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Sent: Thursday, July 14, 2016 8:35 AM

To: Springer, Darren; Allen, Susan; Pepper, James; Coriell, Scott; Gray, Laura; Gingras, Jessica; Carrier, Janis; Kunin, Lisa; Trombley, Shana; Dudley, Jahala

CC: London, Sarah

Subject: DII installed a new program on your machines...

This is the “save as pdf” program we talked about in staff meeting – Sperry Software. When you next open Outlook, you will get some prompts. Click “Continue Trial” (see screenshot below). The software may then draft an email from you to the developer. You can just delete/cancel that draft email.

I will be around to each of you to check settings and give you a tutorial. Let me know if you any questions/concerns. Thanks!

