

## New Website / Website Redesign Questions:

1. What are your goals for the new website? *(Example: We would like the site to be easier to navigate and more modern looking. We would also like users to be able to find information easier on our website so that our agency receives less phone calls.)*
2. What is the primary message you wish to convey with the new website?
3. What are the primary service(s) that your agency/commission/board provides?
4. Who are the key decisions makers for the new website?
5. Should they be included in all emails/meetings?
6. Who will manage the website once it has launched? One person or multiple people?
  - If multiple people, how should the website permissions be built? *(Example: only users in the Operations department will be able to update and create Operations pages.)*

7. Do you foresee any content revamping or re-organization compared to the existing website?
8. Do you have a deadline for launching the new website?
9. Are there specific colors you would like used in the new website design?
10. Are there specific colors you DO NOT want used in the new website design?
11. Do you have any specific design elements in mind? *(Example: Our new website must include an image of the ID State Capitol)*
12. Please list some examples of websites (state and non-state) that you like.
  - Explain why you like them or what pieces you particularly like about them: *(Please provide screenshots, URLs, and notes to clearly convey what you like)*
13. Do you currently have marketing materials that we should incorporate into your design?

14. Interested in other Access Idaho Services, such as payment processing or application development?