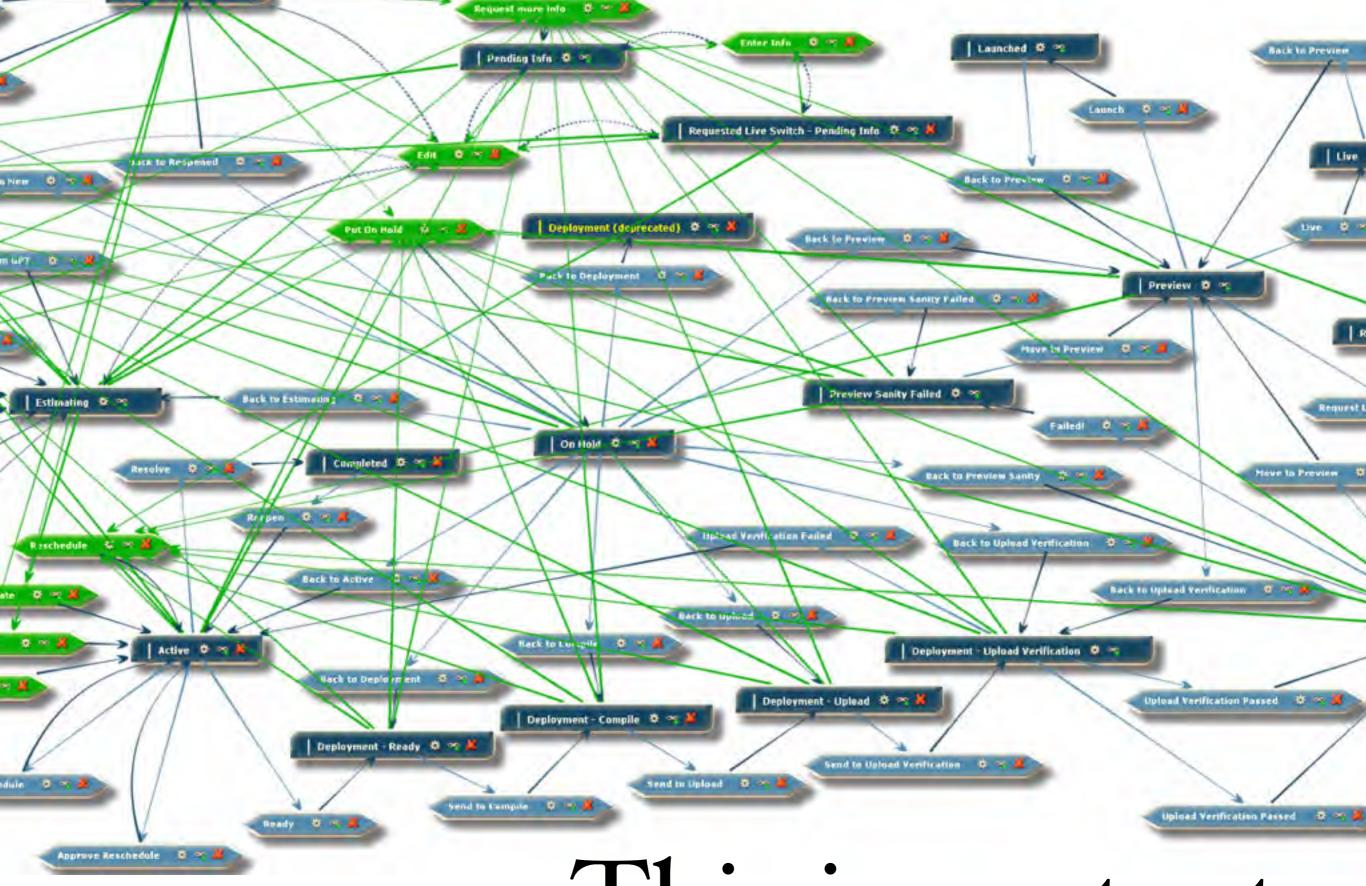


Content





Respend **

This is content.

Content Strategy

Content strategy plans for the creation, delivery and governance of useful, usable content.

Not just ...

What

But ...

What

With what

Why

Where

How

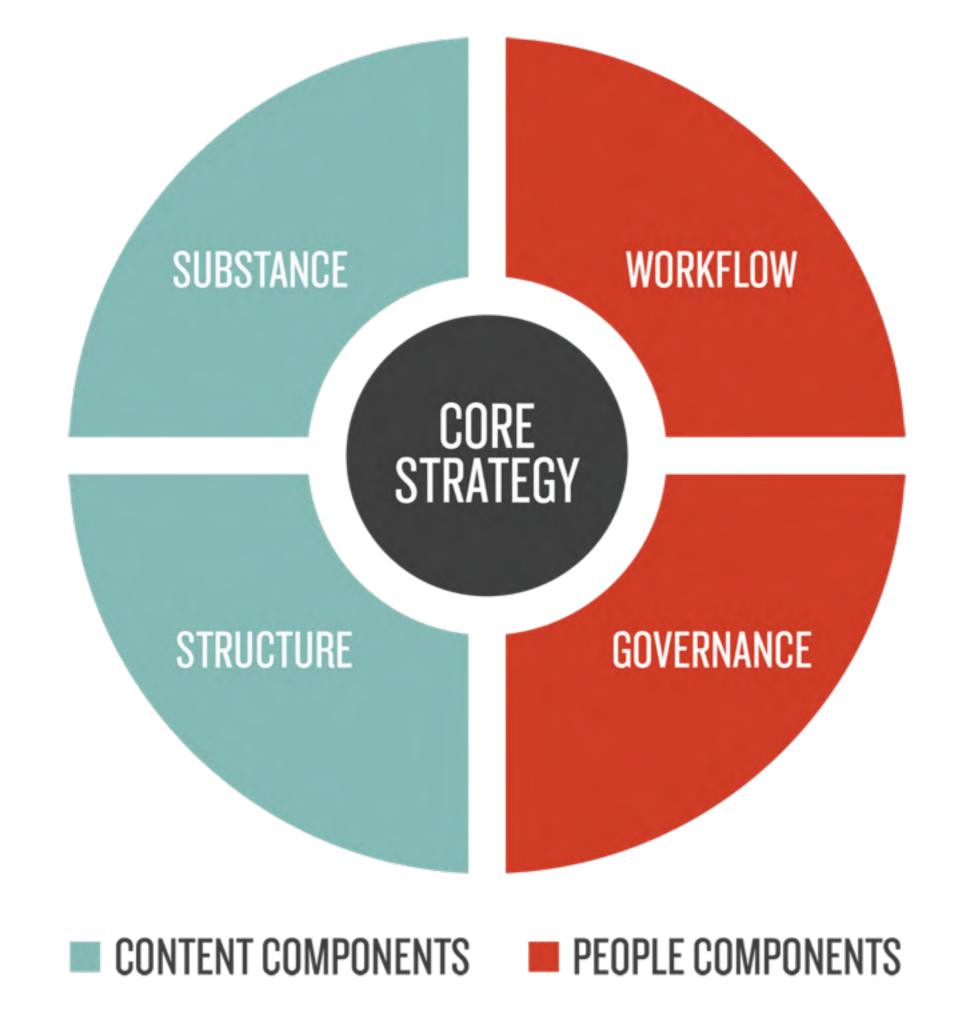
When

When

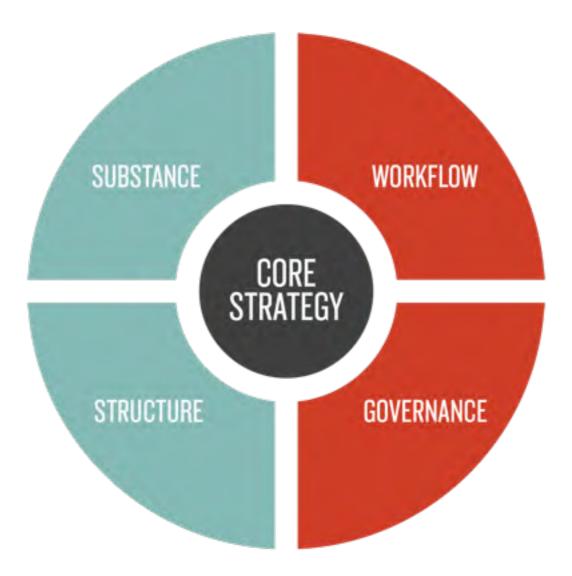
How often

For whom

What next



Core Strategy (or, Purpose)



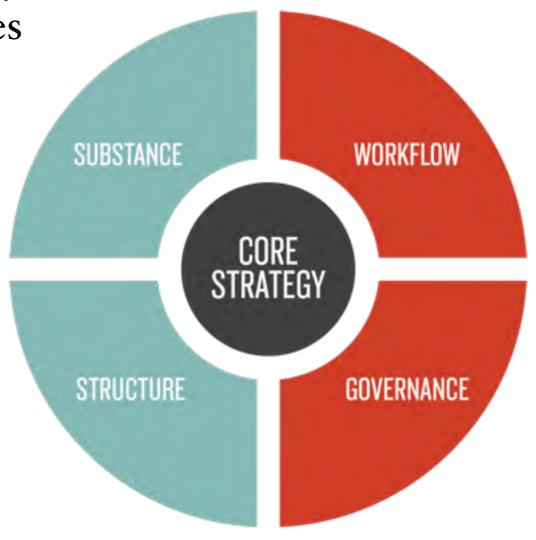
What will your content do for your business and your users?

