



Web design features guide

Feature	Description	Yes
Flash Animation	Explain pros and cons – Give more details below	
Animated buttons	Main website buttons would have animated effects on mouse over	
News section	Includes a featured news section on home page and a details page Older news stories will be auto archived by date	
FAQ	Questions are listed and linked at the top of the page. When clicked brings you to answer. For each answer there is a link back to the top	
Site Map	Auto generated website map which requires appropriated data entry in the management section of the website	
Testimonials	Client testimonial with quote, name and city could appear randomly on web pages or have fixed association with certain web pages	
Page creator	Allows for the website administrator to create unlimited number of web pages based on predetermined page layouts	
Site search	3rd party indexing tool that will spider the entire website and allow for free text search	
About Us	Description of the company	
Events	Events in a simple list format on website	
Events calendar	More advanced organization of events viewed in a calendar format	
Contact form	Only basic fields are included: name, email and message	
Advanced contact form	Additional fields and a more advanced contact form using check boxes or drop down menus	
Job posting	Categorized, but all on a single web page. Possibility of clicking through to detail page	
Job request form	Essentially a standard contact form with two file upload fields (Résumé and optional Introduction letter)	
Quotation form or quote builder	Advanced quotation form or quote builder could be like the on the Dell website when you configure a PC	
Document upload	Client has the ability to upload documents in MS Word, PDF or AutoCAD etc.	
Virtual tour	An interactive 360 degree panorama of a room or outdoor area	
YouTube video	The video is first uploaded to YouTube and the code is then copied and pasted in the administration section of the website	
Video – Flash	Custom embedded flash video player without any logo overlay (like above). Other advantage includes allowing higher quality. Videos must be encode, which is not automated and cannot be changed.	
Photo gallery	Categorized pages of thumbnail views of pictures which lead to a details page with more picture information and full resolution photo	
Photo Slideshow	More advanced picture gallery with central viewing area where pictures advance automatically. Requires above option	
News Feed	Integrated inbound news headlines from 3rd party provider for example	

Syndicated	(FeedDirect.com)	
RSS News feed	RSS stands for "Really Simple Syndication" -- it's a format for distributing and gathering content from sources across the Web, including newspapers, magazines, and blogs.	
Podcast	A podcast is a digital media file (or a series of such files) that is distributed over the Internet using syndication feeds, for playback on portable media players and personal computers.	
Blog	A blog is a web site, where you write stuff on an ongoing basis. New stuff shows up at the top, so your visitors can read what's new. Then they web site visitors comment on it or link to it	
Content input	Without this option only an "empty shell" is provided and the client is responsible for data entry. Amount is number of pages	
CMS multiple admin levels	Allows for pre-defined (non configurable) roles for limiting certain groups of users to certain web pages or sections of website	
Multilingual website	All pages of the site are mirrored in French or other languages	
Mailing list	This includes signup form with two fields, name and email address. Ability to export to CSV in the manage section of website. Third party tool must be used separately to actually send the email out.	
Other website features required		

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