

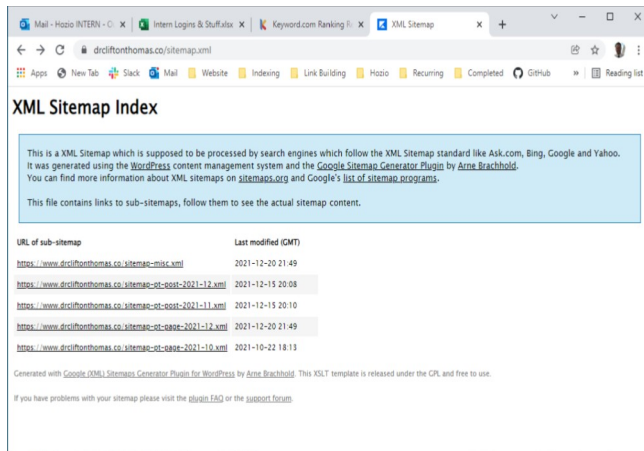
Sitemaps and Indexing

Overview

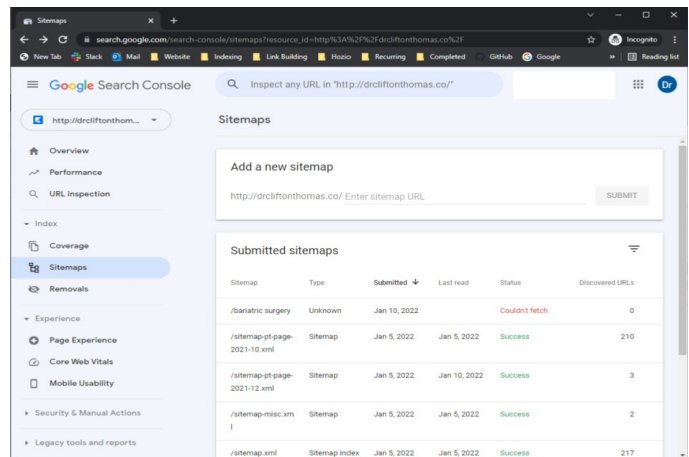
Two tasks from the client **website.sitemap.xml** to the client **Google Search Console**:

1. Submit the client sitemaps listed on the first page of client **website.sitemap.xml** to all four properties (1. [http](http://www), 2. [https](https://www), 3. <http://www>, 4. <https://www>) in the client **Google Search Console**.

Client **website/sitemap.xml**

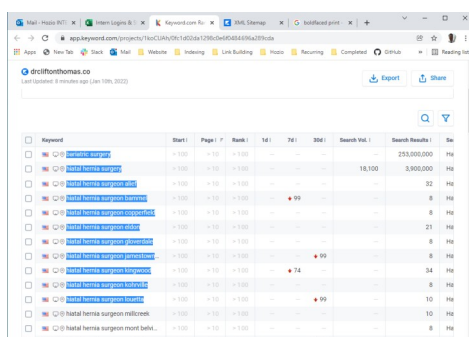


Client **Google Search Console**

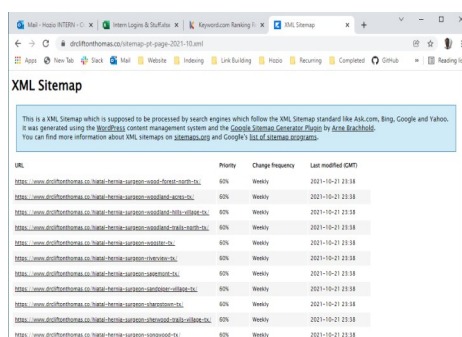


2. Submit ("Force Index") on the client **Google Search Console** 11 URLs found on the client **website.sitemap.xml** that contain keyword combinations from the client **Keyword.com** page.

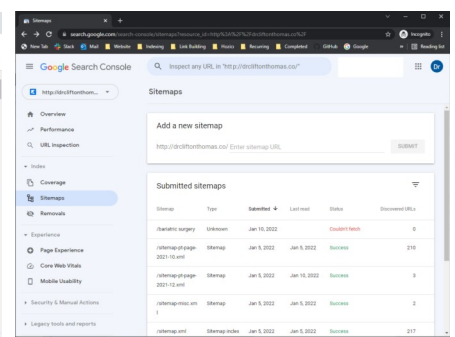
Client **Keyword.com**



Client **website/sitemap.xml**



Client **Google Search Console**



Use keywords from the client **Keyword.com** page.

