

Conscious Capitalism MVP Chapter Website Worksheet

Welcome Conscious Capitalism Chapter!

We're excited to start building your website. Once you've had a chance to review this worksheet, please contact Bethany Hilton (<mailto:bethany.hilton@improving.com>) to set up your introductory meeting where we will review the process and clarify any questions you may have.

We look forward to working with you on your new chapter website!

Instructions:

Below is a guided checklist of all the items we will need compiled before Improving can start building your website. Once you all requested information is into this document, then we will be able to discuss timelines and start date for the work. Thank you!

Google Analytics Tracking Code:

Set up account with google to gain this information. [<https://www.google.com/analytics/>]

Google Maps API KEY:

Set up an account with google to maintain this:

[<https://developers.google.com/maps/documentation/javascript/get-api-key>]. This is needed to show event locations on a Map.

PayPal:

Can be used to collect donations and membership payments. [<https://www.paypal.com/home>]. We need to know the email address associated with your account.

Chapter Logo:

You should get your logo from the International organization. Please attach the logo to an email.

Chapter Name:

Chapter Physical Address or PO Box:

This is required for collecting and sending emails.

Header Image:

Send in image to be displayed in the header. The recommended size is 1820px by 660px. Please attach the image to an email.

Emails Address

The email address you would like to receive form submission notifications.

Contact Form:

Donate Form:**Get Updates Form:****Chapter Leadership Bio 1:**

Name:

Position:

Image:

The recommended size is 400px by 400px. Please attach the image to an email.

Bio:

Chapter Leadership Bio 2:

Name:

Position:

Image:

The recommended size is 400px by 400px. Please attach the image to an email.

Bio:

Chapter Leadership Bio 3:

Name:

Position:

Image:

The recommended size is 400px by 400px. Please attach the image to an email.

Bio:

Chapter Leadership Bio 4:

Name:

Position:

Image:

The recommended size is 400px by 400px. Please attach the image to an email.

Bio:

Membership Level 1:

Name:

Cost:

Short Description:

Membership Level 2:

Name:

Cost:

Short Description:

Membership Level 3:

Name:

Cost:

Short Description:

Event:

Title:

Date:

Time:

Location Name:

Location Address:

Organizer:

Image:

The recommended size is 1200px by 560px. Please attach the image to an email.

Synopsis:

Description:

Recommendations:

We recommend that you create the following accounts:

Vault Press: *Paid website backup service optimized for WordPress.* [<https://www.Vaultpress.com>]

Eventbrite: *Can be used for event registration in the Events section.* [<https://www.eventbrite.com/>]