

Time Commitment Scheduling Form

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| Period: | From yyyy/mm/dd to yyyy/mm/dd | |
| Person 1: | Subject: A description of what will be discussed. | |
| | Estimated Duration: | # hours |
| | Proposed times: | Yyyy/mm/dd hh:mm Yyyy/mm/dd hh:mm |
| | Next Subject: A description of a second topic with this person. | |
| | Estimated Duration: | # hours |
| | Proposed times: | Yyyy/mm/dd hh:mm Yyyy/mm/dd hh:mm |
| Person 2: | Subject: A description of what will be discussed. | |
| | Estimated Duration: | # hours |
| | Proposed times: | Yyyy/mm/dd hh:mm Yyyy/mm/dd hh:mm |