Website Maintenance: ($1000-$3500 Per Month)-Price is Dependent Upon Client Needs

○ INCLUDES

To be done weekly

- Check that all of your pages are loading without errors
- Run a backup and make sure a previous version of your site is stored
- Check that all of your forms are running properly
- Remove any spam comments from pages and posts
- Check your pages to see if there are any broken links
- Search for 404 errors and fix or redirect
- Write one or more blog posts to keep your community engaged and encourage SEO traffic.

To be done monthly

- Check the load speed of your website and ensure that nothing is slowing it down
- Analyze website statistics from the previous month
- Check your blog to see if there are any articles that could be updated

To be done quarterly

- Review your website design and structure – How can it be improved?
- Check graphics and images – Should anything be updated?

- Review SEO and meta titles and descriptions to ensure they are effective
- Test and tweak popups, forms, and calls to action where applicable
- Review workload for efficiencies to see if anything can be automated
- Test website on all devices and browsers to see if it displays correctly
- Review advertising and marketing campaigns to see if anything needs to be changed or updated.

To be done yearly

- Review each page for content accuracy, grammar, typos and relevancy
- Check any active email addresses and see if any are excessive and can be deleted
- Ensure that your website domain name is renewed
- Consider whether a website design update is due (Design would be Outsourced)
- Review all of your top performing blog articles and see if they can be updated with new content