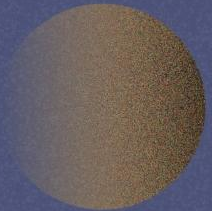
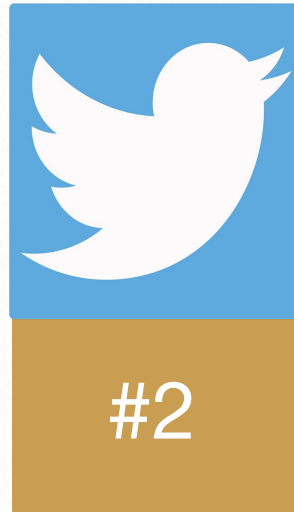




Social Media Playbook



Social Media Channel Recommendations



Best Practices

80/20 Rule

- 80% Curated Content
- 20% Branded Content

Frequency

- Post to all social media channels M-F
- Weekends applicable for holidays and event promotions
- Increase post frequency over time

When Posting...

- Use industry and company applicable hashtags
- Tag relevant parties
- Shorten CTA links (use bit.ly)
- Consistent branding across social and website

Content Type

- **Original/Branded Posts**

- Product releases, Press Releases, Job Opportunities, any news from the company
- Best Performance Days: Wednesday and Thursday

- **Curated Posts**

- Industry related articles, blogs, videos, etc.
- Best Performance Days: Monday-Friday

Content Type

- Videos / Podcasts
- Webinars
- Blogs
- PR / Press / News
- White Paper / Case Study / Solution Brief
- Curated
 - Why? To capture attention of target audience, related news in the industry
- Influencer Tagged Content
 - Why? To capture influencer attention early-on, inspire curiosity
- Social Holidays
 - Why? To increase impressions by participating in trending topics
- Follow Friday
 - Why? To increase followers and reach through cross-channel promotions

Ways to Measure Success

Social Media Metrics to Track

- Followers
- Impressions
 - Number of times content is displayed onto feed
- Engagements
 - Number of interactions people have with your content (likes, retweets, comments, shares)
- Clicks
 - Number of people who click on your content
- Website Traffic Generated by Social Media
 - Content linked to your website (Blog, Videos, etc.)
- Leads Generated by Social Media
 - Content linked to CTA on website (Request Demo, Download White Paper, etc.)

How To Make Posting Easier

- Planning Ahead – create a monthly or weekly calendar

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	Curated Post	Twitter Follower Push	Curated Post	Original Post - Video	Curated Post
Week 2	Curated Post	Twitter Unfollows	Curated Post	Original Post - Podcast	Hiring Campaign Push
Week 3	Curated Post	Twitter Follower Push	Curated Post	Original Post - Video	Curated Post
Week 4	Curated Post	Twitter Unfollows	Curated Post	Original Post - Partner	Hiring Campaign Push

How To Make Posting Easier

- **Scheduling Platforms – Sprout Social**
 - Allows social media managers to draft posts for clients to edit and approve
 - Evaluate performance and adjustment to appeal to audiences
 - Suggests optimal performance times for the most engagement

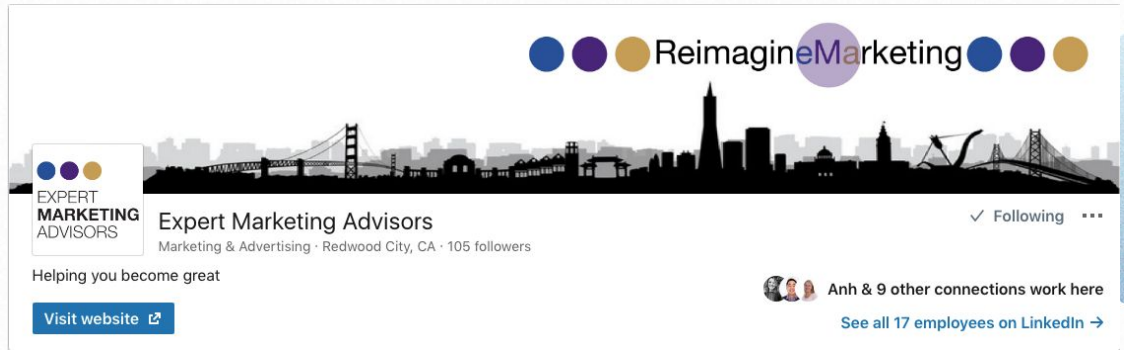


sproutsocial



LinkedIn – Grow Your Network

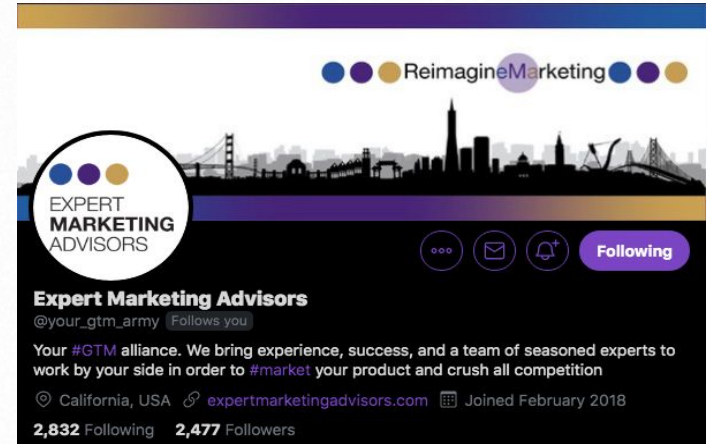
- Follow your company page
- Connect with co-workers
- Join related LI groups
- Connect with other professionals in the industry



Goal: To connect with the right people and grow your network. This will not only help spread the Company voice, but will help your professional network as well.

Twitter - Engagement

- Follow industry experts, analysts, and other professionals in the industry
- Tweet and Retweet on a daily basis with hashtags (#Network #eMa #Marketing) for exposure



Goal: To connect with the right people and grow your network. This will not only help spread the Company voice, but will help your professional network as well.

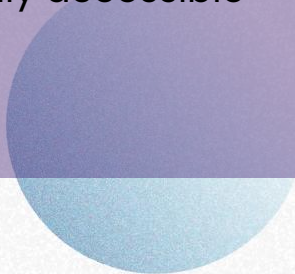


Organic Vs. Paid Social Media

Organic

- Build Audience Relationships
- Drive Brand Awareness
- post your content for free and still reach a significant audience
- Limited to existing followers
- Offers more flexibility in terms of content and messaging

Paid

- Target specific Customers & Audiences
 - Drive Leads & Conversions
 - Reach new audiences
 - Improve Reach & Engagement quickly
 - Accurate & easily accessible metrics
- 



Thank you!

For inquiries or questions, please email
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