**INSTRUCTIONS TO DAS/CS PROJECT MANAGER (delete these Instructions after reading):**

To Insert Information in the Header: Double-Click on the header with the left mouse button. Insert information.

To Activate E-Mail Addresses: After typing the e-mail address, press the space bar once.

To Add More Pages: Left-click (& hold) your mouse, drag the mouse over the boxes, then copy & paste onto a new page.

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