

# Quick Professional Website Checklist

By Campbell Rodriguez

- Photos of Previous Work
  - Decide on imagery to use in the website
  - Group Photo & Blurb for the "The Team" section
  - Take photo examples of each category of work.
  - Resize and correct photos for website pages/menus etc.
- Framework
  - Decide on overall page layout for each category of services.
  - Build out each page based on framework decision
  - List of Suppliers we regularly use to promote on website.
  - Prepare templates for all print jobs to add to the website
  - Build Menus for each individual service showing printable products associated to that service.
  - Prepare client testimonials for inclusion in the website.
  - Ensure each page has pricing in the Meta Information.
  - Ensure pricing is up to date and accurate
  - Build out custom client area (Future)
  - Migrate website