**Student Name**

**Brightstone Water Quality Consultants**

**39985 Pepperdine Avenue, Suite 52**

**Springfield, MO 65806**

November 6, 2017

Dr. Albert Strome

4643 College Drive

Columbia, MO 65211

Dear Dr. Strome:

Enclosed please find the journals our participants have completed. I should have thirty more by the end of next month, but I thought you would like to get started on these now. Please review the enclosed journals, and then call or email me with your answers to these questions:

*Did the participants include enough helpful information?*

*Is the journal format useful, or would you prefer a simple questionnaire?*

*Should we consider expanding the program to additional communities?*

*Can you complete your analysis by early March?*

Sincerely,

Student Name  
Program Administrator

Enclosure