

TUTORIAL 4 WEB STRATEGY: COST AND TIMINGS



This tutorial has been produced by The Australian Tourism Data Warehouse as part of the complete online education program, Tourism e-kit

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WEB STRATEGY: COST & TIMINGS

Reading time: 25 minutes

Prerequisite: Web strategy: assessment and components

This tutorial will review the cost and timings of a successful online strategy.

1) HOW DO I WORK OUT HOW MUCH A WEB STRATEGY COSTS?

It is not always straightforward to work out the cost of a web strategy as it depends on the website's requirements, the level of search engine optimisation and marketing.

It will also depend on how much of your time you are ready to invest and how much professional assistance you will require.

The only certainty is that the cost of technology has decreased over the past 10 years. The hardware required is affordable to all businesses and most of the software is free or has free equivalents such as the ones listed below:

Programming languages:

- HTML (<http://en.wikipedia.org/wiki/HTML>)
- CSS (http://en.wikipedia.org/wiki/Cascading_Style_Sheets)
- PHP (<http://en.wikipedia.org/wiki/PHP>)
- MySQL databases (<http://en.wikipedia.org/wiki/MySQL>)

Open Source content management systems:

- Joomla! (www.joomla.org)
- Drupal (<http://drupal.org>)
- CMS Made Simple (www.cmsmadesimple.org)
- WordPress (www.wordpress.org)
- SilverStripe (www.silverstripe.com)

Photo and video hosting:

- Flickr (www.flickr.com)
- Photobucket (<http://photobucket.com>)
- Picasa Web Albums (<http://picasaweb.google.com>)
- YouTube (www.youtube.com)

Photo editing software for your computer:

- Gimp (www.gimp.org)

Word processing, spreadsheets, presentations, graphics, databases:

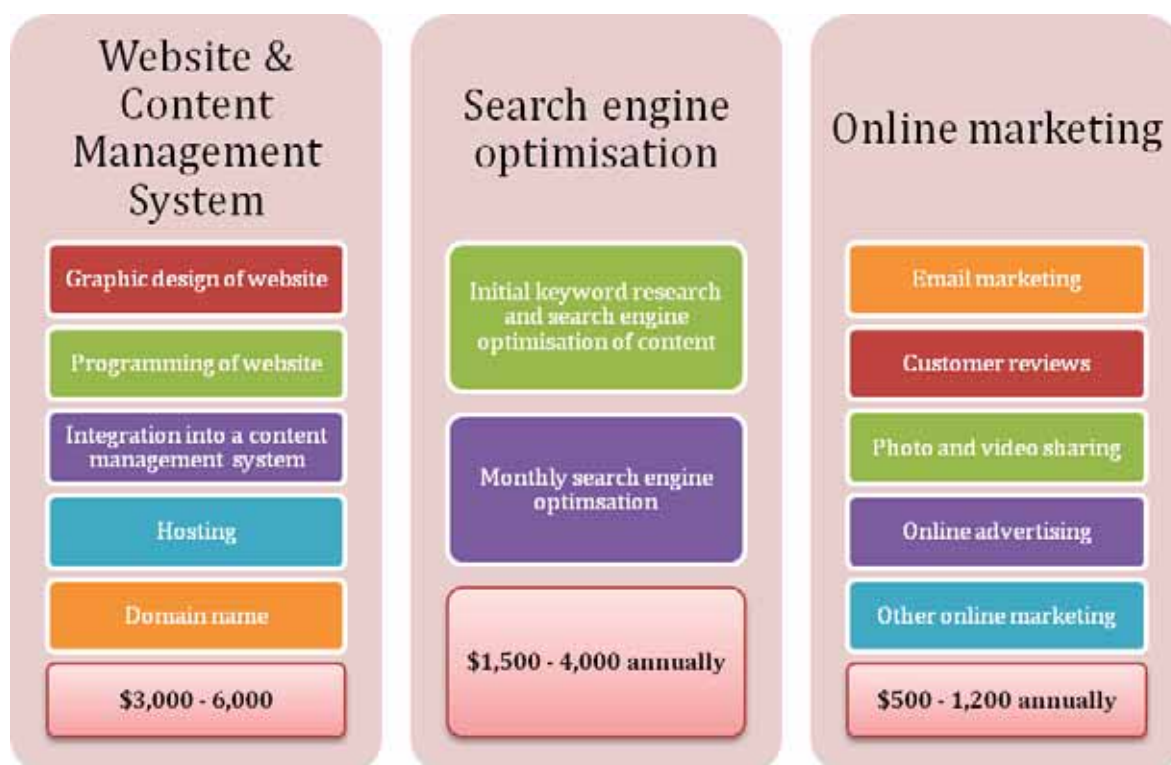
- Open Office (www.openoffice.org)

a) Pricing the 3 key components of my online strategy

The website will be the most important outlay; even though most of the programming software is free, you will still need a professional to put it together for you.

