

Message

From: Michael Boll [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=4811917E15054407B665FE16D12FF415-MICHAEL BOL]
Sent: 2018-08-22 4:49:25 PM
To: Crystal Pritchard [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8fdbbaf38fae4fdcbf1272feb20c58d5-Crystal Pri]
Subject: RE: Mail merger

Thanks, Crystal. Yes, claiming overtime for this is approved.

From: Crystal Pritchard
Sent: August 22, 2018 4:45 PM
To: Michael Boll
Subject: Mail merger

I finally formatted the letter so that it can be sent via mail merger in the text format and it has been processing for about an hour. Because of IT security measures I have to select allow for each message before it will send, it processes about 600 emails an hour so it will take me around 5 hours to complete this mail merge. I don't usually claim my overtime unless I am working on a specific project like Fair Hydro because I figure i am choosing to work late but since this mail merge has to happen and I can't control how long it's taking to process, are you ok if I claim the overtime to complete this mail merge tonight?

My IT ticket regarding mail merges has been escalated to Joe who I think is back from vacation next week so I will also be talking to him about the approval needed for each email but in the meantime this is the process we need to follow.

If you have any questions, let me know.

Crystal