P	People  • Who are you trying to reach?  • What do you know about how/if they use new media?  • How can you find out more?  Start a new media strategy by understanding your audience's use and need for new media.	
0	Objective(s)  • What do you want to accomplish with new media?  Decide on your objective(s) before you decide on the new media tools.  Does your project seek to hear from your audiences, train them, exchange ideas, or collaborate with them?  Consider how you'll measure the success of each objective.	
S	<ul> <li>Strategy</li> <li>How does new media support your objectives?</li> <li>How does it support your other "online" activities?</li> <li>Is there an "offline" component that you need to support/connect?</li> <li>How will you get your project to embrace a new media strategy?</li> <li>What resources do you have to implement and maintain your strategy?</li> <li>Strategy results in a plan to meet your objectives, and considers your overall communication strategy, and organizational culture/resources.</li> </ul>	
T	<ul> <li>Tool(s)/Technology</li> <li>What tools best support your objectives and match your intended audience's needs?</li> <li>How many hours do you need to allocate to this tool?</li> <li>A wiki. A blog. Podcasts. Texting. Google Alerts Once you know your people, objectives, and strategy, then you can decide what tools will work best in the context of your organization/project's resources.</li> </ul>	

New Media Strategy Worksheet Organization/Project: