

Legend							
Missing			Asset Inventory: Assets				
Needs Update							
Good							
Page	Type	File Name	Description	Date	Rating (1-4)	Comments	
Header	Image	iabc_logo.png	International Association of Business Communicators Regina logo			4	
	Navigation		Primary navigation bar (Membership, Events, Careers, Volunteer, Certification, Programs, About Us, Become a Member, Visit IABC.com)			4	
Sidebar	Section		Embedded widget of recent Tweets and Retweets from @iabcregina			4	
	Section		Email Us			3	Inconsistent button design (likely duplicated code)
	Section		Sign Up Today			3	Inconsistent button design (likely duplicated code)
Home	Image	daring-greatly.png	Book cover for Daring Greatly by Brene Brown			3	Subpar resolution
	Section		IABC Regina Book Club			4	
	Section		Looking for a Change?			4	
	Section		IABC Certification			4	
	Section		Why Join IABC?			4	
	Text		Brief blurb about the IABC Regina chapter			4	
	Section		Upcoming Events	2021		4	Upcoming event is displayed (nothing in the past)
	Image	calendar.png	Calendar clip art for the Upcoming Events module			4	
	Section		Careers			4	
	Image	briefcase.png	Briefcase clip art for the Careers module			4	
	Section		Newsroom (includes two recently written articles)	2020		3	Most recent article is not dynamically retrieved
	Section		Twitter (includes aforementioned embedded widget)			4	Current
	Section		Featured Sponsor			4	
	Image	mpath_logo.png	MPATH Engagement logo			4	
Footer	Text		Copyright indicator for IABC Regina, reference to MPATH as digital engagement sponsor	2018		4	
	Image	iabc_logo.png	Same as above				
	Image	mpath_logo.png	Same as above				
Certification	Text		Overview of certification program with relevant external links			3	First two links are to the same site
	Section		Nested navigation of the two Certification subtopics			4	
	Section		Partial Sidebar - has Tweets, but no Email Us or Sign Up Today	2021		2	Missing components
Accredited Members	Text		Directory of accredited members with preface (Honouring the past and guiding the future)			4	
	Section		Nested navigation of the two Certification subtopics			4	
	Section		Full Sidebar with Tweets, Email Us, and Sign Up Today			4	
Communication Manag	Text		Overview of the CMP certification process	2015		2	Extremely outdated information
	Section		Full Sidebar with Tweets, Email Us, and Sign Up Today			3	Email and Signup buttons have a different style
	Section		Nested navigation of the two Certification subtopics			1	Missing
Programs	Text		Overview of IABC programs			2	Probably doesn't need to be its own page - only 3 lines of text
	Section		Nested navigation of the five Programs subtopics			4	
	Section		Partial Sidebar - has Tweets, but no Email Us or Sign Up Today	2021		2	Missing components
Regina Communicator	Text		Overview of Regina Communicator Awards	2015		2	Extremely outdated information
	Section		Full Sidebar with Tweets, Email Us, and Sign Up Today			3	Email and Signup buttons have a different style
	Section		Nested navigation of the five Programs subtopics			1	Missing
MentorCentre	Text		Overview of Mentorship - MentorCentre and Chapter Leadership	2016		2	Extremely outdated information
	Section		Nested navigation of the five Programs subtopics			4	
	Section		Full Sidebar with Tweets, Email Us, and Sign Up Today			4	
Silver Leaf Awards	Text		Overview of Silver Leaf Awards and application information			4	
	Section		Nested navigation of the five Programs subtopics			4	
	Section		Full Sidebar with Tweets, Email Us, and Sign Up Today			4	
	Image	iabc_silver_leaf_logo.png	Logo for the IABC Silver Leaf Awards			4	

