Abaccus Systems

534 East

7th Street

New York

NY 10421

Wednesday, June 2nd, 2010

NY GROUP OF INSTITUTIONS

134 West

12th Street

NY10011

Dear Sir,

I take esteemed pleasure in introducing our new ‘Marks tracking’ Software.  It is very simple and cost effective software and saves time.  In schools and universities it will help you to note the attendance and marks of all the students making your work lot easier. All details of the student can be got entering the roll number or name of the student.

This software will help the education department in the following ways

* Easy attendance registration
* Mark entry and updating will be much easier and organized
* Generation of marks card will be easier.

With the click of a mouse all the student details will pop up on your screen. I have enclosed the product brochure along with this letter.

Eagerly waiting for a positive response

Regards,

Dan Brown

Marketing Head