

Star Project Management:

Homescreen

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Dynamic Exhibits. Engaging Environments.

The screenshot displays the Star Project Management web application interface. The top navigation bar includes the Podio logo and various tool icons. The main content area is divided into three columns:

- Left Column:** Displays the 'Star - Project Mgmt' workspace. It features a header with 29 team members and an 'INVITE' button. Below this is a shareable link and a post by Michael L. Quintos mentioning Raymond Cruz. The post includes a PDF attachment and a comment section with 21 comments.
- Middle Column:** Shows a list of tasks under the heading 'Star - Project Mgmt Tasks 80'. Tasks include 'Design Revision', 'Upload final rendering and complete the design write up', 'Pricing is Needed for Design please add Pricing Team', 'Please Review Design Item', 'Please Review New Request and Schedule Work Dates', 'Miami Boat Show layouts needed', 'Collect final balance prior to shipping', and 'Revision Review Needed for Delonghi America - International Home and H...'. A '+ CREATE TASK' button is at the bottom.
- Right Column:** Contains a 'Star - Project Mgmt Calendar' and a 'Text' box. The calendar shows events for December 7th, Monday, and Today. The text box provides instructions on how to use the workspace for project information.

Star Project Management:

Project Management Details

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The screenshot shows the Podio project management interface for a project titled "House of Blues Anaheim - Catalog Update". The interface is divided into several sections:

- Project name:** House of Blues Anaheim - Catalog Update
- Project manager:** Raymond Cruz (V.P. of Marketing, E.V.P.)
- Designers:** Brian Killmore (Senior Exhibit Designer), Michael L. Quintos (Marketing Communications Specialist), Kane Ordenez (Junior Designer)
- Project start and finish dates:** Fri 16 September 2016
- Stage:** Placeholder for future project, Planning, In progress, Complete, Archived
- Project description:** Update of the graphics/promos/creative catalog we're creating for House of Blues Anaheim. First draft is due end of this week (09-16-16).
- Goals and metrics:** Add Goals and metrics...
- Related Files:** Venue Concept Renderings from House of Blues. These are prelim concept venue renderings provided ... Last edited by: Raymond Cruz. Add / Remove
- Related Client Shares:** REVIEW: Revised HOB Event Branding Catalog. Last edited by: Michael L. Quintos. Number of files: 3. Add / Remove
- Files:** HOB Notes.pdf 3.1 MB. Attached by Raymond Cruz 3 months ago

On the right side, there is an **Activity** feed showing recent updates:

- Raymond Cruz created this project 3 months ago.
- Raymond Cruz added task Review Catalog promo items and pricing and promo images. (Samantha Andersen) 3 months ago.
- Raymond Cruz added task Catalog Design Renderings (Brian Killmore) 3 months ago.
- Raymond Cruz added file HOB Notes.pdf 3 months ago.
- Raymond Cruz added task HOB Catalog - Promo Items (Samantha Andersen) 3 months ago.
- Raymond Cruz related client shares REVIEW: Revised HOB Event Branding Catalog; REVIEW: Revised HOB Event Branding Catalog 3 months ago.
- Raymond Cruz related client shares REVIEW: Revised HOB Event Branding Catalog 3 months ago.

At the bottom right, there is a text input field labeled "Add a comment".

Star Project Management:

Design Details
& Sharing/
Collaboration

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The image displays two overlapping screenshots of the Podio.com web application interface, specifically showing the 'Star - Project Mgmt' workspace. The top screenshot shows the 'Marketing Deliverables' section with a list of deliverables and a sidebar with filters. The bottom screenshot shows a detailed view of a project titled 'New Relic - FutureStack16 - San Francisco - Brian Killmore', including sections for 'Related Event from CRM', 'Related Proposal Request', 'Design Status', 'Field Sales Rep', 'Exhibit/Event Designer', 'Graphic Designer', and 'Files'. The right sidebar shows an 'Activity' feed with recent updates and comments.

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Deliverables Management & Details

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The screenshot displays the Podio project management interface. The top navigation bar includes 'Star - Project Mgmt' and 'Podio'. The left sidebar shows a list of deliverables under 'Marketing Deliverables (Star PM)' with a total count of 83. The main content area shows a detailed view of a deliverable named 'FS16 - SF - Pre-event - Marketing - Sales Postcards'. The 'Design Status' is 'Completed/Delivered', and the 'Prod Status' is 'Not Applicable'. The 'Deliverable Type' is 'Event Collateral'. The 'Total Charge' is 1,031.25. The 'Description/Notes' section contains a promotional poster for 'FUTURE STACK 16' in San Francisco, featuring keynote speakers and valuable training sessions. The right sidebar shows a list of comments and activity related to the deliverable, including a comment from Michael L. Quintos and a comment from Raymond Cruz.

