

# Kelly's Vitamin See – April 26, 2023



**ALL IN** Daily Vitamin SEE Posts Files Roe Heenle Kelly ▾ Danielle Channel calen

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**Today**

+ Add task

5:40-6am Review W1D2M1 w/ notes from Heenle

04/26

**Needs Review**

6:15-8am Restructure & organize Asset spreadsheet (add due dates, review/collab info)

04/26

**Internal Meeting** **Zoom**

8:30-9:15am Review sales page

04/26

**Requires Collabora...** **Content Creation**

9:15-9:45am Create Daily Vitamin SEE resource + screenshots, check with Heenle for alignment

04/26

**Requires Collabora...** **Internal Meeting** **Zoom**

9:45am-12pm Synch up with Heenle on sales page revisions

04/26

12:30-1pm Email sequence Weeks 2-5 - MON of Week 2

Due

1-1:30pm Start updating resource info (new tab labels) on modules that call out resources

04/26

**Yesterday**

+ Add task

5:35-7am Locate files requested by Danielle, organize in email for her

04/25

7:15-8:45am Aptitudes Master - Dr. Ranicki's questions

04/25

**Content Creation**

8:45-10am Pull transcript from Danielle video, trim and add captions to video

04/25

**Requires Collabora...** **Internal Meeting** **Zoom**

10:40-11am Synch up with Heenle on Danielle script revisions

04/25

11:15am-12:15pm Comb through hiring gauntlet/platform modules and change No Thank You Questions to Role-Specific Disqualifying Questions

04/25

12:20-1pm Email sequence Weeks 2-5 - Change MON and WED of Week 2 details in table, SAT before Week 2

04/25

1:05-1:30pm Denote done for/with/by you labels on asset spreadsheet

04/25