

Re-design

Global Nav Link Text	Sub-category	Description of Content	Original Content	Usage/Placement	Page Keywords	Potential Assets/Visual Treatments	Notes
Home	Welcome	Short welcome paragraph about the center.	building.jpg	top of page	welcome, introduction,	Use building.jpg right below welcome header.	
Home	Mission	Mission statement	text	below welcome	mission, our mission	Paragraph below welcome message	
Services	Services Offered	List and descriptions of the various services offered.	Text and links to more info	Placed at top of page.	services, services offered	Make services a list or table.	Make informative without having to link to more info on all services.
Enroll	Enrollment Application	Form to allow users to enroll themselves/someone else in the program at the center	Link to a form that was rather broken.	Middle of page after short info paragraph.	enroll, enrollment, signup, sign up, apply		
Enroll	Information	Short paragraph detailing what to do on the page.	None	Top of page	enroll, enrollment, signup, sign up, apply		
About Us	About the Primrose Center, Inc.	Info on what the center is all about. Image of the Primrose Center	Text and table	Top of page	about, about us, information, more info, info		
About Us	Partners	List of partners with clickable links to their sites if available	Text, ommOutPic.JPG	Under About paragraph	partners, donations, associates	Unordered list for partners.	
Gallery	Images	Gallery of various images throughout the Primrose Center	None	Top of page	images, gallery, image gallery, pictures		
Contact Us	Contact Us	Various ways to contact the center. Including form to email.	Small box on lower left of all pages, logo.jpg	Top of page	contact, contact us, phone number, email	Include form for emailing.	
Contact Us David Walker	Board of Directors	Table with information on all board members	Table on it's own page	Under contact information	board, directors, board of directors, chairman	Use table for board members info	

## Basic Info

Site description/main purpose	Site is designed to give information on the Primrose Center and allow users to enroll in the program.
Services <title>	Information on all services provided.
About Us <title>	Information about the Primrose Center.
Enroll <title>	Enroll in the program.
Contact Us <title>	Contact Information.
Gallery <title>	Images of various places throughout the center.
Industry Specific Keywords	Primrose Center Inc, Primrose Center, Primrose Orlando FL
User-oriented Keywords	Rehabilitation Services, Rehab for disabilities, Therapy, Volunteer, Disabilities
David Walker	

KEYWORD WORKSHEET		
	KEYWORDS/META INFO	
BASIC INFO		
Site description and/or main objective	Christ Episcopal Church, website for church so community can stay connected. (JW) Christ Episcopal Church- keeping members connected and involved in a community outreach. (LT)	
Home page <title></title>	CEC   Home (JW) CEC   Home   Rooted in the Past, Looking to the Future (LT)	
Sub page's <title></title>	CEC   Location (JW) CEC   News & Events   Stay Informed (LT)	
	CEC   About (JW) CEC   Outreach Ministry   Striving for Compassion (LT)	
	CEC   Contact Us (JW) CEC   Sermons   Tune in, Listen, Get Connected (LT)	
	CEC   Calendar (JW) CEC   About Us   View CEC History, Meet our Staff, Find Location (LT)	
	CEC   Why Christ Episcopal Church? (JW) CEC   Contact Us   Get in Touch (LT)	
INDUSTRY INFO		
Industry terms/buzzwords	Church, Christianity, Christian, ALS or SEE Church Interpreter, Jesus, Christ, God, Lord (JW) Ministry, Ministers, Organization, Elders, Doctrine, Bible, Worship (LT)	
Services/Information offered	ALS/SEE interpreter, Young Adults Group, S.H.A.R.E Shelter, Ministry Services (JW) Sermon PDF's, UW Episcopal Campus Ministry (LT)	
USER-ORIENTED INFO		
Sample Searches	Church, Christianity, Christian, ALS or SEE Church Interpreter, Churches in Seattle Washington, Religion, Faith (JW) Christ Episcopal Church, Episcopal Churches, Episcopal Ministry, Episcopal Church Sermons, Episcopal Ministries in Seattle Washington (LT)	
Theme and Content	PG, Family friendly, "Christian Values", Clean design, navigation bar, organization of content (JW) Society, Religion, Spirituality, Belief, Family, Community (LT)	
Sub-page searches	S.H.A.R.E Shelter, Location, Service Schedule, Calendar of Events, Sermons, History (JW) Sign Language Ministry, Young Adults Group, Parking, Meet the Staff (LT)	
Key Phrases	Christ Episcopal Church, Christianity, Seattle, Mission Collect, Church(JW) Local Churches, Episcopal Churches, Churches in Seattle (LT)	
Lisa Townsend - LT		
Julie Weisman - JW		

# Christ Episcopal Church- Asset Tracker (<http://www.christchurchseattle.org/>)

GLOBAL NAV LINK[1]	SUB-CATEGORY / TITLED SECTION[2]	QUICK DESCRIPTION[3]	ORIGINAL CONTENT PIECE[4]	POTENTIAL USE / PLACEMENT (e.g., CTA on home page, top feature on related category page, global placement in the footer, etc.)[5]	KEYWORDS[6]	POTENTIAL ASSETS / TREATMENT[7]	NOTES[8]						
Contact Us	Contact Us	Staff contact information, contact form	Text	Will be placed on the Contact Page. Staff contact information at the top and contact form below.	contact, email, telephone, address	Create a form with good defaults and input prompts. Using Gestalt principles.	LT						
Home	About	Link to about us and snippet of information of church	text with link	This will be an intro to the link for more information	about us, more information, address, telephone		JW						
Home	Contact Us	Link to Contact Us for more information	text with link	This will be an intro to the link for more information	contact us, email		JW						
Home	Calendar	Link to calendar page and information on up coming event	text with link	This will be an intro to the link for more information	events, sermons		JW						
Home	Why Us?	Link to Why Us page and maybe a bible verse on the path of faith.	text with link	This will be an intro to the link for more information	history, why Christ, Faith renewal		JW						
Home	Location	Link to Location page and image of a small make of local location	text with link	This will be an intro to the link for more information	Location		JW						
All Pages	Picture Banner	This will be the banner above the navigation bar that will be implemented across all pages.	image	image			JW						
All Pages	Navigation Bar	This will be the navigation bar to navigate through the pages.	image/link	navigation bar			JW						
Contact Us	Contact Us	Contact form page to email with link to location	Form	Form to contact church	Phone, Contact, Information		JW						
About Us	About Us	History, about the Church, link to Annual Report	Text and pictures	This will be a church history, social aspects like youth group, also special programs (Daycare durring services and ALS translator)	History, Youth Group, Homeless Shelter, Annual Report, ALS, SEE		JW						
Calendar	Calendar	Events Calendar, past sermons	Calendar, Sermon Links, Upcoming Events	Notify upcoming events, Past Sermons	Sermon, Events, Calendar		JW						
Why Us	Why Us?	What is Christianity and what it can do for you. What social responsibilities the Church has to help the community	Text and pictures	Educate, social community programs	Faith, Christianity		JW						
Location	Location	Map of location, Address, Phone number	Image and text	Location map, driving directions, phone number	Location, Driving Directions		JW						
Home	News & Events	Links to news page with calendar	calendar	calendar, articles	schedule, events, activities	give more color	LT						
Home	Outreach Ministry	Links to outreach ministry page	text, image	link, images, articles	ministry, outreach	add some images	LT						
Home	Sermons	Link to page with archived sermons	text, links	text, links, possible images	sermons, messages	possible condense, organize and spice it up with some images	LT						
Home	About Us	Links to Location Page with map, parking and link to trip planner	link, text, images	links, text, images, map	direction, location	more organized, better images	LT						

[illegible]

[illegible]



