<table>
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<th>Course:</th>
<th>SuiteWeek</th>
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| **Class Dates and Times:** | Monday May 13, 2024 – Friday May 17, 2024  
Monday – Fri 10:00 AM to 4:00 PM Central Daylight Time |
| **Language**            | This class will be taught in English.   |
| **Pre-Class Check-in Session** | It is mandatory that each attendee join a pre-class check-in session, to ensure you are fully prepared for your class. In the session your class facilitators will:  
• Explain how the class will be structured  
• Review Zoom features that will be used for the class delivery  
• Ensure that you have access to all the resources and tools you will need for the class  
• Answer any questions you may have about the pre-work |
| **Zoom Invitation**     | Watch your inbox for Zoom invitations:  
• Check-In session invitation will be sent approximately two weeks before class  
• Class invitation will be sent after Check-in session |