

# 5 Minutes Website Checklist



## ✓ **Check your homepage loads quickly**

If it feels slow or clunky, the page may need a refresh. A slow site may put potential clients off before they even begin.

## ✓ **Make sure your contact details are correct**

A quick look at your contact page or footer can save missed enquiries. If anything has changed, update it as as soon as possible.

## ✓ **Check your main menu links**

Take a moment to check that every main menu link works. and goes exactly where it should. Broken links can make your site look outdated.

## ✓ **Review your most recent post or update**

If you have a blog or news section, make sure that the latest piece still reflects your business. Even a small tweak can make it feel curent.

## ✓ **Test your contact form**

Send yourself a quick message to make sure it actually arrives. It's a small step that can prevent lost leads.