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BUILD YOUR FIRST SYSTEME.IO WEBSITE

A QUICK-START GUIDE



PLAN • BUILD • PUBLISH

Plan your pages

Start with the pages customers need to understand your offer and take the next step.

1

Write down the main action

Pick one thing you want a visitor to do first. For example, request a quote, book a session, or browse your shop. Use that action to guide the homepage and its main button.

2

Choose a short page list

Start with Home, Services or Shop, About, and Contact. For each page, decide what a visitor needs to learn and what they should click next.

3

Create the website in Systeme.io

Go to **Sites** > **Websites** > **Create**. Enter the website name, select a domain, set the homepage URL path, and choose the language. Save, then select a homepage template or start with a blank page.

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A simple site map

Home introduces what you do. Services explains what customers can order. About tells them who is behind the business. Contact gives them a way to reach you.

YOU'RE READY WHEN

You can name the main action and explain what each page is for.

Build the Homepage

Visitors should understand what you offer before they reach the first button.

1

Set your look once

Open **Style** in the website editor. Set your headings, body text, button colors, and form styles. Add your logo in **Settings** so visitors can recognize the business across all pages.

2

Write the opening section

Use a short heading that names your offer, one sentence that says who it is for, and a clear button label. Add one image that shows your product, service, or work.

3

Add the sections that help people decide

Below the introduction, show your main services or products. Follow with a sample, a real customer review, or a short explanation of how ordering works. End with a clear next step.

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Example opening

Custom party favors for birthdays and celebrations. Choose a favor style and tell them about your event. Button label: Request a Custom Order.

YOU'RE READY WHEN

Someone is a phone call away to tell what you offer and where to click.

Connect Menus & Buttons

Use clear labels and take visitors straight to the page they expect.

1 **Add the main pages**

In Pages, click **Create** to add each page from your plan. Use the menu toggle to include pages visitors should see in navigation. Give each page a short name and a readable URL path.

2 **Set the button destination**

In the page editor, select the button. Under the click action, choose Open URL for a destination page and paste its published address. Give the button a label that describes what happens next.

3 **Check the navigation**

Review the header and footer. Put the most important pages in the header and supporting links in the footer. Open each menu item and make sure it lands on the correct page.

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Match the label to its destination

Request a Quote opens a request form. View Pricing opens a price list. Get the Free Workbook opens the workbook or its signup page.

YOU'RE READY WHEN

Every menu item and button leads to the destination its label promises.

Set Up a Form

Keep the form short and tell visitors what happens after they submit it.

1 Start with the right form

Use the built-in Contact Us page for general inquiries, or add a Form element to a page for a newsletter or freebie. In the form settings, use Elements to add, remove, or reorder fields.

2 Ask for the details you need

For a quote, ask for an email and enough details to respond. For a newsletter, an email address may be enough. Mark optional fields as “OPTIONAL” and use button text such as “Send My Request”.

3 Choose what happens next

Under **Actions**, choose a success message or a redirect. For a **FREEBIE** signup, you can redirect traffic to a download page or set up an automation to send a delivery email. Submit a test and check the result.

Example confirmation

Thanks for reaching out. Your request is in. I will reply by email with the next steps.

YOU'RE READY WHEN

A test submission reaches the intended contact list or inbox and triggers the confirmation or delivery you set up.

Test and Publish

Walk through the website the way a first-time visitor would.

1 **Check the layout on smaller screens**

Use the device preview toolbar to check desktop and mobile views. Look for text that runs offscreen, images that crop important details, and buttons that are hard to tap.

2 **Publish the pages visitors need**

New pages start in **Draft mode**. In the Pages tab, use the three-dot menu next to each page and choose Publish. Open the public homepage in a private browser window to check what visitors can actually see.

3 **Test the complete visit**

Click the main button, try the menu, test the contact form, and open any downloads. Check the public site on your phone. Fix any broken links or unfinished text that you may find.

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Launch checklist

Public homepage opens. Menu works. Main button goes to the right page. Form and downloads work. Text is readable on mobile.

YOU'RE READY WHEN

A visitor can reach the site and complete the main action from a phone.

Let's stay connected.

Thanks for building with me.

Find more creative resources, shop my designs and follow along for what I'm doing next.,

ETSY
etsy.com/shop/TheGeeStandardShop

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