FOR TYMSHARE EMPLOYEES ONLY:::::

President's Comments

In December, the results were rather mixed. In total, we just barely topped November which wasn't too great either. Generally we expect a slowdown in December due to the holiday period. The Northern California Division, however, confounded us prognosticators by turning in the highest average/day billing of the month during the week between Christmas and New Year's. A tribute to the fine work done by Dick Greene, Gary Myers and Ron Braniff, who refused to believe that December should be a slow month and really went to work lining up new customers and stimulating old ones. Congratulations! Keep it up!

The leasing of equipment has been very encouraging the past 3 weeks. I would like to point out, however, that our primary objective is to sell it and I hope you can convert these leases to sales as soon as possible.

It is particularly important in a growing business such as ours that certain goals or targets be established both in revenue and in costs. We then use these goals or budgets, if you will, to properly plan our needs in terms of men, money and machines. Most of these commitments must be made considerably in advance and often can't be reversed. Each of the Division General Managers has submitted a budget of operations for 1968. These budgets have now been approved and 'cast in concrete'. In the coming months we will be referring to our results in terms of budget. If we or your managers become somewhat upset by budget misses, it's because we've tied up a lot of advance commitments to these numbers and it is imperative that they be met.

The year 1967 is now history. In some ways, it was a frustrating year, with machine problems, slow delivery from SDS and some major software changes. However, despite these troubles, Tymshare really surged ahead of the rest of the independents in the time-sharing business. This leadership was exhibited in several ways, i.e., the selection of our software as SDS's standard offering, the caliber and expertise of our personnel and by the sternest criteria of all--dollars and cents.

We topped one million dollars gross revenue for the year, up from one hundred thousand for 1966. To the best of our knowledge, this revenue is 3 times that of our nearest competitor. In addition, we spent less money getting there than they did. A very commendable achievement by everyone.

President's Comments (cont.)

While it's nice to look back and take pleasure in a job well done, it's more important that we put our time and effort into facing the challenge of 1968. We have chosen to expand this business nationally and in so doing will come into direct competition with most of the independent time-sharing companies for the first time--companies such as Dial Data, Call-a-Computer, Data Network, Realtime Systems and Com-Share. How well we do this year will determine to a great extent who's going to be Number 1 from here on out.

Tymshare-East Reports

Significant progress has been made this month. Tymshare will move into its new headquarters approximately January 29. Service is scheduled to commence via multiplex lines to Los Angeles February 1.

General Foods-Maxwell House has become the first customer in the East.

New employees so far this month include Miss Annie Macy - Technical Support - formerly with KLH Research, Cambridge, Mass. Walter J. Eissmann, formerly the lead GE representative in the New Jersey area, has accepted the position as Sales Manager and reported on board Monday, January 15.

Job offers for additional personnel have been extended and staffing is proceeding satisfactorily.

What's New - NCMD

The Northern California Marketing Division has been so busy adding customers to our rosters that we haven't had any time to hire new people or have babies this month! We have lots of new customers and we're leasing teletypes like mad to everyone with a credit rating.

Our skiers have made it sofar through the season with all limbs intact (knock on wood), and our golfers are itching to get out in this beautiful January weather.

Sue and Bob Bryden have bought their first home, and Tom and Elaine Manuel are still looking.

The winner of the December Sales Contest was Dick Greene with four new contracts. Gary Myers came in a close second with three new accounts. Dick was treated to a steak dinner in his favorite restaurant.

The Institute of Medical Science has signed up as NCMD's first Dedicated Line customer.

NCMD (cont.)

The new Model 37 TTY has been received - all five parts. After we get the 5 components merged into one, we'll let you know if it was worth all the work.

Technical Services

There's "Standing Room Only" this month with the influx of new hires. If you find yourself feeling deserted and are left hanging on the hold button when you call, don't give up--we're trying to remember who's sitting at what desk that day.

Now that Neil Sullivan is an old married man, he's evidently decided that women aren't such a bad lot and is hiring them as fast as he can get approvals. Caroline Diehl has joined his group and is busy documenting EDITOR. She was formerly employed by Market Statistics, Inc. in New York City. She graduated from Queens College where she majored in Math.

With the addition of Dick Moore's wife, Mabel, we have another husband and wife team at Tymshare. Mabel is also working for Neil--currently documenting BASIC. She had been writing and documenting library programs for Stanford University's time-sharing system. She is a graduate of the University of California at Berkeley.

Bob Hall has transferred to Arden Scott's Subsystems group. He did an excellent job with the payroll program and will now be writing accounting programs for the Company.

Walter Main joined us this month from Stanford University where he was doing post-graduate studies in computer sciences. He is a math graduate from Columbia University and was formerly employed by Columbia University's Nevis Labs. He will be responsible for incorporating CAL into the BASIC compiler.

The Operating Systems group has been on the move this month. Dave Gardner and Verne Van Vlear have spent most of their time in Los Angeles. They were working on the new EXEC and BIO.

Ann Hardy is in semi-retirement, working at home most of the time now. It is getting close to "due date" and Norm is taking over her responsibilities.

This is pretty dry reading, but the front door is open and a balmy spring day has taken over. The golf course is beckening but Dave forgot to unlock my leg irons before he left for the East.

News from the Sunny Southland has not arrived at printing time. Upon it's receipt I will issue a supplement to What's New.

General

The Payroll Records are now computerized. Your last paycheck was the first from the new system. This project has taken several months of spare time work by many people--most recently Bob Hall. Bob has been assigned full time now to automate our accounting operations working with Ed Field. Ed's been eyeing that computer as a solution to his crushing workload. A side benefit, of course, will be the availability of these accounting programs as another of Tymshare's program offerings. Some of the future developments in this area will be--payroll checks rolling right off the high-speed printer--completely computerized!!; the salesmen's commission reports and all the commission records on the computer; the yearly and monthly budgets, inventory records, and of particular interest to the Division personnel - the customer billing operation.

The Policies and Procedures have finally been completed. They've been typed and retyped until it appears that no one can find a single thing wrong with them. A copy of those policies pertinent to your job are in the mail to you--along with a current organization chart. Note that the Policies and Procedures are marked Company Confidential. Each General Manager has received a complete set of the Policies. All new employees will receive a copy of those policies which pertain to his job and an organization chart.

Your new roster is attached. A few changes came in after they went to print, as follows:

Page 5:

The new sales representative for L.A. - William F. Chamberlain, $13802\frac{1}{2}$ Cerise, Hawthorne, telephone: 679-2319

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Two new computer operators for L.A. -Michael Marrah, 6019 S. Wilton Pl., Los Angeles 213-PL2-1078 Kenneth B. Robinson, 205 W. Hillsdale, Inglewood 213-OR7-3752

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The Eastern Division's Sales Manager - Walter Eissmann, 71 Barbara Street, Bloomfield, N.J. 201-338-8502

Annie Macy has a phone number now: 201-944-1728

Robb Alpaugh's New Jersey address is 64 Farley Road, Short Hills phone: 201-376-6317.

DEADLINE FOR INPUTS FOR ROSTER UPDATES -- 10th of the month
DEADLINE FOR INPUTS TO WHAT'S NEW -- 15th of the month