

Activity: Website Content Outline (20 minutes)

Use this worksheet to plan the content of your website. Write brief notes or bullets as you go. Focus on what belongs on your site, not design or layout.

Sections to Include (3 minutes)

From the list below, circle or mark the sections you plan to include now:

- ☐ About / bio
- ☐ Projects or research
- ☐ Publications or writing
- ☐ Teaching or service
- ☐ Media, press, or outreach
- ☐ Code repositories or demos
- ☐ Blog or news

Section-by-Section Outline (12 minutes)

For each section you selected, write short notes answering the prompts. (You do not need full sentences.)

About / Bio

- Main message about me:
- Current role or focus:
- One distinguishing detail or theme:

Projects or Research

- For each project I plan to include:
- Project name or topic:
- Problem/question addressed:
- Skills, tools, or methods shown:

Publications or Writing

- Which items to include:
- Format (full citations / summaries / links):
- Intended audience for this section:

Teaching or Service

- Roles or activities to highlight:
- My role and impact:
- Why this belongs on my website:

Media, Press, or Outreach

- Talks, features, or outreach to include:
- What credibility or context this adds:

Code Repositories or Demos

- Repositories or demos to link:
- What each demonstrates:
- Context a visitor might need:

Blog or News (if included)

- Type of content I would post:
- Realistic update frequency:
- Purpose of this section:

Quick Check (2 minutes)

Answer briefly:

- Does every section support my primary goal?
- Is anything better suited for a resume or CV instead?
- Could a new visitor understand what I do in under 1 minute?

Notes or changes to make later:

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