What is your preferred way to receive communication regarding work matters that will also make communication easier and more timely? Key: 1 for 1st choice, 2 for second choice, 3 for third, etc

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Office phone | Email  | Cell phone | Text | Note on desk | Note in box | Other? |
| Sue | 7-7461 x | X | X | X | X | No |  |
| Marla | 7-2043x | X | X | X | X | x |  |
| Miriam | Top choice | 4 | ok | Next top choice | 5 |  |  |
| Ryan | 4 | 2 | 3 | 1 | 5 | 6 |  |
| Molly | 5 | 2 | 3 | 1 | 4 | NA |  |
| Amy |  | 4 | Next top choice | Top choice | 3 |  |  |
| Ashlyn |  | 3 | Next top choice | Top Choice | 4 |  |  |
| Bess |  | 2nd |  | 1st |  |  |  |
| Cathy | 4 | 6 | Next top choice | Top choice | 3 | 5 |  |
| Curt | 143 | 3 |  | Top choice | Next top choice | 1794 |  |
| Denise |  |  |  |  |  |  |  |
| Emma |  |  | Next top choice | Top choice | 3 | 4 |  |
| Heather |  | X | X | x |  |  |  |
| Kevin | No | X | X | X | X  | no |  |
| Kirany  | n/a | 3 | Next top choice | Top choice | 4 | 5 |  |
| Jacque |  |  | X | X | X | Not so much |  |
| Jacqueline |  |  | Top choice |  |  | Next top choice |  |
|  | Office phone | Email  | Cell phone | Text | Note on desk | Note in box | Other? |
| Jake |  | Next top choice | 3 | Top choice |  |  |  |
| Jamie | 3 | 6 | Next top choice | Top choice | 4 | 5 |  |
| Janel | X | X | X | X | X | no |  |
| Jeanie |  |  |  |  |  |  |  |
| Jen |  |  |  |  |  |  |  |
| Lindsey |  | X | X | X | x |  |  |
| Lisa | n/a | 1 | 2 | 3 | Not now | Not now |  |
| Megan |  |  |  |  |  |  |  |
| Rachel | n/a | Next top choice | 3 | Top choice | 4 | 5 |  |
| Samantha | n/a | Next top choice | 3 | Top choice | 4 | 5 |  |
| Sean |  | 5 | Next top choice | Top choice | 3 | 4 |  |
| Shawna |  | 5 | Next top choice | Top choice | 3 | 4 |  |
| London Van Leeuwen |  |  |  |  |  |  |  |
| Abbey Mendenhal |  |  |  |  |  |  |  |
| Kait Bennington |  |  |  |  |  |  |  |
| McKenna Voorhees |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |