

Hello Lucas,

Thank you for choosing Digital Architecture and Design to create your website! I am very honored and excited to be working with you. In order to make this website everything you have ever dreamed of, we will be in contact with one another frequently, so don't hesitate to reach out at any time with questions or concerns.

My goal is to deliver a project that you can be proud of and that will bring you success. Your success means my success. This site will be apart of my portfolio, which means it is free of charge to you. However, if you would like further maintenance after the website is done, I would be more than happy to assist you with it at a cost that can be discussed at that time.

Again, I look forward to working with you and building a website that both of us can be proud of.

Below is the initial intake questionnaire. If you could fill this out so we can get a better idea of what it is we need to do, it would be much appreciated.

Your Digital Architecture and Design developer,

*Briana Burns*

# Intake Questionnaire

What is the name of your site and URL?

Do you already own your URL?

What is the physical address to be displayed on your website:

What contact information should be included on the website?

List any websites or brands you like in terms of functionality and look/feel:

What is the main purpose of your site?

What are the types of users that will visit this site, and what actions should each user perform?

What is the key functionality for your site?

What pages do you want included on your site?

How do you want people who are coming to your site to feel?

Do you have a specific look and feel in mind?

Please send any creative assets - logo, images, color scheme, fonts, etc.

Do you have any source files that we should import?

Do you currently own an SSL certificate? If not, that will need to be purchased before the website goes live.

Please provide me with domain and nameserver access:

What is your current technical infrastructure?

Is there anything else you would like us to know or consider?