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August 16, 2024

To Whom It May Concern:

It is without reservation that I recommend Mr. Broderick Richards for admittance in to your university and for any scholarships for which he is eligible. I have known Broderick for four years. I have had in my class for all four years of high school for a plethora of business classes. He is a very mature, intelligent, goal-oriented, respectful young man. He has amazing communication and problem – solving skills.

Broderick has completed the Business Pathway at Blackman High School, making all A's in all of his business classes. I had Broderick for Introduction to Business and Marketing his freshman year. This class was an exploratory class giving students an overview of business, marketing, and finance. He always turned in superb levels of work not only in projects but daily work as well. I still use his work as examples for other students. In sophomore year I had him for Computer Applications. He earned the Microsoft Office Associate in Microsoft PowerPoint and the Microsoft Office Associate in Microsoft Word.

Broderick was a student in my Virtual Enterprise Program during his junior year. Virtual Enterprise International is an immersive business course in which students run their own virtual business. The VE experience is for business and marketing pathway students that plan to pursue a degree in business, marketing, or finance or to start their own business.

The VE firm is divided up in four departments. Last year Broderick was an associate in the Human Resources Department. In his role as an associate he kept the employee files up to date, kept daily attendance records, completed the employee manual, and any other tasks relevant to the Human Resources Department. Additionally, he planned, created, and presented company professional development training regarding various topics that affect the business world. Broderick did most of the work for his department as an associate.

Currently, Broderick is a student in my Dual Enrollment Marketing Management course. He is enrolled in other dual enrollment classes as well in order to get a step ahead in his college degree path. Broderick is a student in the Blackman Collegiate Academy. BCA is a rigorous four-year program that is for the elite students. He has maintained an above average GPA throughout this program.

Broderick is a great student and is very deserving of admittance and any scholarship. He will be an asset to any college community he chooses. I have no reservation in saying he will graduate college in a timely manner. Please contact me at the above number if you need further information.

Sincerely,

Marilyn Roberts

Marilyn Roberts
DECA Adviser and Virtual Enterprise Facilitator