**Date:**08/10/2015  
**To:** kate\_mason@scrassociates.com  
**From:** gary\_smith@scrassociates.com, thomas\_campbell@srcassociates.com, harry\_richards@scrassociates.com   
**Subject:** Press release

Hi Kate,

To all SCR employees:  
  
This will give you advance notice of a story that will be reported in tomorrow's newspapers.  
  
At a press conference today, SCR's board of directors announced that the company soon would launch a major new business venture. SCR plans to open its own IT training center six months from now. The new SCR center will offer a wide variety of computer hardware and software courses to the public, as well as to our traditional corporate clients.

Jill Martin will head the SCR training group. Jill has a solid track record as an IT trainer and training consultant. She will assemble a top-notch training team staffed by experienced IT professionals, including current SCR employees. All SCR training will be consolidated in the new training group.

During our recent strategic planning meetings, we examined fast-growing areas of information technology that might represent opportunities for SCR. As a result, we decided to expand our e-commerce consulting practice and start our own technology training business.

As SCR employees, you know that our company always has looked ahead to the challenges and opportunities of the future. Our long-term mission is to understand and apply state-of-the-art information technology. Now, we can share our expertise with others.

As an IT consulting firm, SCR has long provided training for corporate clients in connection with projects and new systems development. We want to be a leader in the technical training market, which is expanding rapidly. Initially, we will offer courses in Windows Office applications, GroupWise, SQL, Visual Basic, Visual C++, Java, and the Microsoft .NET application development environment. We also plan to offer courses necessary to prepare students for industry certification, including A+, MCSE, MCSD, MOUS, NetWare, and GroupWise.

Thank you for your hard work and dedication. We hope that all SCR employees are proud to be part of a company that truly believes in our slogan: "We Know IT!"

Gary Smith  
Thomas Campbell  
Harry Richards