



designs



## 5 steps to a web site

Following are **5** steps to putting your business on the web.

The most difficult part for business owners is collecting all the necessary information that best describes your business. We can't start until all content is collected and this form is completed. When you're ready, we're here for you.

Trent designs will register your domain name and open the ISP account.

### Step 1 Register domain name

List 5 variations of your business name in order of preference.

(For example: Thompson Real Estate 1. thompsonrealestate.com, 2. trealestate.com, 3. buyahouse.com, 4. tre.com, 5. jwtrealestate.com)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

If you want to explore available domain names yourself, go to [www.internic.net/whois.html](http://www.internic.net/whois.html)

### Step 2 Open ISP account

List email names (up to 30 names)

(For example: Bob, BT, or info@companyname.com)

## Step 3 Define page titles/categories

(For example: Home, Gallery, Bio, Contact info)

Page 1          Home

Page 2 \_\_\_\_\_

Page 3 \_\_\_\_\_

Page 4 \_\_\_\_\_

Page 5 \_\_\_\_\_

Page 6 \_\_\_\_\_

## Step 4 Gather content for web site

1. Information
  - a. Mission statement
  - b. Art/Product description
  - c. Bio
  - d. Contact information
2. Pictures (jpg/tif format)
3. Brand samples
  - a. Business cards
  - b. Letterhead
  - c. Marketing materials
    - Brochures
    - Mailers
4. Outside links  
(All web links or email addresses that will link to the site.)

## Step 5 Return all information and a 50% deposit.

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