

Appointments by Employee - Friday 8/19/2022 - Friday 8/26/2022

JSmith

8/19/2022 - Fri

10:00 am-10:30 am Admin Note,
Services:
Appt Note: REMINDER - COMPLETE ALL TRAINING BY SUNDAY AT NOON

8/21/2022 - Sun

09:00 am-11:00 am Craig, Charlie
Services: On-Site (w other svc), CC- Custom Coach [In Person]
Appt Note: Custom Plan @1036 Liberty Park Drive, #27 Gate Code: 1036

11:00 am-11:30 am Craig, Charlie
Services: TRAVEL, CC- Custom Coach [In Person]
Appt Note: TRAVEL from Craig Home, billed to clients for this time

11:30 am-01:30 pm Craig, Charlie
Services: CCM- Custom Coach Management
Appt Note: Gather and Create Materials for Charlie Craig Fall Semester

12:00 pm-08:00 pm Admin Note,
Services: Tutor Available [VIRTUAL ONLY]
Appt Note: AT JENNY'S HOUSE, OFF-SITE, OR VIRTUAL ONLY

01:30 pm-02:00 pm OFF,
Services:
Appt Note:

02:00 pm-03:00 pm Abeln, Colin
Services: On-Site (w other svc), AT- Academic Tutor [In Person]
Appt Note: [@ JSmith residence]

03:00 pm-04:00 pm Esposito, Enzo
Services: On-Site (w other svc), AT- Academic Tutor [In Person]
Appt Note: ALTERNATING [@ JSmith residence]

05:30 pm-06:00 pm OFF,
Services:
Appt Note: meeting set up time - no tutoring sessions at office (also tutor break time)

06:00 pm-08:00 pm Admin Note,
Services: Meet/Train/prep [IN PERSON]
Appt Note: FULL STAFF MEETING TO BEGIN SCHOOL YEAR - REQUIRED ATTENDANCE

Total hours: 18.00