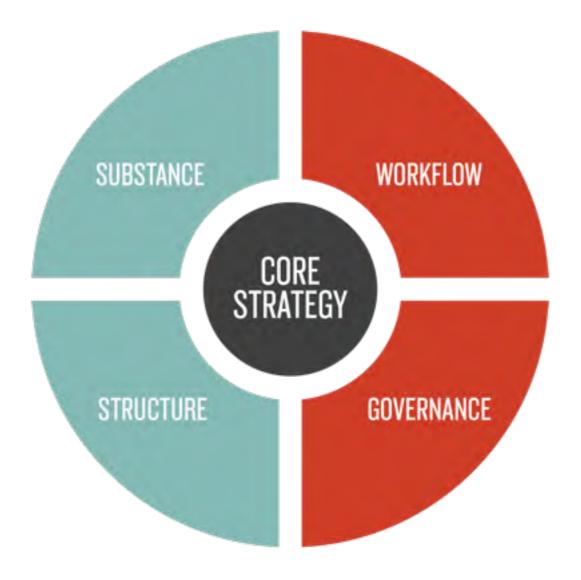
Substance

What content do you

and your audiences

need, and why?



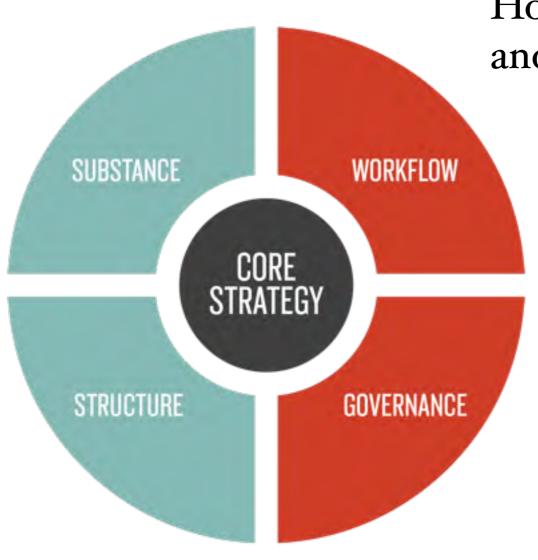


Structure

How is content organized, prioritized, and accessed?

Workflow

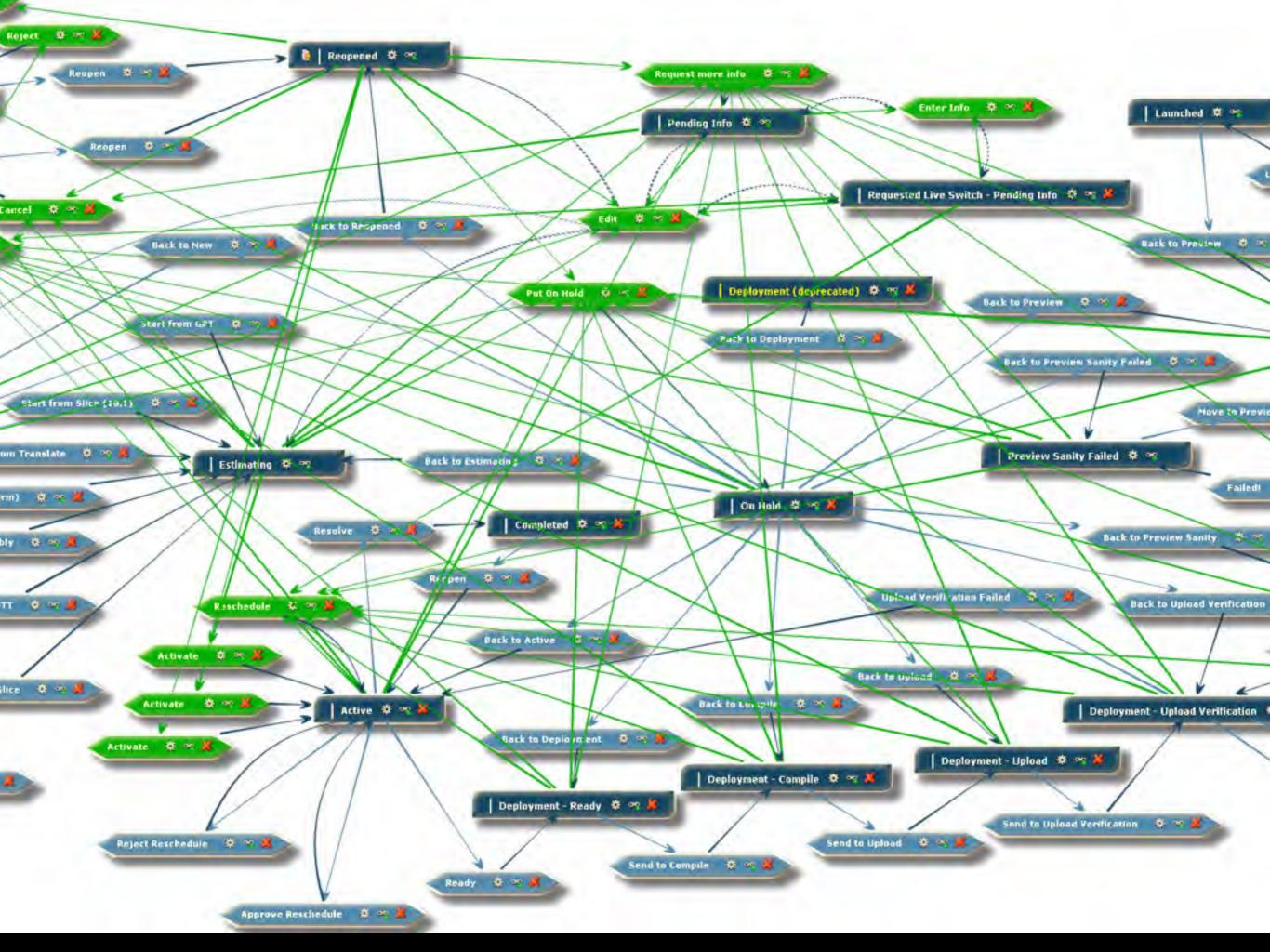
How is content created and maintained?





Governance

How are decisions about content and content strategy made?



The Story of Jasper and the Tree Frogs (and His Website)





JUNGLEBOX

PI

home

products

gallery

blog

about

contact



Welcome to Jungle Box

Conceived in 2004, we have been dedicated to supplying hobbyists with the best possible animals, products, and information. Our goal is to provide you with the tools you need to create the ideal environment for your dart frogs, allowing them to live long, healthy lives.







blogposts

San Diego Reptile Super Show June 18-19, 2011 Get ready for the biggest reptile &

Get ready for the biggest reptile & amphibian event in...

A beginner's guide to culturing Springtails

Culturing springtalls of the Collembolla class can be very easy...

Setting up a vertical 20 gallon dart frog vivarium

This post will deal with the ins and outs of...

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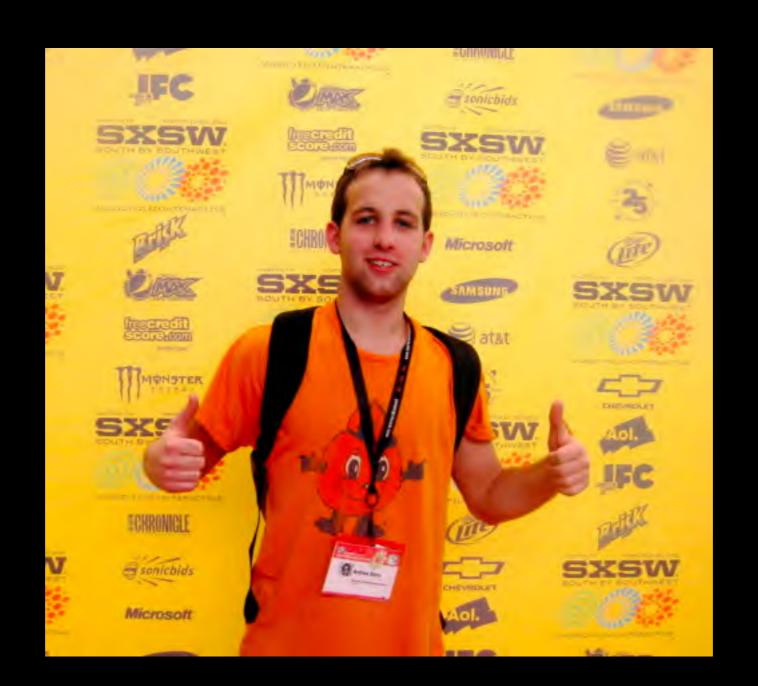






giftcertificates

always the perfect wift





http://www.flickr.com/photos/briangratwicke/4396252726/sizes/l/in/photostream/



http://www.flickr.com/photos/meneldur/128086667/sizes/z/in/photostream/







http://www.flickr.com/photos/bennybenso/1477405293/



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The Kickoff















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giftcertificates

always the perfect wift

How will your content serve your business and your users?

Discover Define Design Develop Deploy

Discover

- Business objectives
- Project objectives
- User research
- Stakeholder interviews
- Usability testing
- Design research

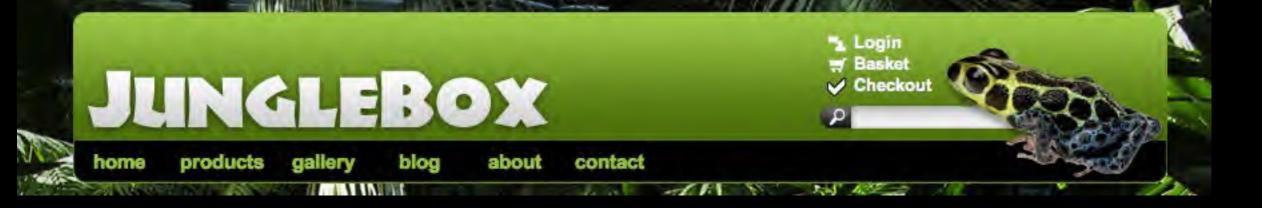
- Current technology
- Functional requirements
- Cross-platform initiatives
- Industry trends
- Competitors
- Content audit











JUNGLEBOX

Login Basket

Checkout

home

products

gallery

blog

contact

home

conversion kits

frogs

tropicals

vivarium supplies

feeder insects

gallery

articles

about

contact

gift**certificates**

always the perfect gift

More Info

newslettersignup

sign up

Product List

about

Tropicals



Feeders & Supplements



Supplies



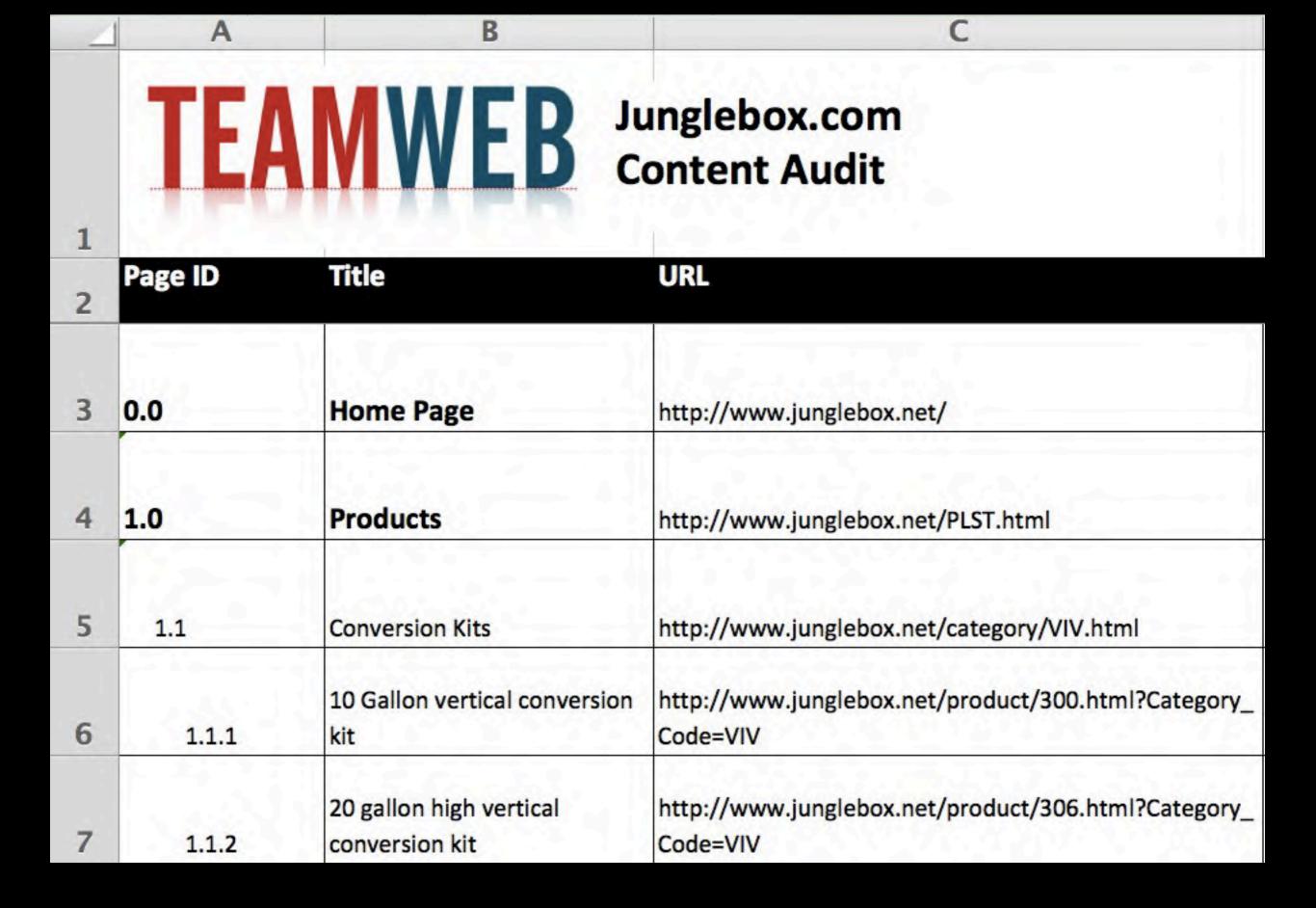
Frogs



Conversion Kits



-	A	В	C	D	E	F	T .
	TEA	MWEB of	inglebox.com ontent Audit				
2	Page ID	Title	URL	Meta Title	Meta Description	Meta Keywords	Notes
32	1.3.14	Neoregelia 'Fireball'	http://www.junglebox.net/product/126.html?Category_ Code=TROP	Neoregelia 'Fireball' – Jungle Box:	Welcome to Jungle Box Online, we sell Frags, Vivarium Supplies, Tropical Plants and Feeders.	frogs, dart frogs, vivaria, vivarium supplies, dartfrogs, tropical plants, frog environments	
33	1.3.15	Pellonia repens	http://www.junglebox.net/product/116.html?Category_ Code=TROP	Jungle Box: Not Found	Welcome to Jungle Box Online, we sell Frogs, Vivarium Supplies, Tropical Plants and Feeders.	frogs, dart frogs, vivaria, vivarium supplies, dartfrogs, tropical plants, frog environments	News/Blog post 3.4 links to this page, but it displays "Product '116' is not available at this time."
34	1.4	Supplies	http://www.junglebax.net/category/SUP.html	Supplies - Jungle Box:	Welcome to Jungle Box Online, we sell Frogs, Vivarium Supplies, Tropical Plants and Feeders.	frogs, dart frogs, vivaria, vivarium supplies, dartfrogs, tropical plants, frog environments	Left Navigation calls this "Vivarium Supplies"
35	14.1	Vivarium soil mix	http://www.junglebox.net/product/215.html?Category_ Code=SUP	Vivarium soil mix – Jungle Box	Welcome to Jungle Box Online, we sell Frogs, Vivarium Supplies, Tropical Plants and Feeders.	frogs, dart frogs, vivaria, vivarium supplies, dartfrogs, tropical plants, frog environments	
36	1.4.2	Hydroton	http://www.junglebox.net/product/200.html?Category Code=SUP	Hydraton – Jungle Bax.	Welcome to Jungle Box Online, we sell Frogs, Vivarium Supplies, Tropical Plants and Feeders.	frogs, dart frogs, vivaria, vivarium supplies, dartfrogs, tropical plants, frog environments	
37	1.4.3	Oak Leaf Litter	http://www.junglebox.net/product/201.html?Category_ Code=SUP	Oak Leaf Litter – Jungle Box:	Welcome to Jungle Box Online, we sell Frogs, Vivarium Supplies, Tropical Plants and Feeders.	frogs, dart frogs, vivaria, vivarium supplies, dartfrogs, tropical plants, frog environments	
38	1.4.4	Magnolia Leaves	http://www.junglebox.net/product/211.html?Category_ Code=SUP	Magnolia Leaves – Jungle Box	Welcome to Jungle Box Online, we self Frogs, Vivarium Supplies, Tropical Plants and Feeders.	frogs, dart frogs, vivaria, vivarium supplies, dartfrogs, tropical plants, frog environments	
39	1.4.5	Manzanita Branches	http://www.junglebox.net/product/210.html?Category_ Code=SUP	Manzanita Branches – Jungle Box	Welcome to Jungle Box Online, we sell Frogs, Vivarium Supplies, Tropical Plants and Feeders.	frogs, dart frogs, vivaria, vivarium supplies, dartfrogs, tropical plants, frog environments	
40	1.4.6	Coconut breeding hut	http://www.junglebox.net/product/213.html?Category_ Code=SUP	Coconut breeding hut - Jungle Box	Welcome to Jungle Box Online, we sell Frogs, Vivarium Supplies, Tropical Plants and Feeders.	frogs, dart frogs, vivaria, vivarium supplies, dartfrogs, tropical plants, frog environments	
41	1.4.7	Coconut husk chips	http://www.junglebox.net/product/212.html?Category_ Code=SUP	Coconut husk chips – Jungle Box	Welcome to Jungle Box Online, we sell Frogs, Vivarium Supplies, Tropical Plants and Feeders.	frogs, dart frogs, vivaria, vivarium supplies, dartfrogs, tropical plants, frog environments	
42	1.4.8	10 Gallon Terrestrial Vivanum Starter Kit	http://www.junglebox.net/product/208.html?Category_ Code=SUP	10 Gallon Terrestrial Vivarium Starter Kit – Jungle Box	Welcome to Jungle Box Online, we sell Frogs, Vivarium Supplies, Tropical Plants and Feeders.	frogs, dart frogs, vivaria, vivarium supplies, dartfrogs, tropical plants, frog environments	
43	1.5	Feeders & Supplements	http://www.junglebox.net/category/BUG.html	Feeders & Supplements – Jungle Box	Welcome to Jungle Box Online, we sell Frogs, Vivarium Supplies, Tropical Plants and Feeders.	frogs, dart frogs, vivaria, vivarium supplies, dartfrogs, tropical plants, frog environments	Left navigation calls this "feeder insects"
