**Email #1**

| From: Peta  To: Seydou Diallo  Subj: Support in addressing additional tablet rollout at other locations  Hi Seydou,  My name is Peta and I am the Project Manager of our Tablet Rollout Project. I wanted to first thank you for your support with the initiation phase of our project at the Downtown and North locations.  I wanted to reach out to you for your support with a request that our CEO Omar has made. Omar has requested that the tablet rollout be expanded to all dining sections, and not just the bar. As you’ve been directly involved with the installation of software and implementation process of the tablets at the bar, I believe you will be able to strongly speak towards why we will need to stay within scope, and keep the rollout to just the bar.  Benefits we’d both have is that we’d be able to stay within budget of the project, and not require additional resources for hardware and software implementation, which already costs us $30,000. This would also allow us both to highlight the technology implemented in the bar area by keeping the streamlined process, and improve the overall guest experience, versus obscuring the experience by spreading the rollout to areas that would not have any effect on the guest experience. Third of all, as you may know, we are already short on kitchen staff, therefore we may not be able to support an expanded rollout. I definitely know the amount of pressure there is on you, as this is your first project of this scale, and I want to ensure that both of us are on the same page.  I would like to make a request for your support in giving your insight from what I’ve mentioned above, and present this information to Omar as well as Deanna. Looking forward to hearing from you! Please let me know if there is anything I can do to support you.  Best regards, Peta |
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**Email #2**

| From: Peta  To: Gilly  Subj: Support in addressing additional tablet rollout at other locations  My name is Peta and I am the Project Manager of our Tablet Rollout Project. I wanted to first thank you for your support with helping me oversee the initiation phase of our project at your restaurant location.  I wanted to reach out to you for your support with a request that our CEO Omar has made. Omar has requested that the tablet rollout be expanded to all dining sections, and not just the bar. As you’ve been directly involved with overseeing the implementation process of the tablets at the bar, I believe you will be able to strongly speak towards why we will need to stay within scope, and keep the rollout to just the bar.  Benefits we’d both have is that we’d be able to have a single place for the tablet service, which we wanted to reduce table turn time and reduce wait times. I fear we would risk potential table turn times to prolong, should technical issues occur at tables, if clients were to have no choice but to use a tablet. This would also allow us both to highlight the technology implemented in the bar area by keeping the streamlined process, and improve the overall guest experience, versus obscuring the experience by spreading the rollout to areas that would not have any effect on the guest experience. Third of all, I fear that if we extend the rollout to all dining areas, we may not be able to complete the project by our end of Q2 deadline.  I would like to make a request for your support in giving your insight from what I’ve mentioned above, and present this information to Omar as well as Deanna. I know how important this roll out is to you and how you’ve always wanted to deliver an elevated customer experience. I hope our partnership in addressing this matter will allow for our interests at your restaurant to align. Looking forward to hearing from you!  Best regards, Peta |
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