**Employee Recognition Letter**

Hi Evan,

Thank you for the incredible assistance with putting the finishing touches on my presentation yesterday. The tips you provided for introducing new team members to our development platform are going to make the onboarding process much more efficient. And the technical details you provided completely changed my perspective on how to structure the tutorial on using the platform for the first time. I can’t say how much I appreciate you sharing your expertise on such short notice.

You’ve always been our technical guru, and your passion for your work is clear to me every day. Some people might think that “Go Beyond” is just a phrase in our mission statement, but you really live it. That means something.

The presentation was a hit with our CTO, and he’s interested in producing more training presentations for all the tools we use. I made sure to call out your contributions, and I’d love to keep working together on this exciting new project! It wouldn’t have been possible without you.

Sincerely,

Sarah