

Kickoff Design Notes

Client Name:Indiana District 3 Healthcare Coalition

Project Manager:Kaitlin M.

Is there an existing logo or is there a new one being made? (if we're not the ones making it)?

**Ask if they could upload any files they have of their logo to Docs & Files in Basecamp*

Same logo

Doesn't have a png file but will upload what she has

Do you have a color palette in mind for the new site? (Staying the same? Pulling from the logo? Letting me come up with one?)

**If they're letting me make a color palette, ask if there's any colors they DON'T like.*

Open to color palette changes

Is the sitemap/content changing or staying the same?

Like the navigation of <https://www.indianadistrict9.org/> (Doesn't look like they have as many pages as them though)

What is the most important piece of info on the homepage?

**ex. Services, mission statement, pricing, location.*

How to join

About

Events

Mission and Vision statement can be added - still working on it though

Imagery - Helping someone at a disaster site, team work, working together, happy people, medical related

What sections/what kind of content will be on the home page?

Common sections: About, Mission statement, Services, Products, Testimonials, Gallery, Instagram feed, steps of services, Statistics, Blog, Video, Email/Newsletter subscription, Links to references/resources

Statistics (number counter can be added to a section)

Amount of Facilities, Amount of Members, \$ grant money received

What do you want people to do after coming to your homepage (any specific call to actions)?

ex. Fill out contact form, Click a CTA: Free Estimate, Book Now, Call Us, etc.

Join today

Any need for a contact form?

**If so, what's the purpose? Ex. Booking, registration, etc.*

And what fields are needed? Ex. Name, Email, Phone Number, Message, any drop-downs?

-No

Any need for a newsletter signup?

Yes/No

Any need for a google map above or in the footer, or next to the contact form?

Yes/No, if so, where?

No google map but has a map of district 3 so wants that added

What social media do you plan to use for the company?

*Facebook, Instagram, Twitter, LinkedIn? Instagram feed above the footer? How important is social media to the company? No

Notes

Paying by check - full

ACH for hosting

SquareSpace Site

Tucows, Inc.- Registrar

Email - Google - Pay current host for email

One lucky guitar - current host

<https://www.indianadistrict3.org/member-portal>

PW:ID3HC

Member Portal

- New and Updates
- Meeting Info
- Events
- Training and Conference Opportunities
- Policies
- Forms
- Mass Communications Systems
- Good with making the rest on one pages vs separate pages

JOIN organization FORM CREATED

-Will send list of questions