

Website Checklist



Content

- Replace Dummy Content
- Proofread
- Format Written Content
- Check for Placeholder Images
- Check all Videos and Audio Files
- Examine Hyperlinks
- Check Downloadable Files
- Check the 404 Error Page
- Check the Contact Page
- Check all Files for Viruses
- Check the Copyright Note
- Check Privacy Policy Page
- Check Terms and Conditions Page
- Check Cookie Warning
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Design

- Validate HTML Markup
- Validate CSS
- Test Browser Compatibility
- Check Responsive Design
- Use Mobile Testing Tools
- Check all Spaces
- Check the Header Logo Link
- Check Print Stylesheet
- Webfonts Compatibility
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Name Website Date

Website Checklist

Functionality

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|--|--------------------------|
| <input type="checkbox"/> Test Web Forms | <input type="checkbox"/> |
| <input type="checkbox"/> Confirm Form Messages and Redirects | <input type="checkbox"/> |
| <input type="checkbox"/> Review Auto Responders | <input type="checkbox"/> |
| <input type="checkbox"/> Use SVG for Logos | <input type="checkbox"/> |
| <input type="checkbox"/> Test Social Sharing Functionality | <input type="checkbox"/> |
| <input type="checkbox"/> Test the RSS Link | <input type="checkbox"/> |
| <input type="checkbox"/> Test Accessibility Guidelines | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |

SEO

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|---|--|
| <input type="checkbox"/> Install and Configure the SEO Plugin | <input type="checkbox"/> Check the Permalinks |
| <input type="checkbox"/> Check the Site Title and Tagline | <input type="checkbox"/> Check the Keywords |
| <input type="checkbox"/> Check Posts and Pages Titles | <input type="checkbox"/> Check the sitemap.xml |
| <input type="checkbox"/> Check the Metadata | <input type="checkbox"/> |
| <input type="checkbox"/> Add a Favicon | <input type="checkbox"/> |
| <input type="checkbox"/> Inspect robots.txt | <input type="checkbox"/> |

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Marketing

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|--|--------------------------|
| <input type="checkbox"/> Test Newsletter Signup | <input type="checkbox"/> |
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| <input type="checkbox"/> Test the Lead Capture | <input type="checkbox"/> |
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| <input type="checkbox"/> Install the Heat Map | <input type="checkbox"/> |
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| <input type="checkbox"/> Chek the Google Analytics | <input type="checkbox"/> |
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| <input type="checkbox"/> Connect Google Webmasters | <input type="checkbox"/> |
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| <input type="checkbox"/> Test the Facebook Pixel | <input type="checkbox"/> |
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| <input type="checkbox"/> Check the Social Icons | <input type="checkbox"/> |
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| <input type="checkbox"/> Test the Share Buttons | <input type="checkbox"/> |
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| <input type="checkbox"/> | <input type="checkbox"/> |

Backup & Security

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| <input type="checkbox"/> Install Anti-Spam Solutions | <input type="checkbox"/> |
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| <input type="checkbox"/> Check the Login Protection | <input type="checkbox"/> |
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| <input type="checkbox"/> Test the Backup Solution | <input type="checkbox"/> |
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| <input type="checkbox"/> Change Admin Password | <input type="checkbox"/> |
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| <input type="checkbox"/> | <input type="checkbox"/> |
| | |
| <input type="checkbox"/> | <input type="checkbox"/> |

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Name	Website	Date

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Hosting & Domain

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|---|--------------------------|
| <input type="checkbox"/> Set the Domain | <input type="checkbox"/> |
| | |
| <input type="checkbox"/> Set the Hosting | <input type="checkbox"/> |
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| <input type="checkbox"/> Database | <input type="checkbox"/> |
| | |
| <input type="checkbox"/> Test the SSL Certificate | <input type="checkbox"/> |
| | |
| <input type="checkbox"/> Test all Email Accounts | <input type="checkbox"/> |
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| <input type="checkbox"/> | <input type="checkbox"/> |
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| <input type="checkbox"/> | <input type="checkbox"/> |
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Website Speed & Performance

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| <input type="checkbox"/> Setup the website Caching | <input type="checkbox"/> Minify CSS |
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| <input type="checkbox"/> Testing the Website Speed | <input type="checkbox"/> Minify JS Files |
| | |
| <input type="checkbox"/> Enable Gzip Compression | <input type="checkbox"/> Combine Images Using CSS Sprites |
| | |
| <input type="checkbox"/> Image Optimisation | <input type="checkbox"/> Accelerated Mobile Pages |
| | |
| <input type="checkbox"/> Minimize request size | <input type="checkbox"/> |
| | |
| <input type="checkbox"/> Leverage Browser Caching | <input type="checkbox"/> |
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| <input type="checkbox"/> Specify a cache validator | <input type="checkbox"/> |
| | |
| <input type="checkbox"/> Connect to CDN | <input type="checkbox"/> |
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| <input type="checkbox"/> Minify HTML | <input type="checkbox"/> |
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