...to find URLs in the client **sitemap** containing those keywords...

...then submitting those URLs to the client **Google Search Console**

Setup

You'll start the setup of client **Sitemap** and **Indexing** tasks by opening five items (tabs) split between two separate browser windows.

The First Browser Window

1. Intern@Hozio.com website to get email with link to an Excel spreadsheet.
2. **Excel Spreadsheet**, accessed from **email** (above). From the spreadsheet, first copy the email address (**re: tab 5. later**) and then click on the client **Keyword.com** link to open the client **Keyword.com** website page.



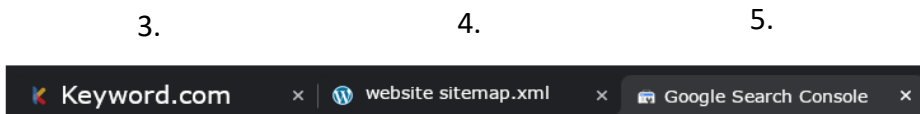
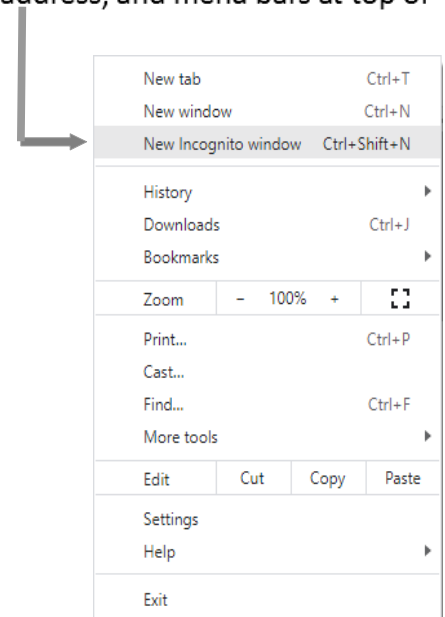
The Second Browser Window



Incognito Mode

Open three remaining tabs in “**Incognito Mode**” by clicking on the **⋮** button at top right of browser. **Incognito mode** is indicated to the user by the black top tab, URL address, and menu bars at top of browser (pictured below).

3. **Keyword.com** using the link from the Excel spreadsheet. Then cut and paste the primary URL, displayed as the header, in boldface print at the top of the **Keyword.com** page, to access the clients website. View the client’s website to make sure it is working properly before next step.
4. **Client’s Website Sitemap** by adding “/sitemap.xml” to the client’s website (e.g client’s website/sitemap.xml).
5. **Google Search Console** using the client’s email address (paste from step 1.) and default password from the **Excel spreadsheet**. Click on the **Sitemap** option at left.



Setup (cont.)

In addition to the five tabs, from the fifth tab, the client Google Search Console, we will open an additional three tabs.

Google Search Console

1.

2.

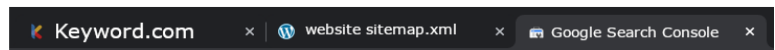
3.

4.

5.



Browser Window 1



Browser Window 2 (Incognito Mode)

1. Right-click on the fifth tab, the client **Google Search Console** (pictured above) - the third tab in incognito mode - and select **Duplicate** three times to create an additional identical three tabs, making a **total of four** identical client **Google Search Console** tabs (pictured below).

3.

4.

5

5 a.

5 b.

