

# WIDE EYE PARALEGAL SERVICES

## Web Design Project

# PROPOSAL



Web Designer: Gloria Lai

## Foreword from Web Designer Gloria...

This is my first ever web design project that I work with a client. This is my very first website I would put into my portfolio as a sample choice in the future.

I am excited to work with my client, Wide Eye Paralegal Services.

I promise I will only deliver the best.

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# OBJECTIVE

Must have a professional, and user-friendly design to attract potential clients

Must be informative about the services Wide Eye Paralegal provides

To create webpage(s) for Wide Eye Paralegal.

To be able to build trust

# COMMUNICATION PLAN

1) We are meeting on Oct 24, 2019 for our first meeting.

- Meet and greet
- Discuss fundamental meaning, core values and beliefs of Wide Eye Paralegal
- Discuss about features client would like to add to his webpage(s).  
le: colour scheme, layout, etc.

- In-person
- Phone-call
- E-mails\* (preferred)
- Text/watsapp

2) Moving on, we will conduct weekly follow-ups by any of the following communication methods:

## COMMUNICATION PLAN

Continue...

3) A Client Portal page has setup for client to view the progress of Wide Eye Paralegal's web design. Client will find:

- Minutes of meetings and outcomes
- This proposal
- Wireframes
- Mockups
- Prototypes

# PROTOCOL FOR CHANGE

Any changes to the design, please communicate  
via e-mail: [hlai16@myseneca.ca](mailto:hlai16@myseneca.ca)

For cancelling or making  
changes to meeting(s):

- ❖ Please give 2 days advance notice if possible.
- ❖ We can always setup meeting via whatsapp, or phone-calls.

# STATEMENT OF SCOPE

Statement Of Scope (SoS)				
#	ITEM	IN SCOPE	OUT OF SCOPE	
1	Font	Research appropriate font; Discuss with client; Add it to code;	Create a new font; Use Adobe font;	
2	Color	Research industry standard colours; Discuss with client; Create colour scheme; Embed in code;	Will not keep changing colour schemes based on client's likes/dislikes on a given day;	
3	Layout	Research industry standard layouts; Discuss with client; Fixed horizontal nav bar; CMS (Content Management System), mobile responsive design	Paid theme in WordPress; Ecommerce;	
4	Validation	use w3c validators to validate html, and css codes before presenting to client	make validation errors purposefully to suit a layout issue	
5	Accessibility	Research an accessible design, make good use of web wave.	ignoring accessibility because clients want a flashy design.	
6	Responsive	mobile first, mobile responsive design, suitable for all devices, using media query.	making a completely new design to suit for difference screen sizes	
7	Home Page	Research the correct layout, with nav bars to all other pages, and contents and features clients request to put in	writing contents for clients, producing/buying images for clients, or plagiarizing someone else's contents	
8	About Page	Research the correct layout, with nav bars to all other pages, and contents and features clients request to put in such as client's brief intro, and picture	writing contents for clients, producing/buying images for clients, or plagiarizing someone else's contents	
9	Services Page	Research the correct layout, with nav bars to all other pages, and contents and features clients request to put in	writing contents for clients, producing/buying images for clients, or plagiarizing someone else's contents	
10	Contact Page	Research the correct layout, with nav bars to all other pages, and contents and features clients request to put in such as map, directions, etc.	writing contents for clients, producing/buying images for clients, or plagiarizing someone else's contents	
11	Images/Videos	Download free images; Photoshop (crop and optimize), modify; embed in web design;	Take videos or photos; Purchase images/videos; Complex photoshop modifications to images; Edit videos;	
12	Logo	depends on time, may design for client so long it is something photoshop can manage, or downloading free icons.	paid for icon designs, unless clients agree covering the cost.	
13	Web 2.0 Technologies (Social Media)	Design and code Font Awesome Icons and links to client's Facebook, ...	Manage communications to all the Facebook....Accounts...	
14	SEO	Minimal SEO, Create basic meta tags,...		
15	Multi-Page Website	Create multi-page website as per client's choice;	No more than 5 pages;	
16	Web Domain	Connect domain	Buy and maintain domain contract	
17	Web Hosting	Upload to Host Server	Buy subscription plan for hosting	
18	Other	Services related to web design and free of charge	Requests that aren't related to web design and requires costs	
19	Wordpress	Briefly giving advice, or encourage client to google for tutorials to use wordpress whenever he wants to update his site in the future.	Offering free tutoring, or maintaining or updating webpages	



## Statement of Deliverables (SoD)

#	DESIGNER BASED FEATURES	#	CLIENT BASED FEATURES
1	Four Design Features	1	Images/Video
1.a	Font	2	Social Media (in the future)
1.b	Colour	3	All contents
1.c	Layout	4	Website Domain
1.d	Navigation	5	Website Hosting
2	Wireframe	6	testimonials (in the future)
3	Mockups	7	cost-required stuffs (if any)
4	Web Funtionalty:	8	Contact form (contents)
4.a	W3 Validation		
4.b	Accessibility		
4.c	Responsive		
5	logo modification/scaling		
6	Photoshop editing		

STATEMENT OF  
DELIVERABLES

# THANK YOU!

I thank Jerry Hanus for giving me this opportunity to create a website for him. Thank you for supporting the Seneca Webmaster Program Students by participating in this Web Design Project.

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the Seneca Webmaster Program Students by