

Rhea's Story Plan

Client:

Assigned length:

Deliverables:

Pay:

Deadline:

Tip: Use this document in "document view" to get an overview of the sections. In Word, open "View" and click "Navigation Pane"

Paste pitch here:

Paste process guidance from editor here:

Paste editorial guidance from editor here:

Sources to be contacted:

Websites to check.

(Paste background articles on last page of this template or note where you have kept them, such as on a Trello board.)

Link	Comments	Next Step

Videos to watch:

Link	Comments	Next Step

Databases to check:

Link	Comments	Next Step

Trade magazines/investor transcripts/teaching guides/crisis guides to review:

<u>Link</u>	<u>Comments</u>	<u>Next Step</u>

Search-term tracking:

<u>Already Searched</u>	
<u>To Search</u>	

Footnotes to pursue:

<u>Reference</u>	<u>Comments</u>	<u>Next Step</u>

Formulate possible nut graf here:

Questions to ask:

Possible angle:

Issues to mention:

Social media angles and ideas:

<u>Headline Ideas</u>		
	<u>Write possible headline here</u>	
<u>Image Ideas</u>		
	<u>Paste example images here</u>	
<u>Target general audiences for social media</u>		
	<u>List groups/types of target audiences here</u>	
<u>Specific people who may help promote the story</u>		
	<u>Who have you had contact with who can use their own platform to draw attention to your story?</u>	

Art/data visualization/infographic suggestions:

Structure/Outline of story:

Note follow-up tasks here:

Paste background articles here:

Type interviews here while on the phone:

Interview #1:

Interview #2:

Interview #3:

Interview #4: