

# Wonder Web Works respects your privacy and informed decision.

## Steps in getting online

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1. Acquiring ABN /ACN/ACT BN/Other
2. Domain Name Registration (.com/.net/.info/.org or .com.au, .net.au, .org.au or any other domain names)
3. Searching and recommending Web Hosting Service (Cheaper, reliable and secure)
4. Installing Content Management System (easy to manage)
5. Installing and Customising Template (impressive, quick to download and scalable)
6. Installing and Customising Components and Modules to Publish Your Contents
7. Preparation of Contents for Public View (proof reading and ready for publication)
8. Launching the Website (let others know and promote at every possible & available opportunity) – at meetings, conference or AGM, submission to search engines, adding your website in your signature block, newsletters to your membership, use of social media or community newsletters.

### **Please note:**

.au domains are available only if you have ABN/ACN etc. Domain name is initially registered for 2 years then must be renewed every year.

Web hosting is available on monthly/yearly subscription.

Some components and modules/plugins are commercial and incur additional cost. It depends on the need and your requirements.

Moving to a different web hosting service would require fresh installation of CMS, templates, and populating the website with its contents that means redoing everything from scratch.

We do use tools for SEO but do not guarantee or claim specific results for website ranking.

Our services are voluntary and assisting in nature.

**Please read and familiarize with Terms & Conditions for Users on our website.**

Hope it helps you understand stages and processes for your online presence. If you need to discuss any of the above further, please do not hesitate to contact us on 0447 726 339.

**Please visit [www.WonderWebWorks.com.au](http://www.WonderWebWorks.com.au) for our projects and more information.**

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## Checklist for your website

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We appreciate your interest in our web solutions.

The list of questions below helps us understand your requirements and enable us to provide you with appropriate options for your business/service needs.

1		Do you have a website?	Yes / No
	i	If Yes, what is the website URL (address or domain name)	
		Is it live or parked?	Live / Parked (not running)
		Domain Name Registrant	<ul style="list-style-type: none"> <li>a. Registered with</li> <li>b. User Name</li> <li>c. Password</li> </ul>
		If website is live, who is hosting the website	<ul style="list-style-type: none"> <li>a. Web hosting with</li> <li>b. User Name</li> <li>c. Password</li> </ul>
		Email addresses used for your website: (domain specific emails can be created, such as info@yourdomain.com)	<ul style="list-style-type: none"> <li>a.</li> <li>b.</li> <li>c.</li> </ul>
	ii	If No, your preferred website address:  (Please note .au domains are available only if you have ABN/ACN etc. Domain name is initially registered for 2 years then must be renewed every year.)	<ul style="list-style-type: none"> <li>a. www.</li> <li>b. www.</li> <li>c. www.</li> </ul>
2		Your website will be	<ul style="list-style-type: none"> <li>a. Static (information only) <ul style="list-style-type: none"> <li>i. Individual</li> <li>ii. Association or community</li> <li>iii. Services</li> </ul> </li> <li>b. Frequently Updated</li> <li>c. Image-rich (gallery of products/services)</li> <li>d. Business-oriented (eCommerce)</li> </ul>
3		Do you have your own logo?	Yes / No
4		Do you have any slogan or branding? (how would you describe your service/community/business in 4-5 words)	Yes / No

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<b>Images and Graphics</b>			
5		Any colour preference for the website?	
6		Do you have images/graphics, you want to publish on the website:	
	i	Any brochure, graphic or images to promote your business/services?	Yes / No  (If Yes, please provide us on a CD or USB drive)
	ii	Do you need us to take photographs?	Yes / No
	iii	Wish to use images from internet (please note photographs may be protected by copyright)	Yes / No  (If Yes, it may incur additional cost)
<b>Website Contents</b>			
7		Website contents are ready (Important)	Yes / No
	i	About Us	
	ii	Description of services/products	
	iii	Common questions about your services, people ask, need to know or tend to compare with other providers	
	iv	Special offers/events/discounts	
	v	Contact details (email, location, opening hours, contact number and ABN). Helps to authenticate your services	
8		Any preference for Menu items	
<b>Search Engine Optimisation</b>			
9		List of 20 key words or phrases about your association /organisation /services /products of your choice for Search Engine Optimisation and improved ranking	
10		A brief description (2 sentences) about your services/association/company	
11		Preferred website Title  (would also assist search engines)	

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