PennCalc Publishing Company creates and distributes top notch mathematics and science textbooks worldwide. There are ten editors. These ten editors have a standard meeting time during the first Friday of every month and have divided themselves into seven committees to meet later in the day to discuss specific topics of interest.

Advertising	**Securing Reviewers**	**Potential Author Outreach**
Wanda	Wanda	James
James	Ruth	Donna
Ruth	Thomas	Michael
	Donna	Edith
Financial	**Used Copy/New Editions**	**Market Research**
Thomas	James	Marcus
Edith	Michael	Marcia
Marcus	Edith	Rufus
Marcia		
Sales Representatives		
Wanda		
Ruth		
Marcia		
Rufus		

The day breaks down like this:

8 am – 11 am - general staff meeting.

11 am – Noon – Lunch

Noon – 1:25 pm – Committee Meetings

1:35 pm - 3:00 pm – Committee Meetings

3:10 pm – 4:35 pm – Committee Meetings

4:45 pm – 5:00 pm – General Meeting

Design an afternoon schedule to so that no single editor is double-booked.