

Communication Plan Template

Use this template to plan out communications promoting your elearning program to learners.



**Message
(What)**



**Audience
(Who)**



**Intent
(Why)**



**Media
(How)**



**Frequency
(when)**



**Person(s)
responsible**

| Message (What) | Audience (Who) | Intent (Why) | Media (How) | Frequency (when) | Person(s) responsible |
|-------------------|-------------------|-----------------|----------------|---------------------|--------------------------|
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OpenSesame is here to help you every step of the way.

If you have questions, please contact your OpenSesame Customer Success Manager or support@opensesame.com.