

Daily Checklist for Bloggers



BLOG

- ☐ Respond to comments
- ☐ Publish new post
- ☐ Link up to link parties
- ☐ Share new post on social media
- ☐ Edit & schedule post for tomorrow
- ☐ Comment on 5 posts of other bloggers

EMAILS

- ☐ Respond to important emails
- ☐ File for later reference
- ☐ Delete junk mail

FACEBOOK

- ☐ Reply to and like comments
- ☐ Share an old post
- ☐ Share other content
- ☐ Comment on/like other bloggers' posts

PINTEREST

- ☐ Repin old post on your own boards
- ☐ Repin old posts on group boards
- ☐ Spend 5 minutes repinning others' pins

TWITTER

- ☐ Schedule tweets
- ☐ Respond to tweets
- ☐ Retweet 5 tweets of others
- ☐ Follow 5 others in your niche

INSTAGRAM

- ☐ Post new image with relevant hashtags
- ☐ Spend 5 minutes liking others' posts

PERISCOPE

- ☐ Determine topic of the day
- ☐ Make notes for reference
- ☐ Publicize on Twitter
- ☐ Check lighting
- ☐ Repurpose scope where possible

STUMBLE UPON

- ☐ Stumble new blog post
- ☐ Stumble posts of other bloggers
- ☐ Thumbs up 5-10 pages