44	1.5.1	Repashly Calcium Plus	http://www.junglebox.net/product/402.html?Category_ Code=BUG	Repashy Caldium Plus – Jungle Box	Welcome to Jungle Box Online, we sell Frogs, Vivarium Supplies, Tropical Plants and Feeders.	frogs, dart frogs, vivaria, vivarium supplies, dartfrogs, tropical plants, frog environments	
45	1.5.2	Repashy Superpig	http://www.junglebox.net/product/401.html?Category_ Code=BUG	Repashy Superpig – Jungle Box	Welcome to Jungle Box Online, we self Frogs, Vivarium Supplies, Tropical Plants and Feeders.	frogs, dart frogs, vivaria, vivarium supplies, dartfrogs, tropical plants, frog environments	"Superpig" stands for "super pigment" I believe, Heh.
46	1.5.3	Springtails	http://www.junglebox.net/product/400.html?Category_ Code=BUG	Jungle Box: Not Found	Welcome to Jungle Bax Online, we sell Frags, Vivarium Supplies, Tropical Plants and Feeders.	frags, dort frags, vivaria, vivarium supplies, dortfrags, tropical plants, frag environments	News/Blog post 3.4 links to this page, but it displays a "Product '400' is not available at this time."
47	1.6	Gift Certificate	http://www.junglebox.net/product/gift-certificate.html	Gift Certificate – Jungle Box	Welcome to Jungle Box Online, we self Frogs, Vivarium Supplies, Tropical Plants and Feeders.	frogs, dart frogs, vivaria, vivarium supplies, dartfrogs, tropical plants, frog environments	The link to this page is on all landing pages, including the home page. *Gallery of images of "Our Vivaria" and "Our Frogs" and
40		Calleri					"Customer Submissions." There are no instructions for how customer's can submit images. "Also, some images have captions (visible when you clicken image) but some don't so there isn't information on what the image is showing. "The left navigation is for News & Announcements, so it doesn't
48	2.0	Gallery	http://www.junglebox.net/blog/gallery/?	Gallery – Jungle Box	None	None	fit here. *This page has same left now as Gallery. *Left nov indicates these are "News & Announcements" rather than blog entries. *The left nov on Products, About and Contact page has link for
49	3.0	Blog	http://www.junglebox.net/blog/	Jungle Box Blog:	None	None	"Articles" which also links to this page.
	14.						



Notes

- *Left nav link to this page says "News & Announcements"
- *All 3 entries for blog/news are listed on this page.
- *Archives list only dates of blog postings, and not the titles of the postings, which are more important.
- *This page is displaying the same story as 3.1, which is a 2011 event showing up in this July 2010 posting.
- *Clicking the linked title brings you to "expanded" posting, which is 3.2.1.

The only additional content on this posting, from the 3.2 "overview" page, is this page contains the fields for leaving a comment.

This page contains intro copy to posting, and a link to the complete posting, though it isn't clear why the entire posting couldn't be put here.

Does not explain what springtails are.

Weird image here with caption "Several adults consuming a soggy piece of fish food." Content above it, "Diet," is mildly amusing. P.S. A Springtail is a type of insect.

Meta Title	Meta Description	Meta Keywords	
Jungle Box Online - Frogs, Vivarium Supplies, Feeders and Tropical Plants:	Welcome to Jungle Box Online, we sell Frogs, Vivarium Supplies, Tropical Plants and Feeders.	frogs, dart frogs, vivaria, vivarium supplies, dartfrogs, tropical plants, frog environments	
Product List – Jungle Box:	Welcome to Jungle Box Online, we sell Frogs, Vivarium Supplies, Tropical Plants and Feeders.	frogs, dart frogs, vivaria, vivarium supplies, dartfrogs, tropical plants, frog environments	
Conversion Kits – Jungle Box:	Welcome to Jungle Box Online, we sell Frogs, Vivarium Supplies, Tropical Plants and Feeders.	frogs, dart frogs, vivaria, vivarium supplies, dartfrogs, tropical plants, frog environments	
10 Gallon vertical conversion kit – Jungle Box:	Welcome to Jungle Box Online, we sell Frogs, Vivarium Supplies, Tropical Plants and Feeders.	frogs, dart frogs, vivaria, vivarium supplies, dartfrogs, tropical plants, frog environments	
20 gallon high vertical conversion kit – Jungle Box:	Welcome to Jungle Box Online, we sell Frogs, Vivarium Supplies, Tropical Plants and Feeders.	frogs, dart frogs, vivaria, vivarium supplies, dartfrogs, tropical plants, frog environments	

TEAMWEB EAMAN









ANGIE PROJECT MANAGER

BEN USER EXPERIENCE

DAVE VISUAL DESIGNER

CARI DEVELOPER



JULIE CONTENT WRANGLER

Discover CONTENT

- Content ROT
- Current style guide
- Content readability
- Search analytics
- Legal requirements
- Channel requirements

- Stakeholder agendas
- Content owners
- Workflow and timelines
- Metadata integrity
- Translation requirements
- Accessibility requirements

