

<i>Required</i>		<i>Required</i>	<i>Required</i>	<i>Optional for One-time events</i>	<i>Required</i>
EVENT NAME		EVENT TYPE	EVENT START DATE	EVENT END DATE	FREQUENCY TYPE
Project Launch		Project Launches	01-Jan-2016		One-time
Initial Product Scope		Planning	02-Jan-2016	13-Jan-2016	Daily
Weekly Internal updates		Internal Meetings	15-Jan-2016	30-Jun-2016	Weekly
Weekly Status Meetings		Stakeholder Meetings	15-Jan-2016	30-Jun-2016	Weekly
Monthly Meeting Series		Monthly Business Reviews	01-Feb-2016	01-Jul-2016	Nth Busn Day of Mth
Break Day		Holidays	07-Jan-2016	01-Jul-2016	Last Wkday of Mth
Mid-Point Update		Project Milestones	18-Apr-2016		One-time
Freeze		Freeze	21-Jun-2016	28-Jun-2016	Daily
Project Completion		Project Milestones	07-Jul-2016		One-time
Customer Interaction Events		Customer Events	11-Jul-2016	31-Aug-2016	Every Nth Busn day