

## Site Creation Worksheet

Fill in this worksheet using the following topics:  
Plan process for creating sites

After filling in this worksheet, use it with the following topics:  
Deploy and configure SharePoint sites (in the Deployment Guide)

Prepared by:

Date:

### Site Creation

1. Do you want users to be able to create subsites? Yes / No
  - If no, do you want to remove the Create Sites right from the Full Control and Hierarchy Manager permission levels? Yes / No
2. Do you want users to be able to create personal sites? Yes / No
3. Do you want users to be able to create top-level sites? Yes / No
  - If yes, do you want to use Self-Service Site Management? Yes / No
  - If yes, do you need to create custom metadata for site creation? Yes / No  
If you need custom metadata, record your requirements below.
  
4. Do you need a completely custom site creation process? Yes / No  
If you need a custom process or application, record your requirements below.