Beat:

Reporter:  
Editor:

# Key Trends

1. ..
2. ..
3. ..
4. ..

Also: what is not important to us?

# Key Newsmakers

1. ..
2. ..
3. ..
4. ..

Google Alerts, LinkedIn Pro, Visualping, Telegram, Dataminr alerts

# Key Observers

1. ..
2. ..
3. ..
4. ..

Google Alerts, LinkedIn Pro, Google Scholar, expert lists

# Background Information

Data, timeline, documents

# Key dates for planning

Anniversaries, conferences, elections...

# Notes