## **BESPOKE WEBSITE**

**EDITORIAL BRIEFING** 

## FAST TRACK WEBSITE SCOPE



BRIEF DATE	
MEMBER	
CURRENT SITE	
WHAT DO YOU LIKE ABOUT YOUR CURRENT SITE?	
WHAT DO YOU DISLIKE ABOUT YOUR CURRENT SITE?	
WHAT ARE THE MAIN REASONS FOR	
REFRESHING / CREATING A NEW SITE?	
E.g. bring up to date, has wrong/old information, brand refresh/rebrand, increase traffic	
TONE OF VOICE	
WHAT 3 KEYWORDS WOULD YOU	
USE TO DESCRIBE YOUR BUSINESS	
PERSONALITY?	
E.g. professional, friendly, approachable, corporate, service-led, local?	
DOES YOUR WEBSITE CURRENTLY	
USE/REFLECT THIS TONE OF VOICE?	
WHAT WOULD YOU HIGHLIGHT AS YOUR MAIN APPROACH TO BROKING	
/YOUR USP	
E.g. competitive price, insurance review, friendly service, local broker, family business, large portfolio, niche specialism	

## FAST TRACK WEBSITE SCOPE

GATHERING TESTIMONIALS/CASE STUDIES FOR USE ON THE SITE?



BUSINESS	
WHAT IS YOUR BUSINESS/ PERSONAL LINES CLIENT RATIO?	
WHO IS YOUR TYPICAL CLIENT?	
WHAT TYPE OF CLIENT WOULD YOU LIKE TO ATTRACT?	
DO YOU CURRENTLY ATTRACT THIS TYPE OF CLIENT OR ARE YOU TAKING A NEW APPROACH TO ATTRACT DIFFERENT BUSINESS?	
SITE MAP/CONTENT FEATUR	RES
SITE MAP WILL USUALLY BE BASED ON CURRENT SITE - ARE THERE ANY ADDITIONAL PAGES/FEATURES YOU WOULD LIKE TO ADD?	
ARE THERE ANY EXISTING PAGES/FEATURES YOU WOULD LIKE TO REMOVE?	
DO YOU REQUIRE A BLOG/ NEWS SECTION?	
WOULD YOU LIKE A MEET THE TEAM PAGE? BRIEF OR IN-DEPTH?	
ARE YOU INTERESTED IN	

## FAST TRACK WEBSITE SCOPE



CTAS
DO USERS CURRENTLY ENGAGE WITH THE WEBSITE?
HOW DO USERS CURRENTLY CONTACT YOU ONLINE?
E.g. contact form, email, phone, online chat facility
WHAT WOULD YOU LIKE TO ENCOURAGE INTERESTED PARTIES TO DO?
E.g. sign up for newsletter, call you, use 'get a quote' feature
OTHER
IS THERE ANYTHING ELSE YOU PARTICULARLY DO / DON'T WANT TO SEE ON THE SITE?

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