

## Your Company

123 Your Street

Your City, ST 12345

(123) 456-7890

Welcome to **Company Name**

We’re so glad to have you join the team! This guide is meant to provide team specific information to help you get off to a great and productive start.

[**WHO WE ARE**](#_iqagloszsy22) **1**

[Our mission](#_uhne1lcoyfkq) 1

[The team](#_ndzpmv300vwx) 1

[**PRODUCT & PROCESS**](#_c5rpsdy8g2ak) **2**

[Project Process](#_xi2np1ocu1h5) 2

[Weekly Meetings](#_kb4m3fnuara) 2

[**ONBOARDING TASKLIST**](#_x5u0l8hx0kbh) **2**

[Week 1](#_jltys38rhgql) 2

[Week 2](#_3vm19g16qm7v) 2

[**RESOURCES**](#_i1tpq79if8d) **2**

[Mailing lists](#_ayk4vet9v6jp) 2

[Glossary of terms](#_3fg7k4srhys9) 2

# WHO WE ARE

## Our mission

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## The team

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| **Get to know your team and explore the office! Here are some fun activities you can schedule with your teammates to get to know them better.** |

# PRODUCT & PROCESS

## Project Process

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## Weekly Meetings

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# ONBOARDING TASKLIST

## Week 1

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## Week 2

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# RESOURCES

## Mailing lists

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## Glossary of terms

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