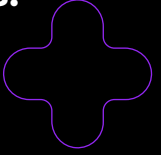




ueni.com

✖ Print and complete this checklist to build a strong online presence for your small business!



✖ Business Directories

- ☐ List your business on Yelp.
- ☐ List your business on Foursquare.
- ☐ List your business on Yellow Pages.
- ☐ List your business on Bing Places.
- ☐ List your business on Tripadvisor.

✖ Google Business Profile

- ☐ Create and verify your Google Business Profile.
- ☐ Fill in your contact information:
Address | Business Hours | Email | Phone | Website
- ☐ Include a detailed description of your business.
- ☐ Add your services or products using great pictures and clear descriptions.
- ☐ Add pictures of your business to your profile.

✖ Social Media

- ☐ Create a Business Profile on Facebook.
- ☐ Create a Business Profile on Instagram.
- ☐ Check your business's FB and IG profiles.
Clear description | Contact information | Logo
- ☐ Create a post that is relevant to your audience.

✖ Your website

- ☐ Get a modern, professional business website.
- ☐ Add a description of your business:
What do you do in a nutshell?
- ☐ Add pictures of your business to your profile.
- ☐ Add your services or products using great pictures and clear descriptions.
- ☐ Add prices to your products or services.