Action Needed	Accountable	Timeline	Status	Update as of NOv 11
White Paper Section	Marlon	TBD	Open	To add 5 titles of white paper (5) that will lead requestor of file to a form asking thoer info, email an marketing updates
				Transcosmos, Inc.  We are already in the SPO because for Caudation and Erro Learning Caudation and Erro Learning Caudation and Action SPO because Learning Caudation Action
				Offered services
Theme Color	Marlon	29-Nov- 21	Open	Kei-san comment to use TCAP website color pallet to have a uniform template Try to use lighter colors  **Guidanto From \$ * * * * * * * * * * * * * * * * * *
				Contact Center Digital Experience BPO Other Services About TCAP  Multi Channel Contact Website Development Back-office Support Chatbot Our Core Value Center Internet Marketing Service Management Shared Contact Our Global Clients Sales Support Solutions Solutions  Awards and Recognitions Job Opportunities Contact TCAP Privacy Statement
				Feel free to connect with us:  (*) In Seales@transcosmos.com.ph 483-2-828-1400  ***P332-648-1400  ***P
				Services ▼ Company ▼ Careers  Contract US  Latest News: transcosmos receives "Planning Plantner" certification under the "LINE Biz Plantner Program" →
Case Studies	Kei	29-Nov- 21	Open	Will ask 3 case studies from Japan Sites permission to use
Case Studies Section	Marlon	29-Nov- 21	Open	To add case Studies Section 3 case studies Sample Content to add:  • https://www.trans-cosmos.co.jp/english/bpo/corporate.html • https://www.trans-cosmos.co.jp/english/global/offshore.html • https://www.trans-cosmos.co.jp/english/bpo/businessProcess.html
Landing page Future improvement	Bryan	TBD	Open	Concept from Transcosmos Thailand, for photo content and concept would be on our own first and creatives <a href="https://kamome.asia/job_search/110716/">https://kamome.asia/job_search/110716/</a>
TCAP T-shirt for marketing	Bryan/Kei	TBD	Open	Check design and pricing target is 50-100 Kei will do approvals and budget request to Hideki