

**JAIME ESCOBEDO
WPO 0011
ROCK, HILL SC 29733
WORK (803) 366-4660 HOME (803) 323-3967**

April 13, 1997

Ms. Maria McIsaac
City Executive
First Union National Bank
115 East Main Street
P.O. Box 905
Rock, Hill SC 29730

Dear Ms. McIsaac:

First, I would like to thank you for giving me the opportunity to work on this proposal. I found it to be exciting and learned much from the information I received. The proposal recommends that First Union National Bank use standardized letters of apology at all of its branches.

As part of my proposal, I asked twenty branch employees to fill out a survey of five questions relating to the need for standardized forms. I especially enjoyed this part because it gave me a chance to meet other employees of the bank and to show them how they may benefit from the proposal.

If you have any questions about the proposal, please feel free to give me a call.

Respectfully yours,

(handwritten signature)

Jaime Escobedo
encl.

Ja Man
1245 Tokin Lane
Hempstead SC 29999

April 8, 1996

Linda Hoover, Director of Wellness
Crawford, Health Services
Winthrop University
Rock Hill, SC 29733

Dear Ms. Hoover:

Hear is the report on the AIDS Awareness Program.

I conducted a survey of on-campus students to assess student needs and interest. The results are thoroughly discussed in the attached report. An AIDS Awareness Program is needed at Winthrop University. At the end of this report, I made several recommendations regarding the format and content of the AIDS Awareness Program. The complete survey results are included in Appendix A.

I am sending copies of this report to Dr. Jane Rankin. I would like to follow this project through to its conclusion. Please let me know if you have any questions about this report.

Sincerely,

(handwritten signature)

Ja Man

Enclosure

Jennifer Smith

334 Oakland Avenue

Rock Hill, SC 29730

Phone: 803 329 1111 E-mail: zzsmithj1@winthrop.edu

November 9, 1997

Dr. Frank Ardaiole
Vice President for Student Life
Winthrop University
Rock Hill, SC 29733

Dear Dr. Ardaiole,

Being in my fourth year at Winthrop University, I have tired of hearing students complain about the cost and inconvenience of cultural events. I decided to bring about this proposal in hopes of offering a new option for Winthrop students. This is a report on the proposed implementation of a required community service program for all Winthrop University students.

I conducted a survey of one hundred twenty Winthrop University students to assess students needs and interests. The results are thoroughly discussed in the attached report. A substantial amount of Winthrop University students has already participated in some form of community service within the past year. Students responded very positively to other questions about the proposed program. The complete survey results are included in the Appendix.

Please let me know if you have any questions or comments about the report.

Sincerely,

(handwritten signature)

Jennifer Smith