

Plan and Set Up

WEBSITE PLANNING CHECKLIST

Student Name:

- 1. Who is the target audience?*
- 2. How can I tailor the site to reach that audience?*
- 3. What are the goals for the site?*
- 4. How will I gather the information?*
- 5. What are my sources for media content?*
- 6. What is my budget?*
- 7. What is the timeline?*
- 8. Who is on my project team?*
- 9. How often should the site be updated?*
- 10. Who will update the site?*