**Morning**

- **Weekly Web Team Meeting**
  - Time: 8:30-10:00
  - Location: IS Conference Room 130

- **Student Interview**
  - Time: 10:00-11:00
  - Location: IS Resource Room 131

- **IM Sports Readers Upgrade Meeting**
  - Time: 10:00-11:00
  - Location: IS Conference Room 130

- **Sharepoint Test Setup Meeting**
  - Time: 10:30-12:00
  - Location: IS Training Room 115

- **IS Team Leader's Meeting**
  - Time: 11:00-12:00
  - Location: IS Conference Room 130

**Afternoon**

- **PCI Milestone II**
  - Time: 1:00-4:30
  - Location: IS Training Room 115

- **Weekly PMO Meeting**
  - Time: 1:30-2:30
  - Location: IS Conference Room 130

- **Weekly SIG Meeting**
  - Time: 3:00-4:00
  - Location: IS Resource Room 131

- **Student Interview**
  - Time: 3:00-4:00
  - Location: IS Conference Room 130

- **PM 2.0 Meeting #2**
  - Time: 4:10-4:55
  - Location: IS Conference Room 130

- **Student Interview**
  - Time: 4:15-5:00
  - Location: IS Resource Room 131

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**Help prevent virus spread!**

Remember to wash your hands and disinfect everything you use!

To help we have handed out PhoneKleen wipes to disinfect your office phone located in your mailbox!

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**Interested in joining MSU RHS Toastmasters club?**

They will be meeting on Friday, January 18 from 1 p.m. to 2:30 p.m. in W9 Holmes Hall in the new RHS Human Resources Training Room (located in the basement of West Holmes Hall).

**What is MSU RHS Toastmasters Club??**

Watch this [video](#) to find out more!