

From: BER Information Officer
Sent: Tuesday, 19 July 2011 3:53 PM
To: @BER_Phase2_Rdr
Cc: @BER_PLO
Subject: REMINDER: IWB PHASE 2 ROLL OUT

Dear school Principal

I am following up on my email (Thursday 23 June) regarding Phase 2 of the roll out for Interactive Whiteboards (IWBs). I wish to remind you that your school might be eligible to receive IWB(s) in this phase but we have not yet received a response from your school and more importantly we don't want you to miss out.

It is important that you complete the following:

1. 'IWB Installation Information per Room' form attached to this email.
2. Attach building plans of your school site or if unavailable, an evacuation plan or 'mud map' with corresponding room numbers will suffice.

If you believe that your school is eligible for compensation, please complete the 'IWB Installation Information per Room' 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 5 August 2011** in order to ensure installation of your IWB(s) is included in Phase 2.

Thank you for your assistance.

Angus Dawson
BER Program Director
19 July 2011

