



Manufacturing Technology Academy

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January 19, 2012

Corine Tietz
RJG, Inc.
3111 Park Drive
Traverse City, MI 49686

Dear Ms. Tietz:

We would like to thank you for allowing us to work at RJG for our teams training project. We greatly appreciate the time you took out of your week to answer questions and show us the process you needed to be improved.

We have attached a technical report for you. We created this report as a written version of our presentation. It presents all of our discoveries in a reader-friendly version. In the report, we explain the processes we undertook to discover the problem and to come up with solutions. This report also includes the tools used in the processes, along with a general description of each. If you have any questions, feel free to contact us at the Manufacturing Technology Academy.

Thank you, once more, for having us. We hope this helps you.

Sincerely,

Theo Koda

Mitchell Drilling

Courtney Dye

Julian Vandenberg

Ian Hood

Rick Steffe