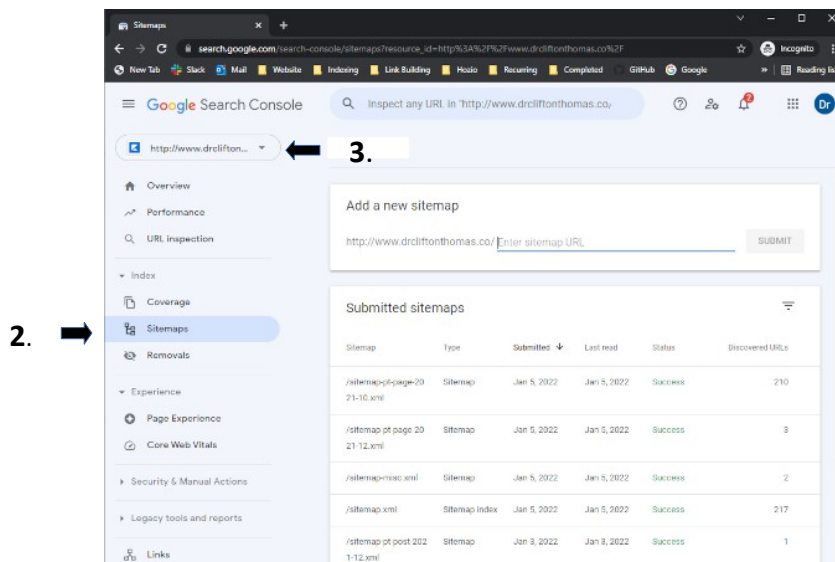
5 c.



Browser Window 2 (Incognito Mode)

2. Click on the **Sitemaps** option at middle left (pictured below).

3. Using the **Properties** selection pull down menu at top left (four property options. . . 1. http, 2. https, 3. http www, 4. https www), select a different property for each of the four client **Google Search Console** tabs.



3.

4.

5.

5 a.

5 b.

5 c.



Use to . . .

Search for
httpSearch for
httpsSearch for
http.wwwSearch for
https.www

Execution: Sitemaps and Indexing

1. Submitting Client Sitemap URLs to the Client Google Search Console

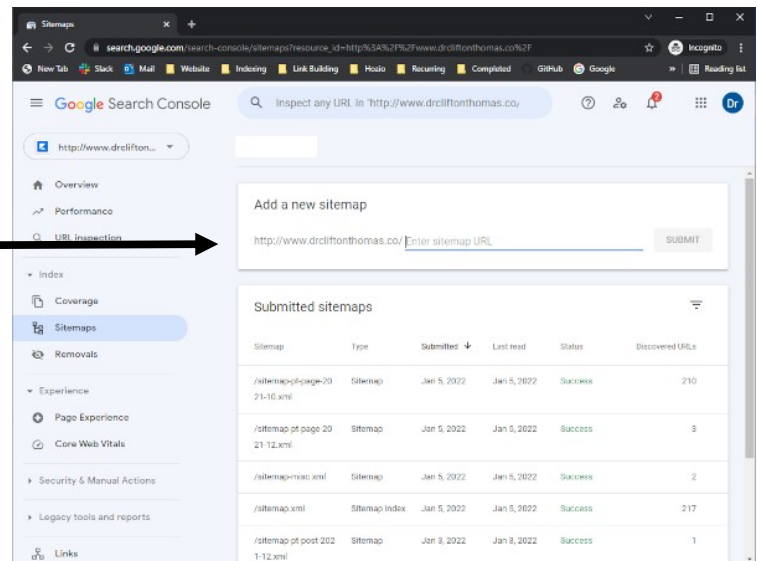
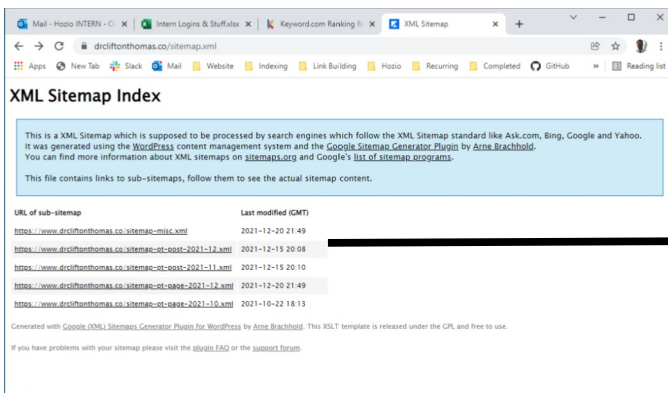
Submit the main client sitemap URL (i.e. the client **website.sitemap.xml**) and all the client sitemaps listed on the first page of client **website.sitemap.xml** to all four properties (1. http, 2. https, 3. http www, 4. https www) in the client **Google Search Console**.

