Midlands Code Lab

Help Hub · Websites

A ten-minute website check for the new year

Tick each one off as you go, and note anything that needs changing.

Your details

- [ ] 1 Phone number and email address are right everywhere, including the footer and contact page
- [ ] 2 Opening hours match your Google listing
- [ ] 3 A business email address on your own domain

Your contact form

- [ ] 4 Send yourself a test message and check it arrives, including in spam

Your pages

- [ ] 5 The year in your footer is up to date
- [ ] 6 No broken links on your main pages
- [ ] 7 Staff who have left and services you no longer offer are removed
- [ ] 8 Photos are still a fair picture of your premises, team and work
- [ ] 9 Prices, if you show them, are current

How you are found

- [ ] 10 Ask ChatGPT or Copilot what it knows about your business, and note anything wrong

Then send the list to whoever looks after your website in one go, early in the new year.