CECFC Newsletter Tasklist

Goal: Redesign Newsletters to expedite the reading process Criteria: Students can open and read the newsletter's important information in just a few seconds

□ Copy Information from CECFC Newsletter
Apply Redesign to Newsletter Infomation
 Critical Information
Upcoming Events
 Event and Organization Recruitment
□ Career Opportunities
☐ Graduation/Seniors
Reminders
☐ Passive Info
☐ Send Redesigned Newsletter to Brady Taylor
Correct Newsletter based on feedback
☐ Send corrected Newsletter to Brady Taylor
☐ Teach Brady Taylor how to use new format and templates

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