1. Copy the end of the URL address only (from the “/” forward, not including the “/”).

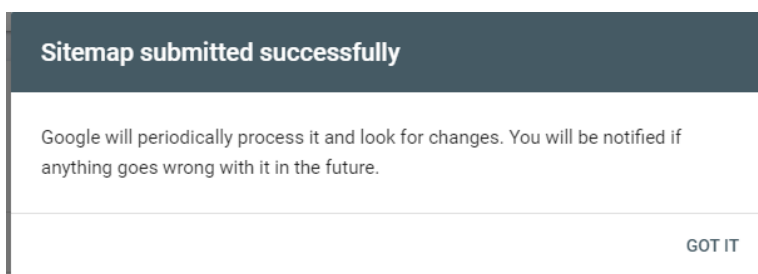
e.g. <https://www.examplewebsiteurl.com/sitemap.xml>
<https://www.examplewebsiteurl.com/sitemap-pt-post-2021-08.xml>
<https://www.examplewebsiteurl.com/sitemap-pt-post-2021-06.xml>

• • •

2. Paste from client **Keyword.com** page to the client **Google Search Console**.



Expected Result



Execution: Sitemaps and Indexing (cont.)

2. Forced Indexing

Submit (Force Index) to the client **Google Search Console** 11 URLs found on the client **website.sitemap.xml** that contain keyword combinations from the client **Keyword.com** page.

1. In the client **Keyword.com** page click on the **Page** heading to view URLs with a value of less than 1.



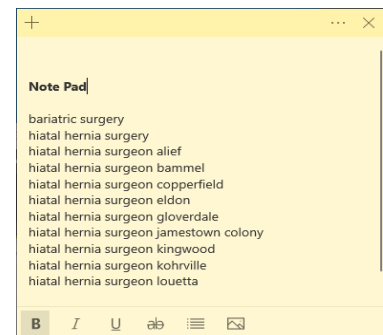
<input type="checkbox"/>	Keyword	Start	Page	Rank	1d	7d	30d	Search Vol.	Search Results	Se
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2. Copy 11 keyword search terms from the client **Keyword.com** page to any clipboard (“Sticky Notes” pictured below), adding hyphens between each of the words.

<input type="checkbox"/>	Keyword	Start	Page	Rank	1d	7d	30d	Search Vol.	Search Results	Se
<input type="checkbox"/>	bariatric surgery	>100	>10	>100	—	—	—	—	253,000,000	Ha
<input type="checkbox"/>	hiatal hernia surgery	>100	>10	>100	—	—	—	18,100	3,900,000	Ha
<input type="checkbox"/>	hiatal hernia surgeon alief	>100	>10	>100	—	—	—	—	32	Ha
<input type="checkbox"/>	hiatal hernia surgeon bammel	>100	>10	>100	—	—	—	—	8	Ha
<input type="checkbox"/>	hiatal hernia surgeon copperfield	>100	>10	>100	—	—	—	—	8	Ha
<input type="checkbox"/>	hiatal hernia surgeon eldon	>100	>10	>100	—	—	—	—	21	Ha
<input type="checkbox"/>	hiatal hernia surgeon gloverdale	>100	>10	>100	—	—	—	—	8	Ha
<input type="checkbox"/>	hiatal hernia surgeon jamestown...	>100	>10	>100	—	—	—	—	8	Ha
<input type="checkbox"/>	hiatal hernia surgeon kingwood	>100	>10	>100	—	—	—	—	34	Ha
<input type="checkbox"/>	hiatal hernia surgeon kohrville	>100	>10	>100	—	—	—	—	8	Ha
<input type="checkbox"/>	hiatal hernia surgeon louetta	>100	>10	>100	—	—	—	—	10	Ha
<input type="checkbox"/>	hiatal hernia surgeon millcreek	>100	>10	>100	—	—	—	—	10	Ha
<input type="checkbox"/>	hiatal hernia surgeon mont belvi...	>100	>10	>100	—	—	—	—	8	Ha
<input type="checkbox"/>	hiatal hernia surgeon north h...	>100	>10	>100	—	—	—	—	41	Ha