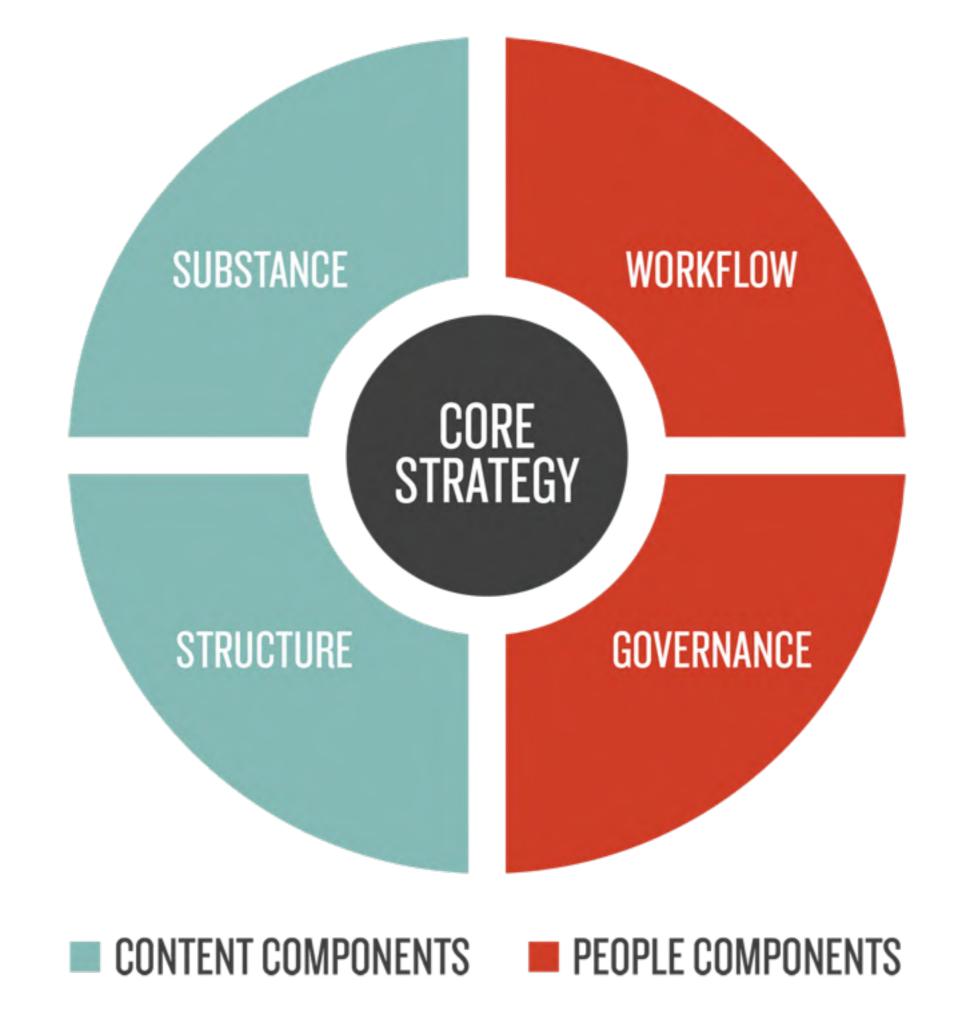












- **Substance:** Who are you trying to reach? Why? What do they want to know? Is your current content accurate, relevant, up-to-date?
- **Structure:** Where is your content? How is it organized? What does your metadata look like? How do people find your content? Are you delivering content on multiple channels and platforms?
- **Workflow:** How does content happen (from creation to deletion)? Who is involved?
- **Governance:** What are your policies, guidelines, and standards? Who owns that?

"Tell me more about that."

Discover Define Design Develop Deploy

Define

- Project plan
- Website objectives
- Success metrics
- Dependencies
- Branding elements
- Design mock-ups

- High level architecture
- Content requirements
- Features definition
- Development plan
- User testing/QA
- Launch plan













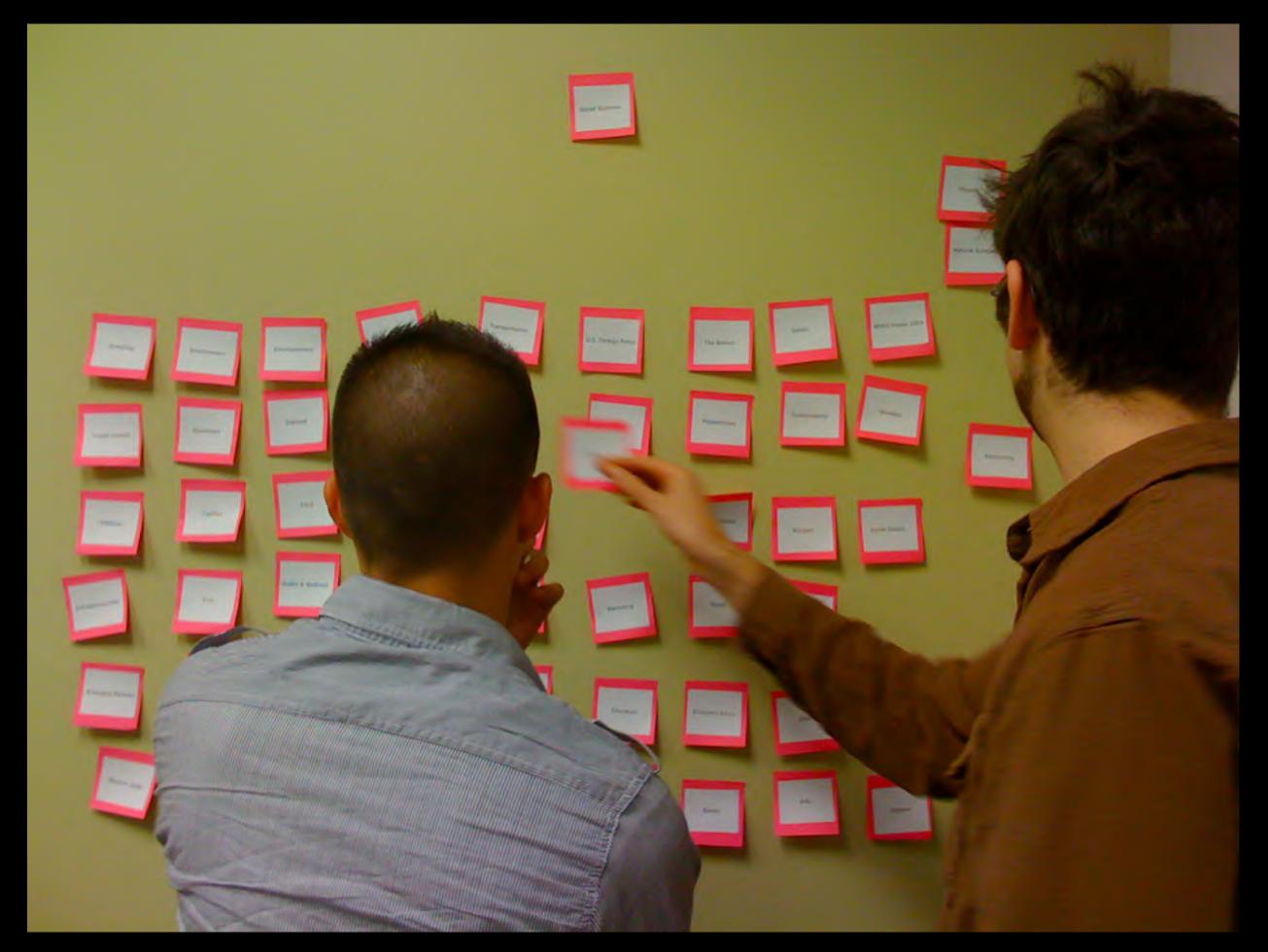












Back it up.

What

With what

Why

Where

• How

When

• When

How often

For whom

What next

Define CONTENT

- Core messaging
- Style guide
- Topics and transactions
 Editorial calendar

- Workflow design
- Role descriptions
- Governance guidelines
 Content migration plans











Messaging

Mesaging is an internal tool used to...

- Prioritize content types and choices
- Keep content consistent (over media and time)
- Guide design choices
- Align content owners





JULIE CONTENT WRANGLER

BEN USER EXPERIENCE

CORE MESSAGE

Junglebox makes it possible for everyone to experience the joy of owning, breeding and raising exotic frogs.

TEAMWEB

Junglebox.net Content Requirements

1			
2	Page ID	Title	Notes
3	0.0	Home Page	
4	1.0	Buy Dart Frogs	
5	1.x	frog x	
6	2.0	Buy Supplies	
7	2.x	supply x	
8	3.0	Our Gallery	
9	3.x	photo x	
10	4.0	Our Story	
11	5.0	Jasper's Frog Blog	
12	6.0	Watch and Learn	
13	7.0	Contact Jasper	
14	8.0	Log In	
15	9.0	Check Out	
16			
17			

Define CONTENT

- Core messaging
- Style guide
- Topics / Transactions
 Editorial calendar
- Governance guidelines
 Content migration specs

- Workflow design
- Role descriptions











SHORT STYLE GUIDE:

Junglebox is... Like this.

Not this.

Smart	These tiny springtails float on the water's surface, which makes it easier to remove them for feedings.	Due to their tiny size, springtails float on the surface of water. This trait can be exploited when attempting to remove the springs from their culture for feedings.
Helpful	Have questions? I'm happy to help out however I can.	Should you have questions or concerns regarding our live specimens, products, shipping or other subject, please contact us so we may be of assistance.
Enthusiastic	Our new vivariums have us hopping up and down with excitement.	OMG! Check out our awesome new crop of Dendrobates Tinctorius!! Seriously, you'll freak out over these. FREAK. OUT.

