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| WEEK 1  (JAN 1ST-7TH) | COP PORTAL   * RENEW HOSTING * SET UP STREAMING SOFTWARE * CREATE VISITORS PAGE FOR COP * CREATE POST VIEW OPTION FOR MEMBERS AND VISITORS   LEGAL PORTAL   * ENSURE THE PORTAL IS FUNCTIONING * CHECK FOR ADDITIONAL FEATURES TO ADD |
| WEEK 2  (JAN 8TH TO 15TH) | IREPORT247   * UPLOAD VIDEOS ON THE SUPER USER * GET TEMPLATE FOR IREPORT WEBSITE   COP PORTAL   * ADD BIRTHDAY CARD SECTIONS * CREATE COP GROUPS PAGE   LEGAL PORTAL   * ENSURE THE PORTAL IS FUNCTIONING * CHECK FOR ADDITIONAL FEATURES TO ADD |