

WEEKLY STATUS REPORT (WSR)

[Monday, March 2, 2015]

TO: [Panos Linos, Chris Bowman]
FROM: [Ashley Zegiestowsky]
SUBJECT: Status report for week [February 23, 2015 – March 2, 2015]

I. RED FLAGS: NA

II. ISSUES: Looking for possible open source Social Media Management Software

III. ACCOMPLISHMENTS (February 23, 2015 – March 2, 2015):

Thursday, February 26, 2015

- Met with Jessica Moore to discuss Social Media Management Software

Friday, February 27, 2015

- Researched different types of Social Media Communication/Engagement Software & if an open source free version exists

IV. ACTION ITEMS FOR FOLLOWING WEEK (March 2, 2015 – March 16, 2015):

- Create power point presentation for Social Media Landscape Survey (Ashley)
- Establish a structured way to research and document the use of each station's website, Facebook and Twitter presence (Ashley)
- Continue survey WFYI and Station 13's social media presence and possibly look into other station's social media presence (Ashley)