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PCA Board of Directors Meetings

Pennsylvania Counseling Association (PCA)

8-5-2005

2005-08-05 PCA Newsletter Timeline 2005-2006

Pennsylvania Counseling Association

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PCA Newsletter Timeline 2005-2006

Timetable Newsletter 1

Date (tentative dates)	Activity
August Week 1	Strategic Planning/Exec Board Meeting
August Week 2	Call for Articles
August Week 4	Reminder 1 for article submission
September 2	Articles due to Newsletter Editor
September 9	Newsletter Draft 1 sent for review
September 16	Newsletter Draft review resubmitted to Editor for completion
September 23	Final Draft submitted for Review
September 30	Final Draft approval date
October 3	Newsletter sent to print
October 10	Receive newsletters from printer
October 14	Mail newsletter to PCA members

Timetable Newsletter 2

Date (tentative dates)	Activity
January Week 2	Call for Articles
January Week 4	Reminder 1 for article submission
February 3	Articles due to Newsletter Editor
February 17	Newsletter Draft 1 sent for review
February 24	Newsletter Draft review resubmitted to Editor for completion
March 2	Final Draft submitted for Review
March 10	Final Draft approval date
March 13	Newsletter sent to print
March 20	Receive newsletters from printer
March 24	Mail newsletter to PCA members

Timetable Newsletter 3

Date (tentative dates)	Activity
April Week 2	Call for Articles
April Week 4	Reminder 1 for article submission
May 5	Articles due to Newsletter Editor
May 19	Newsletter Draft 1 sent for review
May 26	Newsletter Draft review resubmitted to Editor for completion
June 2	Final Draft submitted for Review
June 5	Newsletter sent to print
June 12	Receive newsletters from printer
June 16	Mail newsletter to PCA members