

Getting started

Showcase Website
10 Steps to Complete
Before Launch.

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Review our recommended steps below to complete before pushing your site live!

1

Complete Showcase Training Series

Through the Support Hub, you can watch a Training Series built to help you learn how to navigate around the content management area of your website, edit your site and access the supporting resources available to you.

2

Check for Lorem Ipsum Text

Your Showcase website will have been handed over to you with pre-built areas ready for you to add your copy with lorem ipsum text added. This may be visible on your pages, show within drop down sections or within pop ups accessible by clickable links. Check your site for this text and make sure it is removed or up to date.

3

Check for Broken Links

Your site includes a variety of call to action buttons, allowing your visitors to get from one area of your site to another or to external URLs such as the booking system or store. You should check all of these links to make sure they get your visitors to the correct place.

4

Check for Social Media Links

Within the website pages and in the header menu, you can display links to your social media channels. Check that these links are going to the correct social media channels and update where necessary.

5

Update your Terms & Conditions, Privacy Policy & Cookie Policy

Your site comes pre-loaded with recommended Terms and Conditions, Privacy Policy and Cookie policy. These pages are accessible to your website visitors from the footer menu. You should make sure that you have edited these pages before launch.

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6

Test your Contact Us Page form

You have a Contact Us page pre-built to use for your website visitors general enquiries. You should visit the Contact Us page and make an enquiry just like a customer. Make sure the enquiry is received to your email address and that you receive an auto-response just like a customer would!

7

Test your page Contact Forms

Within some of your pages, you may have additional contact forms relating to the specific page. You should also complete the forms and make sure the enquiries are received to your email account.

8

Subscribe to your Mailing List

Your website is integrated with your Mailchimp account. Your customers can subscribe to your newsletter or a specific list on Mailchimp through the website. You should attempt to subscribe to your mailing list through the section at the bottom of each page and your subscribe page.

9

Register for Google Business

This is a must to increase your website visibility online. Get a FREE listing on Google so your customers can find you through search & Google Maps. [Click Here](#) to find out more & register. You can reach out to our Support Team for help if required.

10

Turn off Maintenance Mode

Your website will have its maintenance mode activated when it is handed over to you. This is to prevent users from accessing your site while you are adding your copy and images. You should de-activate this when you are ready to launch so your visitors can access the pages of your site.

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