A Flow Chart of Optimus01's Design & Development Process

Step 1 – Documentation Stage

Acceptance of Quotation
Completion of Booking Form
Acceptance of Terms & Conditions
Submission of Invoice
Payment of 50% Deposit / 1st Instalment

Step 2 – Design Stage

Multimedia Designer researches Client's Brand and Competitors
Multimedia Designer Designs Website
Multimedia Designer submits Website for Client Approval
Multimedia Designer does Changes in Accordance with Clients Wishes
Multimedia Designer resubmits Website for Client Approval
Client Approves Website Design and Signs Off
Payment of 2nd Instalment

Step 3 – Development Stage

Web Developer receives Project
Web Developer Liaises with Client regarding any Queries
Web Developer begins Website Development
Client submits Website Copy (Content)
Web Developer Loads Client Copy
Web Developer requests Client to look at Test Site for Approval

Step 4 – Test and Completion Stage

Client Tests Website on Test Site
Web Developer fixes Technical Problems
Client Approves Website
Final Invoice is Submitted
Client Pays Final Amount Owing
Website is Launched and Goes Live