Search engine optimisation and online marketing are components, which can attract a one off fee (such as initial keyword research) and then a monthly or bi-monthly maintenance fee (such as monthly search engine optimisation). You should aim at developing your knowledge of key search engine optimisation principles to minimise the requirement for professional assistance.

The graphic below indicates the cost of each component of a strategy.



b) What cannot be outsourced?

Each component of your marketing strategy can be outsourced to a web professional. However, no one is more suited to write your online content than yourself. **Content is king.**

Your product or service can be the best on the market, but if you cannot translate how great it is using words, pictures, videos and audio there is little chance anyone is going to book you. Your online visitors will only contact you if the content appeals to them.

You need to be aware that web development companies will not write your website content. Your online marketer will guide you to best write your content, however the copywriting role remains yours.

2) HOW MUCH TIME WILL I NEED TO DEDICATE TO MY STRATEGY?

There are two components to a successful online strategy:

- Setting it up
- Managing it

This paragraph will give you an overview of the timings.

a) Setting up an online strategy

The most difficult part when setting up a strategy is making the decision and putting together a plan addressing:

What to do, **who** is to do it, **when** to do it, and **how** to do it.

The one-month schedule below is aimed to assist small to medium organisations like yours setting up an online strategy. 30 minutes every day over 4 weeks is all you need to set up your strategy.

- Day 1:** Assess your current level of online-readiness and aim to reach the next level up within 12 months.
- Weeks 1 and 2:** Research best practices by familiarising yourself with the tutorials and reading the ones you believe most relevant. Make notes of how you will best address each component of the strategy (web, search engine optimisation, online marketing).
- Week 3:** Now that you know what needs to be done to improve your existing strategy, assess the different components of your existing website, and strategy and make a note of how you are currently performing against these.
- Week 4:** Define a 12-month plan by setting up monthly objectives and tasks that are both manageable and achievable. Start by defining your objectives on a monthly basis and then define the weekly tasks involved.

If you have chosen to work with an online marketing company it is also important you go through this exercise by yourself, as it will help you explain your requirements in the brief to your online marketer.

If you have decided to fly solo, it is recommended you get an online marketing professional to read over the key points to ensure all your efforts are rewarded with more business. A consultant might charge you between AUD80-180 dollars for an hour of their time but you can be certain the knowledge you will gain is well worth the money spent.

b) Managing my strategy

Once your plan is set up, you should expect to spend 1-2 hours at least, each week, working on the tasks you have set. You will also need to review your analytics to see if your efforts are paying off. The key success factor is regularity.

Below is an example of what your strategy schedule could look like:

My strategy:	Daily	Weekly	Fortnightly	Monthly
My strategy:	Daily	Weekly	Fortnightly	Monthly
Emails:	Check and acknowledge emails 3 times a day, respond at least once a day.			Newsletter marketing
Content:	As required. Use guest feedback to improve your website. Successful tourism businesses update their content once a week and build new pages every time there is a new event in their region from which they could get business. If you have set up a blogging strategy, ensure that you blog regularly and respond to comments.			

Photos:	Be prepared to take action shot photos (clients, staff, scenery) when required		Add new photos to website, Flickr account	Change photos if they are not relevant
Videos:	Be prepared to take videos (clients, staff, scenery) when required			Add new videos
Social media: E.g. Facebook			Monitor new groups	
Online reputation: E.g. TripAdvisor	Ask or incentivise clients to leave reviews Respond to reviews	Monitor your reviews		
Website analytics:		Keywords Call to action Source of visitors	Pages most visited	Revamp content according to the results of analytics
Backups:	Backup computer (Automatic)			Backup website on server
Inbound links:			Check new links to your site	Source one new link a month Check who links to you

3) RELATED MATERIAL

a) Related tutorials

- Web strategy: assessment and components
- Target market 101
- Website 101: visual design and content
- Website 101: usability and technology
- Email best practices
- Images 101
- Understanding inbound links to your website
- Sourcing inbound links
- Bringing people to my site with e-marketing
- Social media for tourism

- Customer reviews and TripAdvisor
- Google Analytics
- Security and backups