



# Student Union Assembly Officer Report

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## I. Notable Work

- A. Spent two hours completing the email sorting algorithm and put it into use to sort the approx 1,000 emails remaining in the president's account. Flagged the few remaining emails according to contents, relevancy, and necessary action.
- B. Edited the WCMS system's HTML markup to allow these reports to be accessible online.
- C. Answered several responses to the presidential welcome email and flagged all new issues raised for future planning.

## II. Other notes:

- A. Spent much of the day on academics to maintain high marks.

Productivity Rating: 4 / 5