1. Copy to a clipboard

2. Add hyphens between the search terms to match how they will appear in a URL address.

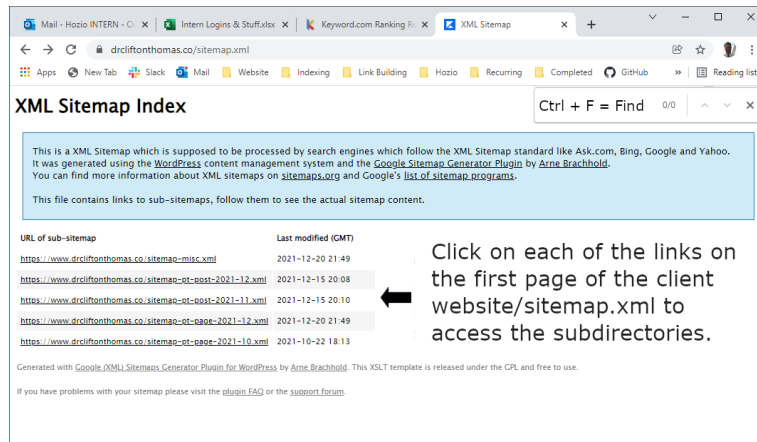


Execution: Sitemaps and Indexing (cont.)

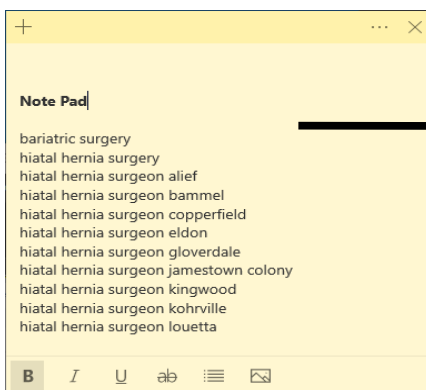
2. Forced Indexing (cont.)

Find URLs that include keyword combinations on the client **website/sitemap.xml**

1. Click on each of the links on the first page of the client **website/sitemap.xml** to access the subdirectories.

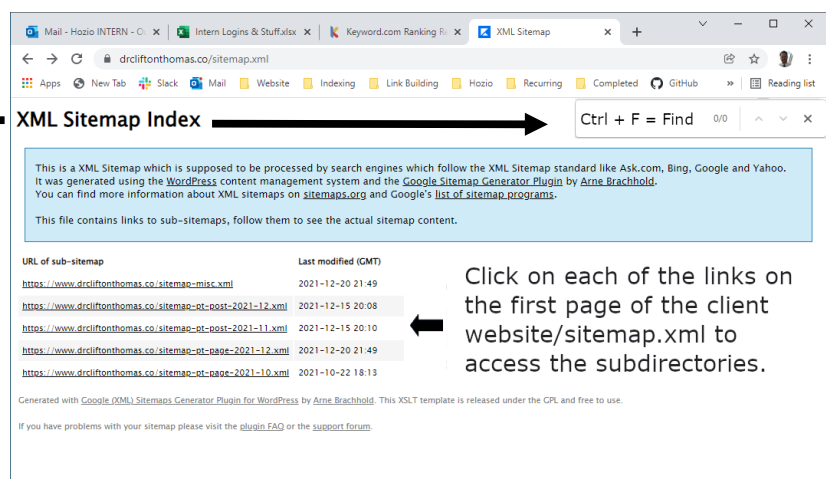


2. Copy and paste keywords from the client **Keyword.com** page (with hyphens added in between the keywords) into **Find (ctrl + F)** in each of the client **website/sitemap.xml** subdirectories to find URLs that include the keyword combinations.



