FORM INFORMATION

Form Name:	SM_ContentPlannter_Digital.pdf
Instructions:	**Setup Your Branded Form** Enter your company name in the top, left field. Enter the month and year in the top, right field. These are free-form fields – there are no edits, so you can enter whatever date you prefer. Save the form with a new name so you don't overlay the original. Example: BrandedSM_ContentPlanner.pdf **Using the Branded Form** Create a calendar for each month of the year with the dates on each day. Save each form with a new name so you don't overlay the branded form. Example: 202209SM_ContentPlanner.pdf **Using the Form** Data is entered into the form by row for tabbing through the fields. This allows you to quickly enter all the dates. All fields are free-form – they don't have any edits. For entering data into the calendar, select a field and begin entering. Each box for each day allows you to enter multiple lines of data. If more data is in the field, the form will show a "+" in the lower, right corner. This is a copyrighted form – you do not have permission to sell it or profit from it in any manner.
Title:	Social Media Content Planner
Description:	Use this form to create a social media schedule for your business. Use it as a printable or a fillable document. Creating a content planner allows you to identify holidays and special days you will want to post about.