

# Wellness Newsletter Custom Content Submission Schedule



## SAVE TIME AND STAY ON SCHEDULE

### SIMPLE 3 STEP PROCESS TO CUSTOMIZE AND DELIVER YOUR TAILORED NEWSLETTER



1

#### Content Submission

##### Schedule and Planning Template

One month prior to delivery, you will receive a standard copy of the digest with a friendly reminder requesting the content you want to include in your next issue.



2

#### Send Us Your content

- Send your text in a word document.
- Attach any image in a separate file as a 300 dpi, high-resolution .jpg or .eps (vector) file.



3

#### Receive Your Digest

Your issue will arrive as a final PDF file that is ready for you to deliver to your population along with a template of suggested text to peak interest so employees open and read it.



#### **RULES OF THUMB FOR SENDING CONTENT & ART:**

- **Initial setup** - provide logo art as a 300 dpi, high resolution .jpg or .eps (vector) file.
- **Custom cover** - 300 words or less.
- **Half cover article** - 200 words or less.
- **Half page on pg. 4** - 150 words or less.

#### ELECTRONIC VERSION:

##### 2023 ISSUE      SEND CONTENT BY:

JANUARY:	12/15/2022
FEBRUARY:	1/19/2023
MARCH:	2/16/2023
APRIL:	3/23/2023
MAY:	4/20/2023
JUNE:	5/25/2023
JULY:	6/22/2023
AUGUST:	7/20/2023
SEPTEMBER:	8/24/2023
OCTOBER:	9/21/2023
NOVEMBER:	10/19/2023
DECEMBER:	11/16/2023

#### PRINT VERSION:

##### 2023 ISSUE      SEND CONTENT BY:

JANUARY:	11/30/2022
FEBRUARY:	1/4/2023
MARCH:	2/1/2023
APRIL:	3/1/2023
MAY:	3/29/2023
JUNE:	5/3/2023
JULY:	5/31/2023
AUGUST:	6/28/2023
SEPTEMBER:	8/2/2023
OCTOBER:	8/30/2023
NOVEMBER:	10/4/2023
DECEMBER:	11/1/2023



# WELLNESS NEWSLETTERS

## 100% ORIGINAL CONTENT

Ongoing consistent communication centerpiece  
tailored to your population.



**Movement:** Motivating ideas to  
incorporate physical activity into daily life.



**Self-Care | Health Condition | Balance**  
Dealing with stress, medical, self-care,  
mindfulness, work-life balance.



**Healthy Eating:** Foods that  
feed our body and mind.



**Financial | Medical | Safety | Life**  
Daily decisions lead us down different paths  
and determine the life we lead.

## CONTENT INCLUDED PER CATEGORY IN EACH ISSUE:

**Page 1 - Inspire To Move:** One full-page cover article

**Page 2 - Nourishing You:** Two articles and a recipe

**Page 3 - Health Harmony:** Two articles and health tip

**Page 4 - Good Decisions:** One half-page article and a quiz

- **Content** is taken from evidence-based information and written in a creative writing style that makes it more appealing and relevant.
- **Personalize** to your brand and promote your internal programs and benefits.
  - Wellness website and program deadlines.
  - Carrier programs and EAP.
  - Events, and challenges.
- **Delivery Options:**
  - Electronic PDF or print options.
  - Bulk ship or direct mail to homes (engage spouses and families).
- **Eco friendly** – Printed on recycled paper and/or delivered electronically.



## ELECTRONIC

### STANDARD – \$295 per issue

PDF newsletter includes client logo on cover.  
Wellness Coaches Clients: WC logo included with service

### CUSTOMIZED OPTIONS – \$150 per hour

Half cover article: approximately 1.5 hours  
Custom Cover: approximately 2 hours  
Half Page on Pg. 4: approximately 1 hour

## PRINT

Printed version based on number of copies. Call for a quote.  
Bulk shipping or individual mailing options priced separately.



