THE PAGE TITLE CHECKLIST

5 tasks for reviewing a small site's page titles, plus a checklist.

Page titles and short descriptions tell visitors and search engines what each page is about. Claude Code, Anthropic's coding tool, can read the files in a project folder, so it can list them for you. No one can promise search rankings or income from this. Freelance work needs the site owner's permission and a clear agreement. This checklist is my own idea. Always review what Claude Code changes, keep a copy of the old version and test the site. Results vary.

THE 5 TASKS

1. Get permission to see the site files. Without the owner's yes, change nothing.
2. Have Claude Code list every page title and description. It reads the project files.
3. Look for missing, repeated or too long ones. Each page needs its own title.
4. Rewrite each to say plainly what the page offers. Use only facts the owner has confirmed.
5. Review the change and test the site. Claude Code can make mistakes, so keep the old version.

PAGE TITLE TABLE

Page	Current title	Problem	New title

BEFORE I CHANGE ANYTHING

- The owner gave me permission in writing
- I kept a copy of the current site
- I will use only facts the owner confirmed
- I will test every page after the change

WEEKLY TRACKER

Week	Pages reviewed	Owner approved	Notes
Week 1			
Week 2			
Week 3			
Week 4			

Educational only. My own checklist. No results promised.

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