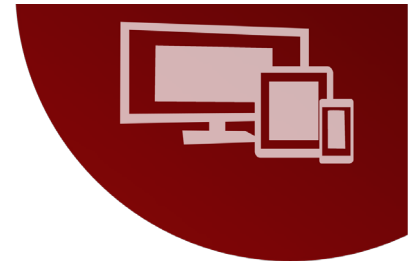


# Website System Checklist

The following is designed to provide you with an assessment checklist that relates to the selection of the website options under consideration. The capabilities listed below are a combination of the most common requests / questions being asked by business people that we speak to when they are considering an upgrade to their current website or establishing their first website as a start up business.



## Have you seen a demonstration of their Content Management System?

Being able to create and edit content yourself allows you to avoid ongoing costs. Make sure you see a demonstration of the system.

Webforce 5	Other Website Developers		
	1.	2.	3.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Is the website "responsive"?

This means that the website responds by changing the viewing format based on the device (Mobile, Tablet etc.) it is being viewed from. Responsive websites are supported by Google with a better ranking than "non-responsive" websites.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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## Do other systems provide Free advice and support?

Having access to dedicated "Australian" based support staff will ensure you realise the full potential your website presents.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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## Is the website hosted in Australia?

Websites hosted outside of Australia or in inferior hosting environments may load slowly and/or be unstable or lack the security you require.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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## Can you manage Search Engine visibility yourself?

Having the ability to optimise your website to search engines yourself will save you thousands of dollars.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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## Can you send newsletters or other online alerts or promotions via the website?

The ability to communicate with your prospects/customers for free saves money and enhances your relationship with stakeholders

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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## Is the shopping cart an integrated system or has it been "bolted-on"?

An integrated system will usually be more stable than external systems and will avoid any additional costs.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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## Do you get a personalised design service?

A custom look and feel enhances your image and supports your branding objectives in a way that "templated" systems cannot.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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## Can you create a staff extranet (staff login area)?

Creating a central portal for staff that contains business processes and staff resources provides efficiencies to and adds value to the business

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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## Can you integrate social media within the website?

Social media integration will help drive traffic to your website, make you look contemporary and provide another option for interaction with your target audience.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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## Do you receive free upgrades to the website software?

Technology changes quickly. Having a system that is continually enhanced for free protects your investment and keeps you current.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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## Do you receive all of the functionality (modules) for free?

Business changes. Integrating new functionality in the future can be expensive and in many cases may not be possible.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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## Does the website system provide you with reports on the traffic to your website?

Detailed scoping documentation will remove ambiguity and help you avoid frustrations and unexpected costs.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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