Star Project Management:

Task Management

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The image displays two overlapping screenshots of the Podio project management interface. The left screenshot shows a project overview for 'Catalog Graphic Design' with details like due date (11/18/2016), assigned to (Michael L. Quintos), and a list of screen shot attachments. The right screenshot shows a detailed view of a task 'Review Catalog promo items and pricing and promo images' with a checklist of completed tasks and a list of related files and shares.

Star Project Management:

Calendar Management

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The image displays two overlapping screenshots of the Podio project management interface. The background screenshot shows a calendar view for December 2016, with events for 'Star Inc weekly' and 'Megan DeCramer updated'. The foreground screenshot shows a meeting details page for 'Star Inc weekly' on December 21, 2016. The meeting page includes a list of attendees, a time slot from 9:00 AM to 10:00 AM, a Zoom link, and a list of agenda items. The agenda items include 'Check List of things to update', 'Project App', 'SPIT Event status title - deleted', 'Deliverables App', 'Design App', 'C&A App', 'Proposal Request App', and 'SPIT Need to discuss tasks for multi show in future years'. The right sidebar shows a list of comments from participants like Samantha Andersen, Raymond Cruz, and Megan DeCramer.

Star Project Management:

Time Tracking
(Optional)

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The screenshot displays the Podio web application interface. The top navigation bar includes the Podio logo and various icons for Activity, Projects, Design, Marketing, Graphics, Deliverables, Files Library, Time Tracking, and C&A Proposals. The main content area is titled 'Timetracking (Star PM)' and shows a list of 189 time tracking entries. The left sidebar contains filters for 'Team views' (All Timetracking, Hourly Rate) and 'Private views' (Create new view). The main table lists entries with columns for Category, Date, Owner, Related Deliverable, and Related Project.

	Category	Date	Owner	Related Deliverable	Related Project
1	Design - Level 1	10/01/2016 - 10/31/2016	Raymond Cruz	FS16 - SF - Event Design - Overall	FutureStack16 -
2	Design - Level 1	09/01/2016 - 09/30/2016	Raymond Cruz	FS16 - SF - Event Design - Overall	FutureStack16 -
3	Design - Level 1	11/15/2016	Michael L. Quintos	FS16 - SF - Event Graphics - Insight of Things Easel Sign	FutureStack16 -
4	Design - Level 1	11/15/2016	Raymond Cruz	FS16 - SF - Digital Signage	FutureStack16 -
5	Design - Level 2	11/15/2016	Kane Ordonez	FS16 - SF - Digital Signage	FutureStack16 -
6	Design - Level 2	11/10/2016	Kane Ordonez	FS16 - SF - Partner Day - Event Graphics - 5x7 Tabletop Signs	FutureStack16 -
7	Design - Level 2	11/10/2016	Kane Ordonez	FS16 - SF - Promotional Items - Canvas Bag Graphic	FutureStack16 -
8	Design - Level 1	11/14/2016	Michael L. Quintos	FS16 - SF - Social/Web - Twitter Scavenger Hunt Graphic	FutureStack16 -
9	Design - Level 2	11/11/2016	Kane Ordonez	FS16 - SF - Digital - Map Graphic for App	FutureStack16 -
10	Design - Level 2	11/10/2016	Kane Ordonez	Way Finding Map/Graphic	FutureStack16 -
11	Design - Level 2	11/10/2016	Kane Ordonez	FS16 - SF - Event Graphics - BOF Tabletop Signs	FutureStack16 -
12	Design - Level 2	11/03/2016 - 11/10/2016	Raymond Cruz	FS16 - SF - Promotional Items - Round Buttons	FutureStack16 -
13	Design - Level 1	11/11/2016	Michael L. Quintos	FS16 - SF - Social/Web - Twitter Scavenger Hunt Graphic	FutureStack16 -
14	Design - Level 1	11/04/2016	Raymond Cruz	FS16 - SF - Pre-event - Marketing - Social/Web - Demand Gen Ads (N	FutureStack16 -
15	Design - Level 1	10/27/2016	Raymond Cruz	FS16 - SF - Promotional Items - Canvas Bag Graphic	FutureStack16 -
16	Design - Level 1	11/01/2016	Raymond Cruz	FS16 - SF - Digital - Logos - For Web & Presentations	FutureStack16 -
17	Design - Level 1	11/11/2016	Raymond Cruz	FS16 - SF - Event Graphics - Charging Cube Graphic	FutureStack16 -
18	Design - Level 1	11/11/2016	Raymond Cruz	FS16 - SF - Event Graphics - Google Wifi Easel Sign	FutureStack16 -
19	Design - Level 1	11/10/2016	Raymond Cruz	FS16 - SF - Event Graphics - Silver Sponsor Pod - New Relic Seymou	FutureStack16 -
20	Design - Level 1	11/10/2016	Michael L. Quintos	FS16 - SF - Event Collateral - Passport Document	FutureStack16 -
21	Design - Level 1	11/10/2016	Michael L. Quintos	FS16 - SF - Partner Day - Event Graphics - Poster - Partner Day Sign	FutureStack16 -
22	Design - Level 1	11/10/2016	Michael L. Quintos	FS16 - SF - Partner Day - Event Graphics - Poster - Partner Day Ager	FutureStack16 -
23	Design - Level 1	11/09/2016	Michael L. Quintos	FS16 - SF - Partner Day - Event Graphics - Poster - Partner Day Sign	FutureStack16 -
24	Design - Level 1	11/09/2016	Michael L. Quintos	FS16 - SF - Partner Day - Event Graphics - Poster - Partner Day Ager	FutureStack16 -
25	Design - Level 1	11/09/2016	Michael L. Quintos	FS16 - SF - Event Graphics - Sponsor Signage & Graphics - Design C	FutureStack16 -
26	Design - Level 1	11/08/2016	Michael L. Quintos	FS16 - SF - Event Collateral - Expert Services	FutureStack16 -
27	Design - Level 1	11/07/2016	Michael L. Quintos	FS16 - SF - Partner Day - Event Collateral - Badge	FutureStack16 -
28	Design - Level 1	11/07/2016	Michael L. Quintos	FS16 - SF - Event Graphics - Sponsor Signage & Graphics - Design C	FutureStack16 -
29	Design - Level 1	11/07/2016	Michael L. Quintos	FS16 - SF - Event Graphics - Sponsor Signage & Graphics - Design C	FutureStack16 -
30	Design - Level 1	11/04/2016	Michael L. Quintos	FS16 - SF - Event Graphics - Sponsor Signage & Graphics - Design C	FutureStack16 -
31	Design - Level 1	11/04/2016	Michael L. Quintos	FS16 - SF - Event Graphics - Sponsor Signage & Graphics - Design C	FutureStack16 -
32	Design - Level 1	11/03/2016	Michael L. Quintos	FS16 - SF - Event Graphics - Sponsor Signage & Graphics - Design C	FutureStack16 -
33	Design - Level 1	11/03/2016	Michael L. Quintos	FS16 - SF - Event Collateral - Expert Services	FutureStack16 -

