

# WEB SITES MADE EASY WITH QUICKEZSITES.COM

**STEP 1 – SELECT THE SPECIFIC TEMPLATE THAT FITS YOUR BUSINESS NEEDS BEST BY CHOOSING FROM THE HUNDREDES OF TEMPLATES LIST ON THE FOLLOWING WEB SITE:**

[www.QuickEZSite.com](http://www.QuickEZSite.com)

Please keep in mind that the total amount of pages you can have on your site is based on the total number of buttons available on the template you selected. Each template listed provides you with its total amount of available pages.

**STEP 2 – SELECT THE TYPES OF PAGES FOR YOUR WEB SITE. SIMPLE PUT A “CHECK MARK” NEXT TO THE PAGE TYPE YOU WANT.**

The following list contains the various types of pages you can have with your website. The total amount of pages is based on the specific template you choose. Most templates allow you to have between 4 and 7 pages. At a minimum, CyberLynk suggest that you have the following pages:

- Home page
- About Us page
- Services/Products page
- Contact Us page
- Privacy Statement page

Please select the types of pages you would like for your website. CyberLynk will customize the navigation buttons on your selected template to correctly correspond to the pages you select.

<input checked="" type="checkbox"/>	Page Type	Page Description
<input type="checkbox"/>	Home Page	Provides an overview of your company and the services/products you offer.
<input type="checkbox"/>	About Us Page	Provides detailed information about your company including history, awards, personnel, etc.
<input type="checkbox"/>	Services/Products Page	Provides a listing of all your services or products.

Contact Us Page	Provides information on how to contact your company. This would include mail and email addresses, phone & fax numbers, and physical address.
Directions Page	Provides a map and driving directions to your physical office location.
Privacy Statement Page	Provides site visitors with detailed information on how you protect the information that is provided to you via you via the online forms.
Custom Download Document Page	Provides a page that can have multiple PDF documents that can be downloaded.
Custom Download Document Page with password protection	Provides a password-protected page that can have multiple PDF documents, which can be downloaded. Please note that PDF document conversion is quoted separately.
FAQ (frequently asked questions) Page	Display up to 25 frequently asked questions and answers about your business, services, or products.
Registration Page	Provides a page that would allow site visitors to down load a PDF document that contains your registration form. Please note that PDF document conversion is quoted separately.
Mission Statement Page	Displays your mission statement.
Message from the President Page	Displays an image, and text message from your president or executive director.
News Page	Displays current news about your company and/or your specific industry.
Press Release Page	Displays your press releases and other important news about your company.
Newsletter Page	Provides a page that contains your corporate newsletters and allows visitors to download it in a PDF format. Please note that PDF document conversion is quoted separately.
Custom Page	Displays unique information you would like on the site .You specify the title and content for this page, containing whatever information you wish.
Download Annual Report Page	Provides the ability to download your most recent annual report in an Adobe PDF format. Please note that PDF document conversion is quoted separately.
How Can We Assist You Page	Provide customers with information on how you can help them. You can map out important phone numbers, emails addresses, etc.
Customer Feedback Page	Provide visitors with a downloadable PFD survey, which gives them the ability to rate your company and/or services/products. Please note that PDF document conversion is quoted separately.
Referral Page	Provides a simple page with a downloadable PDF referral document that can be filled out and faxed back. Please note that PDF document conversion is quoted separately.

	Links Page	Displays up to 20 links in four categories.
	What's New Page	Display current information about important recent events.
	Employee Information Page	Display information about your current staff members. Include photos, biographies, and individual contact information.
	Events/Calendar Page	Display a company calendar that lists upcoming events you will be attending or that are important in your industry.
	Employment/Career Page	Display a listing of the current job openings at your company.
	Membership Page	Provide a page that contains a downloadable PDF membership form that can be faxed back. Please note that PDF document conversion is quoted separately.
	E-commerce Product Page	Provide a page that you can use as the basis in developing your e-commerce web site. Please note that we do not provide the online purchasing code.
	Partners Page	Displays a listing of your business partners or customers and allows you to provide hyperlinks to their websites.
	Auction Items Page	Allows you to display links to your Ebay listings.
	Testimonials Page	Provide viewers with the ability to read testimonials from your satisfied client list.
	Gallery Page	Provides a listing of images and descriptions of the type of work you have done or the types of products you provide. When selecting this option, please include the total amount of images you want on this page, in Step 4.
	Dealer/Distributor Page	Provides a listing of all the dealers/distributors that handle your company's products. The dealer/distributor names can be linked to their associated web sites.
	Menu Page	Provides a listing of all your menu items.
	Business Terms Page	Provides an overview of the terms of sale for your products/services

If you would like CyberLynk to register a domain name for you, please circle “**Yes**” and then write the desired domain name in the form below. We ask that you provide two alternative domain names in the event that your initial selection is not available.

