

December 1, 2009

Mr. Zack Hartfield
Communications Manager
Online Communications, Inc.
111 West Breeze Way
Titusville, FL 33323

Dear Mr. Hartfield

It is very important to work together. That is why I took the time to teach my younger brother how to use the internet. I spent a little more than twenty minutes to teach him some stuff about the internet. I first taught him some basics, like what a browser is and how you search stuff. I then taught him some specifics about the browser, like how you get to the home page and what the back, forward, and what the reload buttons are for. These he mastered quite easily.

I then taught him how to search and login on Florida Virtual School (FLVS). This was because I know that site best, and because I know that he will be using it in the future. First I showed him how to get to FLVS. I then signed in as myself and got to my lessons. I show him some stuff you would do when you first got on FLVS.

Once I had finished showing him all this, I decided to test him. I had him go on the browser, sign in on FLVS, and then find the lessons. I then had him tell me a little about FLVS. He did a spectacular job! I am quite convinced that if ever he does school on FLVS, he should be able to understand how it works now.

Sincerely

Ms. Sarah Subrahmanyam, Administrative Assistant

