* Please note that Cassie was out of office on 23rd November.
* Cassie attended the Long First Year Workshop on 27th November.
* All of Cassie’s hours were accounted for.

|  |  |
| --- | --- |
| **Category** | **Time spent in hours** |
| Office times | 23 |
| Union meetings | 4 |
| Social media | 0.5 |
| GOATing | 14 |
| University meetings | 8.5 |
| Training/Conferences | 1.5 |
| **Total number of accounted hours** | **51.5** |