

Date	Time	Topic
Friday, August 22, 2025	2:00 PM - 2:30 PM	DESCRIPTIVE WRITING INTRODUCTION
Monday, August 25, 2025	2:00 PM - 2:30 PM	DESCRIPTIVE WRITING - EMAIL WRITING
Tuesday, August 26, 2025	2:00 PM - 2:30 PM	DESCRIPTIVE WRITING - EMAIL WRITING
Wednesday, August 27, 2025	2:00 PM - 2:30 PM	DESCRIPTIVE WRITING - EMAIL WRITING,LIVE PRACTICE
Monday, September 1, 2025	2:00 PM - 2:30 PM	DESCRIPTIVE WRITING - EMAIL WRITING SUBMISSION ANALYSIS
Tuesday, September 2, 2025	2:00 PM - 2:30 PM	DESCRIPTIVE WRITING - SITUATIONAL ANALYSIS BASICS
Monday, September 8, 2025	2:00 PM - 2:30 PM	DESCRIPTIVE WRITING - LIVE PRACTICE - SITUATIONAL ANALYSIS
Tuesday, September 9, 2025	2:00 PM - 2:30 PM	DESCRIPTIVE WRITING - SITUATIONAL ANALYSIS SUBMISSION
Wednesday, September 10, 2025	2:00 PM - 2:30 PM	DESCRIPTIVE WRITING -
Thursday, September 11, 2025	2:00 PM - 2:30 PM	DESCRIPTIVE WRITING - RC/PRECIS
Friday, September 12, 2025	2:00 PM - 2:30 PM	DESCRIPTIVE WRITING - 10
Monday, September 15, 2025	2:00 PM - 2:30 PM	DESCRIPTIVE WRITING - 11
Tuesday, September 16, 2025	2:00 PM - 2:30 PM	DESCRIPTIVE WRITING - 12
Wednesday, September 17, 2025	2:00 PM - 2:30 PM	DESCRIPTIVE WRITING - 13
Thursday, September 18, 2025	2:00 PM - 2:30 PM	DESCRIPTIVE WRITING - 14
Friday, September 19, 2025	2:00 PM - 2:30 PM	DESCRIPTIVE WRITING - 15