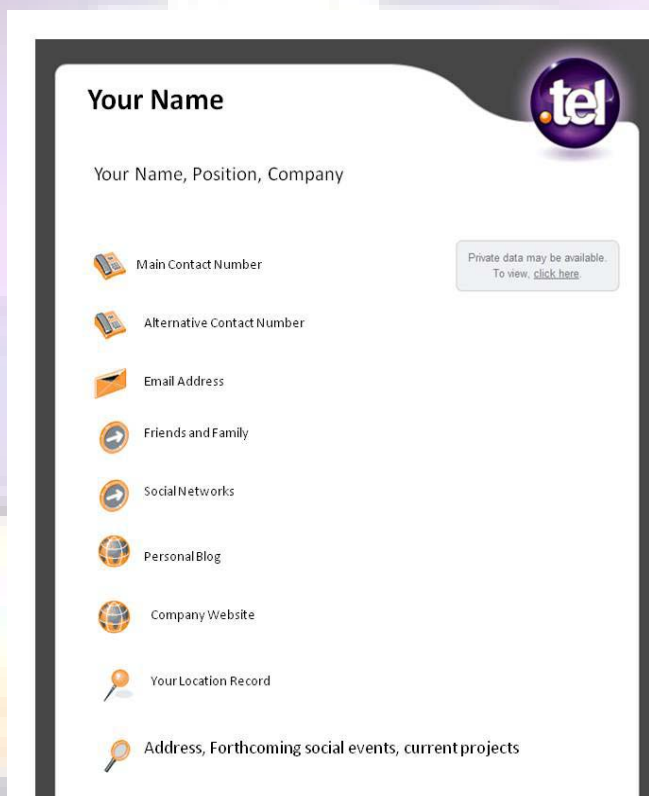


## TelTemplates: Laying out your Personal .tel Page

This example template has been put together from our research into how a .tel domain can benefit everyone as a personal online homepage. By becoming a central point for all your contact info and social networks, your friends, family and colleagues will always have your most recent details. A few examples of personal .tel domains for your reference: <http://www.garmond.tel/>, <http://www.alexdtel.com/>, <http://www.gabrielwright.tel/>, <http://johncole.tel/> and <http://www.kishor.tel/>.

So, what do we recommend?

**1) Easy to remember** – Your .tel is all anyone needs to connect with you. Your friends, family and colleagues can get contact details and reach you with a single click at home, or using their mobile phone while on the move. Make sure the name you use is the one which is easily associated with you. This could be a combination of firstname and lastname, but if it's too long for your liking, use one of the two. If you can get yourfamilyname.tel it will also allow you to create folders for all your family, you.family.tel, yourmum.family.tel, etc. Alternatively, use a nickname you go by or any other easily remembered word - these are more likely to be available and will help differentiate you from other people with the same name.



**2) Use your Header!** – Use the header to highlight your name, if that isn't your .tel, and any other information that will show visitors to your site that it's you. This could be a job title, location or even a nickname. In addition to being the first item everyone sees, people browsing on mobile devices will want a succinct description to make absolutely sure they have the correct person.

**3) Put the most important piece of contact information first** – We recommend putting a telephone number at the top of the list so that anyone can reach you quickly and easily. Alternatively, if you are more accessible using email or IM, use this as your primary point of contact at the top of the page. If you have multiple points of contact be sure to include all of these on your .tel.

**4) Personal Contacts** – Your .tel domain also includes privacy settings, so that some information is only shared with those you allow. If you are not comfortable publishing certain elements of your contact info for public use, you can benefit from privacy settings. This way, your contact information will only be available to those you allow. Activate TelFriends for your domain and accept friend requests from those you wish to add to your friend list. Each friend can have a personalized level of access, so that if necessary, different friends can see different information.

**5) Stay in touch while on the move** – Are you available on a different number during different parts of the day or week? Never miss an important call. Keep your contact details up to date with profiles so that people can reach you wherever you are. Profiles can be used to switch between main contact numbers quickly and easily even from your mobile device.

**6) Socially Speaking** – Your .tel can be the central hub for sharing all of your social media sites. These can be your own sites, or those which you regularly follow. You can also create a sub-folder to showcase all of the blogs/websites you visit.

**7) Use sub-folders for simpler navigation** – If the list of links and contact items is growing longer, create folders so that visitors don't have to scroll your page. The organization of your folders is your choice. Some could be work related, such as information related to your business or a project you are working on. Alternatively they could be a collection of groups or associations that you are a member of. Any of these can have their own folder, with relevant links and contact information.

**8) And there's more** – Use your Keywords to share any news or items that could be of interest to the visitors to your .tel. If it is a business focused site, this could be news regarding your company, or the latest product. If your .tel is for friends and family this could mention a party or social occasion.

*Do you have any additional suggestions for this TelTemplate? Do you have a .tel template that you think shows an excellent example of how businesses and individuals can get the best out of the .tel domain? Then simply submit the information to [community@telnic.org](mailto:community@telnic.org) and we will see whether we can feature it on our website. Please keep the advice general to the type of business that might benefit, but if you have a specific example you would like us to promote, please feel free to reference this. These templates are for guidance only and may be changed or updated in the future.*