

NextGenCopyAI — Single-Page Daily Execution Checklist

Single-Page Daily Execution Checklist

Core (≈60–120 min)

- ☐ Publish or update 1 post (or one section)
- ☐ Add 2–3 internal links to older posts
- ☐ Create 1–2 Pinterest pins; schedule
- ☐ Draft 1 Short/Reel (40s): Hook → 2 tips → CTA
- ☐ Answer 2 questions in a relevant community (value first; link if allowed)
- ☐ Check Search Console: fix coverage; request indexing for new/updated URLs
- ☐ Review affiliate clicks/CR; tweak 1 CTA box

Weekly (choose a day)

- ☐ Queue 1 email to list (new post, deal, case study)
- ☐ Refresh “Best ...” post date and top picks
- ☐ Update tracking sheet with links/notes

Quality & Compliance

- ☐ Images compressed (<200KB), alt text added
- ☐ FTC disclosure visible on posts + footer
- ☐ Test mobile view for homepage and latest post
- ☐ Back up lead magnet PDF link in Email #1