



# Checking your Website

## A handy visual checklist

Every business website needs checking over from time to time to keep it fresh and ensure that any errors get picked up. It will also help you to identify any areas that need more extensive updates.

All the items on this list can be verified just by just looking at the page. Make a note of any problems you find and have a plan to get them fixed.

You can use this checklist for your site as a whole, small sections of it, or just a single page.

1. How quickly does the page load? The longer it takes, the more likely you are to lose the visitor.
2. How does the page look on a mobile or tablet screen?
3. Is it obvious whose website the visitor is on, and what that particular page is about?
4. Does the page title (at the top of the browser window) reflect the page content.
5. Is that page title unique across the site?
6. The main page heading (i.e. the one on the page and not the title) should also reflect the content and be unique across the site.
7. Are your business contact details shown on the page? Don't make the visitor hunt for your phone number or email address.
8. Are there any broken images?
9. Is there an easy way to go back to the site home page?
10. Is all the content correct and up to date?
11. Can you read the text out loud without it sounding clumsy or silly?
12. How much useful information can the visitor see without scrolling?
13. Is there a copyright notice with the correct dates?
14. Look carefully for spelling mistakes!
15. Test all the links to ensure that they work.

### How we can help

At Custom Internet, we have the experience and tools available to find and correct the more technical website errors and assist with more extensive changes.

Do call for a FREE initial consultation.

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**Custom Internet Limited**

01425 655210

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[enquiries@custom-internet.co.uk](mailto:enquiries@custom-internet.co.uk)

[www.custom-internet.co.uk](http://www.custom-internet.co.uk)