

Website launch *checklist*

Before your AI-built website goes live, check these practical points. Tick what is already done. Anything left is a good topic for a free 20-minute call.

Your web address

- ☐ The domain is registered to you or your business, and you can log in to that account.
- ☐ You know where the domain's settings (DNS) are managed.
- ☐ Existing email settings are written down before anything is changed.
- ☐ The website opens at your own address with a secure (https) connection.
- ☐ The www and non-www versions lead to the same address.

Enquiries and bookings

- ☐ Your enquiry form or booking link has been tested from start to finish.
- ☐ Test messages arrive in an inbox you actually check.
- ☐ Visitors see a clear confirmation, and an honest message if sending fails.
- ☐ Contact details are correct on every page.

Pages on phone and desktop

- ☐ Every important page opens without errors.
- ☐ Menus, buttons and links work on a phone and on a computer.
- ☐ Text is easy to read and nothing spills off the screen on a phone.
- ☐ Links to social media and other sites go to the right place.

Privacy and cookies

- ☐ You know which tools collect visitor data, such as forms, analytics, maps or videos.
- ☐ An approved privacy notice is published and linked from your forms.
- ☐ Cookie choices match what the website actually uses.
- ☐ You know where specialist legal advice is needed.

Ownership and handover

- ☐ The key accounts are yours: domain, website platform or hosting, email and form or booking service.
- ☐ You have a list of recurring costs and renewal dates.
- ☐ You know how to make everyday changes, such as text, images or opening hours.
- ☐ You know who to contact if something needs fixing.