

Sat April 29, 2017 5:30pm

Hello Y'All,

If your project is NOT on this list, EMAIL me ASAP. (but triple check to make sure it is not on there before getting in touch with me.)

When emailing to me, put on the subject **your name** (the #1 team member name) and CC **EVERYONE** in your team, including your **faculty advisor(s)**.

2017 SPS

(email me to ask for this link because I don't want the whole world to access the list...lol)

Click on the above shared google doc to **COMPLETE THE FOLLOWING 4 STEPS BY MONDAY, MAY 1st, 8 AM.**

1. **Proofread, proofread, and proofread.** There are a lot of 'foreign' characters embedded in your title, name, and abstract. Please correct it.
2. Fill in the missing info highlighted in **yellow**
3. **UNDERGRADUATE** students, please fill out the **expected date of graduation and if your project is a 'solo'/'individual' project or not.**
4. **Once you completed the above steps, highlight your name in purple, COPY & PASTE your row AND email to me (same email format as noted above).**

Since everyone can edit the shared google doc, I am afraid someone might mess up and delete the list. Therefore it is **crucial for you to complete ALL 4 steps listed above.**

Check <http://www.sfsu.edu/~science/sps.html> often for updates and notification of emails - just in case my email to you goes in your spam box.

Please **do NOT call me. EMAIL is the best way to get in touch with me.**

Have a nice Saturday evening and Sunday!

Lannie