

Social Media Post Creation Worksheet

Title: _____ Project/Brand: _____

Publish Date: _____ Format: _____ Platform: _____ Status: _____

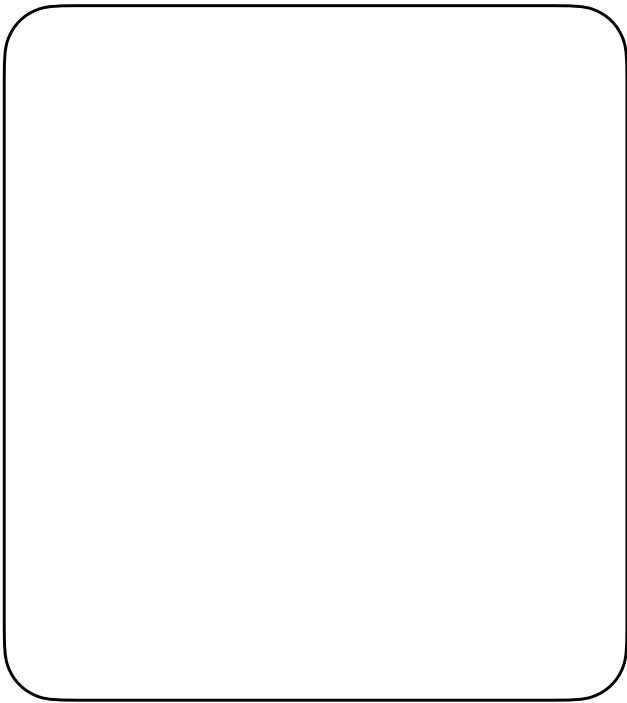
Core Theme/Idea: _____

Location / Setting: _____

People / Product Featured: _____

Required Assets: _____

Goal: _____ Hook: _____ CTA: _____



Caption:

Hashtags: _____

Audio: _____

Tag People: _____

Location Tag: _____

Also Share on: _____

Notes: _____

Carousel Post Creation

CAROUSEL PURPOSE: _____

Slide 2	Slide 3	Slide 4
Slide 5	Slide 6	Slide 7
Slide 8	Slide 9	Slide 10

Slide 1: Hook • Middle: Deliver value • Final slide: CTA

Slide Asset Log:

Slide	Assets	Location	Notes:
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Polls (Ask a Poll Question)

_____?

☐ Yes

☐ No

Option 1 : _____

Option 2 : _____

Option 3 : _____

Option 4 : _____

“Prompt” (Start a conversation) : _____

Reviewed and approved by:

Name: _____ Date: _____