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# 2023 WELLNESS NEWSLETTER PLANNING TEMPLATE



**Movement:** Motivating ideas to incorporate physical activity into daily life.

\*Editorial calendar subject to change



**Healthy Eating:** Foods that feed our body and mind.



**Self-Care | Health Condition | Balance**  
Dealing with stress, medical, self-care, mindfulness, work-life balance.



**Financial | Medical | Safety | Life**  
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QTR	MONTH/OBSERVANCES	TOPICS*	PROGRAM HIGHLIGHT
Q1	<b>JANUARY:</b> Cervical Health, National Blood Donor, Glaucoma	Weigh In on Movement Healthy Eating Obstacles   Weight Loss Tips that Work Life Saving Donations (Giving Blood)   Look Ahead (Eye Exams) Do You Need a Will?	
	<b>FEBRUARY:</b> American Heart, 2/3 National Wear Red Day, 2/17 Random Acts of Kindness Day	3 Exercises to Boost Heart Health Foods to Fuel Your Day   Is Wine Good for Your Heart? Broken Heart Syndrome   Living with Purpose Choosing Kindness	
	<b>MARCH:</b> Colorectal, National Kidney, Nutrition, Vision, Sleep Awareness Week	Exercise and Daylight Savings Home Cooking   Nourishing Drinks Dreaming Away Disease   Clues from Your Colon Finding the Pot of Gold	
Q2	<b>APRIL:</b> Alcohol, Distracted Driving, Autism, Oral Cancer, Stress, 4/5 National Walking Day	Walk Away Lighter Libations   Fruits, Veggies, and Combatting Oral Cancer Caregiving/Pushed to the Limit   Avoid a Cell Phone Crash Spring Travel that Won't Break the Bank	
	<b>MAY:</b> Employee Health and Fitness, Arthritis, Skin Cancer, Mental Health, Asthma, Stroke	Actively Enhance Mental Well-Being Foods with Mental Health in Mind   Curb the Cravings Go With the Flow   On a Scale Pull Out or Ride the Storm?	
	<b>JUNE:</b> Fireworks, National Safety, Brain Awareness, Cataract, Men's Health	Diversify Your Workout A Perfect Picnic   Summer Produce Sun Safe Fashions   Home Safety Procrastinate or Prepare?	
Q3	<b>JULY:</b> UV Safety, National Parks and Recreation	Move to the Music Fill the Fiber Gap   Refreshing Snacks Independence vs. Interdependence   Sunscreen Do's and Don'ts Choose to Shine	
	<b>AUGUST:</b> Children's Eye, Safety, Immunization, 8/6 National Friendship Day	Lean on Me – Work out Buddies Fresh and Satisfying Snacks   Energy Boosting Bites Real Live vs. Social Media   Reconnect with an Old Friend Get Your Shots	
	<b>SEPTEMBER:</b> Fruit & Veggie, Healthy Aging, 9/10 Suicide Prevention Day	Power Hour Anti-Aging Foods   Hydration Fountain of Youth You Deserve A Break   Evening Routine Nest Egg	
Q4	<b>OCTOBER:</b> Breast Cancer Awareness, Eye Injury Prev, Dental Health, 10/1 World Vegetarian Day, 10/29 World Stroke Day	Balance Your Routine Feeding Immunity   Meal Planning Creature of Habit   Link Between Dental/Mental Health Informed Decisions	
	<b>NOVEMBER:</b> Diabetes, Lung Cancer Awareness, 11/17 National Take a Hike Day, 11/13 National Kindness Day	Take a Hike Feeding the Hungry   Fat Chance Dark Days - Fall Time Change   Clues from Your Feet Smoke or Save \$	
	<b>DECEMBER:</b> Safe Toys/Gifts, 12/5 International Volunteer Day	Deskercise Holiday Fat Burning Foods   Frozen Advantages Re-Gifting   54321 Technique Old or New Traditions	