

NAME: DEIDRE

Summer 2015 IA/EC Preference Form
This covers the period from Monday, May 18 through Friday, August 21, 2015.

Please EMAIL this form to David at mcdanie@illinois.edu before Wednesday, April 15 @ 4pm.

Summer Semester 2015 "Time Away" Plans

Please list the dates/days/times etc. that you know you will be away from the Center. Please include VACATIONS, CONFERENCES, SICK DAYS, JURY DUTY or any other circumstances that will take you out of the Center.

Vacation Requests Remaining:
Thursday May 21, 22, 23
August 13~~th~~ - 19

Initial Appointment / Emergency Coverage Conflicts

We offer IAs at 11:00 a.m., 1:00 p.m., 2:00 p.m. and 3:00 p.m. during the Summer Semester.
1-Hour Emergency Coverage shifts are at 8:00 a.m., Noon, and 4:00 p.m. every day.

Please indicate "impossible" shift times due to other activities, such as groups and meetings/committees. You do not need to list vacation/conferences again, since you have already listed them above.

Time Day of Week Activity or Meeting

3:00pm Tuesdays 8:00 Thursdays
- I/A SR Committee

E.C. Preferences

Please rank your preferences for E.C. shifts. We will try to take your preferences into account but we cannot guarantee they will be reflected in your schedule.

Times	Rank
8:00 a.m.	2
12:00 noon	3
4:00 p.m.	1