Index lockMathef lock	rev. Nov 5, 2015 Training Session Start Date:	6/2/18		completed							2018 S	MDP Bi	otech Ta	arget Dates
Under solutionUnder														
SectorSectorSectorNote <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th></th> <th>Р</th> <th>-</th> <th></th> <th>-</th> <th></th>										Р	-		-	
Burger	Outreach and Planning Committee:	Staff / Lead	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	-			
Description in the image of	Identify committee members SMDP Biotech O&P Committee conference call			ongoing		ongoing		ongoing		ongoing		ongoing		ongoing
Book Deck Deck <thdeck< th=""> Deck Deck <th< td=""><td></td><td></td><td></td><td></td><td>1/23/16</td><td></td><td>3/20/18</td><td></td><td>5/1/16</td><td></td><td>7/10/18</td><td></td><td>9/11/10</td><td></td></th<></thdeck<>					1/23/16		3/20/18		5/1/16		7/10/18		9/11/10	
Bodd matrix biological is a second state of the second state o	Session on committee page													
	Finalize Training Session agenda		104/11											
Cale Along Cale and Part of the set of	Scholars, Mentors & Speakers to Committee	E. Freeman						4/23/18						
such scatter6.box<	Follow up email thanking the committee (include Post-Program Report I)	E. Freeman								6/22/18				
such scatter6.box<	Scholar Selection Committee:													
Body and State Sta	Identify Selection committee members					2/23/18	2/2/10							
	Send overview of Scholar selection procedure													
media material balant saturditCCC								4/3/18						
AboveConstraints <td></td> <td>E. Freeman</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>4/10/18</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>1</td>		E. Freeman						4/10/18						1
Link of Proceed Program with and Process and Process of an analysis of the process of a set of														
Chan (Control of Particle Partial Particle Partia	Update SMDP Biotech Program website													
Date Soft PARCEPS Control PARCE C Person Display Display <t< td=""><td>Create a "Call for Applicants" flyer for</td><td></td><td>11/24/17</td><td>12/4/17</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></t<>	Create a "Call for Applicants" flyer for		11/24/17	12/4/17										
Seche Sub0C P NumC P Num <td></td>														
theref toronget basesD. SingeD.	Send the SMDP Biotech "Call for Applicants"													
North Right Status0. Single0. S	Identify incomplete Scholar application forms and send email notifications to candidates	D. Savage					3/16/18							
Biblic Address and relation D. Sample D. Sample <thd. sampl<="" td=""><td>Notify all SMDP Biotech Scholars of selection</td><td>D. Savage</td><td></td><td></td><td></td><td></td><td></td><td>4/5/18</td><td></td><td></td><td></td><td></td><td></td><td></td></thd.>	Notify all SMDP Biotech Scholars of selection	D. Savage						4/5/18						
Solution functional models E. Fuerent	Obtain bios and photos from SMDP Biotech	-						4/15/18						
PMR Seturation is any open plant D. Same Description State Description State Description State Description Description <thdescription< th=""> Description</thdescription<>	Send final Agenda and program materials to	E. Freeman							5/18/18					
SUPP BookSUPP Book <td>Add Scholar profiles to the SMDP Portal</td> <td></td>	Add Scholar profiles to the SMDP Portal													
Faults Should whether pairing E. Fersom E. Persom E. Person Perso		S. May												
Bend Biold? Block metrics E. Fromm E. Promo E. Promo E. Promo E. Promo E. Promo A171 E. Promo A171 E. Promo A171 A1711 A171 A171 A1		E. Freeman							5/27/18					
Send FaceF. remainF. remainC.C.C.A.230C.<														
Bits SMD Months E. Freeman Image: SMD Months														
Meters prived materials and webshef C. Martin C. Martin														
SMCP Body S. May S. May <td>Mentors for printed materials and websites</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>4/15/18</td> <td>5/18/18</td> <td></td> <td></td> <td></td> <td></td> <td></td>	Mentors for printed materials and websites							4/15/18	5/18/18					
space of sector F. Froman SAMUP Image of sector S. May Image of sector	SMDP Biotech Mentors orientation conference								0/10/10					
Develop lard grader mesh E. Ferenan orgong orgong <td></td>														
isentity accordim speakers S. May Original Original <thorigin< td=""><td></td><td>E. Freeman</td><td>11/4/17</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></thorigin<>		E. Freeman	11/4/17											
"Career Cooker" panel Introduction and and vierition and at tyme Easien Sector and Introduction and expension and sectors and sectors and construction and sectors and sectors and sectors and sectors and construction and sectors and sectors and sectors and sectors and sectors and construction and sectors and sectors and sectors and sectors and construction and sectors and sectors and sectors and sectors and construction and sectors and sectors and sectors and sectors and construction and sectors and sectors and sectors and sectors and construction and sectors and sectors and sectors and sectors and construction and sectors and sectors and sectors and sectors and construction and sectors and sectors and sectors and sectors and construction and sectors and sectors and sectors and sectors and sectors and construction and sectors and sectors and sectors and sectors and sectors and construction and sectors and sectors and sectors and sectors and sectors and construction and sectors				ongoing	ongoing	ongoing	ongoing	ongoing	ongoing					
"Generation and origination and origination and origination of the spectra origination origination origination or the spectra origination of the spectra origination or the spectra origination origination or the spectra origination orintedimentedination origination orintedimentation origina	"Career Choices" panel introduction	E. Freeman												
Obtain allow and brief all speakers E. Feernan Model F. Peernan Model Source years Source y	"Getting Hired" panel introduction and	E. Freeman												
Post-Program Regort 1) C Proteinant C Post-Program Regort 1) C <	Obtain slides and brief all speakers								5/22/18					
identity anception venue D. Savage D. Savage 22/18 Image of the second s		E. Freeman									6/22/18			1
identity anception venue D. Savage D. Savage 22/18 D. Sovage 319/18 D. Sovage S. May Invite source regresentatives to speak S. May D. Savage 4/3/18 D. Savage D. Sa	Celebration of Mentoring & Diversity													
Invite spread-regresentatives to speak S. May Model 4/3/18 Model Model Post event on all weaking and solution is the intermediation of the variable of the var	Identify a reception venue					2/2/18								
Send taking points to all speakers S. May Addition <		S. May					3/19/18	4/3/18						
Invite guests E. Freeman E. Freeman Solution Solution <td>Post event on all websites and send to lists</td> <td>E. Freeman S. May</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>4/18/18 4/28/18</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>	Post event on all websites and send to lists	E. Freeman S. May						4/18/18 4/28/18						
Mentor of the Year & Scholar of the Year Image: Comparison of the Year & Scholar of the Year Area of the Year Area of all websites and send it. Image: Comparison of the Year & Scholar of the Year Area of the Year Area of all websites and send it. Image: Comparison of the Year & Scholar of the Year Area of the Year Area of the Year Area of all websites and send it. Image: Comparison of the Year Area of the	Invite guests	E. Freeman							5/3/18					
Post the SMDP Wantor of the Year & Scholar to (CPD cmail lists E. Freeman 12/4/17 34/18		E. Freeman							5/16/16					
In CPD email lists Image: Constraints Image:	Post the SMDP "Mentor of the Year" & "Scholar													
SMDP Award nominations end E. Freeman Mole Solution Solut				12/4/17										
Notify SMDP Award recipients E. Freeman Image: Control of the state of the sta	SMDP Award nominations end		-			Į –	3/4/18		5/3/18					
Logistics:Image: Control of the second s	Notify SMDP Award recipients	E. Freeman							5/8/18					
Secure a hotel room block D. Savage 22/18 Image: Completed		E. ⊢reeman							5/13/18					
Becure meeting space for the training session D. Savage completed completed <thcd> c</thcd>		D. Savage				2/2/18								
Arrange staff travel D. Savage 3/9/18 Image Image Obtain BIO Conference codes D. Savage 3/29/18 Image Image Arrange ground transportation for participants D. Savage 4/3/18 Image Confirm travel for all Scholars D. Savage 4/3/18 Image Design training session materials including training sides, handouts, sign in sheets, evaluation forms, photo releases E. Freeman 5/13/18 Image Print training session materials including training sides, handouts, sign in sheets, evaluation forms, photo releases D. Savage Image Image Print training session materials including training sides, handouts, sign in sheets, evaluation forms, photo releases D. Savage Image Image Print training session materials including training sides, handouts, sign in sheets, evaluation forepose which include D. Savage Image Image Print training session materials including training sides, handouts, sign in sheets, evaluation forepose which include D. Savage Image Image Design sponsor recognition sides E. Freeman Image Image Image Image Print are badges for the SMDP Scholars, SMDP Mentors, ICPD Staff, Sponsor Representatives, Speakers, and Guests D. Savage Image Image Image Print 2 SMDP Biotech training session E. Freeman Image	Secure meeting space for the training session	D. Savage					3/0/19							
Arrange ground transportation for participants D. Savage 4/3/18 Image: Confirm travel for all Scholars D. Savage Design training session materials including training sides, handouts, sign in sheets, evaluation forms, photo releases E. Freeman 5/19/18 Image: Confirm travel for all Scholars Design training session materials including training sides, handouts, sign in sheets, evaluation forms, photo releases D. Savage Image: Confirm travel for all Scholars S/19/18 Image: Confirm travel for all Scholars Design sponsor recognition sides E. Freeman S/19/18 Image: Confirm travel for all Scholars Image: Confirm travel for all Scholars Print name badges for the SMDP Scholars, SMDP Mentors, ICPD Scholars, SMDP Mentors, ICPD Staff, Sponsor Representatives, Speakers, and Guests D. Savage Image: Confirm travel for all Scholars Image: Confirm travel for all Scholars Print 2 SMDP Biotech training session E. Freeman Image: Confirm travel for all Scholars Image: Confirm travel for all Scholars Image: Confirm travel for all Scholars Print 2 SMDP Biotech Sponsor posters: E. Freeman Image: Confirm travel for all Scholars Image: Confirm travel for all Scholars Image: Confirm travel for all Scholars Print 2 SMDP Biotech Sponsor posters: E. Freeman Image: Confirm travel for all Scholar<	Arrange staff travel	D. Savage					3/9/18							
Design training session materials including training sildes, handouts, sign in sheets, evaluation forms, photo releases E. Freeman 5/13/18 Image: Constraint of the set of the se	Arrange ground transportation for participants	D. Savage					3/29/18	4/3/18						
training sildes, handouts, sign in sheets, evaluation forms, photo releases Print training session materials including training sides, handouts, sign in sheets, evaluation forms, photo releases Design sponsor recognition sildes Expense Reimbursement Forms and SMDP Portal instructions Print area badges for the SMDP Scholars, SMDP Mentors, ICPD Staff, Sponsor Representatives, Speakers, and Guests attending the SMDP Blotech training session Design Sponsor posters: 24*w x 36*h mounted on cork board, matte finish. Process Scholar, Mentor and staff expense E Freeman Design Sponsor posters: 24*w x 36*h mounted on cork board, matte finish. Process Scholar, Mentor and staff expense E Freeman Design Sponsor posters: 24*w x 36*h mounted on cork board, matte finish. Process Scholar, Mentor and staff expense E Freeman Design Sponsor posters: 24*w x 36*h mounted on cork board, matte