NR\_key\_name: 244CF4C0FAE486AB8525641A0056194F SendTo: CN=Joan Zimmerman/O=ARRB @ ARRB

CopyTo:

DisplayBlindCopyTo:

BlindCopyTo: CN=R ecord/O=ARRB
From: CN=Jeremy Gunn/O=ARRB

DisplayFromDomain:

DisplayDate: 01/09/1997
DisplayDate\_Time: 10:53:15 AM
ComposedDate: 01/09/1997
ComposedDate\_Time: 10:40:26 AM
Subject: E-mail messages

I am sorry that you felt that my e-mails regarding tabs and headers were "harsh." I certainly did not intend them to be. I intended them simply to identify some changes that would be helpful. I was making the changes early this morning when no one else was here. Sending them by e-mail seemed an unobjectionable way to proceed. Please be assured that I did not intend the messages to be harsh. I certainly agree with you that these sorts of matters are "clerical." I spend a good portion of my day doing just this kind of clerical activity. In fact, at the very moment that I sent the e-mails to you, I was in the middle of the clerical activity of making changes in a document. In my own experience, I have found that learning about indents (rather than tabs) and putting in headers (rather than writing a separate header for each page) reduces the amount of clerical time and gives

**Body:** me more time to do non-clerical matters.

recstat: Record
DeliveryPriority: N
DeliveryReport: B

ReturnReceipt: Categories: