

September 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
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2	3	4	5	6	7	8
9	10	11	12 The Audacity of Grace: How to Keep Spiritually Fit (A Series) (12:00 p.m. – 1:00 p.m.)	13 Making Accessible Word Documents and PDF's (2:00 p.m. – 4:00 p.m.)	14 -Jesuit Residence Tour (10:00 a.m. – 11:00 a.m.) -Qualtrics 101: Introduction to Qualtrics Online Survey Software (1:00 p.m. – 2:30 p.m.) -SharePoint Online for Site Owners (1:30 p.m. – 3:30 p.m.)	15
16	17 The Commons Tour (12:00 p.m. – 1:00 p.m.)	18 Microsoft Teams (9:30 a.m. – 11:00 a.m.)	19 Alignment with Purpose (12:00 p.m. – 1:00 p.m.)	20 OneDrive for Business and SharePoint Online (1:00 p.m. – 2:00 p.m.)	21	22
23	24	25 -Change is Inevitable (10:00 a.m. – 11:30 a.m.) -Microsoft Planner (1:00 p.m. – 2:00 p.m.)	26	27 -Intro to iPad (11:00 a.m. – 12:00 p.m.) -The Commons Tour (12:00 p.m. – 1:00 p.m.)	28	29
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October 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 -Essential Oils for Your Immunity (12:00 p.m. – 1:00 p.m.) -SharePoint Online for Site Users (1:00 p.m. – 2:30 p.m.)	3	4 Intro to iPhone (11:00 a.m. – 12:00 p.m.)	5	6
7	8	9	10	11 -The Audacity of Grace: How to Keep Spiritually Fit (A Series) (12:00 p.m. – 1:00 p.m.) -Is Grad School in Your Future? (12:00 p.m. – 1:00 p.m.)	12	13
14	15	16	17 -Talking Trash: Tips for Reducing, Reusing, and Recycling (12:00 p.m. – 1:00 p.m.) -Jesuit Residence Tour (1:00 p.m. – 2:00 p.m.)	18 -Making Accessible Word Documents and PDF's (9:30 a.m. – 11:30 a.m.) -Overview of Employee Assistance Program (12:00 p.m. – 12:30 p.m.) -Understanding and Counteracting Implicit Bias (1:30 p.m. – 2:45 p.m.)	19	20
21	22	23	24 -Professional Growth: Taking Accountability for Your Development (10:00 a.m. – 11:30 a.m.) -Attempts at a Unified Theory (11:00a.m. – 12:00 p.m.) -Skype for Business Essentials (3:15 – 4:45 p.m.)	25	26	27
28	29	30	31 OneNote Essentials (1:00 p.m. – 2:30 p.m.)			

November 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Intro to Samsung Galaxy Phone (11:00 a.m. – 12:00 p.m.)	2 Marquette’s Hispanic-Serving Institution Initiative (11:00 a.m. – 11:30 a.m.)	3
4	5	6 Is Your Network NOT Working? (12:00 p.m. – 1:00 p.m.)	7 -The Audacity of Grace: How to Keep Spiritually Fit (A Series) (12:00 p.m. – 1:00 p.m.) -Making Accessible Word Documents and PDF’s (1:00 p.m. – 3:00 p.m.)	8 Excel Essentials (10:00 a.m. – 11:30 a.m.)	9	10
11	12 Jesuit Residence Tour (10:00 a.m. – 11:00 a.m.)	13 Design Professional PowerPoints (9:30 a.m. – 11:30 a.m.)	14 The Anatomy of Health (12:00 p.m. – 1:00 p.m.)	15	16	17
18	19 Microsoft Excel: Get/Transform Data and Analyze Large Data Sets (1:00 p.m. – 3:00 p.m.)	20	21	22	23	24
25	26	27	28 Microsoft Word Tips and Tricks (9:30 a.m. – 11:30 a.m.)	29 Al McGuire Center Tour (12:00 p.m. – 1:00 p.m.)	30	

December 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
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2	3	4 -Tips & Tricks for Navigating Tableau Reports (10:00 a.m. – 11:30 a.m.) -Microsoft Outlook and Outlook on the Web (1:00 p.m. – 2:30 p.m.)	5 The Audacity of Grace: How to Keep Spiritually Fit (12:00 p.m. – 1:00 p.m.)	6	7 Supervising Students (9:00 a.m. – 12:00 p.m.)	8
9	10	11	12	13 What's Your Work Style Preference? (10:00 a.m. – 11:30 a.m.)	14	15
16	17	18	19 Church of Gesu Tour (12:30 p.m. – 1:30 p.m.)	20	21	22
23	24	25	26	27	28	29
30	31					