



UNIVERSITY of MARYLAND UNIVERSITY COLLEGE  
*Asian Division*

09 December 2002

To Whom It May Concern:

I am pleased to recommend Mr. Robert Laurie for a teaching position with your institution. Mr. Laurie had taught as a full-time faculty member for the University of Maryland University College Asia since January of 1997. I have been his immediate administrative supervisor since August of 2001, when he joined the teaching staff in Japan.

Mr. Laurie has a broad range of teaching approvals in both programming and information systems management. These courses range from the introductory to the advanced undergraduate level. Examples of courses taught include IFSM 201 (Introduction to Computer-based Systems), CMIS 102 (Problem Solving, Algorithm Design, and Programming), IFSM 310 (Hardware and Software Concepts), CMST 385 (Internet: A Practical Guide), IFSM 410 (Database Concepts), and IFSM 450 (Telecommunication Systems Management). Consistent with our scheduling in Asia, he has offered these and other courses in an intensive format, with the academic terms running 8 weeks at a time. He has taught 2 courses per term, and 8 courses during an academic year.

As an instructor, Mr. Laurie has considerable strengths that include his strong background in computer technology, his ability to teach an often-difficult subject matter well, and his concern for his students. I have observed Mr. Laurie in class and have been impressed with how well organized he is and how adept he is at conveying his material. It is clear that he maintains academic standards that are appropriate to university courses, which he matches with a willingness to spend as much time outside of class as needed to assist his students. I am not surprised that his course evaluations, which are extremely positive, reflect his professionalism and dedication.

Administratively, Mr. Laurie has been very responsive. His syllabi are always ready prior to the start of class, and he is timely in reporting grades and meeting other administrative requirements. He has been especially helpful in planning the course schedules at the various locations at which he has taught, helping me gauge where students are in their programs and what they could best use in their curricula at a given point in time.

We had been pleased to have Mr. Laurie on the faculty and in fact awarded him the rank of Associate Professor last year in recognition of his work in the classroom. I am sure that should Mr. Laurie teach for you, you would be equally pleased.

If I can provide further information, please do not hesitate to contact me.

Sincerely,

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