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# First Steps

## Security

- Enable Two Factor Authentication
- Make sure ACL is properly setup
- Disable Mass Mail (Global Configuration → Server)

Disable Mass Mail  Yes  No

- Remove All unused Users, Groups
- Disable User Registration (Global Configuration → Users → User Options)

Allow User Registration  Yes  No

- Setup password Complexity if you allow User Registration (Global Configuration → Users → Password Options)

Maximum Reset Count

Reset Time

Minimum Length

Minimum Integers

Minimum Symbols

Minimum Upper Case

- Activate https for the whole site (Global Configuration → Server)

Force HTTPS

## Configuration

- Set the PHP required by your Joomla installation [MultiPHP Manager](#)
- Setup ReCaptcha. Get credentials from [ReCaptcha](#), setup the plugin here, set the option in (Global Configuration → Site) as below.

Default Captcha

- Disable Error Reporting (Global Configuration → Server)

Error Reporting

- Setup eMail (SMTP) (Global Configuration → Server)

Mail Settings

Send Mail	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Disable Mass Mail	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
From Email	<input type="text" value="support@eservices-greece.com"/>
From Name	<input type="text" value="eSGR"/>
Reply To Email	<input type="text"/>
Reply To Name	<input type="text"/>
Mailer	<input type="text" value="SMTP"/>
SMTP Host	<input type="text" value="mail.domain.tld"/>
SMTP Port	<input type="text" value="25"/>
SMTP Security	<input type="text" value="SSL/TLS"/>
SMTP Authentication	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
SMTP Username	<input type="text" value="email@domain.tld"/>
SMTP Password	<input type="password" value="*****"/>

- Select Correct Time Zone (Global Configuration → Server)

Website Time Zone

- Set Feed eMail Address to “No Email”

Feed Email Address

## SEF

- Enable SEF → [Joomla Enable SEF](#)
- Make sure all of your alias for menus, categories, articles are small caps and use - for space, ex. product-list
- Install [ReDJ](#) for making custom urls or redirects from your old site
- Setup a custom 404 page

## Caching & Sessions

- Enable Caching & Session → [Joomla Caching](#)

## Media

- Optimize Media [WebImages](#) ([TinyPNG](#) is preferred for inexperienced users)

## Extensions

- Delete Unused Extensions
- Update All Extensions

## Templates

- Uninstall unused Templates

## Legal Terms

- Enable Cookie Banner
- Create a Terms of Service page
- Create a Privacy page

## Google

- Setup [Google Analytics](#)
- Check [PageSpeed Insights](#)

## Content

- Remove All unused Articles, Categories, Menus and Modules.
- Remove All unused Assets (Images etc)
- Empty Trashes
- Check Robots.txt for required changes

**You should be ready to go public.**

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