

CADCA-ARORP Tracking Tool – Phase 1 Activities

In addition to the production process tracking, starting on the next page, we are tracking viewership on YouTube and enrollments in our learning management system, Docebo. The links for the YouTube video are only publicly available through registration in our learning management system, and we will propose a webform-based registration to make them available in the coming weeks.

YouTube views (not publicly listed)	YT 9-27	YT 10-11	YT 11-1
Module 1	13	16	23
Module 2	6	8	17
Module 3	10	12	18
Module 4	5	8	13
Walkthrough	15	19	30

Docebo Enrollments (excluding ARORP and CADCA staff)	DCB users 9-27	DCB 10-11	DCB 11-1
DCB Learning Plan (via sign-up guide)	0	0	3
Module 1	3	3	6
Module 2	0	1	6
Module 3	0	0	3
Module 4	0	0	3

CADCA-ARORP Tracking Tool – Phase 1 Activities

Phase I Activities

Task	Subitems Sta... ①	Person	Status ①	Date ①	Notes	Files
<input checked="" type="checkbox"/> Online Learning Modules 15 🔔		👤 +2	Working on it			

<input type="checkbox"/>	Subitem		Owner	Status	Date	Time	Notes
<input type="checkbox"/>	Module 1 - PPT / Content	🗨️	👤 +2	Complete	21 Apr		Data Ppt sent by 4/11
<input type="checkbox"/>	Ark data PPT Received	🗨️	👤 S	Complete	11 Apr		
<input type="checkbox"/>	Module 2- PPT / Content	🗨️ 2	👤 +2	Complete	21 Apr		Meeting to develop on 4/21
<input type="checkbox"/>	Module 3- PPT / Content	🗨️	👤 +2	Complete	21 Apr		
<input type="checkbox"/>	Module 4- PPT / Content	🗨️ 2	👤 AT	Complete	21 Apr		
<input type="checkbox"/>	Send out draft to internal team prior to ...	🗨️	👤	Complete	27 Apr		
<input type="checkbox"/>	Modules Internal Review	🗨️	👤 +6	Complete	28 Apr		
<input type="checkbox"/>	Modules sent to ARORP for review	🗨️	👤 S	Complete	5 May		
<input type="checkbox"/>	Incorporate Final CADCA + ARORP edits	🗨️	👤 +3	Complete	1 Jun		
<input type="checkbox"/>	MarComm Collab - Recording & Filming	🗨️	👤 S	Complete	15 Jun		
<input type="checkbox"/>	Complete Module Publication to AROR...	🗨️	👤	Complete			
<input type="checkbox"/>	Module 1 - Editing and Production	🗨️	👤	Complete	26 Jul		
<input type="checkbox"/>	Module 2- Editing and Production	🗨️	👤	Complete	9 Aug		
<input type="checkbox"/>	Module 3- Editing and Production	🗨️	👤	Complete	23 Aug		
<input type="checkbox"/>	Module 4- Editing and Production	🗨️	👤	Complete	6 Sep		

<input checked="" type="checkbox"/> Ar Municip League - Cities 14 🗨️		👤	Complete		Whitnee Bullerwell ;...
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<input type="checkbox"/>	Subitem		Owner	Status	Date	Time	Notes
<input type="checkbox"/>	Webinar	🗨️	👤	Complete			Apr 20 call - webinar live
<input type="checkbox"/>	Wbnr - Draft PPT	🗨️	👤 S +2	Complete	11 May		
<input type="checkbox"/>	Wbnr - Review PPT & add ARORP slides	🗨️	👤 +3	Complete	18 May		
<input type="checkbox"/>	Wbnr - ARORP Review	🗨️	👤 S	Complete			
<input type="checkbox"/>	Wbnr - Webinar Practice Session	🗨️	👤	Complete	22 May		
<input type="checkbox"/>	Wbnr - Live	🗨️	👤	Complete	24 May	11:00a	
<input type="checkbox"/>	Conference Plenary	🗨️	👤	Complete	14 Jun	4:30-5:30p	"UNDERSTANDING OPIOID ABATEM...
<input type="checkbox"/>	Confr - Draft Agenda	🗨️	👤	Complete			
<input type="checkbox"/>	Confr - Draft PPT	🗨️	👤	Complete			
<input type="checkbox"/>	Confr - Draft Script	🗨️	👤	Complete			
<input type="checkbox"/>	Concurrent Session	🗨️	👤	Complete	15 Jun	1:30-2:30p	"COMMUNITY COALITIONS AND TH...
<input type="checkbox"/>	Confr - Draft Agenda (copy)	🗨️	👤	Complete			
<input type="checkbox"/>	Confr - Draft PPT	🗨️	👤	Complete			
<input type="checkbox"/>	Confr - Draft Script	🗨️	👤	Complete			

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Ar Assoc Counties 4		Open		Working on It		CVillines@arcounti...	
<input type="checkbox"/>	Subitem		Owner	Status	Date	Time	Notes
<input type="checkbox"/>	Reach out / Start Convo	+		Complete	24 Apr		
<input type="checkbox"/>	First Call with AAC	+		Complete	2 May	11:00a	
<input type="checkbox"/>	Webinar	+		Not Started			Determine if pre-recorded
<input type="checkbox"/>	Conference Session	+		Not Started	7 Sep		Date change per May 2 meeting

