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FROM: **Timothy D. Frantz, CIS**

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TO: Interested Party

Dear Sir/Madam,

I am writing to you regarding a reference for Anas Afri. I have been his instructor at Lethbridge College for the past year and a half, and have observed his participation in class and in class discussions, a variety of his assignment submissions, and in his role as a Team member/leader.

I have been most impressed with the following characteristics:

- Commitment and work ethic
  - Anas consistently and regularly shows that he is willing to work hard
  - Anas attends class regularly, rarely missing and always punctual
- Communication skills
  - While being somewhat shy, Anas is a good communicator, able to express his thoughts clearly
  - Anas has good writing skills, in technical accuracy and readability contexts.
- Personal skills
  - Anas is very creative, particularly with graphic design
  - He understands the concepts of user interface design very well
- Character
  - Anas is very polite, kind, and gentle
  - He is always sensitive to the feelings of everyone around him
  - He has a kind smile and helpful manner
- Team member
  - Anas cheerfully does whatever is needed to ensure the success of any project he works on, and the people he works with
  - While Anas works well as an individual, his ability to function well as a team member is evident.

I feel that Anas would be an asset to any company or business, and that his involvement in a project or business would be a contributor to its success.

Sincerely,

Timothy D. Frantz