



4Culture Communications Campaign Checklist

CAMPAIGN: _____

DEADLINE: _____

CONTENT		DEADLINES				MISC	
GRAPHIC	MESSAGING	CONTENT	DRAFT	REVIEW	LAUNCH	NOTES	REPORTING

WEBSITE							
Guidelines							
WebPage							

EMAIL							
Press Release							
Announcement							
Save the Date							
Reminder							
Enews							

SOCIAL MEDIA							
Facebook							
Twitter							
Instagram							

PRINT							
Flyer / Poster							
Ad							

NOTES