**Checklist**

|  |  |  |
| --- | --- | --- |
| Date | Done? | Process step |
|  | X | 1. Do full sync and do test transfer of Database and website from DG to DO.
 |
|  | X | 1. Verify DO system works properly
	1. Check links to make sure they point to new IP address
	2. Note what links need manual modification
 |
| 6/20 | X | 1. Put GD FFBC in “maintenance” mode
	1. Block pages that allow for user changes – membership and profile
	2. Notify other privileged users to not make any changes
 |
| 6/20 |  | 1. Do final Backup – DB only
 |
| 6/20 |  | 1. Do final sync
	1. Copy across only DB
 |
| 6/20 |  | 1. Do magic with DNS server
	1. Replace DNS names at domain registrar
	2. Two domains: ffbc.org and fremontfreewheelers.org
	3. Have temp domain called ffbc-temp.org that may need to be transferred
 |
| 6/21 |  | 1. Verify DNS update has happened
 |
| ?? |  | 1. Transfer Domain Registrar to DO
 |
| 6/21 |  | 1. Verify DO site is working
	1. Modify manual link changes (link checker)
	2. Check all pages
	3. Setup SSL (<https://really-simple-ssl.com/?ref=52&campaign=wpbeginner> )
	4. Setup email forwarding
 |
|  |  | 1. Verify backup process works on new site
 |
| ?? |  | 1. Verify CRON jobs work – membership checks
	1. Setup membership reminder email
 |
|  |  |  |
|  |  |  |

Note: Existing term at GoDaddy ends July 10th.

Open questions:

1. Will the present DO IP address be used for our new site?
2. I assume DO willl be the domain registrar for our domain name?
	1. Will we still pay for domain name at GD? And the hosting at DO?

References:

Migration checklists:

<https://www.wpbeginner.com/wp-tutorials/how-to-move-wordpress-to-a-new-host-or-server-with-no-downtime/>

<https://www.siteground.com/kb/how_to_transfer_your_website_to_another_host/>

<https://www.siteground.com/kb/How_to_transfer_my_WordPress_from_one_host_to_another/>

<https://www.thesitewizard.com/archive/movinghosts.shtml>

<http://www.smoothwebmove.com/movingprocess.html>

<https://www.smashingmagazine.com/2013/04/moving-wordpress-website/>

<https://www.wpbeginner.com/glossary/dns/> : Definition and usage of DNS

<https://www.wpbeginner.com/beginners-guide/how-to-get-a-free-ssl-certificate-for-your-wordpress-website/> : How to get free SSL cert and setup to convert to https

<https://really-simple-ssl.com/?ref=52&campaign=wpbeginner> – Using SSL WP plug-in to finalize SSL setup

<https://www.wpbeginner.com/plugins/how-to-fix-the-mixed-content-error-in-wordpress-step-by-step/> : Debug website if not all page links are setup with SSL