

How to transfer a website

Subdomain

- Step1-Delete plugin Envato elements Also save the template kit name to ClickUp
- Step2-Checking favicon
- Step3-Tick the Checkbox from Setting -> Reading Settings -> (Discourage search engines from indexing this site)
- Step4-Back-up (All-in-One WP Migration)->file->Export->download

Client website

- Step 1- (If the website is shown)Then Back-up (All-in-One WP Migration)->file->Export->download (If not any website on the client website then not necessary to make a backup)
- Step 2- Upload and Install (All In One Migration) plugin Note: Here use (ALL IN ONE 100GB) that we saved on our computer
- Plugins Name-(Big File Uploads)
- Step 4- Import the file that we download from our subdomain
- Step 5- Refresh and log in again with the username and password that was our Subdomain has (Marshal@007)
- Step 6- Update permalinks from the setting
- Step 7- UnTick the Checkbox from Setting -> Reading Settings -> (Discourage search engines from indexing this site)
- Step 8- Checking in incognito if not loading images or pages may be a case issue (how to solve: install the plugin (file manager) delete file htaccess and then update Permalinks from setting It will be working)
- Step 9- Checking Email from the contact form page and change all our email using clients' email --- from -> Setting-> (by using this address after URL eg, ---https://abc.com/wp-admin/options.php---
- Step 10- Delete all the extra Plugin, themes, posts, and pages from the trash
- Step 11- Installing security plugins ---> Wordfence, Enhancement, Itheme, wp-limit, Yoast SEO, and SMTP (only website that has contact form install smtp)
- Step 12- Update on ClickUp changes status and add tag name Transfer
- Step 12- At the time when we send login to the client add a new user and password