

# On-Site SEO Checklist

## Page Titles (Title Tags)



- ☐ Each page has a short title at the top in the tab or browser
- ☐ Titles include what you do (example: "Plumbing Services")
- ☐ Titles include your town or area (example: "in Mobile, AL")
- ☐ Keep it under 60 characters

## Meta Descriptions



- ☐ Add a short sentence for each page in your website settings
- ☐ Say what the page is about and why someone should click
- ☐ Keep it under 160 characters

## Use the Right Words (Keywords)



- ☐ Think about what someone types into Google to find you
- ☐ Use those words 1-2 times on each page
- ☐ Put them in these places:
  - Page title
  - First sentence
  - A subheading (like H2)
  - One image's description (alt text)

## Website Menus and Page Links



- ☐ Your menu has 5 or fewer items
- ☐ Pages are named clearly (like "Services" or "Contact Us")
- ☐ Add links in your text to other pages on your site
  - Example: "Visit our Services page to learn more."

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## Mobile-Friendly Design



- ☐ Open your site on a phone—does it look good?
- ☐ Text is big enough to read
- ☐ Buttons are easy to tap
- ☐ No scrolling side to side

## Fast Loading



- ☐ Compress (shrink) all images before uploading (use a tool like TinyPNG)
- ☐ Don't use more than 2–3 fonts or big animations
- ☐ Ask your web developer to set up browser caching

## Business Info on Every Page



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## Location Pages or Mentions



- ☐ Say the names of cities or areas you serve
- ☐ Add a short paragraph about each location you work in  
-Example: "We also offer home services in Midtown and West Mobile."

## Bonus: Add Schema



- ☐ Ask your web developer to add Local Business Schema
- ☐ This helps Google show your hours, reviews, and phone in search results