Website design has no worldwide standards. Anyone can become a website designer. No formal qualifications are required. This is good and bad. Website design presents many opportunities. However, with no agreed international standards, there can be many disagreements.

We have created a set of standards to ensure managers, staff, and contractors (you) are operating with the same expectations as our company (me).

Specifically, by using a standard set of plugins and themes across most of our websites, we can offer much more reliable maintenance.

### Agreement

The following outline for building WordPress websites for our company are required and 100% part of the brief/scope of work. When you accept a contract from our company, you must fulfill all these requirements.

## **Approved Theme**

Contractors may only select one theme from the options below.

#### Avada

https://themeforest.net/item/avada-responsive-multipurpose-theme/2833226 Ask us to provide the files and license number.

#### Gutenberg

https://wordpress.org/gutenberg/ Original page builder built by WordPress.

#### **Visual Composer**

https://visualcomposer.com/ Site builder built by name dev as WP Bakery. Ask for download and license.

### **Authorised Plugins**

#### **Mandatory Plugins**

Contactors must install all the plugins below before delivery. Contactors must use the plugins in the document for these tasks. For example, SocketLabs for SMTP mail sending. Contactors must not use different plugins for these tasks without authorization.

We encourage builders to recommend alternative plugins for tasks. Suggestions will need to be authorized before being added to this list and used.

#### **New Plugins**

Contactors may use new plugins for new tasks. New plugins will need to be approved before being permitted. Many new plugins will be added to this list.



### **Theme Plugins**

Contactors are permitted to install plugins that are recommended or part of a theme including WooCommerce for shopping. Contactors must obtain authorisation to use an optional plugin recommended by not essential to a theme functionality.

#### **Approved Plugins**

Gravity Forms https://www.gravityforms.com/ As us to provide licensed version.

WP Rocket https://wp-rocket.me/ Ask us to supply licensed version.

Revolution Slider <u>https://www.sliderrevolution.com/</u> Ask us to supply licensed version.

Sucuri <u>https://en-au.wordpress.org/plugins/sucuri-scanner/</u> Security software and website firewall. All installations to be registered to <u>webmaster@websetgo.com.au</u>

Add Admin JavaScript

https://wordpress.org/plugins/add-admin-javascript/#description Plugin to add the chat applications for support. Please ask us for the script when building the website. Ask us for script and code to be inserted.

Socketlabs (SMTP)

https://en-au.wordpress.org/plugins/socketlabs/ Please ask us for the API when building the website. Ask is to setup API.

Manage Notification E-mails <u>https://wordpress.org/plugins/manage-notification-emails/</u>

Post Type Switcher <u>https://wordpress.org/plugins/post-type-switcher/</u> Allows for moving posts, pages and customer types.

Gutenberg Editor <u>https://en-gb.wordpress.org/plugins/gutenberg/</u> Block page builder developed by WordPress.

Classic Widgets <u>https://wordpress.org/plugins/classic-widgets/</u> Restores the widgets area back to previous version.

Classic Editor <u>https://en-au.wordpress.org/plugins/classic-editor/</u> Official plugin to provide all the legacy editing capabilities.



Redirection

https://en-au.wordpress.org/plugins/redirection/

Manually and automatically manage 301 redirection, 404 errors, and website pages' links. Activate after the website is launched.

#### Yoast SEO

https://en-au.wordpress.org/plugins/wordpress-seo/ This WordPress SEO plugin helps you with your search engine optimisation.

Rublon 2FA (at delivery)

https://en-au.wordpress.org/plugins/rublon/

Two factor authentication for WordPress using a independent phone app with push notification. Please ask us for the API after the site is launched. Ask is to setup API.

Simple Tags

https://en-au.wordpress.org/plugins/simple-tags/ Advanced tag management. Extended Tagging for WordPress.

Postie

https://en-au.wordpress.org/plugins/postie/ Convert email to posts and pages. Ask client for email login.

Birds Custom Login https://wordpress.org/plugins/birds-custom-login/ Customized login with logo. Ask us for the logos and settings.

WP Server Health Stats https://wordpress.org/plugins/wp-server-stats/

Edit Author Slug https://en-au.wordpress.org/plugins/edit-author-slug/ Please set authors slug to first-last name.

WPMU Dev

https://wpmudev.com/project/the-hub-client/

### **Special Purpose Plugins**

Reach Local LocalQ (when specified) https://wordpress.org/plugins/reachedge/

### **Forbidden Plugins**

**Elementor** (they do not support bundling with hosting) **WordFence** (we have selected Sucuri)

All Backup Software All File Managers All Caching



Anything listed here: <u>https://getflywheel.com/wordpress-support/what-plugins-are-not-recommended/</u>

### **Updates**

As we experience successful and unsuccessful contracting relationships, we will amend this agreement. We require our contractors to ensure they are operating with the latest version. Please check this link regularly: <u>https://websetgo.com.au/contractors</u>

