

Tab 1

# **250 +/- The Ultimate Office Aesthetic Stock Images Bundle**

To

<b>To</b>	RickYost1@gmail.com
<b>Cc</b>	SAfelisdva@gmail.com
<b>Bcc</b>	
<b>Subject</b>	250 Stock Images Bundle

# 1:1 notes



# 3:1 notes

Cadence 

Bi-weekly ▾

Event 

Calendar event

Participants 

Person

Person

## Agenda

	Time	File
	10 min	<div>Copy of Million Dollar Bu...</div>
	10 min	<div>Copy of MILLIONAIRE FO...</div>
	8 min	<div>Copy of Affiliate Offers L...</div>

 Date

# Project debrief

## Project updates

- Document decisions and relevant information
- Celebrate achievements
- Add next steps

## Challenges and dependencies

- Note current obstacles
- Identify future challenges

## Next steps

### Action items

- ☐ Add ion item  Person
- ☐ Add action item  Person

### Topics for future discussions

- Add topic  Date
- Add topic  Date

# Career growth





# Career growth

Cadence Monthly ▾

Event 📅 Calendar event

## Career goals

Goal
Goal 1
Goal 2
Goal 3

# Achievements

## Highlight

Highlight 1

Highlight 2

Highlight 3

# Strengths

What do you do well?

Strength

Strength

Strength

Strength

Strength

Strength

Strength

# Growth opportunities

What are areas of improvement?

Growth opportunity

Growth opportunity

Growth opport






Growth opportunity

Growth opportunity

Growth opportunity

Growth opport

Tab 6

To	<div><div> Person</div><div> Person</div><div> Person</div></div>
Cc	<div><div> Person</div></div>
Bcc	<div><div> Person</div></div>
Subject	

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Tab 7








Tab 8





Tab 5

To	<div><div> Person</div><div> Person</div><div> Person</div></div>
Cc	<div><div> Person</div></div>
Bcc	<div><div> Person</div></div>
Subject	

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# Tab 9



To	<div><div>Person</div><div>Person</div><div>Person</div></div>
Cc	<div><div>Person</div></div>
Bcc	<div><div>Person</div></div>
Subject	

# **Brand assets**

# BRAND ASSETS

## → ASSET OVERVIEW

### ASSET DETAILS

### OWNER

### DOWNLOADS

LOGOS

Person

Copy of PSYCHO...

COLOR

Person

File

TYPOGRAPHY

Person


File

ASSET DETAILS

OWNER


DOWNLOADS

ICONS

 Person

 File

ILLUSTRATION

 Person

 File



# Logos

# LOGOS

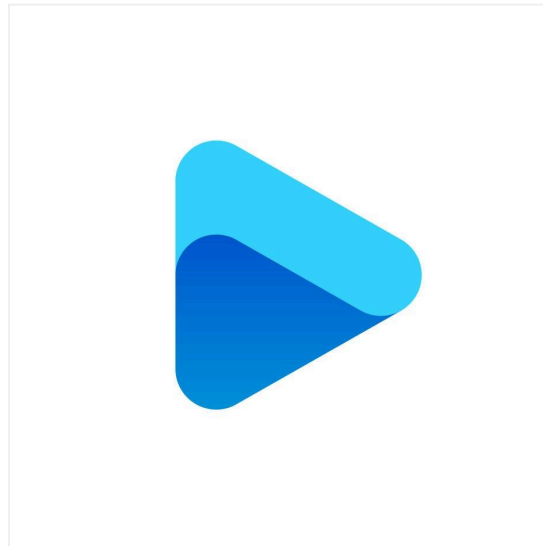
## → PRIMARY MARKS

Outline the most common surfaces for logo placement and specify variations for use cases



**Primary logo**

Logo description






**Secondary logo**




Logo description






**Dark logo**

Logo description

Owner  Person  
Source  File  
Created  Date

Owner  Person  
Source  File  
Created  Date

Owner  Person  
Source  File  
Created  Date

## → USAGE

Outline the most common surfaces for logo placement and specify variations for use cases