# Keywords Worksheet

Site Description	<a href="http://cityofokeechobee.com/">http://cityofokeechobee.com/</a> is a website for the town of Okeechobee. It's for visitors and for it's current residents. It's a vital website for finding out whats going on in town.
City of Okeechobee / City Council	No Keywords
City of Okeechobee / Agendas	No Keywords
City of Okeechobee / Minutes	No Keywords
City of Okeechobee / Departments	No Keywords
City of Okeechobee / Elected Officials & Department Heads	No Keywords
City of Okeechobee / Bids	No Keywords
City of Okeechobee / Employment	No Keywords
City of Okeechobee / City Forms	No Keywords
City of Okeechobee / City Zoning Map	No Keywords
City of Okeechobee / City Future Land Use Map	No Keywords
City of Okeechobee / Code of Ordinances & LDR's	No Keywords
City of Okeechobee / Calendar	No Keywords
City of Okeechobee / Comprehensive Plan	No Keywords
City of Okeechobee / Other Links	No Keywords
City of Okeechobee / Home	No Keywords
City of Okeechobee / Planning Board	No Keywords
City of Okeechobee / Technical Review	No Keywords
City of Okeechobee / Code Enforcement	No Keywords
City of Okeechobee / Appearance Request Form	No Keywords
City of Okeechobee / Park Committe	No Keywords
City of Okeechobee / Administration	No Keywords
City of Okeechobee / Building Department	No Keywords
City of Okeechobee / City Clerk	No Keywords
City of Okeechobee / City Engineer	No Keywords
City of Okeechobee / Finance	No Keywords
City of Okeechobee / Business Tax Receipt	No Keywords
City of Okeechobee / Fire Department	No Keywords
City of Okeechobee / Police Department	No Keywords
City of Okeechobee / Public Works	No Keywords
Brian Schnurr	



# http://www.cityofokeechobee.com/ Asset Tracker

Basic Information	Navigation Links	Brief Description	Original Content	Proposed Content	
Home Page	<a href="http://www.cityofokeechobee.com/">http://www.cityofokeechobee.com/</a>	Index Page	Text with images and links	I want to organize everything into a nice navigation bar at the top, so it's less confusing	
Sub Pages	City of Okeechobee / City Council	Introduces everyone on the city council	Text with images and links	Create a photo of everyone on board, and their titles. Clean it up more.	
	City of Okeechobee / Agendas	Non-clickable Link	Text with images and links	Take all content and organize it into sub sections on the page	
	City of Okeechobee / Minutes	Non-clickable Link	Text with images and links	I would create a page for the minutes and list ALL of the minutes, which would branch off.	
	City of Okeechobee / Departments	Non-clickable Link	Text with images and links	I would create one page, and List all of the departments and have them brach off into their own page	
	City of Okeechobee / Elected Officials & Department Heads	Has a few links on the page that redirects to other parts of the website	Text with images and links	I would have a contact form, and pictures with description of each persons duties	
	City of Okeechobee / Bids	Shows the Open Bids	Text with images and links	I would re-organize this. It's confusing right now	
	City of Okeechobee / Employment	Shows how to become employed, showing current positions open	Text with images and links	I would have a full list of jobs available, with links so you can apply	
	City of Okeechobee / City Forms	All of the forms needed for anything in the city	Text with images and links	I would just condense	
	City of Okeechobee / City Zoning Map	Brings to a PDF of a map	Text with images and links	Optimize the PDF	
	City of Okeechobee / City Future Land Use Map	Brings to a PDF of a map	Text with images and links	Optimize the PDF	
	City of Okeechobee / Code of Ordinances & LDR's	Redirects to a website showing all of the Ordinances	Text with images and links	Re-Organize this entire page	
	City of Okeechobee / Calendar	Shows all events coming up	Text with images and links	Have an interactive Calendar	

