

**From:** "██████." <████████████████████>

**To:** "jeffrey E." <jeevacation@gmail.com>

**Subject:**

**Date:** Sat, 25 Mar 2017 17:03:52 +0000

---

Good afternoon Jeffrey! How are you?

I had a meeting with David on Friday, March 17th and we talked about me first taking a couple of trial days to work, for David to see if that's something I'm capable of doing.

I know that David is very busy and I followed up once through email and twice via text messages and got no response. I don't know if I should follow up more and if so, what should I say?

I would be so grateful for your advice on how to handle the situation. Thank you so much!

██████