zibster

CUSTOM SITE SERVICE



Complete your questionnaire



Schedule a consultation, if needed



Meet with us, if consultation is scheduled



Gather and submit your content



Receive initial site design of core pages



Review your initial site design (provide first revisions)



Receive & review your revised site (second & third revisions)



Receive final design



Launch your custom site design

HOW IT WORKS



COMPLETE YOUR QUESTIONNAIRE



When you purchase a Custom Site you will receive a questionnaire to help our team learn more about your business and your goals for the service. Our work begins once you complete the questionnaire.

Goal: Receive completed questionnaire from you within 10 business days.

Note: The submission of the questionnaire constitutes the start of the Service and our work. Once a Service has begun, the money-back guarantee no longer applies, and the service will not be refunded. This service includes designing up to 10 pages on your website, not including a Store, Forms, or Blog.

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SCHEDULE YOUR INITIAL CONSULTATION

(Optional)

After you complete your questionnaire you will receive a link (on your screen and by email) to schedule a consultation with us. A consultation call is not required. You may choose if you'd like to have one at the start of your service, and can select a day and time that works for you.

Goal: Meet within 5 business days of completing your questionnaire.

Note: If you misplace the scheduling link, please email proservices@photobiz.com. You are also welcome to email any additional information or questions.

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MEET WITH US FOR YOUR CONSULTATION

(If You Scheduled A Consultation)

Talk on the phone with us to review the goals for your Custom Site, based on the information provided in your questionnaire.

Goal: 15-30 minute conversation.



GATHER AND SUBMIT YOUR CONTENT



After you submit your questionnaire, we will set up a Dropbox file request and/or shared folder for you to load your website content to. You are also welcome to set up and share your own Dropbox folder. Please organize your images into folders based on the pages you want them displayed on and set up a text document (e.g., Word or Google) to share the copy for your website.

Goal: Receive content from you within 10 business days of initial consultation.

Note: We will not begin the design process until all of your content has been received. We do not prepare copy for your website as a part of this service. If you need or wish for stock images to be used on your site, we can use images from Unsplash or you may purchase and provide stock images to be used on your site.



RECEIVE INITIAL SITE DESIGN OF CORE PAGES

Once we receive all of your website content, we will do an initial site design of three pages (this includes your home page and 2 additional pages) and send you a link to review it. We want to make sure we have the right look and feel before we set up all the pages on your site.

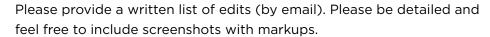
Goal: Provide to you within 7 business days of receiving all website content.

Note: Your site will be designed on a Zibster template. This design service provides a custom touch within the framework of the platform.

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REVIEW YOUR INITIAL SITE DESIGN

(Provide First Revisions)



Goal: Receive your feedback within 5 business days of providing the design.



RECIEVE & REVIEW YOUR REVISED SITE

(Provide Second & Third Revisions)

We will implement your edits and send you a link to review your updated site design.

Goal: Provide each design revision within 7 business days.

Note: Based on your feedback we may design all of the pages of your website (up to 10 pages are included in the service), during the second round of revisions, or we may redesign your home page to get approval of the look before proceeding with the other pages during the third revisions.

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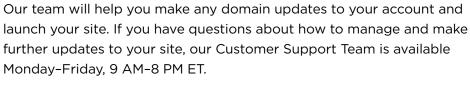
RECEIVE FINAL DESIGN

We will implement your final edits, make the site mobile friendly, and send you a link to see your final site design.

Goal: Provide final design within 7 business days.



LAUNCH YOUR CUSTOM SITE DESIGN



Goal: Within 30 business days of your initial consultation. The actual timeline is dependent on how quickly we receive your questionnaire, content, and feedback.

