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Search Engine Submission Checklist

See the [Appendix of Resources](#) for links to applications referenced in this and other documents. You should subscribe to the various web design newsletters, as this information may be outdated on any given day. This document is intended to be used as your own internal checklist for submitting sites. Edit the steps as needed to suit your purposes and keep it on-hand for each project you complete.

Auto submit one page per day per site to the top search engines. Use a search engine submission tool which will be updated periodically to conform to the latest search engine guidelines.

- 1) Finish site titles, descriptions, h1 tags, hook, doorway, content and splash pages.
- 2) Create a submission profile for all keywords and phrases depending on the submission software you are using.
- 3) Run 1st SEO position report and save. An SEO position reporting application is an invaluable tool for monitoring your search engine positions.
- 4) Submit site (print main submission forms and emailed passwords)
 - Paid Inclusion Submissions:
 - << Insert paid SEO campaign >>
 - << Insert paid SEO campaign >>

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