



HUB SEO #



Preferred Vendor

Start Date:

Phase Description	Info	Delivered By	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Renew:
<b>Oilfield HUB - Client Activation</b>															Comments
Company Profile Configuration - Preferred Vendor		Client Relations - Betty Turko													
Branch and Service Locations		Client Relations - Betty Turko													
Company Contacts		Client Relations - Betty Turko													
Product and Service Listings		Client Relations - Betty Turko													
Alternate Logo Link		Client Relations - Betty Turko													
Document Library		Client Relations - Betty Turko													
Request for Information - Sales Contact Configuration		Client Relations - Betty Turko													
Company Admin User Training		Client Relations - Betty Turko													
Orders Dashboard - HUB Connect User Training		Client Relations - Betty Turko													
<b>Oilfield PULSE</b>															Comments
PULSE Interactive Dedicated Company Page		Client Relations - Betty Turko													
Digital Magazine Subscriptions - Company Contacts		Client Relations - Betty Turko													
Complimentary Digital Magazine Subscriptions - Staff		Client Relations - Betty Turko													
Complimentary Digital Magazine Subscriptions - Clients/Prospects		Client Relations - Betty Turko													



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<b>HUB Microsite Optimization Program</b>															Comments
HUB SEO Number Assignment (Guaranteed Lifetime)		Client Relations - Betty Turko													
Public Lead Generation Landing Page Microsite Content		Client Relations - Betty Turko													
Private Lead Generation Landing Page Microsite Content		Client Relations - Betty Turko													
Public Display Ad for HUB Microsite		Client Relations - Betty Turko													
Private Display Ad for HUB Microsite		Client Relations - Betty Turko													
Open for Business on the HUB Advertorial - PULSE Interactive Post		Client Relations - Betty Turko													
Open for Business on the HUB - Post Amplification		Client Relations - Betty Turko													
HUB Keyword / Phrases Search Terms		Client Relations - Betty Turko													
HUB Microsite Backlink on Company Website		Client Relations - Betty Turko													
PULSE Interactive Backlink on Company Website		Client Relations - Betty Turko													
Shareable Link to HUB Microsite (Public View)		Client Relations - Betty Turko													
Shareable Link to PULSE Interactive Dedicated Company Page		Client Relations - Betty Turko													
HUB Elevator Pitch Video Production/Microsite Display		Client Relations - Betty Turko													
Social Networking: Reciprocal - Likes/Follows		Client Relations - Betty Turko													
Google Alerts - Website & Social Media Monitoring		Client Relations - Betty Turko													
<b>HUB Operations - Dual Company Profile User</b>															Comments
Preferred Vendor Manager - PVM Control File Configuration		Client Relations - Karen Keith													
PVM - Preferred Vendor Rating Definitions		Client Relations - Karen Keith													
PVM- Editor/Viewer User Training		Client Relations - Karen Keith													
PVM - Master Preferred Vendor List - Vendor Selection		Client Relations - Karen Keith													
Supply Chain Manager - SCM Project Hierarchy Configuration		Client Relations - Karen Keith													
SCM - Editor/Viewer User Training		Client Relations - Karen Keith													





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Integrated Marketing Program															Comments
'Get to Know You' Marketing Discussion		Account Manager - Dave O'Connor													
Integrated Marketing Action Plan		Account Manager - Dave O'Connor													
Preferred Vendor for Life Program		Account Manager - Dave O'Connor													
Order Document		Account Manager - Dave O'Connor													
Prospect HUB Initiative - Stack the Deck		Executive Ass't - Barb Lee													
Prospect HUB Initiative - Arrange a Meeting		Account Manager - Dave O'Connor													
HUB Operations - Dual Company Profile User		Account Manager - Dave O'Connor													
Company Website and Email Hosting		Account Manager - Dave O'Connor													
SharpSpring Marketing and Automation Service		Events Manager - Jeannie Yip													
Order Document		Account Manager - Dave O'Connor													
SharpSpring Administrator User Training		Comm Director - Andrea Turko													
Refer a Service Company Rewards Program		Account Manager - Dave O'Connor													
HUB Connect Event - Invitations		Events Manager - Jeannie Yip													
Service Package Add-ons:															Comments
End of Progress Report															