



Dear Jane,

Congratulations on an outstanding presentation at our annual Administrative Professionals Conference.

Your presentation, "Bury Me With My Pearls," was extremely well received by the 750-member audience, who enthusiastically applauded you with a standing ovation. It was no surprise that you received an overall score of 4 (highest score possible) on the participants' evaluations. Many of the participants described your presentation as "excellent, awesome, and inspirational!"

Thank you for delivering such a meaningful and inspiring presentation. You are truly a delight to work with.

On behalf of the college, we look forward to the opportunity to work with you again in the future.

Best regards,

A handwritten signature in cursive script that reads "Donna Lawrence".

Donna W. Lawrence

Continuing Education Program Director