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**From:** jeffrey E. <jeevacation@gmail.com>  
**Sent:** Friday, January 12, 2018 11:00 AM  
**To:** Karyna Shuliak  
**Subject:** Re:

sorry, you are right. too many people asking me to do too many things all at the same time. A0 part of the issue is how to manage everyone

On Fri, Jan 12, 2018 at 12:56 AM, Karyna Shuliak <[REDACTED]> >

It would be helpful if you could please include me in your travel schedule messages. People are asking me questions about baggage, boxes for the trip, food... but I can not give them any guidance, because seems like I am the only one who is unaware of your plans. [REDACTED] said she is going with you, which I did not know about. C2 Do I need to teach her about your bags, hotel protocols, necessary phone numbers, Harvard trip routine, etc.? She has been spending a lot of time with us recently, but I have no understanding of what her responsibilities are besides some basic errands and massage, if any. And if there aren't any it is totally fine, I just would like to know. I am not sure if she knows either. Otherwise it feels like the usual pattern, when a new person coming in, sitting around having nothing to do and having no guidance from anyone...

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C2 please note

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