1. Copy

2. Ctrl + F

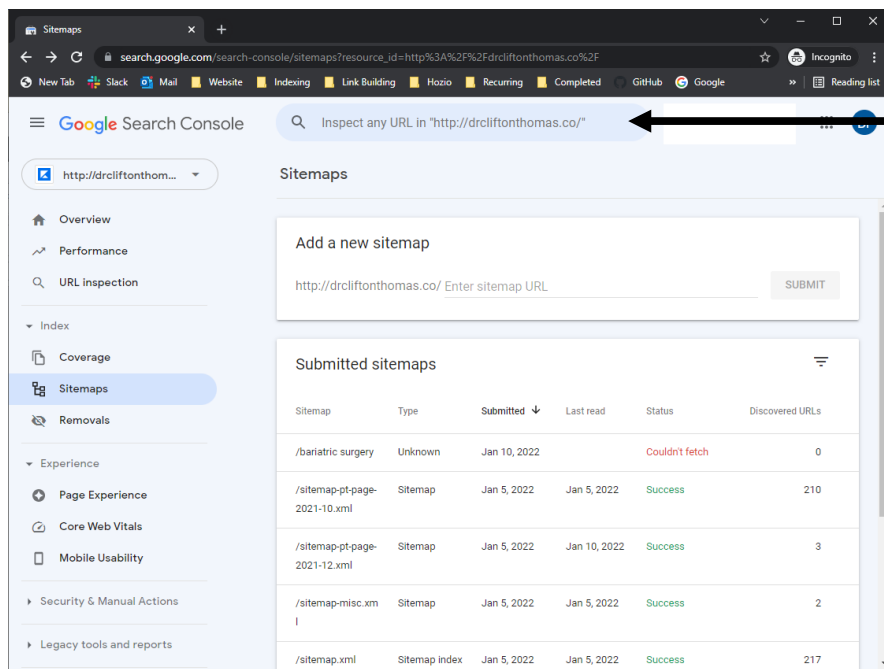


Execution: Sitemaps and Indexing (cont.)

2. Forced Indexing (cont.)

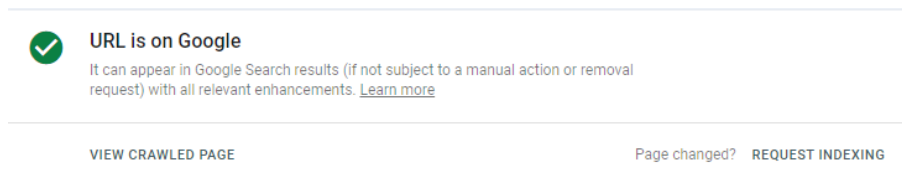
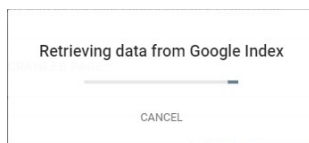
3. Submit the URLs (full URL address) found containing the keyword combinations **to the matching property** in the client **Google Search Console** (e.g. if the URL starts begins with **https**, search on the **https** property only; if the URL begins with the **http www** property, search on the **http www** property only . . .).

1. Match property of the URL being submitted



2. Submit the URL (full URL address)

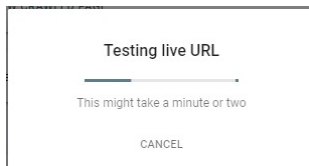
Expected Result:



Execution: Sitemaps and Indexing (cont.)

2. Forced Indexing (cont.)

4. Test Live URL.

TEST LIVE URL

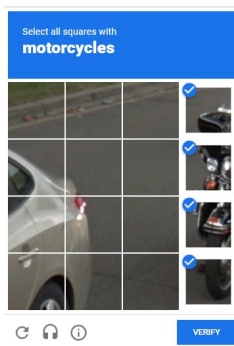
Expected Result:

**URL is available to Google**

If it gets indexed and selected as canonical, it could appear in Google Search results with all relevant enhancements. [Learn more](#)

[VIEW TESTED PAGE](#)[Page changed?](#) [REQUEST INDEXING](#)

5. Request Indexing

REQUEST INDEXING

Expected Result:

**Indexing requested**

URL was added to a priority crawl queue. Submitting a page multiple times will not change its queue position or priority. [Learn more](#)

[GOT IT](#)

6. **Quota Exceeded** indicates that no more URLs can be submitted for that same client on the same day.

