

# CONTENT CREATION PROCESS CHECKLIST

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CHECKBOX	ACTIVITY	ASSIGNED TO	DUE BY
<input type="checkbox"/>	Create Topic that aligns with business objectives.		
<input type="checkbox"/>	Research and choose keywords and LSI terms.		
<input type="checkbox"/>	Create content outline.		
<input type="checkbox"/>	Revise and edit outline.		
<input type="checkbox"/>	Outline approval.		
<input type="checkbox"/>	Write draft.		
<input type="checkbox"/>	Revise and edit draft.		
<input type="checkbox"/>	Draft approval.		
<input type="checkbox"/>	Send image ideas to design.		
<input type="checkbox"/>	Design approval.		
<input type="checkbox"/>	Choose promotion and distribution channels.		

## **DISCLAIMER**

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