NAIT Project Calendar

Tasks	January	February	March	April	May	June	July	August	September	October	November	December
Convention Proposals	end Solicit	Begin Review		Notice Pairs						Convention	Topics	Start to Solicit
Convention Planning (Special Sessions)		Commit & Assign	Detailing content, costs & presenters			Final Details of program		Logistics: Capacity, AV, Elec,Materials			Brainstorming & Solicitation	
Convention Selected Papers				Notice of Eligibility	Solicitation	Dead-line	Review	Notice	Best Paper Process	Convention		
Convention Program Documents					Submit Program descriptions and long "highlights" (7/1)			Corrections for final program (9/15)				
IT Insider	Assign Articles	Submit (3/1)			Assign Articles	Submit (7/1)				Assign Articles	Submit (12/1)	
Elections & Appointments		Start Candidate Solicitation			Selection of Nominees		Ballot Names & Bios (8/15)		Elections	Take office	Fill open seats by Appointment	
Awards		Award Solicitations			Award Selection & Notice to awardees, nominees not selected, nominators			Plaque data to NAIT (9/15)		Convention - Awards given		Awards posted
Executive Board												
Executive Board Chair												