Define CONTENT

- Core messaging
- Style guide
- Topics / Transactions

- Workflow design
- Role descriptions
- Editorial calendar
- Governance guidelines
 Content migration specs















JULIE CONTENT WRANGLER

ANGIE PROJECT MANAGER

EDITORIAL CALENDAR

JUNGLEBOX.NET: 2011 editorial calendar

	AUG	SEP	OCT
нот торіс	Summer	Back to school	Halloween
Home page	jungle frogs	frog basics	scary frogs
Products	tropicals	first-time owners	feeder insects
Blog	frog fossils	fun frog facts	dead frogs
Article links	1-2x weekly	1-2x weekly	1-2x weekly
Video links	2-3x month	2-3x month	2-3x month

Discover Define Design Develop Deploy

Design

- Detailed site map
- Page types
- Wireframes
- Storyboards
- Task design
- Application structure

- Visual treatment definition
- Mockups
- Style guide
- Copywriting
- Video/audio creation
- CMS templates













TEAMWEB

Junglebox.net Content Requirements

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2	Page ID	Title	Notes
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5	1.x	frog x	
6	2.0	Buy Supplies	
7	2.x	supply x	
8	3.0	Our Gallery	
9	3.x	photo x	
10	4.0	Our Story	
11	5.0	Jasper's Frog Blog	
12	6.0	Watch and Learn	
13	7.0	Contact Jasper	
14	8.0	Log In	
15	9.0	Check Out	
16			
17			



Herpetology the way you like it.

Buy Dart Frogs Buy Supplies Our Gallery

Our Story Jasper's Frog Blog

Watch & Learn

Contact Jasper

FEATURED FROGS

FROG 1

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vestibulum non massa accumsan odio consectetur FROG 2

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vestibulum non massa accumsan odio consectetur FROG 3

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vestibulum non massa accumsan odio consectetur

Flexible space #1

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vestibulum non massa accumsan odio consectetur

Flexible space #2

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vestibulum non massa accumsan odio consectetur

Flexible space #3

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vestibulum non massa accumsan odio consectetur



Herpetology the way you like it.

Buy Dart Frogs Buy Supplies Our Gallery

Our Story Jasper's Frog Blog Watch & Learn

Contact Jasper





FEATURED FROGS



frog 1

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vestibulum non massa accumsan odio consectetur



frog 2

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vestibulum non massa accumsan odio consectetur



frog 3

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vestibulum non massa accumsan odio consectetur

Learn: (topic)

Lorem ipsum dolor sit amet, consectetur adipiscing elit.

Frog Blog

Lorem ipsum dolor sit amet, consectetur adipiscing elit.

ON SALE!

Lorem ipsum dolor sit amet, consectetur adipiscing elit.

Frogs can hear using big round ears on the sides of their head.

The size of a frog will affect the sound of its croaks. Large frogs have deep voices and small frogs have higher. Frogs swallow their food whole. When a frog swallows, his eyeballs will close and go down into his head applying pressure and helping to force food down their throat. Most frogs are carnivorous. They eat insects, worms, spiders and centipedes. Large frogs also eat mice and small snakes. There are a few herbivorous frogs. The Izecksohn's Brazilian Treefrog for instance eats brightly colored fruits and then later excretes the seeds. Frogs don't drink, but absorb water from their surroundings through their skin (by osmosis).

Tree frogs have adhesive pads on their toes which aid in climbing on the tips of the fingers and toes. Aquatic frogs have webbing between their toes that aid in swimming. Frogs that burrow into the sand to keep moist in the heat have stubby clawlike fingers that are adapted to digging. "Flying frogs" have parachute-like webbing on their hands and feet which act as an air-brake when they glide from tree to tree or leaf to leaf.

Frogs can range across very many colors. However, most frogs are dull in color to blend in with their environment. Some frogs can adjust their color according to changes in light, moisture, temperature, or even mood. Male and female frogs usually have the same color. You can distinguish between them by different markings and by the fact that only the males call.

Frogs have all kinds of enemies in the wild, including snakes, lizards, birds, small animals like hedgehogs, sharp toothed fish, swimming mammals and even other frogs.

Most frogs blend with their backgrounds to avoid getting spotted by predators and some even change colors to match the backgrounds. Some frogs pretend to be dead when attacked. There are also frogs with flash markings. They show really bright markings just before they jump. When they land, the markings disappear and the predator will think the frogs is gone.

Frogs can live from 4 to 40 years, depending on the type. Most live between 4 and 15 years.

Frogs are good swimmers, but most will eventually drown if they don't have access to land.

Frogs lose water very fast in a totally dry atmosphere. They normally die within 3 hours.

Frogs bulging eyes allow them to see in almost any direction.

When frogs mate, the male frog will climb on the female's back. They usually mate in the water and it can last for several days. The male frog will fertilize the eggs as they are laid. Some frogs will then leave, but others will stay to watch over the little ones.

Shortly after hatching, the tadpole will feed on the remaining yolk, which can be found in its gut. At this point the tadpole has poorly developed gills, a mouth and a tail and is very fragile. After 7 to 10 days, the tadpole will begin to swim around and feed on algae. After about 4 weeks, the gills start getting grown over by skin, until they eventually disappear. At this point they are fairly social creatures and some will even interact.

Design Content

- Messaging hierarchy
- Page tables
- Content attributes
- Metadata schema

- Workflow design
- Role descriptions
- Editorial calendar
- Content migration specs















JULIE CONTENT WRANGLER

BEN USER EXPERIENCE

Design Content

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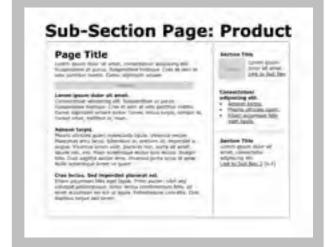
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Page Table



Page: Products

Objective: Help customers understand we are experts who sell

the same high quality products we use ourselves, so

they will have the confidence to buy.

Source Material: Current site, product box copy, current campaign materials

Maintenance: Monthly

Key Messages: After 10+ years of raising frogs, these are the products we

recommend. You don't have to shop around, because

everything you need is right here.

Priority 1: Highlight product categories

Only three bullet points (10-15 words each) for each category.

- What is it?

- What is it for?

- Why will it help you?

Priority 2: Intro text

One sentence about how Junglebox only offers the products we

use ourselves.





JULIE CONTENT WRANGLER

DAVE VISUAL DESIGNER



Herpetology the way you like it.

Buy Dart Frogs Buy Supplies Our Gallery

Our Story Jasper's Frog Blog Watch & Learn

Contact Jasper





FEATURED FROGS



frog 1

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vestibulum non massa accumsan odio consectetur



frog 2

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vestibulum non massa accumsan odio consectetur



frog 3

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Vestibulum non massa accumsan odio consectetur

Learn: (topic)

Lorem ipsum dolor sit amet, consectetur adipiscing elit.

Frog Blog

Lorem ipsum dolor sit amet, consectetur adipiscing elit.

ON SALE!

Lorem ipsum dolor sit amet, consectetur adipiscing elit.

CORE MESSAGE

Junglebox makes it possible for everyone to experience the joy of owning, breeding and raising exotic frogs.

SHORT STYLE GUIDE:

Junglebox is... Like this.

Not this.

Smart	These tiny springtails float on the water's surface, which makes it easier to remove them for feedings.	Due to their tiny size, springtails float on the surface of water. This trait can be exploited when attempting to remove the springs from their culture for feedings.	
Helpful	Have questions? I'm happy to help out however I can.	Should you have questions or concerns regarding our live specimens, products, shipping or other subject, please contact us so we may be of assistance.	
Enthusiastic	Our new vivariums have us hopping up and down with excitement.	OMG! Check out our awesome new crop of Dendrobates Tinctorius!! Seriously, you'll freak out over these. FREAK. OUT.	

Page Table

Sub-Section Page: Product

Page Title

Jean dead the of other, constituted acquiring the transfer dead to the tran

Page: Products

Objective: Help customers understand we are experts who sell

the same high quality products we use ourselves, so

they will have the confidence to buy.

Source Material: Current site, product box copy, current campaign materials

Maintenance: Monthly

Key Messages: After 10+ years of raising frogs, these are the products we

recommend. You don't have to shop around, because

everything you need is right here.

Priority 1: Highlight product categories

Only three bullet points (10-15 words each) for each category.

- What is it?

- What is it for?

- Why will it help you?

Priority 2: Intro text

One sentence about how Junglebox only offers the products we

use ourselves.



Herpetology the way you like it.

Buy Dart Frogs **Buy Equipment** Our Gallery Our Story Jasper's Frog Blog

Watch & Learn Contact Jasper









Phyllobates terribilis

The world's most poisonous vertebrate. Vulnerable to disease and climate change.



Dendrobates auratus

The green-and-black poison arrow frog is the most-often sighted frog in the wild.



Epipedobates tricolor

Some of the smallest frogs around, ranging from 1 to 4 centimeters.

Learn: Feeding

Avoid these top 5 mistakes when feeding your growing frog.

Frog Blog

04.17.12 — Jasper shares how climate change can affect your littlest friends

ON SALE!

