Task 7: Timeline

Gretchen Gregor

Old Dominion University

- Date: March 29, 2017
- •Time: 12:00 pm
- •Email to Program Director depicting what I would need from her for my observation

- •Date: March 29, 2017
- Time: 6 pm to 8 am
- Place: Chesapeake Public Libray
- •Observing a two hour long CIT/Counselor training

Date: April 3, 2017

- Time: 2:00 pm
- Sent to Program Director reminding her I would be sending her an email with interview questions in it
- Additionally, thanked her for informing me of the last minute change to training schedule

- Date: April 5, 2017
- Time: 9:00 am
- Date for requested answers: April 11, 2017
- List of interview questions for Program Director
- Date: April 6, 2017 Time: 11:00 am
- Date of requested responses: April 11, 2017
- List of interview questions for a member of the 2017 Summer Collegiate Staff

Interview Email to

Reminder Email