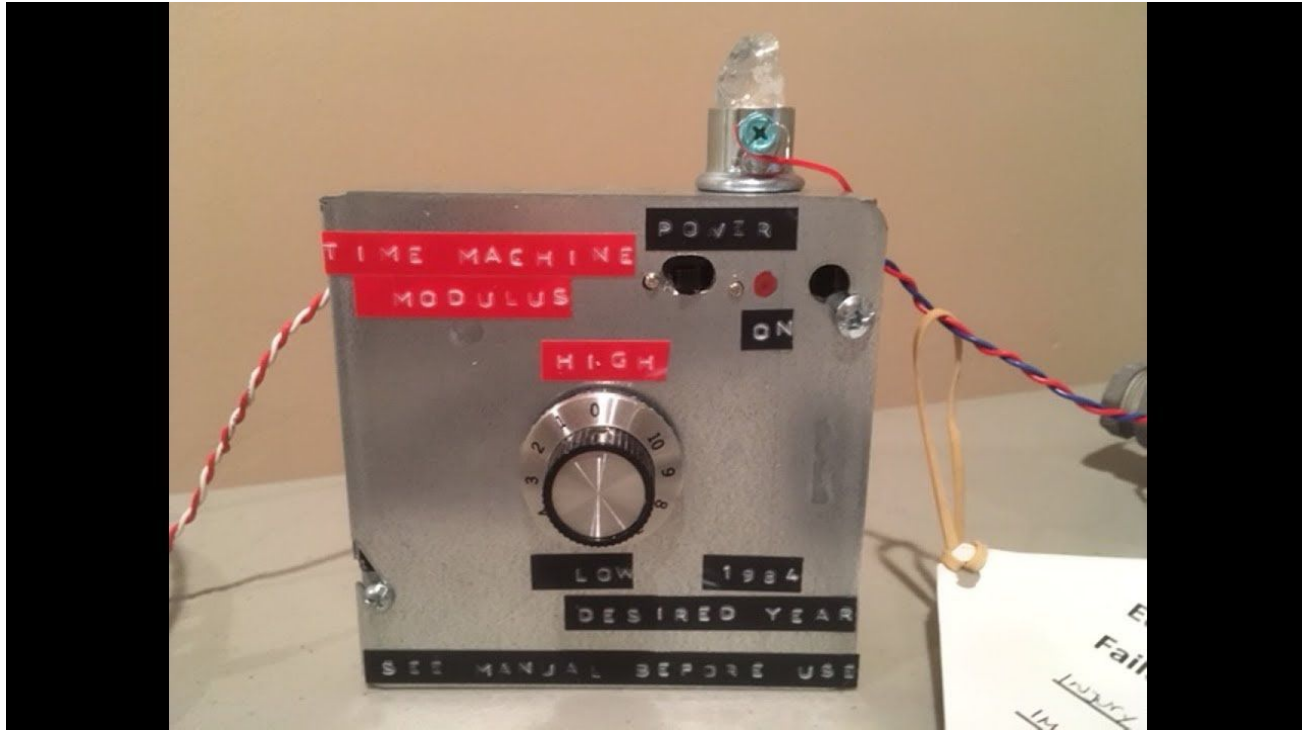


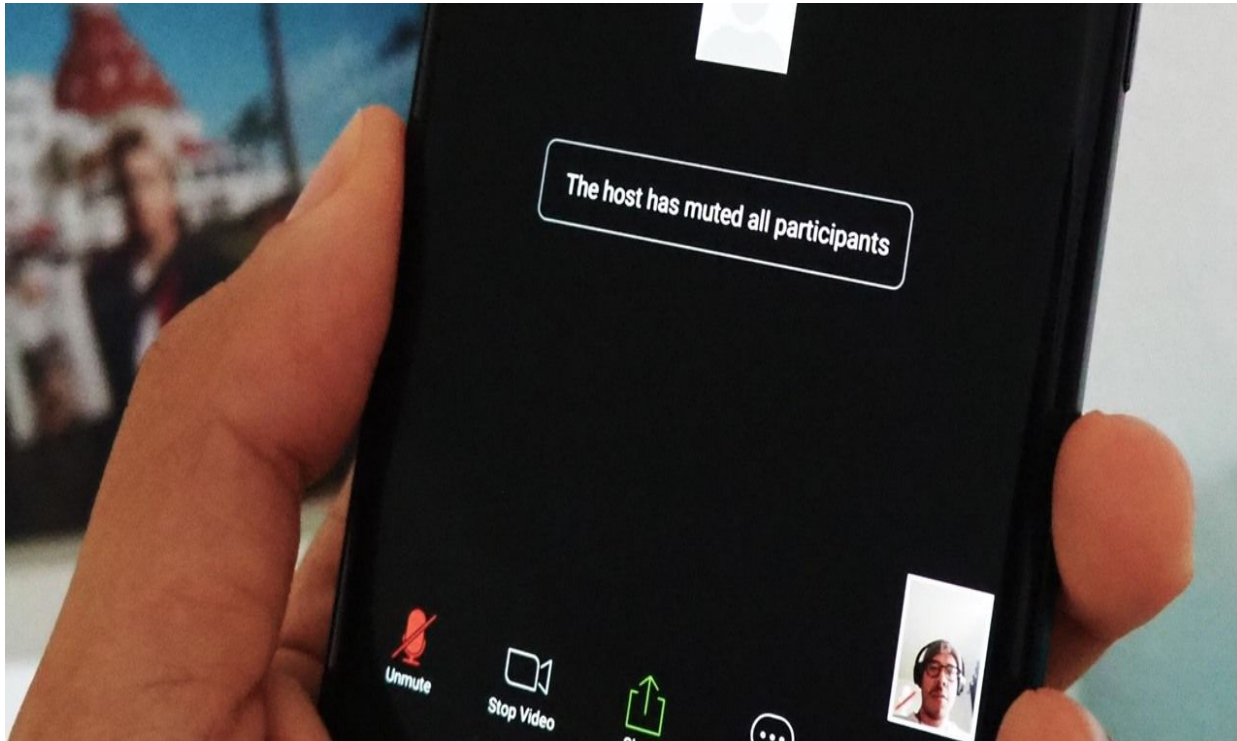
Sopuch's Online Etiquette Guidelines



Rule One: Be on time to class.



Rule Two: Mute your mic unless a question is prompted.



Rule Three: Be Aware of your surroundings.



Rule Four: Wear appropriate attire.



Rule Five: Be prepared to take notes.



Rule Six: Be prepared to pay attention.



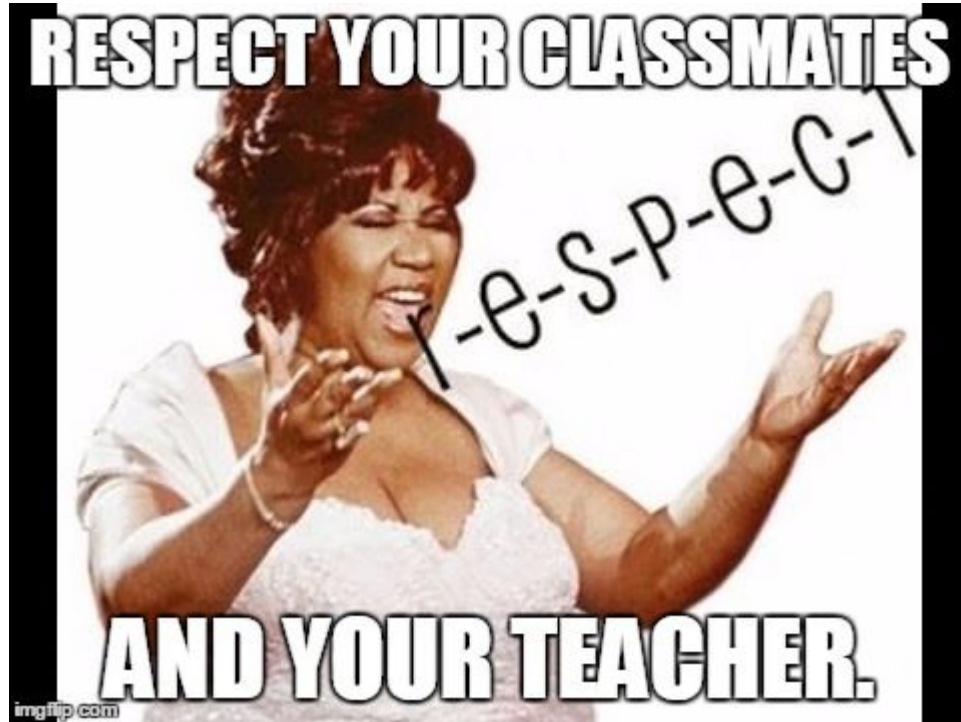
Rule Seven: Always remember rule one. It makes a difference in life.



Rule Eight: Actively participate.



Rule Nine: Respect your classmates and your teacher.



Rule Ten: Keep up with assignments and communicate comments, questions, suggestions privately(I am here for you as an instructor).

WAL-MART CULTURE

The Sundown Rule is an important part of our Wal-Mart Culture. Observing the Sundown Rule means that you answer requests by sundown on the day you receive them. It supports our three basic beliefs:

- Respect for the Individual
- Service to Our Customers
- Strive for Excellence

Cut this sign out and place it beside your time clock or desk, on the wall in your break room or training room or in a notebook that you use daily. Review it frequently to remind yourself of the importance of the Sundown Rule to our associates and customers. If you aren't using it already, try it and watch your level of customer service skyrocket.

The Sundown Rule

It's a rule we take seriously at Wal-Mart. In this busy place where our jobs depend on one another, it's our standard to get it done today... before the sun goes down.

Whether it's a request from a store across the country or a call from down the hall... every request gets same day service.

These are our working principles.

WAL-MART