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| --- | --- | --- | --- | --- | --- | --- |
| **Learning Needs** | **Goals** | **Learning Activities and Due Dates** | **Activity and Due Date** | **Contact Hours** | **Evaluation** | **Supporting Material in eportfolio** |
| Committee work | Volunteer to serve on a unit committee | Develop a list of current and upcoming committees(due 10/31/12)**(new due date 12/31/12)** | Present list to be reviewed by unit manager(due 10/31/12)**(new due date 12/31/12)** |  | Improved awareness of unit committees | List of committees |
|  |  | Serve on one unit committee(join by 12/31/12)**(new due date: join by 03/31/12)** | Committee member(by 12/31/12)**(new due date****03/31/12)** |  | Continuing committee member | Committee minutes; summary report |

**Due to starting a new job and still being on orientation in the work place on 10/31/12, I have adjusted**

**the due dates for this learning need to accommodate for this change.**