



**THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION**

14741 Governor Oden Bowie Drive  
Upper Marlboro, Maryland 20772  
TDD: (301) 952-3796

May 6, 1996

**TO WHOM IT MAY CONCERN:**

Since January 1995, Susan Spangler of PRO-SKILLS PLUS has provided professional training services to the staff of the Prince George's County Planning Department. Specifically, courses in Better Business Writing and Presentation Skills have been conducted. In June, we are scheduled to receive Time Management Training from Ms. Spangler.

Feedback from staff who have attended the trainings has always been positive, noting Susan's easy style and effective communication skills. She is well-organized, punctual and thorough. In addition, Susan has incorporated improvements to her courses based on evaluations received from participants.

Susan was recommended to our Department from the Prince George's County Parks and Recreation Department, where she has conducted training courses for that staff. We are pleased to recommend her as a trainer.

Sincerely,

Candy Laudemberger  
Administrative Supervisor



THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

*Department of Parks and Recreation*

6600 Kenilworth Avenue Riverdale, Maryland 20737

April 2, 2001

TO WHOM IT MAY CONCERN:

For several years, Susan Spangler of PRO-SKILLS PLUS has provided professional training services to the staff of the Prince George's County Parks and Recreation Department. Specifically, courses in Time Management and Improving Your Memory have been provided most recently.

Feedback from staff who have attended the training has always been positive, noting Susan's easy style and effective communication skills. She is well-organized, punctual, and thorough. In addition, Susan has incorporated improvements to her courses based on evaluations received from participants and has been asked to repeat workshops because of the enthusiastic reception by our staff.

Sincerely,

Laurence J. Zimmerman  
Departmental Training Coordinator