

PIRS – Highlights and Improvements

Release 3.72

Copy Correspondence



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Example for a monthly newsletter



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Introduction Welcome to the latest edition of our project progress newsletter! In this issue, we'll highlight key achievements, milestones, and upcoming activities. Featured Updates 1. Milestone Achieved: Phase 1 Completion We're excited to announce that we've successfully completed Phase 1 of our project. Key accomplishments include: Delivering the prototype ahead of schedule Conducting user testing and incorporating valuable feedback Finalizing the project scope and requirements 	The current user is the creator and sender of the new mail.
 2. Team Spotlight: Meet Our Engineers Get to know the talented individuals driving our project forward. This month, we feature profiles of three team members: Alice Johnson (Lead Engineer): Alice has been instrumental in optimizing our codebase for performance. David Lee (Technical Engineer): David's creative designs have enhanced the user experience. Michael Rodriguez (QA Analyst): Michael's rigorous testing ensures a high-quality product. 3. Upcoming Activities Looking ahead, we have several important activities planned: Phase 2 development kickoff Stakeholder meeting to discuss project priorities Cross-functional collaboration with marketing for product launch strategy Call to Action 	As for any other new mail, users have the opportunity to modify the content before sending the mail.
Stay tuned for more updates in our next newsletter! If you have any questions or feedback, feel free to reach out to our project team.	· · · · · · · · · · · · · · · · · · ·
Feel free to customize this template with specific details relevant to your project. Let me know if you need further assistance! 😑	



The copy feature is also available for Transmittals.

You may prepare Proposal Request as Transmittal (with technical Documents) and send copies of the Transmittal to several suppliers.

Example – Copy Transmittals



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