Time	Monday	Tuesday	Wednesday	Thursday	Friday
7am	New Employees				
8am					
9am	Manufacturing & Materials	Interviews	R & D	Interviews & Reviews	
10am	Sales		Cluster		Web Consulting
10:30			IT		
11am	Finance		Facility		
12pm					
1pm	Shipping		Marketing	HR	Software Dev
1:30	Web Status			PEO Call	
2pm	Retail Purchasing	CSR	NPI	Web Working	Public Tours
3pm					

Figure 3.2: Weekly Company Meetings

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