

Keep Your Information Accurate Everywhere

*A listing and content check for reducing
confusion across the places people find you.*

Accuracy Is Part of Trust

For someone who is already overwhelmed, even a small barrier can feel like too much. An outdated phone number, unclear hours, broken link, old flyer, or inconsistent service description can create confusion and reduce trust.

Places to Review

- Website pages and contact forms
- Google Business Profile
- Online directories and listings
- Social media profiles
- Printed brochures, flyers, and referral sheets
- Email signatures and staff templates
- Ads, event materials, and presentation slides
- Partner or referral source materials



Information to Check

- Business or organization name
- Phone number
- Address or service area
- Hours and holiday hours
- Website links
- Service descriptions
- Eligibility details
- Intake steps or contact forms
- Photos, logos, and brand details

Quick Audit Activity

Create a list of your top five places people find your information. Review each one for accuracy. Mark each item as Accurate, Needs Update, or Not Sure. Assign one person to make or request each update.

Reach Out

If your organization needs help keeping listings, website content, and outreach information accurate and consistent, the Dail Digital Team is happy to connect with you.

Visit www.daildigital.com and click 'Reach Out' or email support@daildigital.com today.

