



www.SANTAROSAWEBSITE.COM

Year-end punch list for your website

1 - Check all links on your website. Look for broken links or links going to the wrong page.

2 - Check all of the contact forms. Fill up all fields, send your test and make sure you receive it.

3 - Spell check your entire site. Check not only spelling but also grammar.

4 - Open your website on all major browsers to make sure it displays properly.

5 - Open your website on smart phones and tablets. Make sure it is still displaying as it should

6 - Change the copyright year on your site. Verify company name and contact information.

7 - Check the copy writing on every page. Make it is up-to-date and accurate.

8 - If you list your pricing, verify that it is reflecting your new prices and promotions are not expired.

9 - Check all social media links. Also ensure that their share function is working properly.

10 - Take a fresh look at your site. Is it time for a new design? If yes, call **707-794-9999** today.