	City of Okeechobee / Comprehensive Plan	Brings to a PDF of a Document	Text with images and links	Optimize the PDF	
	City of Okeechobee / Other Links	Various helpful links	Text with images and links	Update the list of links	
	City of Okeechobee / Home	Home Page	Text with images and links		
	City of Okeechobee / Planning Board	Lets you know when the next meeting is	Text with images and links	Would include this into the Calendar	
	City of Okeechobee / Technical Review	Shows if there are, or are not any minutes from meetings	Text with images and links	I would create a page for the minutes and list ALL of the minutes, which would branch off.	
	City of Okeechobee / Code Enforcement	Code Enforcement Minutes	Text with images and links	I would create a page for the minutes and list ALL of the minutes, which would branch off.	
	City of Okeechobee / Appearance Request Form	Brings you to a PDF to fill out	Text with images and links	I would Optimize the current PDF, so it would load faster	
	City of Okeechobee / Park Committe	Park Committee Minutes	Text with images and links	I would create a page for the minutes and list ALL of the minutes, which would branch off.	
	City of Okeechobee / Administration	Gives you a detailed look to who is in charge	Text with images and links	I would create one page, and List all of the departments and have them brach off into their own page	
	City of Okeechobee / Building Department	Lists scheduled building inspections	Text with images and links	I would create one page, and List all of the departments and have them brach off into their own page	
	City of Okeechobee / City Clerk	Lists contact information for the city clerk	Text with images and links	I would create one page, and List all of the departments and have them brach off into their own page	
	City of Okeechobee / City Engineer	Contact information to engineer	Text with images and links	I would create one page, and List all of the departments and have them brach off into their own page	

	City of Okeechobee / Finance	Tax Information	Text with images and links	I would create one page, and List all of the departments and have them brach off into their own page	
	City of Okeechobee / Business Tax Receipt	Tax Information	Text with images and links	I would create one page, and List all of the departments and have them brach off into their own page	
	City of Okeechobee / Fire Department	Brings you to the Code Enforcement Page	Text with images and links	I would create one page, and List all of the departments and have them brach off into their own page	
	City of Okeechobee / Police Department	Gives you a history of the Police	Text with images and links	I would create one page, and List all of the departments and have them brach off into their own page	
	City of Okeechobee / Public Works	Contact information and a brief summary of who is in charge of the Public Works	Text with images and links	I would create one page, and List all of the departments and have them brach off into their own page	
Brian Schnurr					

1. JM:

What global navigation link might this content piece be associated with?

HINT: THERE SHOULD BE FOUR RE-OCCURRING LINK NAMES HERE THAT WILL REPRESENT THE NEW GLOBAL NAV LINKS -- FEEL FREE TO INCLUDE A BREAKDOWN OF YOUR INTENTIONS FOR THE HOME PAGE AS WELL.

2. JM:

What sub-category will this content piece be associated with?

THIS WILL GENERALLY REPRESENT THE TITLED SECTION YOU PLAN TO USE TO GROUP THIS CONTENT PIECE WITHIN THE UI

3. JM:

quick description of content source - remember the content that makes it into your Uis must be in your own words.

4. JM:

URL (or file name) where the original content piece can be found

THIS SHOULD REFER TO THE FILE NAME OF THE ORIGINAL CONTENT -- THIS HELPS TRACK THE OLD CONTENT MAKING SURE IT IS CONSIDERED FOR THE NEW SITE

5. JM:

verbalize potential uses for each content piece - possibly more than one location (for instance, the content will belong to a primary category, but could also make an appearance on the home page -- cross-pollinate)

6. JM:

while site wide keywords are necessary (for overall site goals) keywords that are tailored to fit specific content areas or secondary pages are also required to draw in additional user searches.

7. JM:

List any potential asset ideas - support images, icons, etc. AND/OR potential treatments/styling. Remember, all fonts and imagery must be licensed or of your own creation.

8. JM:

this is just a place to verbalize anything not covered yet - or even reiterate some of the overall ideas/uses of each content piece