**Email #1**

|  |
| --- |
| From: Peta  To: Carter  Subj: Project Rollout Scope  Hi Carter,  I hope this email finds you well. As we discussed in the meeting, Omar has requested we expand the rollout to include all dining sections, not just the bar area. And Deanna has requested to explore the request.  I agree with your opinion on staying with original scope for pilot rollout. Expanding to include dining section may not be a good idea because we can’t guarantee that we’ll be able to support an expansion that big within our current budget or schedule. I'm also concerned about our ability to maintain a high level of customer satisfaction if we scale up too quickly.  I know it will be difficult to convince both Omar and Deanna but we still need to try for the success of the pilot project. I would like to ask you for support to convince them. As you mentioned, this rollout needs to happen incrementally.  Thanks and have a nice day,  Peta |

**Email #2**

|  |
| --- |
| From: Peta  To: Alex  Subj: Project Rollout Scope  Hi Alex,  I hope this email finds you well. As we discussed in the meeting, Omar has requested we expand the rollout to include all dining sections, not just the bar area. And Deanna has requested to explore the request.  I understand your concern related to the risk if we include all dining sections in the pilot rollout. I also think this may not be a good idea because we can’t guarantee that we’ll be able to support an expansion that big within our current budget or schedule. Also it can affect staff morale and the quality of customer service if anything goes wrong just as you mentioned.  I know it will be difficult to convince both Omar and Deanna but we still need to try for the success of the pilot project. I would like to ask you for support to convince them considering the risk associated to the project.  Thanks and have a nice day,  Peta |