

**Rawé, Noëlle**

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**From:** claire s [REDACTED]  
**Sent:** 08 August 2007 15:45  
**To:** Rawé, Noëlle  
**Cc:** Hughes, Ceri; [REDACTED]  
**Subject:** Joining instructions  
**Attachments:** SP 2007 End User Sword Noelle Rawe.doc; DIRECTIONS TO [REDACTED] 2).pdf

Dear Noelle

Please see attached your joining instruction for the up coming SharePoint 2007 End User Track on the 24<sup>th</sup> September

I have also attached directions to [REDACTED] Ltd where the course is being held.

If you have any questions or require further information please do not hesitate to contact me.

Many Thanks  
Kind Regards  
Clair [REDACTED]

[REDACTED]

t: [REDACTED]  
f: [REDACTED]  
e: claire [REDACTED]  
w: [REDACTED] m

[REDACTED]

8<sup>th</sup> August 2007

[Redacted]

Dear Noelle,

Thank you for choosing C [Redacted] for your training requirements. Further to your recent booking confirmation please find course details below.

Course: SharePoint 2007 End User Track  
Delegate: Noelle Rawe  
Date: 24<sup>th</sup> 26<sup>th</sup> September  
Duration: 3 Days  
Location: [Redacted]  
Start Time: 09.30am-4.30/5pm daily  
Accommodation: Not applicable  
Trainer: [Redacted] [Redacted] [Redacted]  
Course manuals: Course manuals will be supplied along with note paper and pens.

Directions can be found on the link below.

[http://\[Redacted\]](http://[Redacted])

A list of hotels that are situated near to the centre can be found at the link below.

[http://\[Redacted\]](http://[Redacted])

Reception is on the 11<sup>th</sup> floor and you will be required to collect your 5 day pass from there on the Monday morning to enable you to enter the 9<sup>th</sup> Floor, which is where the training is held.

Please meet your trainer at [Redacted] at approximately 9.15am on the morning of the course.

If you have any special requirements or require any additional information please do not hesitate to contact me on [Redacted] or by e-mail [Redacted]

Yours Sincerely,

Clair [Redacted]  
[Redacted]