Scheduling Project

WBS:	4.2
Work Package:	Schedule training
Package Owner:	Gabriele Costa
Owner Organization:	HR - Education and Training
Participants:	Gabriele Costa, Trainer

Description:

Create a schedule of training sessions so that each session has a maximum of 8 attendees.

Schedule sessions before the start of shifts so staff can attend training before starting their shifts.

Send invites to all staff who will use the scheduling system and provide three session options.

Develop the training schedule to assign most people to their first choice.

Completion State:

All scheduling staff are assigned to training sessions and have accepted the final invitation.

Reference Docs:	