



## **WEBSITE DESIGN PROCESS**

Thank you for your interest in having us design your website. The total website design is created using Wix.com's powerful tools to create a stunning and custom website.

Here are the 7 steps of your website construction.

### **Fees:**

Labor: \$100.00 hourly.

New domain registration: \$25 annually

Website hosting plans: (depends on client's choice of premium plans)

Info on plans: <http://www.wix.com/upgrade/website>

### **Step 1: Preparation**

Clients will prepare content such as pictures, page titles, color schemes, other website ideas, and information to add to pages. The client will provide Xceed Media with an email address that will be associated with the construction of the new website.

### **Step 2: Construction Begins**

Xceed Media will begin the construction of the website based on the information given in Step 1.

### **Step 3: Finishing The Details**

Xceed Media and the client will stay in communication, add any extra features, and make any design changes. Xceed Media will update you until all pages are approved. Once the finished product is approved, we will then proceed with the domain and plan purchase.

### **Step 4: Domain Registration**

Clients will need to come up with a domain (website name) and let Xceed Media know the extension as well; .com, .org, .etc. Also, you will need to register the domain and pay an annual fee of \$20.00.

Info on choosing a domain: <http://www.wix.com/domain/right-domain-name>

If you already have a domain name, then we can connect your new website to your domain or transfer the domain to Wix.

### **Step 5: Choosing a Premium Plan**

Once the client's domain is registered then you will need to pick a premium plan, which is a monthly or annual fee to host your website on Wix.com. The plan depends on your needs and the content you have.

Info on premium plans: <http://www.wix.com/upgrade/website>

If you also want a business email like name@websitename, then hosting that will be \$7 a month for the business starter plan. You have the option to upgrade depending on the needs of your business. The business email uses Google Workspace services.

Business email is optional.

### **Step 6: Mobile Site & SEO**

Once steps 1-5 are done, Xceed Media will construct the minor details for mobile viewing. Also, the SEO (Search Engine Optimization) will be updated for all the pages to help your business be found on the internet.

### **Step 7: Going Live!**

Once all are purchased and approved, then we will go live and publish your new website online.

### **NOTES:**

The domain and premium plan will be charged automatically annually with the client's credit card on file.

You can also add extra feature apps like communication forms, video/music players, calendars, testimonies, etc. Most of these helpful features will be available at a small monthly subscription, but you can try the limited versions for free before you decide. For continued website management, we can keep your website up to date with our hourly rate of \$50.