Title

Author:

Updated:

Description of Course

Overview

Content Details

Client Feedback

Course Objectives

1. Identify available communication platforms and when to use each tool.

2. Identify where to find marketing style and branding guidelines, and APA format information.

3. Create a communication plan to accompany projects where change may impact stakeholders.

4. Identify tools available for project communication

5. Acknowledge the difference between transnational and relational communication, and the importance of both.

Lesson Outline

Within each lesson there are generally multiple content items. These items are identified here to clarify the type of content (block) they will be and add any additional details.

Section		
Lesson		
Block #	Block type	Content

Content Details

Each piece of content or block can be a different type. This describes any main details for

Lesson		Title	
Content Type		**Block Content Details**	
Notes			
		Client Feedback	

Video Design Guide

Item	Details
Video topic	
Objective of video	
Script	
Webcam video content	
Screen video content	
Materials needed	
Post-editing (titles, overlays, credits, mixing)	

Section Outline

Each section will contain lessons that users can navigate through. Generally, each lesson has multiple content items within it.

Section 1	Managing Your Meetings
Lesson	Meeting Overload
Lesson 2	Organizing, Facilitating, and Participating
Lesson	
Lesson	
Lesson	
Lesson	

Lesson Outline

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