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The second major phase of moving to MS365 will be moving over al of the various file sharing, collaborative authoring, and other collaborations to the new platform. Our plan is to do this on a team by team (and in some places Service by Service) way so as to give you the most amount of hands-on support we can

Date/Week of	Team or Service	Team Lead	Notes and Expected Outcomes
Feb 6	Sysops/Web/LibPress	Scott	Scott to migrate Gdrive Sysops and LibPress files; have already moved standing sysops meeting into Systems calendar;
Feb 13	Support	Christine B	Support have 2 calendars -Support and Training Events; latter needs to be sdhared outside of group with other traning leads (Christine W) and ideally could be visible to all staff
Feb 20	Sitka	Christine B/Sharon	
Feb 27	Management	Scott	
Feb 27	Admin	?	
March 6	NNELS	Kris	
March 6	Licensing	Tami	
March 13	Board	Kevin Millsip	
March 13ff	All Staff	David, Scott, Sharon	

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