








DESIGN YOUR WEBSITE

→ Basic Page Structure

At a minimum, you will need the following page structure:

	Home
	Services*
	About Us
	Contact
	Privacy
	Terms of Use

HOME:	the first page your visitors see when they come to your website
*SERVICES:	OR programs, products, or whatever applies to you - whatever it is that you do
ABOUT US:	who you are, a short blurb about you, your address and phone number etc.
CONTACT US:	a contact us form so people can get in touch; NEVER POST YOUR EMAIL ADDRESS VERBATIM ON YOUR SITE - all you will get is spam
PRIVACY:	tell people what you will do with information you collect from them; this can be short and to the point; templates can be found online
TERMS OF USE:	what can visitors do on your website and with your content, and what will get them banned? this can be short and to the point; templates can be found online

Plus any pages that apply to you:

- ☒ you can take donations,
- ☒ events,
- ☒ you post regular news releases,
- ☒ educational materials,
- ☒ office or business hours,
- ☒ you recruit volunteers or members etc.

Other good items to consider:

- ☒ picture gallery,
- ☒ display of your social media postings (not just links,
- ☒ linked blog, if you can keep it updated,
- ☒ anything that lets your visitors interact