

MICRO-MINUTES

ATTENDEES: NICOLE TOMCHO, SZEBASTIAN ONNE G. S. AND SANJIT KUMAR

SESSION DETAILS: WEEK 20, May 19, 2021 (AEST)

AGENDA: Website Review, Social Profiles and Admin Access to Socials

Following has been accomplished in the InfluenCEL Branding Session (04)

1. **Website Review:** Website Stage 1 of 3 was reviewed together and we are going ahead with the design with your approval.
2. **Social Media Handles:** We have created uniform Social Media Handle [@INNERPEACESHIFT](#) for all your social media including Facebook, LinkedIn, Twitter and Instagram
3. **Admin Access:** We have received admin access for Facebook Business Page and LinkedIn Business Page

In coming days we will work on the following:

- ✓ Stage 1 Website will be launched as soon as you approve the design and content.
- ✓ Social Media Profiles will be updated in consultation with you
- ✓ Stage 1 Promo of your brand will begin

Compliance Division will be in touch with you for the Billing and Contract aspect.

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Santosh S. J.