

**From:** Sonya Allen  
**To:** Tonya Gibbs  
**Subject:** FW: Review & Approval Requested: [Email Name] (17SOAL-1211413)  
**Date:** Wednesday, January 31, 2018 4:05:06 PM

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Hi Tonya,

I have emailed Dana to see if she could come in the morning to take her picture. Stay tuned. In the meantime, could you shrink their pictures a little. They are really big.

I have a few changes:

1. Could we change the verbiage at the top to something like this:

**CASE District III Annual Conference**  
Atlanta, GA from February 11 – 14, 2018

University of Florida Advancement is at the beginning of something **BIG**,  
and we need the best people to get us there. Join us as we "Go Greater!"

Stop by booth #118 to meet the team!

I would like "Big" to look something like this



2. Delete the "s" in Current Openings – since its only one position
  - a. The title of that particular position is **Director of Development – Dept. of Industrial & Systems Engineering**, Herbert Wertheim College of Engineering

Thanks for making those changes. Let me know if you have any questions.

Sonya

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**From:** communications @ uff.ufl.edu (via Quick Base) [mailto:notify@quickbase.com]  
**Sent:** Wednesday, January 31, 2018 2:19 PM  
**To:** Sonya Allen <sallen@uff.ufl.edu>  
**Subject:** Review & Approval Requested: [Email Name] (17SOAL-1211413)



The proof for [Email Name] (Project: Conference Flyer - Email Blast) is now available for your review.

**Proof Notes**

empty

**Proof Link**

<http://view.msg.alumni.ufl.edu/?qs=abd302b97ef8028e9a2ce09b43917ba0649c0e536ac45d182a2e2f61e8eba3df484dafa001a019238cda6ac9c0e7e264cb46662f7bcf46988d2126728f144899f16c628e2cd9ef83>

Please review the proof for this request and indicate your approval: [Approved](#) or [Revisions Required](#).

**Note:** If you choose "Revisions Required," you will be asked to detail the changes that need to be made.

You may also review the proof and choose approval on the request status screen at:

[https://ufodaa.quickbase.com/db/bk6w4fz4u?\\_a=edr&rid=413&dfid=12](https://ufodaa.quickbase.com/db/bk6w4fz4u?_a=edr&rid=413&dfid=12)

Thank you,  
Tonya Gibbs