We're overstocked on a few of Jasper's favorites. <u>Check them out ></u>

Discover Define Design Develop Deploy

Develop

- HTML templates
- Back end components
- QA
- Error log
- System integration

- Development environment
- Data model
- Content upload
- Authoring conventions
- SEO implementation













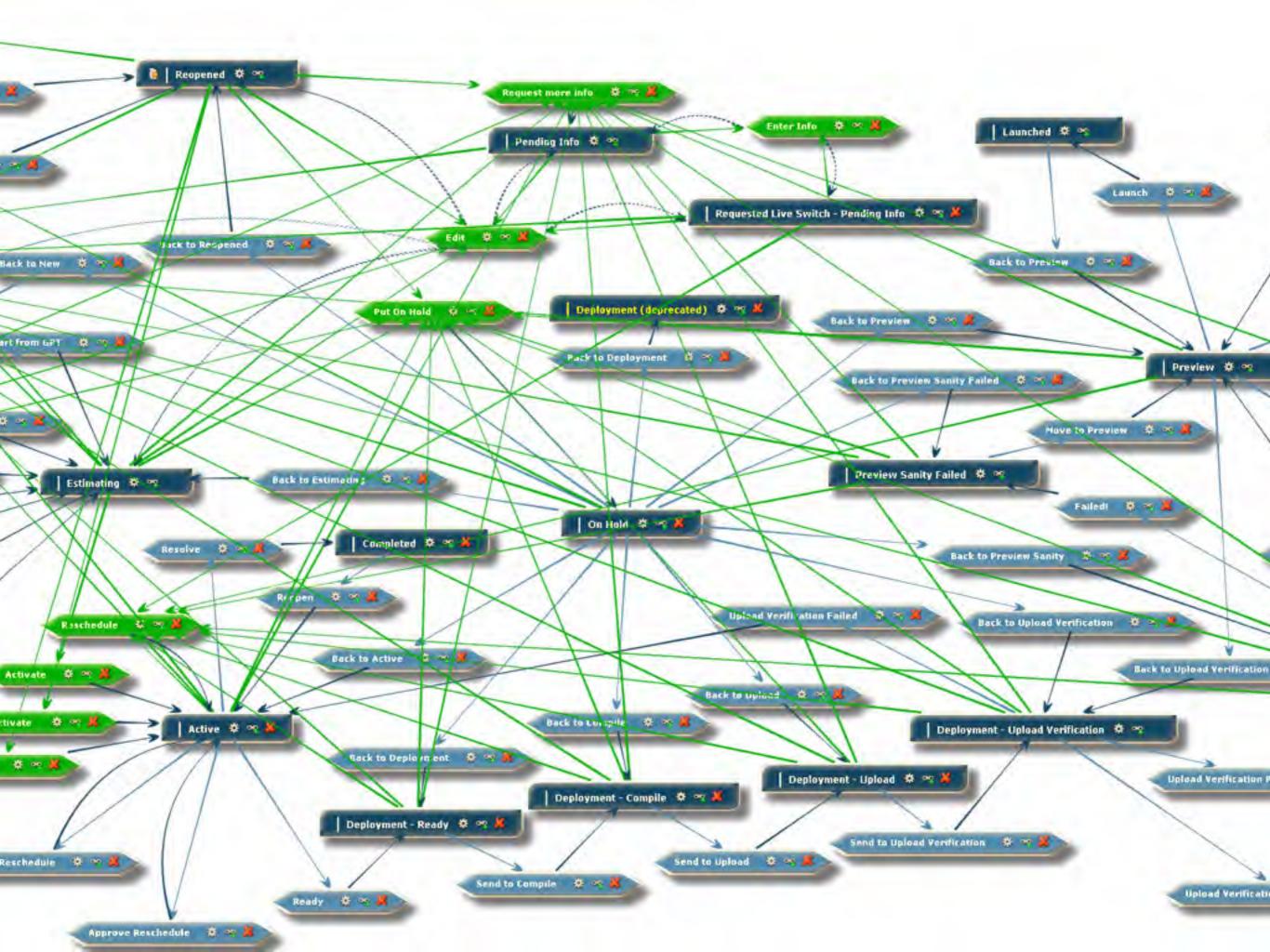
















JULIE CONTENT WRANGLER

ANGIE PROJECT MANAGER TEAMWEB

Junglebox.net Content Requirements

1			
2	Page ID	Title	Notes
3	0.0	Home Page	
4	1.0	Buy Dart Frogs	
5	1.x	frog x	
6	2.0	Buy Supplies	
7	2.x	supply x	
8	3.0	Our Gallery	
9	3.x	photo x	
10	4.0	Our Story	
11	5.0	Jasper's Frog Blog	
12	6.0	Watch and Learn	
13	7.0	Contact Jasper	
14	8.0	Log In	
15	9.0	Check Out	
16			
17			

-	A	В	С	D	E	F	G	Н	
2	Version 0.8 -	July 22, 2007	C	Content Identification Information					
3	Page or Module	CMS ID	Page Title	Content Description	SEO Keywords for the page	CMS Entry Template	Site Section	HTML File Name and Path	
4	About Us Sec	tion		COLUMN TO SERVE	103111111111111111111111111111111111111				
5	Page	about_exec_index	The Executive Forum	Executives Index Page	shooozes, executives	index_links	About Shooozes	about/execs/index.html	
6	Module	exec_links	23	list of execs		link_list			
7	Page	execs_griffith_bio_page	Tom Griffith - CEO	T.H. Griffith Biography page	shooozes, executive, griffith, CEO	bio_page	About Shooozes	about/execs/griffith.html	
8	Module	execs_griffith_bio		bio text - griffith		default_text			
9	Module	execs_griffith_pic		photo - griffith		media_display			
10	Module	execs_griffith_speech		speeches links griffith		link_list			
11	Page	execs_cho_bio_page	Mike Cho - CFO	M. Cho Biography page	shooozes, executive, cho, CFO	bio_page	About Shooozes	about/execs/cho.html	
	Module	execs_cho_blo		bio text		default_text			
13	Module	execs_cho_pic		photo - cho		media_display		1	
14	Module	execs_cho_speech		speeches link cho		link_list			
15	Page	about_hist_index	Shooozes Company History	Company History Index	Shooozes, history	index_links	About Shooozes	about_history.html	
16	Module	hist_summary		summary of company history		default_text			
17	Module	building_pic_now		photo of current Shooozes building		media_display			
18	Module	building_pic_first		photo of first Shooozes location		media_display			

-6	1	J	K	L	M	N	0	P	Q		
2					Content Development Phase						
3	Content Author	Existing URL?	User State	Affected by this project?	Information Provider (SME)	Date Information Requested from SME	Date Information Received from SME	SME Notes	Content Development Completed	Source	
4					Salaman St. Co.			7		-	
5	L. Smith	none	Not logged-in	yes	Ken Jackson in PR	2/3/08	2/11/08		4/1/08	Ken Jac	
6	L. Smith			yes	Ken Jackson in PR	2/3/08	2/11/08		4/1/08		
7	S. Dallas	none	Not logged-in	yes	Ken Jackson in PR	2/3/08	2/11/08		4/1/08	Ken Jac	
8	S. Dallas			yes	Ken Jackson in PR	2/3/08	2/11/08		4/1/08	Te.	
9	S. Dallas		1:	yes	Laurie Rivers in Media	3/4/08	3/20/08		4/1/08		
10	S. Dallas		1:=:1	yes	Ken Jackson in PR	2/3/08	2/11/08		4/1/08		
11	S. Dallas	none	Not logged-in	yes	Ken Jackson in PR	2/3/08	2/13/08	Page late due to Cho text re-write - See Notes col for details	4/12/08	Ken Jac	
	S. Dallas			yes	Ken Jackson in PR	2/3/08	3/25/08 - LATE	Cho is re-writing his bio text - Late	4/12/08		
13	S. Dallas			yes	Laurie Rivers in Media	3/4/08	3/20/08		4/1/08		
14	S. Dallas			yes	Ken Jackson in PR	2/3/08	2/13/08		4/1/08		
15	L. Smith	none	Not logged-in	yes	O. Netles in PR	2/17/08	2/28/08		4/1/08	Ken Jac	
16	L. Smith	70		yes	O. Netles in PR	2/17/08	2/28/08		4/1/08		
17	L. Smith			yes	Laurie Rivers in Media	3/4/08	3/20/08		4/1/08		
18	L. Smith			yes	Laurie Rivers in Media	3/4/08	3/20/08		4/1/08		

