FFA | CHECKLIST

FFA Chapter Website Checklist

Chapter website checklist for FFA reporters and advisors to review content, photos, contact details, and privacy settings so the site stays current, welcoming, and safe for members.

Farm / unit: _____ Date: _____ By: _____

ITEM	OK	FIX	N/A
Confirm who manages the site	☐	☐	☐
Check the chapter name and mission	☐	☐	☐
Update officer and advisor list	☐	☐	☐
Post upcoming events	☐	☐	☐
Add recent photos with permission	☐	☐	☐
Review contact information	☐	☐	☐
Check links and forms	☐	☐	☐
Review privacy and school policies	☐	☐	☐
Back up the site content	☐	☐	☐

NOTES / REPAIRS NEEDED

TIP Set a regular review date each month so the website never falls behind the chapter calendar.