



**Methadone Training Slides  
Module 1**

**TIMELINE (DETAILED)**

**Outline**

- 4/5 (10 AM CT): Outline sent to client  
4/8–4/10: Client review (3 days)

**Draft of Initial Slides (no speaker notes, no annotations)**

- 4/29 EOD: Slides sent to client for review  
4/30–5/2: Client review (3 days)

**PARC-Light Review (w/annotations and speaker notes)**

- 5/3–5/7: Jonathan incorporates client comments into slides (3 days)  
Jonathan provides direction to Bryan  
5/8–5/13 (9AM): Bryan incorporates comments per Jonathan's direction (3 days + wknd if needed)  
Bryan develops speaker notes, annotations SJB, JBK OOO 5/8–5/10  
5/13 PM–5/15: Jonathan reviews slides (2.5 days)  
5/13 PM: Jonathan meets with creative  
5/15 PM: Jonathan meets with Bryan  
5/14–5/16: Creative develops timeline concepts, look and feel (2 days)  
5/16–5/20 (9AM): Bryan revises slides per Jonathan's comments (2 days + wknd if needed)  
5/17–5/20: Jonathan, Shawn review creative concepts (2 days)  
5/20–5/21: Jonathan reviews slides, makes any necessary revisions (2 days)  
5/22–5/24: Creative review/formatting (3 days) Shawn OOO 5/23  
5/28–5/29: Jonathan, Shawn review slides (2 days)  
5/30–5/31: Creative revisions (2 days)  
6/3: Jonathan approves slides (1 day)  
6/4–6/10: Editorial review (5 days) Shawn OOO 6/3  
Editorial fact check Bob OOO 6/3–6/7  
6/11–6/13: Final revisions, creative (3 days) Shawn OOO 6/12  
6/14–6/17: Editorial checks changes (2 days)  
6/18: Slides finalized (1 day)  
6/18 EOD: Slides, references uploaded for client review  
6/19–6/24: Client review (4 days)

**PARC #1 Review**

- 6/25–6/27: Bryan incorporates client comments (3 days)  
6/28–7/2: Jonathan & Bryan finalize content (3 days)  
7/3: Shawn reviews slides  
7/5–7/9: Creative review, formatting (.5 days)  
Editorial review (2.5 days)  
7/10: Slides finalized  
7/10 EOD: Slides, references uploaded for PARC #1 review  
7/11–7/16: PARC #1 review (4 days)

**PARC #2 Review and Approval**

- 7/17–7/18: Bryan incorporates client comments (2 days)  
7/19–7/22 AM: Jonathan & Bryan finalize content (1.5 days)  
7/22 PM: Shawn reviews slides  
7/23–7/24: Creative review, formatting (.5 days)  
Editorial review (1.5 days)  
7/25: Slides finalized  
7/25 EOD: Slides, references uploaded for PARC #2 review/approval  
7/26–7/31: PARC #2 review/approval (4 days)