finish. Process Scholar, Mentor and staff expense E Freeman Design Sponsor posters: 24*w x 36*h mounted on cork board, matte finish. Process Scholar, Mentor and staff expense E Freeman Design Sponsor posters: 24*w x 36*h mounted on cork board, matte finish. Process Scholar, Staff expense E Freeman Design Sponsor posters: 24*w x 36*h mounted on cork board, matte finish. Process Scholar, Mentor and staff expense E Freeman Design Sponsor posters: 24*w x 36*h mounted on cork board, matte finish. Process Scholar, Mentor and staff expense E Freeman Design Sponsor posters: 24*w x Design Sponsor posters: 24		D. Savage						4/15/18						
Print training session materials including training sildes, sing in sheets, evaluation forms, photo releases D. Savage D. Savage S/19/18 Model Design sponsor recognition sildes E. Freeman 5/19/18 Arrange for patricipant envelopes which include Expense Reimbursement Forms and SMDP Portal instructions D. Savage 5/19/18 Print name badges for the SMDP Scholars, SMDP Mentors, ICPD Staff, Sponsor Representatives, Speakers, and Guests D. Savage Design ponsor posters E. Freeman Print name badges for the SMDP Scholars, SMDP Mentors, ICPD Staff, Sponsor Representatives, Speakers, and Guests D. Savage Design Sponsor posters E. Freeman Print 2 SMDP Biotech Training session Design Sponsor posters: 24*w x 36*h nounted on cork board, matte finish. D. Savage Process Scholar, Mentor and staff expense E. Freeman	training slides, handouts, sign in sheets, evaluation forms, photo releases	E. Freeman							5/13/18					
Design sponsor recognition sildes E. Freeman 5/19/18 6 Arrange for patricipant envelopes which include Expense Reimbursement Forms and SMDP Portal instructions D. Savage 5/19/18 6 6 Portal instructions D. Savage D. Savage 5/19/18 6 6 Print arms badges for the SMDP Scholars, SMDP Mentors, ICPD Staff, Sponsor Representatives, Speakers, and Guests D. Savage 5/19/18 6 6 Design Sponsor posters E. Freeman 6 5/23/18 6 6 Print 2 SMDP Blotech Sponsor posters: 24*w x 36*h mounted on cork board, matte finish. D. Savage 5/29/18 6 6 Process Scholar, Mentor and staff expense E. Freeman 6 6/23/18 6 6	Print training session materials including training slides, handouts, sign in sheets,	D. Savage							5/19/18					
Expense Reimbursement Forms and SMDP D. Savage D. Savage 5/19/18 D. Savage Print name badges for the SMDP Scholars, SMDP Mentors, ICPD Staff, Sponsor D. Savage D. Savage 5/19/18 D. Savage Print name badges for the SMDP Scholars, SMDP Mentors, ICPD Staff, Sponsor D. Savage D. Savage 5/19/18 D. Savage Design Sponsor posters E. Freeman 5/23/18 D. Savage Size Size D. Savage Print 2 SMDP Biotech Sponsor posters: 24*w X 36*h mounted on cork board, matte finish. D. Savage Size Size Size Size D. Savage Process Scholar, Mentor and staff expense E. Freeman E. Freeman Size Size D. Savage	Design sponsor recognition slides	E. Freeman							5/19/18					
SMDP Mentors, ICPD Staff, Sponsor D. Savage D. Savage 5/19/18 Representatives, Spakers, and Guests E. Freeman 5/23/18 Design Sponsor posters: 24*w X 36*h mounted on cork board, matte finish. D. Savage 5/29/18 Process Scholar, Mentor and staff expense E. Freeman 5/29/18	Expense Reimbursement Forms and SMDP Portal instructions	D. Savage							5/19/18					
Design Sponsor posters E. Freeman 5/23/18 Print 2 SMDP Biotech Sponsor posters: 24"w x 36"h mounted on cork board, matte finish D. Savage Process Scholar, Mentor and staff expense E Freeman Freess Scholar, Mentor and staff expense E Freeman	SMDP Mentors, ICPD Staff, Sponsor Representatives, Speakers, and Guests	D. Savage							5/19/18					l
36 ^o h mounted on cork board, matte finish D. Savage Sizer io Process Scholar, Mentor and staff expense E Freeman 6/23/18	Design Sponsor posters													
neimbursements Orizonal Orizonal Image: Construction of the second seco	36"h mounted on cork board, matte finish Process Scholar, Mentor and staff expense	-							5/29/18	6/23/18				
	reimbursements	C. i rooilidii								3,20,10				