**Progress Report**

**Date**: 1/22/2018 – 1/26/2018

**Total Hours**: 40 Hours

**Consultant**: Beimar Medina

Accomplishments This Week

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| --- |
| 1. Finalized the migration of the Grafton Site (SharePoint 2007) to SharePoint Online. |
| 1. Finalized the migration of the Worcester Site (SharePoint 2007) to SharePoint Online. |
| 1. Finalized the migration of the Princeton and Dillon Site (SharePoint 2007) to SharePoint Online. |

Goals for next week

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| --- |
| 1. Started the migration of Houston Site to SharePoint Online    1. Accounting    2. Engineering    3. Environment, Health and Safety    4. Human Resources    5. IT    6. KLAD    7. Maintenance    8. Plant Engineering    9. QA    10. Rollnet    11. SOX    12. SPS    13. Supply Chain |

Issues or Concerns: None.