### THE TOP 10 MOST

### HOW TO AVOID THEM

**MISTAKE** 

and images, cleaned up hacked sites, patched security vulnerabilities, tracked down old website developers, and just about every other crazy website issue you could imagine. Well, we've got good news! Most issues are 100% preventable and fixable. Here are the top 10 mistakes we see, and how to keep your website

We've seen and heard it all. We've fixed broken pages

from experiencing one of them.

### MAINTENANCE THE FIX Stay on Top of Technical Issues & Schedule Monthly Website Maintenance Update the CMS, themes, & plugins regularly.

NEGLECTING

ONGOING

### · Improve site security & run monthly scans.

**MISTAKE** 

THE FIX

 Back up your site before major changes. Automate daily backups if possible.

GONE A LITTLE

Choose 2-4 brand colors & use consistently.

Follow a brand guide or style sheet that

Use whitespace to create a clean site.

TOO WILD

Stick to Clean, Consistent,

outlines your design choices.

**Mobile-Friendly Design** 

Limit fonts to 2-3 max.





NO CLEAR CALL TO THE FIX

### Don't send mixed signals with multiple conflicting CTAs.

**MISTAKE** 

 Make it visible in multiple areas. · Limit friction with less steps to act.

Use strong, specific CTAs like "Free

Estimate," or "Schedule a Call."

## NOT MOBILE-

### Preview each page on mobile AND desktop. · Check your site's mobile performance in Google Search Console. Test menus, forms, & CTAs to ensure

WTF?!

### FRIENDLY THE FIX **Build for Mobile-First Experience** Use a responsive theme that adapts to

different device sizes.

## they're intuitive on mobile devices.

## MISTAKE SUPER SLOW

Optimize For Speed and Performance

· Use caching and a CDN (like Cloudflare) to

Nix unused plugins & scripts that add bloat.

## Run site audits to find problem areas.

LOAD TIMES

Compress large images.

Host on a reputable server.

speed up global access.

THE FIX

**MISTAKE** 

THE FIX

OUTDATED

CONTENT

OR MISSING

pages for relevance & accuracy.

Refresh homepage banners, location

pages, business hours, and FAQs

Use a calendar to track updates.

**Build a Content Maintenance Routine** 

Schedule quarterly content audits to review

### CONFUSING NAVIGATION THE FIX Simplify, Clarify, and Guide Users Where You Want Them to Go

Stick to 5-7 items in your main menu.

Use common, intuitive labels.

Organize dropdowns logically.

not confusion.

Add search for blogs or resources.

· Every click should lead to action,

**MISTAKE** 

## **MISTAKE**

BROKEN FORMS

**CONTACT INFO** 

Make It Effortless to Reach You

the header, footer, and contact page.

Set up clear email routing to ensure

submissions will hit someone's inbox.

Use a proven, secure form builder like

Put contact info where people expect it, like

& MISSING

WPForms or Gravity Forms.

## · Run a site crawl to find errors.

**MISTAKE** 

THE FIX

NO ANALYTICS

Install Google Analytics 4 (GA4). Track traffic,

Use Google Tag Manager to manage all your

Set up goals or conversion events for key

actions like form submissions, downloads,

OR TRACKING

**Build Analytics Into Your** 

behavior, and key user events.

tracking scripts in one place.

purchases, or contact clicks.

Maintenance Plan

## **MISTAKE**

THE FIX

Management

- MAINTAIN YOUR WEBSITE WITH
- The real cost of poor website maintenance isn't just dollars. It's lost time,

mounting stress, and missed opportunities when issues go unnoticed. Our job is to make sure your site runs smoothly, loads quickly, ranks well, and stays secure.

Proactive fixes, smarter improvements, and long-term support from a team that

answers the phone.

Every business owner makes mistakes. The key is catching them early, before

they snowball into something bigger.

# RELYING ON ONE





DISAPPEARS

**Build Redundancy Into Your Website**  Document & securely store login credentials. · Make sure your name (or company) is listed as the owner on all major accounts · Partner with a reputable web maintenance team, not a one-person shop. WEBSITE MAINTENANCE SERVICES

NEON GOLDFISH

congoldfish

LET'S TALK ABOUT YOUR WEBSITE