

PEER TRAINING PRESENTATION DECK

Handful of the slides used to assist in training

WHY ARE WE DOING THIS TRAINING?

- 1 Reduce inefficiencies with a streamlined, efficient task management process.
- 2 Educate and empower you with regards to the Task Request Form and design process in order to provide detailed content marketing needs.
- 3 Share with the sales team the current marketing resources and bandwidth.

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WHAT WILL YOU KNOW AFTER THIS TRAINING?

- 1 A no excuse understanding of the **Task Request Form** and how to get the content you need to marketing.
- 2 Understand how a task turns into a finished peice; what hinders design and task completion.
- 3 General overview of what the Marketing team currently does so you know what resources are available and why we prioritize

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PROJECT FLOW CHART

- 1. IDEA & CLIENT REQUEST**
 - Open up a task request form to go on with the right questions
- 2. TASK REQUEST FORM**
 - Fill the given form up to write to brief the content for design
 - Fill in each field and attach a sketch of your ideas
- 3. BRIEF INTO TASK**
 - Coordinator takes the content brief and enters it into system
- 4. SCHEDULE & PLAN**
 - Tasks are assigned and designs to bring the planning and design into flow etc.
 - Quick meeting to discuss project may be necessary
- 5. DESIGN PROCESS**
 - Creation of illustrations
 - Review
 - Exchange of thoughts / concepts / feedback
- 6. REVIEW**
 - Designs are reviewed for both quality and value
 - This step is lengthy due to changes for design style and changes to what is required unless necessary

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TASKS HAPPEN

1 I want this thing that I can hand out to people interesting in gaming at the LTX show. Its gotta be like Cool Cool that would appeal to that community ya know?

Ok lets start by filling out a task request form.

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With the tap of a wand, **POOF!** a request transforms into task!

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REVIEW

Can you just photoshop that out?

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HOW A FIXED DELIVERY DATE PROJECT LOOKS LIKE ALL NICE AND PRETTY

The design time is generally what gets compromised when changes arise...

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HOW A FIXED DELIVERY DATE PROJECT LOOKS LIKE RE: TAMPERED

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HOW A FIXED DELIVERY DATE PROJECT LOOKS LIKE RE: TAMPERED V2

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