

All Hands Meeting

1. Adjective
2. Future Date
3. Project Name
4. Report Type
5. Government Organization
6. Project Name
7. Report Type
8. Government Organization
9. Project Event
10. Future Date
11. Project Name

All Hands Meeting

Personnel issues:

Please turn in your _____ Adjective _____ forms by _____ future date _____.

Project Status:

Project _____ Project Name _____ : we sent the _____ report type _____ to _____ government organization _____ and are waiting for a response.

Project _____ Project Name _____ : we sent the _____ report type _____ to _____ government organization _____ and they rescheduled the _____ project event _____ until _____ future date _____.

Project _____ Project Name _____ : no change

