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| ***July 14*** | *Fall semester registration opens* |
| **August** |  |
| 5 | 21 Days of Prayer begins Groups webpage remains Lead a Group, Directory opens date also included  Select Groups kick-off date |
| 14 | Email to past leaders – time to register! Social media – time to register your Fall Group! |
| 25 | Leadership Training, FN, WH, PB - 9; STOL – 9:30; WT – 12:30  21 Days of Prayer Ends Social media – point to Lead a Group & time to register your Fall Group! |
| 29 | Groups webpage updated to Join a Group |
| Sept |  |
| 31/1 | Directory opens Social media – directory is now open; still time to register (Lead a Group/Join a Group) |
| 1 | Leadership Training, FN, WH, PB - 9; STOL – 9:30; WT – 12:30 |
| 5 | Reminder email to past leaders – not too late to register |
|  | Social media – Lead a Group/Join a Group |
| 8 | Leadership Training, FN, WH, PB - 9; STOL – 9:30; WT – 12:30 |
| Week of 9 | Social media – leadership training and directory is now open (Lead a Group and Join a Group) |
| 14/15 | Fall Semester Group Launches (Join a Group) |
| 15 | Leadership Training, FN, WH, PB - 9; STOL – 9:30; WT – 12:30 |
| 16 | Weekly email attendance begins (1X day of and 1 reminder if they do not take attendance) |
| 17 | Welcome email to Groups leaders from Campus pastors (include Rock training link reminders\*) |
| 24 | Weekly coaches updates begin – point to Group leader site |
| 29 | Leadership Training, FN, WH, PB - 9; STOL – 9:30; WT – 12:30  Coaches assignments due in Rock; delete Groups not meeting Group Registration Closes - Delete Groups that didn’t launch |
| **Oct** |  |
| 9 | Email to Group leaders about attendance and Next Steps Social media – highlight HUB event and/or Groups |
| 27 | Leadership Training, FN, WH, PB - 9; STOL – 9:30; WT – 12:30 |
| **Nov** |  |
| 7 | Email to Group leaders about next steps survey |
| 24 | Leadership Training, FN, WH, PB - 9; STOL – 9:30; WT – 12:30 |
| 28 | Follow-up to insure Next Steps Surveys emailed |
| **Dec** |  |
| 1 | Directory closes  Webpage is Lead a Group for next semester – Directory open date for winter |
| 12 | Reminder to register for next semester to Group leaders |
| 14/15 | Fall Semester Ends - turn off attendance reminders  Close all Groups in Rock (except CR and PMM Groups)  Next Steps Surveys Due |
| 16 | Registration for Winter Begins Webpage to Lead a Group |
| 29 | No Group leader training |

\*Cheat sheet also provided once produced