

TO: Dr. Brown

FROM: AMCA-J

DATE: March 6, 2008

SUBJECT: Progress Report

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### Say Yes Institute

Recently, we have been preparing for releasing a press release to local media. We have also been preparing for a press kit.

#### Items that are finished:

- ✓ Media list
- ✓ Situational Analysis
- ✓ Backgrounder

We plan on staying in touch during spring break via e-mail and phone. We have also divided up some times that need to be completed. We plan on having this items done by the end of the week.

#### Items to be completed during spring break:

- Facebook.com page
- Factsheet
- Begin first draft of press release

### Glymetrix

We have meet with this client and realize that this will be a completely different situation. To this point we have been very busy working on our Say Yes client. We have also been doing a lot of research due to our team not familiar with this company and product. Over the break we plan on doing two main projects.

- Situational Analysis
- Media List

Overall we feel we have been making good progress. Over the break we plan on getting a lot of work done for both of our clients.