

Digital Dreamz Website Delivery Checklist

Phase 1: Foundation

- Domain registered and SSL installed
- Professional email created
- Mobile responsiveness tested
- Website speed optimized
- Essential pages completed (Home, About, Services, Contact)

Phase 2: Google & Online Presence

- Google Business Profile created/optimized
- Website submitted to Google Search Console
- Google Analytics installed

Phase 3: SEO Optimization

- Meta titles & descriptions added
- Keywords included in headings
- Image alt text added
- Local SEO keywords included
- Sitemap submitted to Google

Phase 4: Social Media & Trust Signals

- Social media links added
- Facebook Business Page created/updated
- WhatsApp Business configured

Phase 5: Lead Generation & Conversion

- Contact & quote forms tested
- Call-to-action buttons optimized
- WhatsApp click-to-chat enabled

Phase 6: Security & Reliability

- Security plugin installed
- Firewall enabled
- Backup system configured

Phase 7: Final Testing

- All buttons and links tested
- Forms sending correctly
- Mobile layout verified
- Pages load quickly
- Google Maps functioning

Bonus: Client Handoff

- Client trained on updates
- Google review strategy explained
- Login details delivered securely