



WEBSITE MAINTENANCE

Questionnaire

Affordable website Management & Maintenance

CURRENT WEBSITE STATUS

How would you describe the current state of your website?

☐ Excellent ☐ Good ☐ Fair ☐ Poor

Is your website currently experiencing any issues?

☐ Yes ☐ No

If yes, please specify?

Who is your current web hosting provider?

Do you have an existing maintenance plan?

☐ Yes ☐ No

If yes, please specify?

CURRENT WEBSITE STATUS

Do you have a backup and recovery strategy in place?

☐ Yes ☐ No ☐ Not sure

How often do you perform website backups?

☐

Daily

☐

Weekly

☐

Monthly

☐

Other

If other, please specify?

Have you experienced any security breaches in the past year?

☐

Yes

☐

No

If yes, please specify?

WEBSITE FUNCTIONALITY

Are you currently using any security plugins or services?

☐

Yes

☐

No

If yes, please specify?

CONTENT MANAGEMENT

How frequently do you update your website content (text, images, videos, etc.)?

☐

Daily

☐

Weekly

☐

Monthly

☐

As needed

What type of content updates do you require regularly?

- ☐ Text
- ☐ Images
- ☐ Videos
- ☐ Blog posts
- ☐ Others, please specify:

MAINTENANCE PREFERENCES

How frequently would you like maintenance services to be performed?

- ☐ Daily
- ☐ Weekly
- ☐ Monthly
- ☐ As needed

Do you have any specific requirements or preferences for maintenance tasks?

- ☐ Yes
- ☐ No

If yes, please specify?

What type of content updates do you require regularly?

- ☐ WordPress Version Updates
- ☐ Partial design changes to existing design to increase the site performance
- ☐ Check and fix any broken links
- ☐ Check For Poor or Fading Images And Replace as Required
- ☐ Test all e-mail accounts (requires you to confirm receipt)

- ☐ Update, correct or remove HTML web pages as requested
- ☐ Update, Specials
- ☐ Update, Photo Gallery
- ☐ Creation of new pages
- ☐ Recommendations to customer regarding website appearance, functionality, look and feel to improve website performance
- ☐ Server Information
- ☐ Image Upgradation
- ☐ Links Verification
- ☐ Theme Updates
- ☐ Plugin Updates
- ☐ Monthly Backups
- ☐ Monthly issue lookup
- ☐ Other

If other, please specify:

WORDPRESS AND PLUGINS

Is your website built on WordPress?

- ☐ Yes ☐ No

How often do you update your WordPress themes and plugins?

- ☐ Regularly ☐ Occasionally ☐ Rarely ☐ Never

Do you require assistance with WordPress updates and plugin management?

☐

Yes

☐

No

TECHNICAL DETAILS

What technologies or platforms is your website built on? (e.g., HTML, CSS, JavaScript frameworks, CMS platforms other than WordPress)

Do you have any custom functionalities or integrations on your website?

☐

Yes

☐

No

If yes, please specify?

Are there any third-party services or APIs integrated with your website?

☐

Yes

☐

No

If yes, please specify?

Choose from the below plan you would like to proceed with:

	STANDARD	BUSINESS	PREMIUM
WordPress Core Version Updates	✓	✓	✓
Plugin Updates	✓	✓	✓
Theme Updates	✓	✓	✓
Website Performance Improvement	✓	✓	✓
On-Page SEO Improvements	✗	✓	✓
Audit and Fix Broken Links	✗	✓	✓
Check for Poor or Outdated Images	✗	✓	✓
Email Enquiry Spam Control	✓	✓	✓
Creation of New Pages	1 page/month	2 pages/month	5 pages/month
Updates, News, Promotions & Specials	1 update/month	2 updates/month	5 updates/month
Upload or Update Photos	✓	✓	✓
Uptime Monitoring	✓	✓	✓
SSL Validation	✓	✓	✓
Site Health & Performance Check	✓	✓	✓
Advanced Vulnerability Scan	✗	✓	✓
Malware & Hack Protection	✗	✓	✓
Backup & Disaster Recovery	Monthly	Weekly	Daily
Monthly Report & Update	✓	✓	✓
Google Analytics & Search Integration	✓	✓	✓
Expert Insights and Suggestions	✗	upto 5 Pages	Full website
Monitor Domain Expiry	✓	✓	✓
Consultation & Recommendations	1 session/month	2 sessions/month	4 sessions/month