

## Worksheet: Query planning

<p><b>Peg</b></p> <p>What's the time-based reason for doing this query?</p>	
<p><b>Question</b></p> <p>What is the core question of the query?</p>	
<p><b>Goal (home run)</b></p> <p>If what a reporter says they want is 80% of the potential, what's 100%? Don't promise this, but keep it in mind and bake in a question that addresses it so you can reach high.</p>	
<p><b>Network goal</b></p> <p>In what areas will this query deepen or improve the PIN?</p>	
<p><b>Target audience</b></p> <p>What's the group of people that you're going after?</p>	
<p><b>Audience mindset</b></p> <p>What's the frame of mind of the people you're going after?</p>	
<p><b>Message</b></p> <p>What are the phrases and words you'll use to get your key points across to the audience?</p>	
<p><b>Uses</b></p> <p>How can you imagine sources who respond being used in your programming?</p>	
<p><b>Query questions</b></p> <p>What are some questions you might ask in the query?</p>	
<p><b>Outreach</b></p> <p>What organizations, events, websites or blogs will you reach out to to find people who will want to respond?</p>	