

From: BER Information Officer
Sent: Thursday, 19 May 2011 4:37 PM
To: @BER_Phase1_Rdr
Subject: REMINDER: IWB - PHASE 1 - ROLL OUT

Dear school Principal

In following up on the email (Wednesday 4 May) regarding the start of the roll out for Interactive Whiteboards (IWBs), I would like to remind you that your school is eligible to receive IWBs in the first phase of this roll out.

So that we can expedite the installation of the IWBs, it is important that you complete the 'IWB Installation Information per Room' form attached.

Please also attach building plans or if unavailable, an evacuation plan or 'mud map' with corresponding room numbers will suffice. Complete the 'Comments' section of the IWB Information Sheet if your room(s) do not already have internet connectivity.

If you believe that your school is eligible for compensation, please complete this form with the required details so we can process this information.

It is important that we receive a response from your school and move ahead with installation and/or compensation as soon as possible.

Responses are required by **Friday 27 May 2011** in order to ensure installation is complete in Phase 1.

Thank you for your assistance.

Angus Dawson
BER Program Director
19 May 2011