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Microsoft Memo

Date: July 23, 1990
To: L-Team
From: Jeff Lum
Subject: ~~July 23rd~~ Staff Meeting Notes

Royalty reports are due next week! Please prompt your customers for their timely submittal. Status Reports will be due Friday August 3rd at 5:00pm.

All DOS 5.0 Amendments need to be finalized. Push for "all processors" if you don't have it for DOS today, or else add 15% for "per machine" basis.

Peter Miller needs PR contact and phone number today for PR release in early August! Please see that you take care of this.

OS/2 BAKs were shipped Friday instead of Wednesday due to a delay. All domestic orders will go out Today if they weren't shipped on Friday.

Handwriting Recognition Tablets - check into your accounts to see what they are doing in these areas.

BACKUP! USE IT OR LOSE IT! Use the new batch file to back up your files to the net regularly!

NOTE: DOS 5.0 may slip to November.

We will NOT have a Staff meeting the week of August 6th.

The week of August 13th we will meet on Tuesday 8/14 from 9:00 am - 12:00 pm.

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