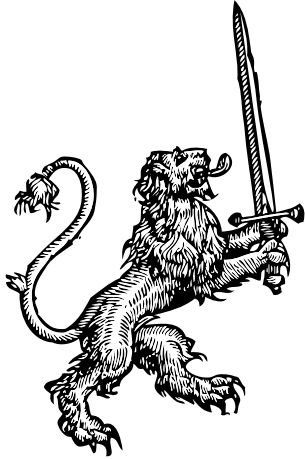


**Simon Pascal Klein**  
CONCEPT DESIGNER



**E:** [klepas@klepas.org](mailto:klepas@klepas.org)

**W:** <http://klepas.org>

**ABN:** 94 483 395 962

## *Working with me*

This document outlines the type of services I offer, my workflow and what to expect when working with me.

An electronic copy of this document can be found at <http://klepas.org/about.html>.

Last updated Tuesday, 4 August 2009.

### **Who am I?**

My name is Pascal Klein. I am a freelance contract designer specializing in web-based mediums—in particular web applications and web typography. I design both small and large-scale websites, user interfaces, accompanying icons, and provide usability as well and accessibility assessments.

For more information see <http://klepas.org/about.html>.

### **Partners-in-crime**

Some large or complex projects can call for a team of developers, designers and other professionals to better match required needs. By default I will work with your in-house developers, delivering all necessary design material but I can also extend my range of services by calling on other specialists.

I am part of a professional network of web and IT contractors including front and back end developers, database designers, graphic designers, and more. I can leverage the expertise of this network to meet the requirements of larger projects.

### **What do I do?**

I have offered a large range of services in the past as part of working as a sole designer for a web development and consultancy company. Now as a contractor I have refined the services I offer to better suit this style of working.

I prefer to work with your developers and team and would be interested in establishing a dedicated position as a web designer in the following areas.

#### ***Website design***

Website design is the most common work I take up. I generally produce complete graphic mockups, web-ready and optimized exports and the full source design files for your developers (or a third party) to implement. Alternatively I can also provide finished CSS/(X)HTML templates for you to integrate as you please.

In addition I provide micro-design, typography, usability and accessibility testing for finished implementations.

### ***Web applications***

With the popularity of web applications I have increasingly worked directly with and within development teams, designing full-fledged web application interfaces and seeing through their implementation until completion. I produce full mockups that document task workflows and application icons.

With a strong technical background and a solid understand of core web technologies I also offer technical implementation advice and alternatives in my work.

### ***Typography***

Whether designing websites or building applications typography plays a vital role, after all most of the web's content is in a textual format. Outside of the typographic component in the construction of websites (and even applications) I also work with existing websites, organizing, structuring and bringing order to information.

Whatever the case may be I also offer style guides so you can add to your website in your own time and independently.

### ***Other***

I also offer other design and design-related services, other than those noted above. Please note I am more likely to take up alternate forms of work as part of a larger project in one of the above areas.

## **How do I work?**

Customized projects are can be difficult to entirely plan out in advance and follow through line for line, however I work by the following structure:

- I. **Analysis:** I learn about your company, your goals, and the objectives of the product or service you intend to offer as a guide to formulating a set of deliverables. *A project brief greatly aids this process.*
- II. **Quote:** I formulate a quote to address the requirements of your project that outlines the deliverables. If you are happy with the quote the project is go.
- III. **Initial design:** Using what I have learned in the *Analysis* phase I design mockups to provide a solution to the requirements outlined in the quote.
- IV. **Feedback & Refinement:** Agreed upon in the quote you will have a predetermined number of rounds for feedback. Upon feedback I revise and make changes to the design until you are happy or the predetermined rounds end. If it comes to the latter we can discuss further work.
- V. **Implementation:** The design would be implemented. Depending on the nature of the work (e.g. website or application design and who is implementing the mockups) I would construct the CSS/(X)HTML templates or otherwise oversee and aid in the implementation of the design.

VI. **Sign-off:** Once the work is done we double-check everything conforms to the requirements from the quote and of course ensure you're happy.

### **What is my schedule and availability?**

I am more prone to accept your project if it has a relatively open timeline—if you have a project that must be completed by a set date please get in contact as soon as possible to discuss us working together.

I commonly work on one or two projects at a time but rarely more. To see my availability please see <http://klepas.org/about.html>.

### **How much do I charge?**

This solidly depends on the nature and extent of the project. Most projects are priced between AUD \$1,500 to AUD \$10,000, though these are not set in stone.

I generally calculate based on an hourly rate—which is variable to the work and skills required—and use that as a base for establishing the project cost. Ultimately the total cost will either be fixed and agreed upon or variable but with an estimate. If using the latter, I will notify you when approaching the estimated time for a given task.

I ask for a 30% deposit. Upon request, I happily supply work logs within 48 hours, respecting business days.

### **How do we keep in contact?**

I currently reside and work in Frankfurt, Germany, and will relocate back to Australia at the end of 2008. With work, travel, conferences and trade shows, email, phone or Skype is the preferred method of correspondence.

I like to begin projects with a good chat over the phone or via Skype and welcome predetermined chats throughout a project—of course if I am in the area or you are a local we can meet over coffee to discuss the project! Otherwise I prefer to stay in contact via email so we both have a history of what has been said. I do not communicate via instant messaging services.

If you would like to get in contact please email me at [klepas@klepas.org](mailto:klepas@klepas.org).