

## Pre-Launch

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- Content: Grammar, spelling errors etc.
- Call-to-Action buttons: Test functionality and links
- Navigation menu(s): Test links and hover over menus
- External links: 3rd party websites, PDFs and Social media buttons, etc.
- Design and layout: Alignment, proportions, spacing, and color matching, etc.
- Thank You page: Ensure page was created for email forms
- Domain & Hosting account access
- SEO plugins integration
- Check all permalinks
- Cross browser compatibility testing
- Device testing
- Functionality testing: JavaScript, pop-ups, sliders, etc.
- Broken links
- Images

## Post-Launch

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- Time zone setting
- Check Contact form: Receipt & reply and update customer's email ID
- SSL certificate for website
- Thank You page: Check functionality
- Allow robots.txt file
- Google Analytics setup
- Google Search Console setup
- Sitemap XML and Sitemap HTML
- Search engine submission

### Developer Comments

*Errors and notes should be mentioned here in a line item format.*

