

Intel Corporation  
2800 Center Drive  
DuPont, WA 98327-9728



Dear Jeff,

First of all, I'd like to tell you that I think you are an extremely talented and experienced communicator. I enjoyed attending your seminar in San Antonio. You kept the information moving, did not bog down in details and had tremendous interaction with the audience.

Your information was timely and relevant, although I have had enough experience in corporate America to have had to develop good time management skills just to survive in the chaos. Flexibility, expandability and portability are not just desired but essential. Also, the principle of "keeping it simple" comes with age and experience and the older I get, the more I value it. Your comment "Your heirs will have to deal with it!" really strikes home.

I did find some fresh, new news in your section on Completions. Great concept. I have already put it into action in my life and it has already assisted me in working my way through my first day back in the office after being gone for 3 days! Amazing how I was dreading it, but by putting the concept of Completion into gear, I find that the insanity I was expecting to feel by this time of the day (3:15pm) is not so bad after all. Thank you for sharing that with us and for the GREAT Katherine Hepburn story.

When we were discussing the multi-tasking that it required, especially of admins, in the workplace today, I kept thinking to myself that I get told every year at review time, the skill of multi-taking is highly valued at my company and the better an admin is at it, the more value to the company that admin is. What a surprise to hear you say that no one can really do it efficiently anyway. The brain is not capable. I agree. You are right. BUT it is still highly valued in corporate America so we, as admins, continue to try to perfect the skill. How do we change that misconception?

Again, I really enjoyed your seminar and look forward to seeing you again at a future workshop.

Sincerely,

A handwritten signature in cursive script that reads "Angie Frisina".

Angie Frisina  
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