

# Standard Project Turn-Around Times

## How long will it take for my project to be completed?

A general guide for project turn-around times, not including client review and approval

- New content (including writing & editing) – Ten to 14 business days
- Minor web edits (no editing or writing) – One to two business days
- Moderate web edits – Three to six business days
- Major web changes – Six to ten business days
- Outside-of-scope projects – Individualized scheduling, require a research & signed proposal before work begins

## How long will I have to review a project before it is published?

A general guide for client turn-around times & how long until a project is published, tabled or delayed by lack of a response

- **Standard web projects** – One week approval
  - **Non-responsive** – If we do not receive approval, edits or rejection within 10 days, the work is approved implicitly
- **Standard print projects** – One week approval
  - **Non-responsive** – If we do not receive approval, edits or rejection within two months, the work is considered complete and project is tabled

