

Mary Our Queen Catholic Church
Peachtree Corners, GA

Your Information

- **Consultation Date**
 - 2/27/18
- **Organization Name**
(Full name as you would like it to officially appear.)
 - **Mary Our Queen Catholic Church**
- **Do you prefer to go by**
 - Church
- **Organization Information**
 - Phone Number (Primary)
 - (770) 416-0002
 - Physical Address
 - Mary Our Queen Catholic Church
 - 6260 The Corners Parkway
 - Peachtree Corners, Georgia 30092
 - Your Time Zone
 - Eastern (EST)
- **Full Name of Pastor(s) and preferred salutation**
(example: Fr. Tom Smith; goes by Fr. Tom)
 - Reverend Darragh Griffith
 - "Rev. Darragh Griffith"
 - Pastor
 - dgriffith@maryourqueen.com
 - (770) 416-0002
- **Web Development Committee**
(Please list all members that will be present for the consultation and anyone else to be involved.)
 - **Primary Contact(s)**
 - **Jeanne Bell**
 - Business Manager, Parish Administrator
 - jsbell@maryourqueen.com
 - (770) 416-0002
 - Additional Members
 - ---
- **New Website is for**
 - Parish only
- **Current Website Address**
 - <http://www.maryourqueen.com/wp-login.php>

- u: jsbell
 - p: JSBmoqpass2018
- **Current School Website Address**
 - N/A
- **Please list all other website addresses we need to be aware of that are associated with your organization. This is only for any content needing to be included (migrated) to the new site.**
(Examples include: sub-domains, missions, groups such as Knights of Columbus or Youth Ministry, etc.)
 - N/A
- **Current Website Format**
 - WordPress
- **Are you part of a Cluster or Church Merger?**
 - No

Domain and Email Management

- **Hosting (Required)**
 - We agree for Diocesan to host our new website(s).
 - Yes
 - Bill at: \$240/yr (\$20/mo) for the first year
 - Then at current rate: \$300/yr (\$25/mo)
- **Email Setup and Management (Optional)**
(Choose one)
 - No (Okay as-is)
 - We currently use Microsoft
- **Domain Name (Optional)**
 - **Are you interested in a new website address (domain name)?**
(We offer free domain name registration.)
 - No
 - **Management of Website Domain Name (Not required)**
(Choose one)
 - No, keep as-is with our current registrar
 - Godaddy, managed by the Archdiocese of Atlanta
 - Jeanne to look into getting access
 - Username and password to come
- **Current Technical Support Contact**
 - Company or Individual
 - New IT person coming on board soon
 - Jeanne to send info

Additional Communication Components Through Diocesan

- **Mobile Phone App**
 - **Are you a Diocesan “myParish App” subscriber?**
Free to Diocesan bulletin subscribers, please visit www.myparishapp.com for more information.
 - Yes

- **Church Management Software**
 - Are you a Diocesan Publications “PDS Software” client (Parish Data Systems)?
 - No
 - ParishSoft / ConnectNow

Help Us Get to Know You

- **New Website Thoughts and Interests**
 - Why are you interested in a new website and what are you looking to accomplish with it?
 - Redesign
 - Needs “life”
 - To incorporate lots of
 - Images
 - People
 - Activity
 - Showcase construction of the new sanctuary
 - Easier access to info
 - Highlight location
 - Hard to find, in the middle of residential area
 - Gain new members
 - What do you want to improve on your current website?
 - “Everything”
 - What areas and/or categories are you expecting to **use** the most (from an administration side)?
 - Postings
 - Video
 - What areas and/or categories are you expecting to be **viewed** the most (from the point of the user)?
 - Mass Times
 - Directions
 - Weddings
 - News and Events
 - Sign-ups
 - Speakers, dinners, events, etc
 - Describe the identity of your organization (personality, purpose, etc.)?
 - ---
 - What is unique about your parish or organization?
 - “We’re the church moving a church from New York”
 - New sanctuary to be built ‘brick-by-brick’ from original construction in Buffalo, NY
 - What attracts an audience to you?
 - Welcoming
 - Smaller environment
 - More family oriented
 - Better opportunities to get involved
 - Describe your audience...

- All ages
- What is your focus and/or mission?
 - ---
- Is the site more for current members and staff, or are you more evangelistic?
 - Both – internal and for the congregation
- Do you have a tagline, and if so, what is it?
 - ---
- Content migration... how much and type of content to move to the new website?
 - None
 - Jeanne wants to start completely fresh and will provide new content via Word documents
- Diocesan Bulletin Salesperson
 - Mary Frericks
- How did you first hear about **Diocesan** (previously known as **Diocesan Publications** and **Trinity Publications**)?
 - Bulletin client
 - Mary Frericks mentioned our website development

Thoughts for Website Design and Layout

- **Design**
 - **Are you interested in a new logo?**
 - No
 - **Logo and/or Organization Branding (Colors)**
 - Current Colors
 - Dark Blue
 - Yellow
 - New Colors
 - Dark Blue
 - But needs tweaking
 - Yellow to be more gold
 - Red
 - Additional thoughts and dialogue will take place between our web designer and your organization during the next stage of the project, the Design Phase.
- **Layout and Structure**
 - **News and Events Area**
 - Main
 - “News and Events”
 - Sub
 - Faith Formation
 - Children
 - Youth
 - **Homilies**
 - Unknown, Jeanne to ask Rev. Darragh Griffith
 - Format options
 - Text

- Name of Homilies
 - Title to come...
 - (e.g. "Pastor's Corner," "From the Father," "Weekly Homilies," etc.)
- **Important Secondary or Third Party Links**
(Please add to, modify, delete the following as needed.)
 - **Main**
 - Archdiocese of Atlanta
 - <https://archatl.com>
 - USCCB
 - <http://www.usccb.org>
 - Grace Scholars
 - <https://www.gracescholars.org>
 - **Custom**
 - St. Vincent de Paul Society
 - Direct link to local chapter
 - Knights of Columbus
 - Direct link to local chapter
 - St. Jerome Library at Mary Our Queen (has own page on current site, keep similar)
 - <https://www.librarycat.org/lib/MOQLibrary>
- **Automated Content**
(Your new site may dynamically showcase the following content that is vital to keeping the faith. Please state the automatic feeds to include and preference on how to display.)
 - **Options** (Please add to, modify, delete the following as needed.)
 - **Default**
 - Daily Readings
 - Prayer of the Day
 - Saint of the Day
 - **Other**
 - Video
 - See below under Social Media
 - Georgia Bulletin
 - <https://feeds.feedburner.com/GeorgiaBulletin>
 - <https://georgiabulletin.org/>
 - **Format** (Please display this information as...)
 - Do not include feeds on the home page
 - Keep simple, and on interior pages only
 - Use images
 - Initially, display small and individually like home page of St. Teresa: <http://stteresab.com>
 - Then full page content/info if needed
- **Online Giving**
 - **Yes (Vanco Payments)**
 - https://www.eservicepayments.com/cgi-bin/Vanco_ver3.vps?appver3=0id-wTxmu9JJ9y0I_TO97--6YHdOL0cwOvgrcfK79xUACGhPJ30muQuwu1o4rF_n8cHdqUTsA0MoQVoDjiTXjYPgkHL78SwvNlnXAGZ85smQCgJDNwleJ52cwgIRRI6EvrhMLQqzizPb3vjfPz_WfRwCsL-quPsiLt5BuPSzXQ=&ver=3

- **Social Media**
 - Facebook
 - <https://www.facebook.com/Mary-Our-Queen-Catholic-Church-118008938225529>
 - Video
 - Belonging by Ascension Press
 - https://www.youtube.com/channel/UC_n63nhzDdvRo9_QSb1xX7Q
 - Include on Baptism page
 - Brother Francis
 - <https://www.brotherfrancisonline.com/>
 - Currently on App
 - Include on Children's Ministry
 - Busted Halo
 - <https://bustedhalo.com/>
 - ODB Films
 - <https://odbfilms.com/>
 - Currently on App
- **Staff Directory**
 - Elegant (Included)
 - We would like to showcase all essential information in regards to our staff including a photo directory.
- **Image Gallery**
 - Standard (Included)
 - Includes one "Album" comprised of 2-3 image "Galleries".
 - Upon training, you will be able to create as many albums and galleries as needed.
- **Bulletins Page**
 - Current, plus 4 weeks

Thoughts for Website Development

- **Multilingual Option (Automatic Language Translation)**
 - No
- **Website Calendar(s)**
 - **Current Calendar(s)**
 - <https://www.teamup.com/>
 - **Google Calendar**
 - <http://ics.teamup.com/feed/ksnn4h45ckuqci7oxv/0.ics>
 - App uses this link to sync TeamUp calendar with Google calendar
 - **Preferred Day of Week for the Calendar to Start With?**
 - Sunday (default)
- **Site Administration**
 - Approximately how many people need to be trained on the new website?
 - 3
 - Website Admin Access
 - Please list all **Full Access** users here:

- Jeanne Bell
 - jsbell@maryourqueen.com
 - Parish Admin
 - office@maryourqueen.com
 - Are there any admin users needing **Limited** or **Special Access** (i.e. Mary Smith, Faith Formation category only)?
 - Yes , Religious Ed
 - Elizabeth Piper (Director of Youth Religious Education)
 - epiper@maryourqueen.com
 - Contact / Registration Forms
 - Provided
 - Contact Us
 - Will you need additional, custom forms?
 - Yes, install/use a form builder that Mary Our Queen can easily use to create custom ones
 - To include the following
 - Children's Faith Formation
 - <http://www.maryourqueen.com/faith-formation/children-faith-formation/>
 - Religious Education
 - Custom for retreats, etc.
 - "Official" email address to use throughout the website (e.g. contact form, footer, contact page, etc.)
 - Parish Office
 - office@maryourqueen.com
- **Other Websites and Ideas**
(Please view our gallery at www.diocesan.com/web/website-design or list any others you like.)
 - We really like the following:
 - Cathedral of Christ the King (Atlanta, GA)
 - <http://cathedralctk.com/>
 - Jeanne has not looked at anything else, but really, really likes this site
 - Clean
 - Easy to find information
 - Strip of Featured Items (and how it changes color on hover)
 - To include similar links above footer
 - All three minus: Christ the King School
 - Possibly thinking of adding other items (online giving, building fund, etc.)
- **Notes**
 - Additional thoughts, options, ideas here...
 - Constructing new building
 - Classical architecture
 - Keep simple
 - Want ability to easily create custom forms
 - E.g. Registrations with payment through Vanco Payments
 - Ideas for "Featured" or highlighted categories on home page (from bulletin)
 - Faith
 - Worship
 - Witness