



Website Audit Form

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| Business Name: | |
| Your Name: | |
| Website URL: | |
| Phone Number: | |
| Email Address: | |

Performance and Convenience

For each of the items listed below, mark whether you perform it, and if so is it easy and convenient for you to do it also.

Should there be something you partially do, or is partially convenient, please use the comment section to add your thoughts.

| Activity | Do you do it? | | Is it Convenient? | | Comments |
|----------------------------------|---------------|----|-------------------|----|----------|
| Website Backups | Yes | No | Yes | No | |
| Website Security | Yes | No | Yes | No | |
| WordPress Updates | Yes | No | Yes | No | |
| Blogging | Yes | No | Yes | No | |
| Search Engine Optimization (SEO) | Yes | No | Yes | No | |
| Social Media Posts | Yes | No | Yes | No | |
| Email Marketing | Yes | No | Yes | No | |
| Capturing Website Analytics | Yes | No | Yes | No | |