**DO** Add an explanation of what to do

**DON'T** Add an explanation of w

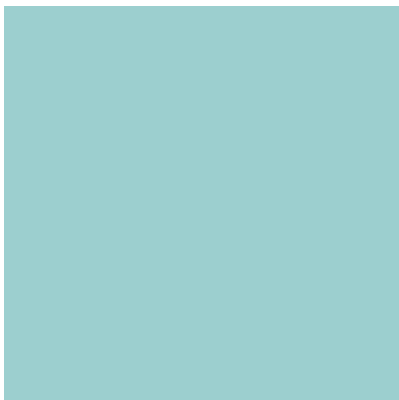


# Color

# COLOR

## → PRIMARY COLORS

Summarize key elements of the color system



Color name

RGB: #000000

CMYK: 00,00,00,00

Name: 00-000

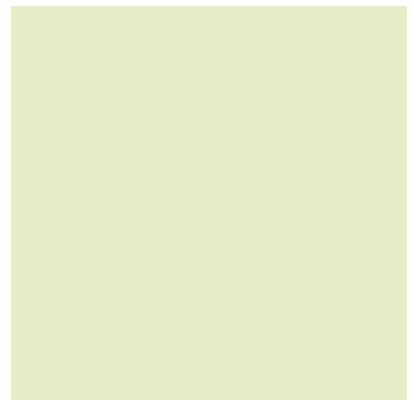


Color name

RGB: #000000

CMYK: 00,00,00,00

Name: 00-000



Color name

RGB: #000000

CMYK: 00,00,00,00

Name: 00-000



Col

RGB

CMY

Na

> Add a caption for the table above providing additional secondary detail

→ SECONDARY COLORS

Summarize key elements of the secondary color system

			
Color name	Color name	Color name	Color name
RGB: #000000	RGB: #000000	RGB: #000000	RGB: #000000
CMYK: 00,00,00,00	CMYK: 00,00,00,00	CMYK: 00,00,00,00	CMYK: 00,00,00,00
Name: 00-000	Name: 00-000	Name: 00-000	Name: 00-000

> Add a caption for the table above providing additional secondary detail

→ USAGE

Outline the most common surfaces for color placement and specify variations for use cases



DO ▾ Add an explanation of what to do

DON'T ▾ Add an explanation of w



# Typography

# TYPOGRAPHY

## → PRIMARY TYPOGRAPHY

Summarize key elements of the typographic system

TITLE FONT: DM SERIF DISPLAY, 60pt

This is a title

HEADING 1: DM SERIF DISPLAY, 36pt

This is a heading 1

HEADING 2: DM SERIF DISPLAY, 24pt

## **This is a heading 2**

HEADING 3: DM SANS – MEDIUM, 18pt

### **This is a heading 3**

BODY: DM SANS – NORMAL, 12pt

This is body text

CAPTION: DM SANS – NORMAL, 10pt

This is a caption

## **→ USAGE**

Outline the most common surfaces for typography placement and identify which use cases should leverage each typography variation



