



Date: _____

**Civic Engagement Computer Center
Fenster Hall Rm. 200 • cecc@njit.edu**

Client Questionnaire

Please complete the following section about your organization and contact information. Please make sure all information submitted is up to date.

Name of Agency: _____

Street Address: _____
City State Zip

Contact Person: _____

Title: _____

Phone: _____ Fax: _____

Mobile: _____ Email: _____

Current Website URL (if available): _____

Projected Deadline: _____

How did you hear about the Civic Engagement Computer Center?



Please complete the questionnaire to the best of your best ability. This will be used in both the design and planning for your website.

1. Please describe your organization in a few sentences.

2. Please list the names of three other sites that you like. Why are they attractive to you?

3. Do you have a logo? _____ Yes _____ No
4. Do you have other graphics to include? _____ Yes _____ No

If yes, please describe where we can access them:

5. If you were using a search engine, what words or phrases would you use to find your site?
Which of these keywords or phrases is most important?

Technical Questions:

6. Do you have a domain name? If not, do you have ideas for one? (<https://www.YourSiteName.com>)



7. Do you have a web hosting service? If so, what is the name of the company and website?

8. Do you have a “Donate” process already setup such as PayPal, or would you like this to be implemented in the new site?

Below are three website platforms supported by the CECC:

HTML	WordPress	Drupal
<ul style="list-style-type: none"> • A smaller site with no more than 6 pages • No blogs or articles • Content that is rarely updated • No extra pages will be added in the future. • A site that is going to be updated by a developer that knows html 	<ul style="list-style-type: none"> • A site that will consist of a blog or portfolio • Managed by a non-developer • Frequent theme changes • Frequent content updates • Frequent feature additions • A site that the developer/designer will only work on during the initial life of the site 	<ul style="list-style-type: none"> • A site that will consist of a blog or portfolio • Managed by a developer/intermediate technical knowledge • Frequent theme changes • Frequent content updates • Frequent feature additions • A site that the developer/designer will mainly work on during the initial life of the site, but can also work on for the life of the site • Complex filters for your content types • Includes e-commerce • A site that will need a forum

9. From the options above which would best fit the needs of your organization? Please note that once designed, students will be unable to convert to another platform.

Additional Comments:
