

The Web Site Design Process

Step One – The emailed Estimate and “✓ Accept” button

Each client receives an estimate by email. Click “✓ Accept” on the estimate to start the design process and agree to the Terms of Service. The Terms of Service are available in the documents tab when you login for your estimate or on MtnWebs.com. **50% of the total fee for design projects is required at the start of the project. Your project will then be added to the project queue.**

Step Two—Register A Domain Name

You will have to register a domain name and make sure it is available on the Internet, if you haven't done so already. A domain name is the address that people will use to find your website. - i.e. www.mycompany.com

I would be happy to do this process for you. All domain names are registered in your name.

Step Three – Set Up Web Hosting For Your Domain Name

I prefer GoDaddy.com for web hosting. Their hosting services are compatible with the software I use and they have great customer service. Web hosting usually costs around \$75 per year. I would be happy to set up your web hosting service or move your current service to GoDaddy.com

Step Four - Consultation

Fill out the [Web Site Worksheet](#) and we will discuss your specific design needs in depth.

Step Five - The Construction Process

You provide the information we need to start building your website. The information includes:

- Login information provided by your web hosting service so that we have the ability to publish your pages to the Internet. (user name, password, pin)
- Words of text and graphic images (logos) and/or photos that you want included on each of the pages. Please see the Web Site Worksheet for details.

Once the website is built, you get to review it and if necessary, final revisions will be made. Once you approve the site, you pay the remainder of the balance due on the site and then it will be published to the web!

Visit [FAQ's page of MtnWebs.com](#) for answers to many questions.