



1045-1

14 August 2008

Mr. John G. Garnett
Training Manager
Micro Market Business Centre
700 Progress Ave
Kingston, ON K7M 4W9

LETTER OF APPRECIATION FROM
DEPARTMENT OF APPLIED MILITARY SCIENCE
MICROSOFT EXCEL PROGRAM TO AMS STUDENTS

1. I am writing to express my sincere appreciation for the professional development classes on Excel given by Mrs. Paolo Lockett, to the students and staff of the Department of Applied Military Science. Her periods of instruction were very informative and will prove to be a great asset to our candidates this year and throughout their careers.
2. Her presentations dealt with the proper use of Excel and how best this program can be used to manipulate data while improving the overall presentation. Her delivery style was calm and well paced for those with the least experience. She was open to all questions and provided many examples that helped students grasp the concepts she was teaching. During the course several students remarked that though Excel is a vital part of the administration duties officers and NCMs are required to perform, few ever receive the significant training. The lessons provided by Mrs. Lockett will prove to be a great asset to our students in the coming year and as they continue in the Canadian Forces.
3. On behalf of the staff and students at AMS, I would like to express our collective thanks to Mrs. Lockett for her contributions to our program. It is very beneficial for the development of both the staff and the students to have subject matter experts available to deliver the valued added practical content as part of our academic program. Finally, I would like to take this opportunity to thank you for your support of AMS as it is an essential element of the "AMS Advantage" that we give our graduates and it is truly appreciated.

A handwritten signature in black ink, appearing to read 'R.D. Gunn', with a long horizontal line extending to the right.

R.D. Gunn
Colonel
Director, Department of Applied Military Science