

To: Mark Hearn
From: Joe Smoe
Class: CBA 350-02 Business Communications WWW
Semester: Summer II 2018
Subject: Individual Presentation
Topic: Felines

Due Dates: 07/30/2018

Length of Paper: 1361 Words (INTRODUCTION, P.1 through SUMMARY, P.4)

Plagiarism: Passed SafeAssign Percentage 0% (07/26/2018)

APA References: Ten.

Inserts: Figure 1: Southeast Low-Cost Spay and Neuter Clinic Rates for Cats, P. 3
Figure 2: Number of Rabid Cats in the U.S. From 2011-2015, P. 4

PowerPoint Slides: Total number of slides 12 including the following:
Title slide
Overview slide
Graph slide(s), slide #10
AutoShape slide(s), slide #11
Summary slide, slide #12

Submitted Files: Memo of Transmittal (Word file)
Memo of Transmittal (PDF file)
Main Report: INTRODUCTION through REFERENCES (Word file)
Main Report: INTRODUCTION through REFERENCES (PDF file)
PowerPoints including narration (saved as a PowerPoint presentation)
PowerPoint NotePages (saved as a PDF file)

If you have any questions or need additional information, please contact Joe Smoe at (256) 555-1234 or jsmoe@stu.jsu.edu