

atarimae //Workflow

SETTINGS

Users

Name	Email	Phone	Username	
Lara Boudt	laraboudt@atarimae.agency	0412 874 801	larab	ADD USER
Terry Berthelge	terryberthelge@atarimae.agency	0412 28 502	terryb	ADD USER
Michael L. Gervet	michaelgervet@atarimae.agency	02 8584 4238	michael	ADD USER

New User

Admins

Name	Email	Phone	Username	
Shawn Ong	shawn@atarimae.agency	0412 874 801	shawn	ADD ADMIN
Joanne Wroblewski	joanne@atarimae.agency	0412 874 801	joanne	ADD ADMIN
Kyle Young	kyle@atarimae.agency	02 8584 4238	kyle	ADD ADMIN

New Admin

Ambassadors

Name	Email	Phone	Username	
Lara Boudt	laraboudt@atarimae.agency	0412 874 801	larab	ADD AMBASSADOR
Terry Berthelge	terryberthelge@atarimae.agency	0412 28 502	terryb	ADD AMBASSADOR
Michael L. Gervet	michaelgervet@atarimae.agency	02 8584 4238	michael	ADD AMBASSADOR

New Ambassador

Close

Update

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Remove

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SOCIAL - {JOB NAME}

Deliverable details

JOB TITLE

CONCEPT DUE DATE

CONTENT DUE DATE

LIVE DATE

BRIEF COPY  
TAGS  
KEY MESSAGES

DELIVERABLES

Part of ambassadorship

AMBASSADORSHIP

Add to job list

Job Summary

Cancel

Previous

Next...

Submit

LENA

atarimae

//Workflow

NEW JOB - DETAILS

Contact Details

FIRST NAME

SURNAME

EMAIL ADDRESS

POSITION

PHONE NUMBER

Company Details

COMPANY NAME

ASN

POSTAL ADDRESS

SUBURB

STATE

POSTCODE

☐ Supplier setup required

Uploaded Files

Contract file name

file\_location/file\_location/file\_location

Job Name

JOB NAME

Talent

TALENT NAME

MANAGER

Ambassadorship

START DATE

END DATE

LABEL COLOUR

Upload Files

CONTRACT

BRIEF

SUPPORTING FILES

Cancel

Next...

Submit

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Change

New Job Window

Label colour changes this icons colour for every deliverable in the job