e-mail sent on 12/16/2013 11:25 AM

Subject: Conference Call on Jan. 21, 1:30 to 3:00 pm, Cert in Teaching and Learning Course

To:

Debra Andres;

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Janice Jones;

Pamela Tisinger;

Julie Traxson;

Melinda Young;

Cc:

Stacey Warner;

Marie Blythe;

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Doris Merrill;

The Conference Call to talk about the Certificate in Teaching and Learning online course has been scheduled for:

Tuesday, January 21 1:30 to 3:00 p.m.

The dial-in number is: 866-620-7326 The conference code is: 2854392112

An e-mail will be coming to you this week with more information about how to access the course materials and get registered for the course.

Thanks again for your help scheduling this important 1st conference call!

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