

# WEBSITE MAINTENANCE

## Introduction

It is of vital importance to keep a website up to date. Not only to display correct information but to attract existing visitors to return to your website on a regular basis. Returning visitors can be kept up to speed with features such as 'recent news' or 'featured items'. Smash-Design offers several ways of keeping your website maintained and we will help you decide which option is the best for you.

## Pay-As-You-Go

Smash-Design offers you a service to up date your website whenever you need to at an hourly rate. If you need to make minor changes to your website or update parts of the site only a few times a year then this is the best option for you. The current price for website updates is £20 per hour which is invoiced to you after the maintenance has been performed. If you so wish you may take out maintenance credit which you can put forward to use for future updates.

## Monthly Maintenance

If you need to keep your site updated on a regular basis, weekly news updates for example, then this is probably the best option for your website to be maintained. Smash-Design can carry out 2 hours of maintenance a month for £20 per month. This is to be paid in advance for the whole year.

## Content Management System

A content management system enables you to update your website without any technical knowledge. All that you need is a computer, and internet connection and the access details provided to you. Smash-Design is able to create a bespoke administration tool for you to manage your website. Content management systems are best implemented in news threads or blogs (web-logs) for example, as they work best when there is a set format to the content being displayed. This method of maintenance is best for websites being updated on a daily or weekly basis. CMS's have an initial cost ranging between £150 - £500 depending on the complexity of the application but from then have no other cost.