Legend						
Missing			Asset Inventory: Assets			
Needs Update						
Good						
Page	Type	File Name	Description	Date	Rating (1-4)	Comments
Gold Quill Awards	Text		Overview of Gold Quill Awards and application information		4	
	Section		Nested navigation of the five Programs subtopics		4	
	Section		Full Sidebar with Tweets, Email Us, and Sign Up Today		4	
IABC Master Communi	Text		Overview of award, nomination information, and previous recipients	2016	2	Extremely outdated information
	Section		Nested navigation of the five Programs subtopics		4	
	Section		Full Sidebar with Tweets, Email Us, and Sign Up Today		4	
Membership	Text		Checklist of how to take advantage of your membership		4	
	Section		Twitter plugin sidebar		2	
Membership Types	Text		Details about different types of memberships		4	
	Section		Twitter plugin sidebar		2	
	Section		Side bar with volunteer information and sponsor info		2	
Membership Dues	Text		Info about where money from memberships go		3	
	Image	IABC_Fee_Infographic_low_res.jpg	Breakdown of fees		4	
	Section		Side bar with volunteer information and sponsor info		2	
Why join IABC?	Text		Blog post of why to join		2	Outdated and not relevant to Regina
	Section		Twitter plugin sidebar		2	
	Section		Side bar with volunteer information and sponsor info		2	
Maximize Your Membe	Text		Info about benefits of being a member		3	
	Image	membership_infographic.png	Summary of membership types		4	
	Section		Twitter plugin sidebar		2	
	Section		Side bar with volunteer information and sponsor info		2	
Downloads	PDF	IABC-Regina-Crescenzo-Master-Class-2019.pdf	PDF from 2019 presentation	2019	2	
	PDF	FCC_CSR_Brenda-Celeste_28Nov12.pdf	PDF from 2012 presentation	2021	2	
	PDF	IABC+How+leaders+spark+or+destroy+culture-compressed.pdf	PDF from presentation		2	
	PDF	Megan+Wolfinger+Audience+Personas+Infographic.pdf	PDF from presentation		2	
	Section		Twitter plugin sidebar		2	
	Section		Side bar with volunteer information and sponsor info		2	
Newsroom	Text		Series of old blog posts with linked articles	2020	3	
	Section		Side bar with volunteer information and sponsor info		2	
Volunteer	Text		Information about volunteer opportunities and why to get involved		3	
	Section		Twitter plugin sidebar		2	
Sponsorship	Text		Who to contact to sponsor events		3	
	Section		Side bar with volunteer information and sponsor info		2	
Volunteer Profile	Text		Interview questions with volunteer		3	
	Section		Side bar with volunteer information and sponsor info		2	
Careers	Text		Job posting and links for where to apply			
	Section		Side bar with volunteer information and sponsor info		2	
Submit Career Posting	Text		Form for login		2	
	Section		Side bar with volunteer information and sponsor info		2	
	Text		Form for account registration		1	Does not work, unable to register
Register for an Account	Section		Side bar with volunteer information and sponsor info		2	
	Text		Form for account recovery		2	
Forgot Password?	Section		Side bar with volunteer information and sponsor info		2	
	Text		Information block with Interview Tips		3	
Interview Tips	Section		Side bar with volunteer information and sponsor info		2	
	Text		Collection of external web links to career resources		3	
Career Resources	Section		Side bar with volunteer information and sponsor info		2	
	Text					
Infographics	Image	Job Interview-IABC Regina Website.jpg	What you wish you'd known before your job interview		2	
	Image	IABC Website-social recruiting (2).jpg	Statistics about hiring practices and social media		2	
	Image	common resume mistakes(2)-IABC Website.jpg	Common Resume mistakes		2	
	Section		Side bar with volunteer information and sponsor info		2	

Legend						
Missing			Asset Inventory: Assets			
Needs Update						
Good						
Page	Type	File Name	Description	Date	Rating (1-4)	Comments
About Us	Text		Paragraphs describing IABC Regina		3	
	Section		Side bar with volunteer information and sponsor info		2	
Executive Board	Image	Jenn_LT.jpg	Profile Picture of Jenn Arends		3	
	Image	Joanne.jpg	Profile Picture of Joanne Kozlowski		3	
	Image	Shalyn_McKenna.jpg	Profile Picture of Shalyn McKenna		3	
	Text		Bios of Executive Board Members		3	
	Section		Side bar with volunteer information and sponsor info		2	
Mission, Vision, Values	Text		Summary of the vision, mission and values of IABC		2	The order of the title and link are different.
	Section		Side bar with volunteer information and sponsor info		2	
Contact Us	Text		Form for submitting feedback to IABC Regina		3	
	Section		Side bar with volunteer information and sponsor info		2	
Join the Executive Board	Image	March2016infographic(draft).jpeg	Info about Executive Board Benefits	2016	1	Outdated, link to contact us does not work.
	Section		Side bar with volunteer information and sponsor info		2	
Dare to Lead 2018	Text		Text block with embedded links to parts of the conference	2018	2	Outdated and event is completed
	Section		Side bar with volunteer information and sponsor info	2018	2	Outdated and event is completed
Keynote Speakers	Image	Murad_Alkatib_headshot.jpg	Profile Picture	2018	2	Outdated and event is completed
	Image	Kellie-Garrett.jpg	Profile Picture	2018	2	Outdated and event is completed
	Image	Mary Weimer Headshot.jpg	Profile Picture	2018	2	Outdated and event is completed
	Image	Jeph_maystruck_speaking-stratlab.jpg	Profile Picture	2018	2	Outdated and event is completed
	Text		Bios of Keynote Speakers	2018	2	Outdated and event is completed
	Section		Side bar with volunteer information and sponsor info	2018	2	Outdated and event is completed
Breakout Sessions	Text		Details about different conference sessions		2	
	Section		Side bar with volunteer information and sponsor info	2018	2	Outdated and event is completed
Sponsorship	Image	FCC-HZTL-BOX-541-E.JPG	FCC Logo	2018	2	Outdated and event is completed
	Image	PhoenixGroup-Logo-4c-NoBleed.jpg	Phoenix Group Logo	2018	2	Outdated and event is completed
	Image	Western_Litho_Printers_2015_Horizontal(Pan%20661C%20116)	Western Litho Logo	2018	2	Outdated and event is completed
	Image	martincharlton.png	Martin Charlton Logo	2018	2	Outdated and event is completed
	Image	Full_Corporate_Logo.jpg	CAA logo	2018	2	Outdated and event is completed
	Text		Describing the Event Sponsors	2018	2	Outdated and event is completed
	Section		Side bar with volunteer information and sponsor info	2018	2	Outdated and event is completed
Accommodations	Text		Descriptions and links to different hotels and restaurants	2018	2	Outdated and event is completed
	Section		Side bar with volunteer information and sponsor info		2	
Registration	Text		Details and links to register for event	2018	2	Outdated and event is completed
	Section		Side bar with volunteer information and sponsor info		2	
Agenda for Saturday	Image	Dare2Lead2018/D2L-journal-tip-inAGENDA.pdf	A PDF of the Conference Agenda	2018	2	Outdated and event is completed