<b>Yes or No</b>	<p>If you would like us to register a domain name for you, please let us know. Domains names can be purchased for \$35.00 per year. We will register the domain in your name, which means that you maintain full ownership</p>	<p>Enter domain name choices below:</p> <p>1<sup>st</sup> Choice: www. _____ . _____</p> <p>2<sup>nd</sup> Choice: www. _____ . _____</p> <p>3<sup>rd</sup> Choice: www. _____ . _____</p>
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**STEP 3 – SELECT THE ADDED FEATURES YOU WOULD LIKE FOR YOUR SITE. SIMPLE PUT A “CHECK MARK” NEXT TO THE FEATURE YOU WANT.**

The following list contains the various features you may want with your website. Select the feature or features you would like. Since each feature is unique, your quote will include a price for each feature selected.

X	Feature Type	Feature Description
<input type="checkbox"/>	Request Information Submission Form (good for contact us page, registration page, membership page, referral page, and customer feedback page).	Provides an information request submission form on any single web page. Visitors can easily submit their information request without having to send an email. They just type in the information they want and click on the “Submit” button.
<input type="checkbox"/>	Public Opinion Poll Question	Provide a public opinion poll in the form of a single question that cab is posted on your home page.
<input type="checkbox"/>	Streaming Video*	Provide the ability for site visitors to play a short video presentation.
<input type="checkbox"/>	Custom Mouse	Display a unique type of mouse instead of the typical arrow.
<input type="checkbox"/>	Rotating Image*	Allows you to rotate up to 8 images within a single picture frame.
<input type="checkbox"/>	Custom Logo*	Provides you with a completely customized company loqo. You receive all the loqo

		files and the Adobe Photoshop files.
	Animated Custom Logo*	Provides you with a completely customized animated company logo. You'll receive all the logo files and the Adobe Photoshop files.
	Database – Microsoft Access*	Custom designed online database using Microsoft Access.
	Popup Window	Provides the ability to have a POP-up window appear either upon entry to your site or when exiting your site. The formatting of the pop-up window is quoted separately.
	Password protected page	Allows you to password protect any single page on your web site.
	Marquee	Provides a scrolling marquee on your home page. The marquee is used to actively display important information.
	Webcam	Allows you to display live images that are generated from your webcam.
	Contact A Friend Link	Provides visitors with the ability to easily tell their friends and co-workers about your site. A simple email address form is posted on your selected web page. Site visitors simply enter the email address of the person who they want to send your page to and then click on the "Submit" button. A link to your web site is automatically email to the intended recipient.
	Address Book	Provides you with an online address book that can be accessed at any time from anywhere.
	Email News letter	Allows you to automatically send out electronic newsletters to your customers.
	Font Style	Provides you with an alternate font type for your web site.
	Color Scheme Change	Allows you to choose the two main color schemes for your web site. Please note that the color scheme on some web site templates may not be altered.
	Search Field	Provides visitors with a single field that they can enter an item to be searched on.
	Flash Header*	Provides your site with a short flash header designed to keep the attention of your site visitors.
	Flash Introduction Page*	Provides a full-scale flash introduction page.

Note – Please include detailed information with any item requested that has an "\*" next to it. We must know the details of what you would like in order to quote it properly.

**STEP 4 – ENTER THE TOTAL AMOUNT OF ADDITIONAL IMAGES YOU WOULD LIKE TO ADD TO THE TEMPLATE YOU SELECTED AND THE TOTAL AMOUNT OF DOCUMENTS YOU WOULD LIKE CONVERTED TO THE ADOBE PDF FORMAT.**

**Please enter the total amount of images you would like to add to your website. All images must be delivered in a high-resolution, JPEG format.**

Feature Type	Feature Description	Enter Amount Below
Images	Enter the total amount of images you would like on your website. Please note that you may use the images that are currently displayed within the template you have chosen. Only enter the total amount of new images you would like to utilize. Please remember to include all product images that you would like displayed on the product page.	

**Please enter the total amount of documents you would like to convert to the downloadable Adobe PDF format.**

Feature Type	Feature Description	Enter Amount Below
PDF Conversion	Enter the total amount of documents you would like converted to the Adobe PDF format.	

**STEP 5 – FILL IN THE NAME OF THE WEB SITE TEMPLATE YOU SELECTED AND YOUR CONTACT INFORMATION BELOW.**

<b>Web Site Template Selected:</b>	
<b>First Name:</b>	
<b>Last Name:</b>	
<b>Email Address:</b>	
<b>Company Name:</b>	
<b>Address 1:</b>	
<b>Address 2:</b>	
<b>City:</b>	
<b>State:</b>	
<b>Zip Code:</b>	
<b>Phone Number:</b>	
<b>Fax Number:</b>	

**STEP 6 – FAXING YOUR FORM**

Now that you have completed the form, simply fax it to the number listed below. We will provide you with a work estimate that will include the development cost and development time, which will be based on the information you provided above. All quotations are valid for a period of 30-days. Upon receipt of the work estimate, please read it carefully. Should you have any questions, please don't hesitate to give us a call.

**Fax your forms to: 414-858-9336 Attention: Sales**

**CyberLynk  
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Franklin, WI 53132  
Phone: 414-858-9335  
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