DO ▾ Add an explanation of what to do



DON'T ▾ Add an explanation of w

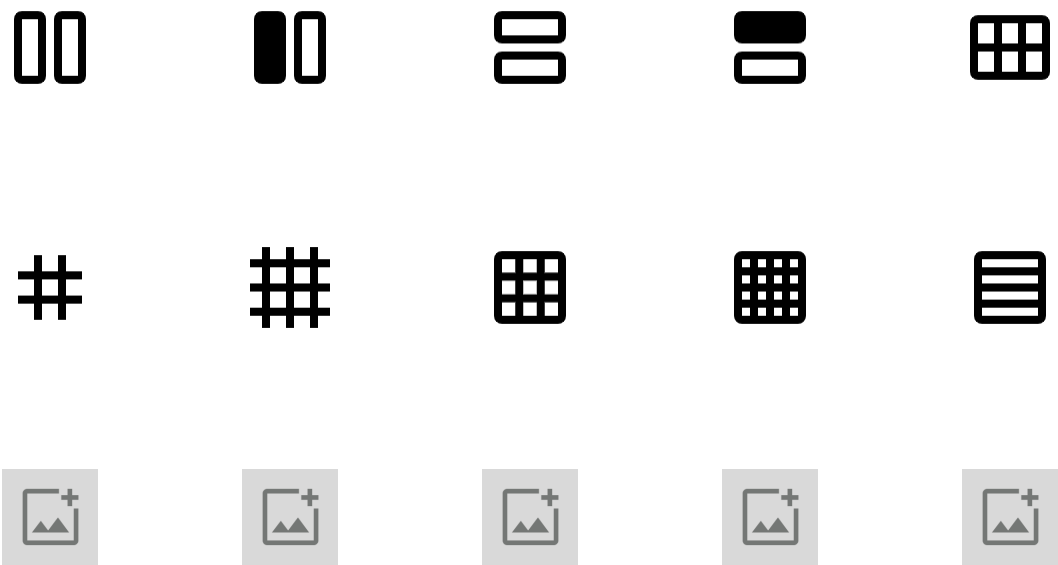
# Icons

# ICONS





## → ICON THEME

Summarize key elements of the iconography system





> Add a caption for the table

	Description of icon
	Description of icon
	Description of icon
	Description of icon



Description of icon



Description of icon

> Add a caption for the table

## → USAGE

Outline the most common surfaces for icon placement and specify variations for use cases





**DO** ▾ Add an explanation of what to do



**DON'T** ▾ Add an explanation of w

# Illustration

# ILLUSTRATION

## → ILLUSTRATION THEME

Summarize key elements of the illustration theme



Describe the illustration

Illustrator [Person](#)

Source [File](#)

Created [Date](#)



Describe the illustration

Illustrator [Person](#)

Source [File](#)

Created [Date](#)



Describe the illustration

Illustrator [Person](#)

Source [File](#)

Created [Date](#)





Describe the illustration

Illustrator [Person](#)

Source [File](#)

Created [Date](#)

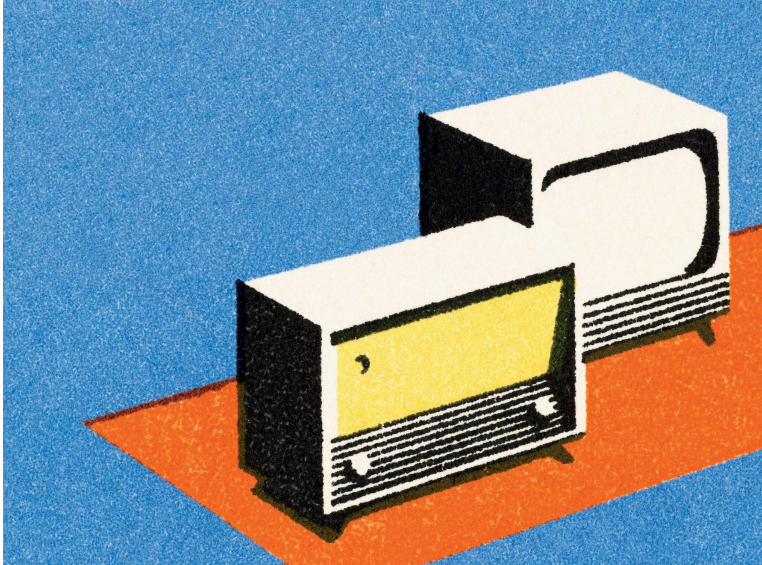


Describe the illustration

Illustrator [Person](#)

Source [File](#)

Created [Date](#)



Describe the illustration

Illustrator [Person](#)

Source [File](#)

Created [Date](#)

> Add a caption for the table

## → USAGE

Outline the most common surfaces for illustration placement and specify variations for use cases



DO ▾ Add an explanation of what to do



DON'T ▾ Add an explanation of w

# Resources



# RESOURCES

## → LINKS AND FILES

Add files and links for additional learning

FILE NAME	OWNER	SOURCE	CREATED
WEEKLY NOTES	<div><div></div>Person</div>	<div><div></div>File</div>	<div><div></div>Date</div>
PROJECT KICKOFF	<div><div></div>Person</div>	<div><div></div>File</div>	<div><div></div>Date</div>
PROJECT BRIEF	<div><div></div>Person</div>	<div><div></div>File</div>	<div><div></div>Date</div>
RESEARCH	<div><div></div>Person</div>	<div><div></div>File</div>	<div><div></div>Date</div>


FILE NAME

OWNER


SOURCE

CREATED

ASSETS

 Person

 File

 Date

# About

NY NAME

BRAND ASSETS

# ABOUT

→ CONTACT US

WHO

OWNER

SOURCE

CREATED

TECH SUPPORT

Person

File

Date

DESIGN SUPPORT

Person

File

Date

LEGAL SUPPORT

Person

File

Date



Tab 18



Tab 19





Fila 20

