BEFORE YOU HIT *Publish*

A Checklist for Content Creators

Names and titles are spelled correctly and fact checked.
There's no easier way to say "I don't know what I'm doing" than to skip fact checking. Check names, places, addresses, and other details that you include in your blog post. Can't confirm the information on the web? Just call or email to ask if you have the correct information. Not only will it solidify you as a pro, you can avoid issues and problems later on.

The editing process is complete — edit, edit, and edit once more.
Edit your posts *a lot.* And if you're not a natural editor, ask a friend that you trust to take a look before sharing your post to the world. Using an online grammar check tool is also helpful. Remember, though, these tools aren't foolproof, and you should be editing yourself first. The tools are just an extra precaution.

Photos and images are clear.
You images may have been clear when you were looking at it, but maybe a resize changed that, which can easily happen if the image you upload for your featured image (I'm talking to you Wordpress users!) are too small. Before you publish, make sure that these images are clear and if they contain wording, that it is readable.

All quotes and images are accurately and properly attributed to their owners.
If you didn't say it, it's not yours. If you didn't come up with the idea, it's not yours. If you didn't do the research, it's not yours. So, give credit where credit is due. It's common practice to not only say where you found the information, but to also link back to the owner. Ex. "According to a Harvard Review study..." or "In an interview with the Washington Post..."

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