

DAILY PLANET

ALL THE NEWS THAT FITS

Tuesday, Jan. 4

2000

'Essentials of Biology' class Jan. 12-13 at Marshall

"Essentials of Biology" is being taught in two parts Jan. 12-13 in Morris Auditorium. Part I will be taught twice on Jan. 12; Part II will be taught twice on Jan. 13. Class times both days are 8:30 a.m.-noon and 1-4:30 p.m. Marshall employees and contractors are encouraged to attend. The course provides an increased understanding of biology's role in tomorrow's world.

**NASA Fellowship
Program
applications due
Friday. Call
544-7527**

**Marshall Assoc.
breakfast
7:30 a.m. Thurs.,
Bldg. 4203
cafeteria**

Course teaches how to 'Write in Plain English' Jan. 18-19

The "Write in Plain English" course is being offered from 8:30 a.m.-4:30 p.m. Jan. 18-19 in Bldg. 4200, room G-21. The course focuses on enhancing your ability to produce effective documents. Civil service employees should register via AdminSTAR. For more information, call Vanessa Suggs at 544-7527 or Stephanie Elliott at 544-7553.

Engineering Systems Dept. retirees to be honored Jan. 12

The Engineering Systems Department will hold a retirement party at 9:30 a.m. Jan. 12 in Bldg. 4203, room 1201. Honorees are Gabriel R. Wallace, Glen D. Ritter, Robert G. Zagrodzky, James R. Bishop and Sandra G. Henderson.

**New employee
orientation 8 a.m.-
4:30 p.m., Jan. 12-
14, Huntsville
Marriott**