



December 16, 1998

GREGORY MARK POYNTON
98 ELIZABETH STREET
RICHMOND VICTORIA 3121

Dear GREGORY

I am writing to congratulate you on the excellent result you obtained in this year for;

Introduction to management: Managing organisations

We are sending you this letter as part of our policy of acknowledging academic excellence. We hope that you will continue your studies in the Department of Management. Well done and keep up the good work.

Yours sincerely

Professor Owen Hughes
Deputy Head
Department of Management
Clayton campus