

# WEEKLY SCHEDULE ROSTER TEMPLATE



Month

Enter the year and month here

## Weekly Schedule Roster

Department: Marketing
Month: 7 - 2020
Team Lead: Oliver Hoffman

Day/Date	Monday 07/07	Tuesday 07/08	Wednesday 07/09	Thursday 07/10	Friday 07/11	Saturday 07/12	Sunday 07/13
Morning Shift	<ul style="list-style-type: none"> <li>Content Planning</li> <li>Team Meeting at 10 AM</li> </ul>	<ul style="list-style-type: none"> <li>Blog Writing</li> <li>SEO</li> </ul>	<ul style="list-style-type: none"> <li>Social Media Updates</li> <li>Client Meeting at 11 AM</li> </ul>	<ul style="list-style-type: none"> <li>Newsletter Drafting</li> <li>Competitor Research</li> </ul>	<ul style="list-style-type: none"> <li>Press Release Preparation</li> <li>Marketing Strategy Review</li> </ul>	OFF	OFF
Afternoon Shift	<ul style="list-style-type: none"> <li>Email Campaign Setup</li> <li>Creative Brainstorming</li> </ul>	<ul style="list-style-type: none"> <li>Video Script Review</li> <li>Website Update</li> </ul>	<ul style="list-style-type: none"> <li>Ad Campaigning</li> <li>Client Feedback Collection</li> </ul>	<ul style="list-style-type: none"> <li>Campaign Analytics Review</li> <li>Team Meeting at 2 PM</li> </ul>	<ul style="list-style-type: none"> <li>Content Scheduling</li> <li>Weekly Report Preparation</li> </ul>	OFF	OFF



Available Formats

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# Weekly Ad Team Roster Guide

**Padhraic Smyth**



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