	R	5	T	U	V	W	X	Υ
2		Content App	proval Phase					
3	Source Content Reviewer	Description of Content Changes	Source Content Review Completed- Only Pages are sent out for review	Requested Revisions Completed	Legal Reviewer	Legal Review Completed	Requested Revisions Completed	Content to be Translated?
4							N. S. S. S. S. S.	
5	Ken Jackson in PR	New content	4/10/08	4/14/08	Cass Williams	4/18/08	requestea	yes
6		New content					No revisions requested	yes
7	Ken Jackson in PR	New content	4/10/08	no revisions	Cass Williams	4/18/08	No revisions requested	yes
8		New content					No revisions requested	yes
9		New content					No revisions requested	yes (alt text)
10		New content					No revisions requested	yes
11	Ken Jackson in PR	New content	4/14/2008 -late	no revisions (back on schedule)	Cass Williams	4/18/08	No revisions requested	yes
12		New content					No revisions requested	yes
13		New content					No revisions requested	yes -(alt text)
14		New content				F	No revisions requested	yes
15	Ken Jackson in PR	New content	4/10/08	4/14/08	Cass Williams	4/18/08	No revisions requested	yes
16		New content				FEET	No revisions requested	yes
17	The second	New content					No revisions requested	yes -(alt text)
18		New content		To the state of th			No revisions requested	yes -(alt text)

	Z	AA	AB	AC	AD	AE	AF	AG	
2	Content T	ranslat	ion Phas	se				Content Genera	tion a
3	Languages or Countries	Word Count	Translation Method	Content Verified on External Translation Queue List	Added to Internal Translation Spreadsheet and sent to Translator	Vendor Translations Received and Inserted Back in the CMS	Internal Translations Copied into the WCMS	Generate Pages from WCMS	Genera
4	Total Control of the								
5	French Canadian Queens English	21	Vendor	Yes		date		date	LE.
6	French Canadian Queens English	60	Vendor	Yes		date			
7	French Canadian Queens English	14	Vendor	Yes		date		date	
8	French Canadian Queens English	800	Vendor	Yes		date			1-3
9	French Canadian Queens English	4	Internal		Yes		date		
10	French Canadian Queens English	1000	Vendor	Yes		date			
11	French Canadian Queens English	14	Vendor	Yes		date		date	Table 6
12	French Canadian Queens English	844	Vendor	Yes		date			1
13	French Canadian Queens English	2	Internal		Yes		date		
14	French Canadian Queens English	1200	Vendor	Yes		date			
	French Canadian Queens English	45	Vendor	Yes		date		date	1131
	French Canadian Queens English	400	Vendor	Yes		date			
	French Canadian Queens English	5	Internal		Yes		date		
18	French Canadian Oueens English	5	Internal		Yes		date	18	

	AH	AI	AJ	AK	AL	
2	ion and Delivery	Content 7	Testing			
3	Generation Errors	URL for Internal Testing	Internal Testing Notes	Approved by Quality Assurance on Internal Test Server	on Internal Test	URL for Testing or
4						
5		http://testserver1/about/execs/index.html	ок	date	date	http://staging-server1/a
6						
7		http://testserver1/about/execs/griffith.html	ок	date	date	http://staging-server1/a
8						
9	-					
,						
10	Table errors	http://testserver1/about/execs/cho.html	The picture seems to be too big and is blowing up the table. Corrected 5/2/08	date	date	http://staging-server1/a
12						
13						
14						
15		http://testserver1/about_history.html	ок	date	date	http://staging-server1/a
16						
17						
			l 3			

	AM	AN	AO	AP	
2					
3	URL for Testing on the Staging Server	Tested and Verified on the Staging Server	Live in Production URL	Tested and Verified Live in Production	Content Notes
4					-1
5	http://staging-server1/about/execs/index.html	date	http://www.Shooozes.com/about/execs/index.html	date	
6					
7	http://staging-server1/about/execs/griffith.html	date	http://www.Shooozes.com/about/execs/griffith.html	date	
8					
9				11	
10					
11	http://staging-server1/about/execs/cho.html	date	http://www.Shooozes.com/about/execs/cho.html	date	Always plan for of Mike's bio. He was himself and has
12					
13					
14				le-	
15	http://staging-server1/about_history.html	date	http://www.Shooozes.com/about_history.html	date	
16					
17					
18					7

Content Notes

Always plan for extra time for changes to Mike's bio. He wants to make all changes himself and has a busy schedule.

Develop CONTENT

- Content inventory
- Content upload
- Full editorial style guide
- SEO guidelines

- Per-page metadata
- Error messages
- Training materials
- Content QA plan











Discover Define Design Develop Deploy



Care for CONTENT

- Ongoing QA plan
- Metrics analysis
- Editorial oversight
- Metadata oversight

- Rolling content inventory
- Staff coaching
- Sourcing reviews
- Governance board reviews



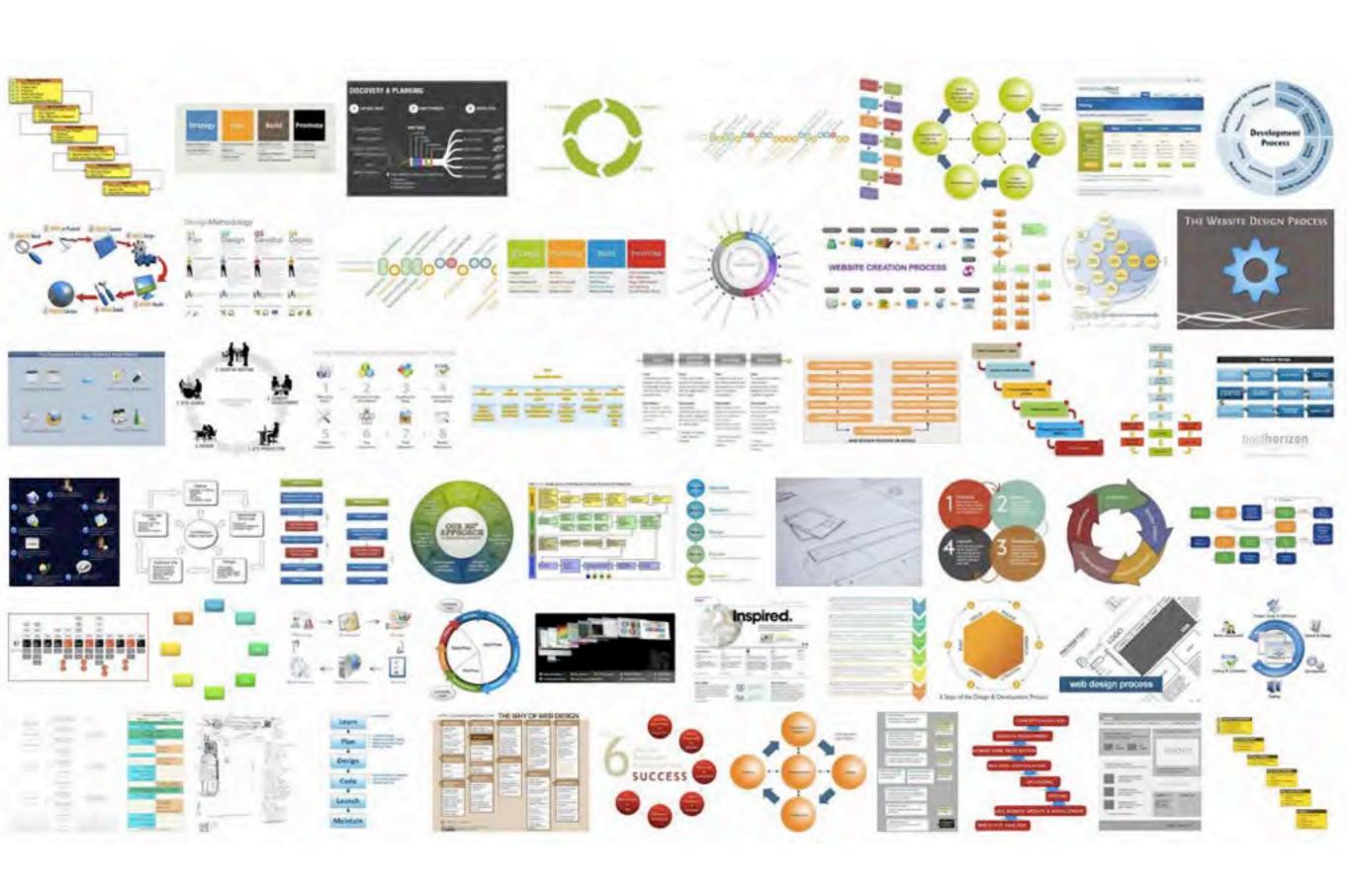








Content first.





66

Fragmenting our content across different 'device-optimized' experiences is a losing proposition, or at least an unsustainable one.

- Ethan Marcotte, Responsive Design



Start small. Start here.

- Empower your writers
- Assign content owners
- Content inventory
- Short-form style guide
- Page tables

- Use real copy
- Editorial calendar
- Collaborate on metadata
- Content QA plan
- Don't look back











Content always.



And thanks to our cast...



ANGIE DOERR



BEN BEUCHLER



DAVE DOHMEIER



CARI TUMA



JULIE HORTON

