

GETTING READY

STEADY PROGRESS

YOUR WEBSITE IS LIVE!




STAGE 1 PREPARATION

Hopefully you are excited to get started on your website and you have got some idea of what you want to create. So this is what you need to do next...

ACTIONS

- Complete 'Website Planning' Worksheet.
- Complete 'Content Mapping' Worksheet.
- Complete 'Get to Know You' form.

MILESTONES

-  You have a clear idea of your site structure.
-  You have a clear idea of the content and images you will use on your site.
-  You have logo, colour palette and fonts ready to use.




STAGE 2 GETTING STARTED

You have done all your prep work and you're ready to start learning how to add content to your site and how to make any design changes...

ACTIONS

- Go through all the tutorials in the 'Getting Started' section.

MILESTONES

-  You have a clear idea of how to use the Page Builder.
-  You have a clear idea of how to add your content.
-  You have a clear idea of how to your images.

STAGE 3 CONTENT LOADING

You have an understanding of how to use the Page Builder and you have your content and images ready to add to your site...





ACTIONS

- Re-reference the 'Quick Start Guide' when needed.
- Reference the 'how to' tutorials.
- Go through the 'Setting up WooCommerce' section if applicable.
- Use the FB Group and support tickets if needed to keep you on track

WE RECOMMEND...

Using Asana/Trello/similar to plan your actions & give yourself deadlines. Also use our FB Group for accountability.

MILESTONES

-  You have all the copy loaded onto your site.
-  You have all of the images loaded onto your site.
-  You have made any design changes you required.
-  You have created your online shop if applicable.

STAGE 4 CONNECTING SYSTEMS

You are confident using the Page Builder and you have your site almost ready to go. You're probably feeling quite proud of what you've achieved so far...



ACTIONS

- Go through the 'Connecting Email Systems' tutorials.
- Go through the 'Connecting Payment Systems' tutorials.

REMEMBER!

If you're unsure about connecting systems, it's part of the service - just ask for help! (Not available on the Lite plan)

MILESTONES

-  You have hooked up your email system.
-  You have hooked up your payment pages if applicable.


STAGE 5 GOING LIVE

You are happy with how everything looks and works on your site and you are ready for it to be unveiled to the world...

ACTIONS

- Have your web host and domain details available.
- Test your website on mobile & tablet views
- Check every page of your website carefully to make sure it's ready
- Go through the 'Going Live' section of the membership site
- Complete the 'Going Live' form.
- Complete the 'Feedback' form.

MILESTONES

-  Your website is live. Woohoo!


STAGE 6 YOU ARE LIVE

Your website is live, you are confident to keep updating and maintaining it using our tutorials and you're open to fresh new ideas to use on your site...

ACTIONS

- Check out our 'Fresh Website Content Plan' document.
- Keep an eye on the 'You Are Live' section of the membership site.
- Refer to the 'Updates & Maintenance' tutorials when needed
- Consider purchasing one of our WordPress Care Plan add-ons

MILESTONES

-  You are committed to working on your site so it works for your business.

GETTING READY

STEADY PROGRESS

YOUR WEBSITE IS LIVE!




STAGE 1 PREPARATION

Hopefully you are excited to get started on your membership site and you have got some idea of what you want to create. So this is what you need to do next...

ACTIONS

- Complete 'Membership Site Planning' Worksheet.
- Complete 'Content Mapping' Worksheet.
- Complete 'Get to Know You' form.

MILESTONES

-  You have a clear idea of your site structure.
-  You have a clear idea of the content and images you will use on your site.
-  You have logo, colour palette and fonts ready to use.




STAGE 2 GETTING STARTED

You have done all your prep work and you're ready to start learning how to add content to your site and how to make any design changes...

ACTIONS

- Go through all the tutorials in the 'Getting Started' section.

MILESTONES

-  You have a clear idea of how to use the Page Builder.
-  You have a clear idea of how to add your content.
-  You have a clear idea of how to your images.

STAGE 3 CONTENT LOADING

You have an understanding of how to use the Page Builder and you have your content ready to add to your site...





ACTIONS

- Re-reference the 'Quick Start Guide' when needed.
- Go through 'Adding your content' tutorials.
- Go through the 'MemberPress' section.
- Reference the 'how to' tutorials.
- Use the FB Group and support tickets if needed.

WE RECOMMEND...

Using Asana/Trello/similar to plan your actions & give yourself deadlines. Also use our FB Group for accountability.

MILESTONES

-  You have all the copy loaded onto your site.
-  You are familiar with how MemberPress works.
-  You have made any design changes you required.
-  You have created your online shop if applicable.

STAGE 4 CONNECTING SYSTEMS

You are confident using the Page Builder and you have your site almost ready to go. You're probably feeling quite proud of what you've achieved so far...



ACTIONS

- Re-reference the 'MemberPress' section.
- Connect your email system, if applicable.

REMEMBER!

If you're unsure about connecting systems, it's part of the service - just ask for help! (Not available on the Lite plan)

MILESTONES

-  You have hooked up your email system.
-  You understand how to change all of the MemberPress settings.



STAGE 5 GOING LIVE

You are happy with how everything looks and works on your site and you are ready for it to be unveiled to the world...

ACTIONS

- Have your web host and domain details available.
- Test your site on mobile & tablet views.
- Check every page of your site carefully to make sure it's ready.
- Go through the 'Going Live' section of the membership site.
- Complete the 'Going Live' form.
- Connect your payment gateways in MemberPress.
- Complete the 'Feedback' form.

MILESTONES

-  Your website is live. Woohoo!
-  Start welcoming your paying members!


STAGE 6 YOU ARE LIVE

Your site is live, you are confident to keep updating and maintaining it using our tutorials and you're open to fresh new ideas to use on your site...

ACTIONS

- Check out our 'Fresh Website Content Plan' document.
- Keep an eye on the 'You Are Live' section of the membership site.
- Refer to the 'Updates & Maintenance' tutorials when needed
- Consider purchasing one of our WordPress Care Plan add-ons

MILESTONES

-  You are committed to working on your site so it works for your business.