



Monthly Site Health Checklist

Place a test order (desktop AND mobile)

- Place an order via mobile while logged into a customer account
- Place an order via desktop while logged into a customer account
- Place an order via desktop without an account
- Place an order via mobile without an account

Submit a contact form

- Fill out all available forms and submit
- Review any email confirmations that may result from submitting a form

Create a customer account

- Create a customer account
- Test “forgot password” function
- Update your account information
- Test any other account features (wishlist, rewards program, etc.)

Add products to your cart

- Add products from your product pages
- If applicable, add products from your category & search pages
- If applicable, add products from your featured/related product sliders

Check Google Search Console for errors

In your Google Search Console, check for errors under the following headings:

- Coverage
- Sitemaps
- Mobile Usability
- Breadcrumbs
- Products

Make sure scheduled tasks are running and sitemap/feeds are generating properly

- In your Miva admin, under Store Settings, check that the “Last Run” date coordinates with the “Schedule” period



Spot-check product availability (especially for variant products)

- Locate items that are tracked in inventory and attempt to purchase them to confirm availability.

Test your social media buttons

- Click all social media buttons
- Share products, pages, and blogs to social media

Run a speed test

Enter your URL into each of the following tools, a few times each and aim for a score between 70-80 or higher:

- [Google PageSpeeds](#)
- [Pingdom](#)
- [GTmetrix](#)
- [Site Speed](#)

Test the shipping estimator

- Attempt to calculate shipping estimates
- Confirm estimates match prices provided in the checkout
- Confirm checkout prices coordinate with your shipping costs

Check all emails

Ensure you receive the following emails (where applicable) and that they look correct:

- Order confirmation
- Shipping/tracking
- Form submission confirmation
- Blog/newsletter subscription
- Abandoned basket



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Test the limits of your site

- Add 1000 of a product to your cart and attempt to checkout
- Add items without selecting required attributes
- Fill out forms without providing required information
- Checkout with invalid state/zip codes
- Checkout without providing required information
- Attempt to apply multiple coupon codes during checkout

DON'T FORGET: Once you've finished your testing, remember to cancel/delete all test orders in your system.