

Webdesign: specifications

This info session aims at providing key elements to SMart's advisors to accompany projects of webdesigners in order to allow them to secure their work and to assert their rights. The participants will receive a checklist which webdesigners will be able to use when formalising agreements.

<i>Phase</i>	<i>Results</i>
Pre-Production	Being able to accompany webdesigners in the process of formalising their agreements
<i>Subject</i>	
Project formulation	<i>Resources</i>
<i>Target groups</i>	Basic equipment (computer, video projector, flipchart, wifi)
Advisors	<i>Evaluations</i>
<i>Sectors</i>	None
webdesign	<i>Support material</i>
<i>Level of experience</i>	Checklist on the specifications is distributed to the participants
for all levels, Beginners, Intermediary, Experienced	<i>Duration</i>
<i>Prerequisites</i>	2 h
None	<i>Participants</i>
<i>Description</i>	up to 15
What questions to ask when negotiating a contract with a client? What's the use of specifications? What should it contain? What are its advantages?	<i>Course language(s)</i>
<i>Content</i>	Français, English
» What differentiates a contract from specifications » Which questions should be asked before setting up specifications? » What should be present in the specifications?	<i>Past track experience</i>
<i>Method</i>	since 2016
» Oral presentation » Q&A	<i>Trainer</i>
<i>Objectives</i>	Nathalie Duyckaerts
Know the basic rules to set up specifications	<i>Organisation</i>
	SMartBE
	<i>Contact</i>
	Sophie Ypersiel