

Network of Agents

Network of Agents Content Preparation Guide

Please use the following documentation to help you gather and prepare the content for your new Network of Agents Website. The information is organized the same way your website will be, by section headings. Although the information found here will help you get the content organized, there may be additional pieces of information you'd like to add as well.

Please use the demonstration design choices as a guide for what types of information you should include. They can be found from the following web page: <http://www.networkofagents.com/choices.htm>. If you have any questions or concerns, feel free to contact us at info@networkofagents.com.

Once you've gathered all of the information for your website, please send it to info@networkofagents.com in any of the following formats (.txt, .doc, .wpd, etc.). You may also include the information in the body of your email, referenced as it appears in the sections below.

Home Page:

Narrative/Welcome Page:

Special Info (if applicable):

Products Section:

The first step for this section is to determine which products will be listed on the products main page, and then detailed in subsequent pages. You may use the pre-prepared content for the products as is, customize what's been provided, or provide new content and new product titles and descriptions.

Narrative for main Product Page above product listing:

Products to be listed (include titles and summary descriptions):

Network of Agents

Staff Listing and Contact Info:

Mission/Vision/Goals/Values, etc.

**Also may include picture of agency, staff, etc. in this section.*

Contact Section:

Narrative for Page Intro:

Email Addresses: (one email address is included, or additional ones may be subscribed to, include other pertinent email addresses in this section)

Mailing Address and Phone:

Other Contact Info:
