

Assassination Records Review Board  
Noblesville HS  
Warren Commission Project  
June 1995

This is the breakdown of work stations during the Warren Commission project. It does not matter who fills which position; you each know your strengths better than I. If you want to assign positions for the duration, you may do so; I expect, however, that you may find it more enjoyable to rotate the positions and let everybody do a little of everything. There will also be points during the project where I will pull you for a few hours for another project.

*Researchers (7):*

These will be the people who are doing the actual reading and summarizing the Warren Commission volumes. They should write out their reports by hand, (including rough drafts if you feel it necessary), and once finished, submit them to the editors.

*Editors (3):*

These people will proofread the handwritten reports of the researchers for grammatical, spelling, and format errors. After making the necessary corrections, the editors will submit a *legible* copy (if the original is still legible, fine) to Christopher Barger for final review and approval.

*Data Entry "Specialists" (2):*

These people will be responsible for actually entering the approved summaries into the computer database. It's not difficult; actually, it will be pretty easy. These folks should be good typists, however, because you will have seven people submitting reports to you continuously, and you need to be able to keep up. Be careful about accuracy, as whatever mistakes might be made here will go directly into the database.

As I indicated, there will continually be one person (I will make sure that everybody gets a chance) working on a project in the main office area, separately from everyone else. I hope this is an interesting experience for all of you.