WEBSITE MAINTENANCE

Checklist

TICK OR CROSS OFF THE COMPLETED MAINTENANCE ITEMS AS YOU GO THROUGHOUT THE YEAR.

MONTHLY

Backup your site

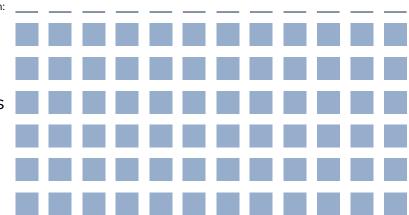
Perform security updates

Update your Wordpress plugins

Delete unused plugins

Check website analytics

Find and fix any broken links



QUARTERLY

Test site forms

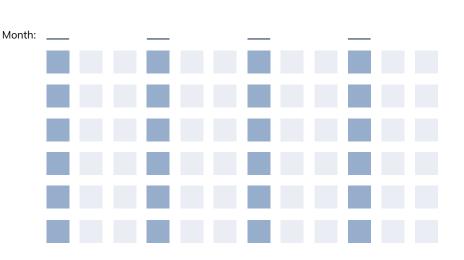
Perform a content audit

Update or add images

Check site speed

Test browser compatibility

Change your passwords



ANNUALLY

Update header and footer Renew domain and hosting Update references to current year

Domain renewal due dd/mm/yyyy

Hosting renewal due dd/mm/yyyy

Renewed for current year

Renewed for current year