Instructions to Accomplish a Task on a Website

Student's Name:

Institutional Affiliation:

Course Title:

Instructor's Name:

Due Date:
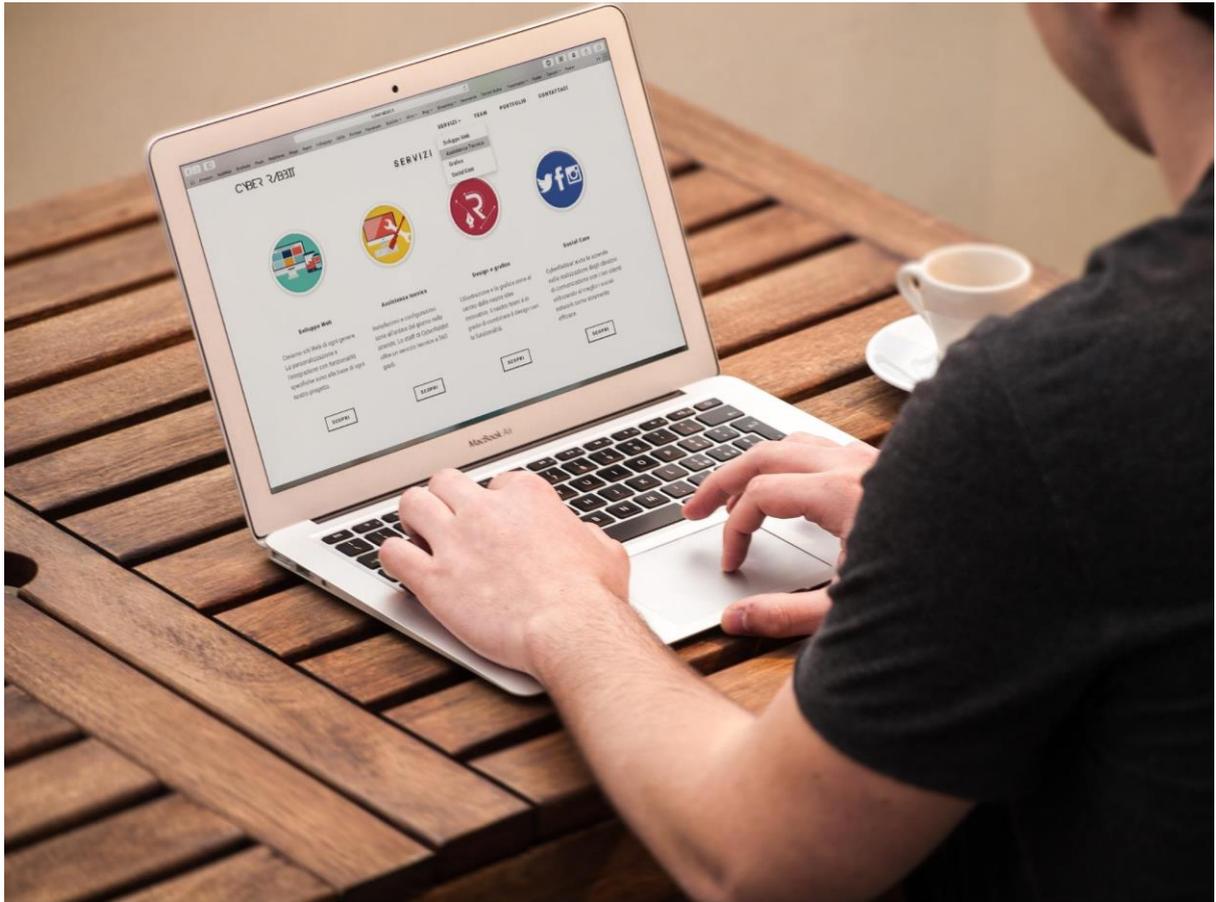
In order to complete a task on a given website, the user has to critically adhere to the set instructions in order toa accomplish the intended task efficiently. This is meant in order to ensure that the user of the website efficiently goes through the website in an orderly manner to for full illustration of his or her intentions in the website. Each website is usually designed in a manner that will enable the user to access the content he or she needs without any difficult. For efficient clarification of what the user intends to explore on the website the user critically adheres to the website's set instruction's for easy understanding of the website and elaboration of the user requirements on the website. If the user intends to copy various information on the website there are specific instructions that the user will guide the user to complete the task. In this paper we will critically analyze the vital steps that are required to guide the user all through the website to ensure completion of the intended task by the user on the website.

The systematic steps to guide the user to accomplish copying information on the website include:

1. **The user has to determine the purpose of the website content**

   When the user visits a certain website, he has to clearly identify what the website entails and what will specifically attract the users of the website. Once the user understands the main goal of the website then the user is eligible to copy the type of information he

intends to write on the website (Mujumdar et al., 2017).

2. Research the audience

Since the content to be copied on the website will be encountered by human beings and they are the one to explore the website, the user has to critically understand that there are different levels of expertise of people in the society, identify what exactly people opt to know and learn from the website, how they can easily access the page without any difficulties, identify various interests that are developed by the people who constantly

visit the website.

3. Research competing websites

The user has to efficiently do research of the available competing websites because a

good website entirely depends on a competitive landscape. The comparison will definitely

enable the user to identify various impacts of the website that will be necessitated from

the comparison of the website with other websites.

4. The user should plan how the content will fit on the website

Before the user decides to write and copy the intended information on the website, there should be a clear plan on how long the content will be in the website (Mujumdar). The user should also employ as shape and size that the information will take this will ensure that the user to freely explore the website without encountering various challenges.

5. The user should copy the intended content on each page of the website

The user will have now to dig into copying of the information on the website basing on the keywords that will act as a guideline for the user who will visit the website to explore various information. The user will have to understand the clear purpose of the page before

copying down the information on the pages.

6. The user should add a non-copy element

After copying of the information by the user on the pages effectively by adhering to all demands of the user who may explore the website the user may break up the pages by use of images, buttons and icons to create a high converting system in landing on the website content.

7. The user should make edits

After the user has written the content on the pages, the user will set it aside to ensure that when you come back to the same site there will be fresh eyes and improvement of the content.

8. Optimization of the pages for SEO

The user will analyze the content and state the purpose that he may want the users to

search through the website. He will employ the SEO practices that will enable the user to

rank the pages using keywords (Mujumdar).

9. The user should plan to update content

It is critical to keep the content updated by enabling refreshing of the websites by the

users. The updates should be in from of headlines, subheadings, layouts and icons.

References

Mujumdar, S., Gupta, N., Jain, A., & Mehta, S. (2017, December). Coherent Visual

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