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Client Engagement & Collaboration

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Star - Exhibits, Graphics, Events.


Star - Project Mgmt


Customer - HOB Anaheim > External Share > REVIEW: Revised HOB Event Branding Catalog


Title REVIEW: Revised HOB Event Branding Catalog

Link  **House of Blues**
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HOB.COM
[Add another](#)

Files Linked from Box

 **hob_graphics_catalog_additional_items.pdf**
Attached by Raymond Cruz 3 months ago


 **Promo Pricing for House of Blues.pdf**
Attached by Raymond Cruz 3 months ago


 **hob_graphics_catalog_customer_2a.pdf**
Attached by Raymond Cruz 3 months ago

[Choose a file](#)

Tasks Add task...


Related items HOB PROJECTS 1


 **House of Blues Anaheim - Catalog Update** >


In progress  Raymond Cruz
Project In Customer - HOB Anaheim · 3 months ago

Raymond Cruz created this 3 months ago

Activity **Comments**

 **Amber Day** 3 months ago
Hi there!
Vanessa and I sat down this morning and came up with a list of items for review. We love the look!
Page 1-We will no longer have the marquee as an option so is there any way we can crop the image or cover the marquee?
Page 2-Can we change the word Environmental to Event on all pages? The way it is used seems we are promoting that they are biodegradable. I know that is not what is the message, but that's how it reads.
Page 6- Can we combine the lamps on page 6 into page 5? We can remove the floor graphic/verbiage on page 5 since it shows 2 other places in the catalog.
Page 7- Can we bring the elevator image/verbiage down a bit?
Page 11- Can we put this page before the digital pages? Remove the outside stair decals and window decals as these will not be an option at the new venue.
Page 12-Can we move this close to page 4 where the other hanging items are?
Page 18- Please take out the marquee listing since we will not have one.
Additional Items Document-We have the lamps listed, so I don't think we will need that again. Can the tabletop stuff go after Page 4 with the other tabletop items and then the squares with merch go with all of the other merch on the last few pages?
Can the beer/wine be labels instead of filled bottles. I don't know if we can have you provide alcohol, but I know we can definitely have you do labels.
I think that is it right now. This looks great!
Amber Joy Day

 **Raymond Cruz** 3 months ago
Thanks for the detailed feedback! We will get working on revisions and will let you know if there's any questions.

 **Raymond Cruz** 3 months ago
Added file [hob_graphics_catalog_customer_2a.pdf](#)
Consolidating everything into this area, and adding the main catalog revision proof here. I will close out the other item that we were sharing, so we can maintain conversations on everything in one area here.
This should be going on the design schedule tomorrow/Wed, and we will notify you on here when the revision is posted.
Thank!

[Add a comment](#)

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In-System Artwork Preview

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