Prepare for your first meeting with your web designer...

1. Know your company background and culture.
Ensuring your web designer knows as much as possible about your company from the start will help them create the perfect website for you.

2. Are you redesigning your existing website or building a new site?
Regardless of your answer, your web designer will be able to help. However, keep in mind, both may affect the cost. As a business owner, staying within your budget is very important.

3. Do you have content prepared for your website?
Having content to work with will help your designer layout the pages in the best possible way and work with you to create the ideal structure. Alternatively, if you don't have any existing content, they could help you to create suitable copy for your new website (NB. If you require content creation this could affect your budget)

4. Will your website require custom functionality?
If custom functionality is required, this should be mentioned from the get go so your designer / developer can factor this in when deciding on the best platform to build your website in. However, once again custom functionality can quickly increase the cost and you should consider whether the functionality is essential.

5. Will you be selling products on your website?
For some companies e-commerce is a vital part of making sales. There are a range of out-of-the box solutions which may keep the cost down for you but if your service/product is unique, speak to your developer regarding a bespoke system.

6. Who will update the content?
If you would like to update the website yourself, you will require a Content Management System. There's plenty of solutions available ranging from open source to bespoke systems - your web team will be able to advise you on which is best for you.

7. Search the internet for inspiration.
You do not need to know exactly how your website will look or function but knowing what you like will help guide your designer in the right direction and ensure you're on the same page to create the website you have in mind.

8. Do you have a budget in mind?
Knowing your budget is important. Having a rough idea helps the developer figure out just how much he can do for you, plus it prevents you from being surprised by a big bill at the end of development.

9. What are you looking to achieve from your website?
Don't spend time working on a list of features you want. Firstly, nail down a list of goals or outcomes you'd like the website to help you accomplish to ensure you get what is required from your new website.

10. Above all, keep an open mind.

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