**Progress Report**

**Date**: 1/28/2018 – 2/2/2018

**Consultant**: Beimar Medina

Accomplishments This Week

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| 1. Started the migration of the Houston Site to SharePoint Online. The following Houston Sites has been migrated successfully to SharePoint Online.    1. Accounting    2. Engineering    3. Environment, Health and Safety    4. Human Resources    5. Plant Engineering |
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Goals for next week

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| 1. Finalize the migration of the following Houston Sites to SharePoint Online:    1. IT    2. KLAD    3. Maintenance    4. QA    5. Rollnet    6. SOX    7. SPS    8. Supply Chain |

Issues or Concerns:

Questions

* Plant Engineering has a reporting tool. Do we have to migrate this peace to SharePoint Online?
* Review the Houston Migration so far to get customer input and suggestions.