**MEMO**

To: John Roberts, Director

ABC Manufacturing Company User Department

From: Mike Smith

Date: 6/7/21

RE: Books Table Maintenance project request

We are in receipt of your project request. We understand your maintenance concerns.

We will consolidate the four CRUD operation, namely, create, retrieve,update and delete operations into one menu driven JAVA language program. We will deliver the final working program on or before 6/10/21.

Sincerely,

Mike Smith,

Director Of IS Department

ABC Manufacturing Company

Columbus OHIO