

# Mini News

## News For The Employees of Data General

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April 1, 1983

### Gerry Callanan Named Marketing Education Director

Gerry Callanan has been named director of Marketing Education, a new position reporting to Frank Keaney, vice president of North American Sales.

Gerry will be responsible for the training of Data General Sales and Systems employees and Marketing Systems Trainees (MSTs) worldwide.

Marketing Education will ensure that employees receive high-quality entry-level training and continuing education in Data General's products in a timely and cost-effective manner, and will participate with Management and Organizational Development's career planning and professional development activities to enhance existing skills of sales representatives and systems engineers.

"Marketing Education's role is to assist in the development of the best Sales-Systems team in the industry. From initial training of both college recruits and seasoned professionals through an enhanced professional development curriculum, our instructors and course developers will stress professional excellence. We want Sales and Systems people to build careers with Data General. Marketing Education will play a key role in accomplishing this objective," says Gerry.

"Data General has the best product line in the industry. Marketing Education will work with the Business Group to ensure that our educational programs are consistent with product and market strategies. A well-trained, professional field force will allow us to continue to develop business partnerships with our customers and prospects."

The new director's position was created following the recommendation of a task force of senior Sales managers to upgrade the department's role.

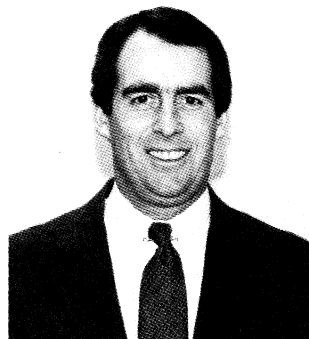
Reporting to Gerry will be three functions: initial training of new college graduates and Sales and Systems employees with previous experience during their first year with Data General; professional development for people after their first year with the company; and course development for developing the training programs.

Gerry brings more than seven years' experience within North American Sales to his new position. One of the first MSTs, Gerry trained at Chicago and was a Sales representative at Milwaukee; branch manager at Kansas City; district manager at Minneapolis; and, most recently, was Regional Sales manager for southern New England, based in Milford, Connecticut. He is a three-time member of the Million Dollar Club.

Prior to joining the North American Sales Division, Gerry was a Sales and Systems recruiter in Personnel. He joined Data General nearly nine years ago.

Gerry has a BS in economics from Boston State College. Last year, he attended the Executive Development Program at the University of New Hampshire.

He will be based at 2400 Computer Drive in Westboro.



Gerry Callanan



Frank Pinto

### Frank Pinto Named Marketing Support Director

Frank Pinto has been named director of Marketing Support within the Information Systems Division (ISD). He is responsible for overseeing activities within Market Development, Account Development, Sales Support and Marketing Information.

Frank had been Regional Sales manager in Area IV, Region 3, based in Detroit. Before that, he was a Branch Sales manager, responsible for offices in Wellesley, Mass. and Manchester, N. H. Prior to

coming to Data General, Frank held management posts for a Data General original equipment manufacturer (OEM).

A graduate of Iona College, Frank holds a BA degree in economics. He has done graduate work in economics at the University of Southern California and attended the University of New Hampshire's Executive Development Program last summer. Frank reports to ISD Vice President Dave Lyons.

## **Top Sales Representatives Honored At Million Dollar Club**

Data General's outstanding Sales representatives and managers from offices around the world were honored this week at the 12th annual Million Dollar Club.

For achieving the highest sales volumes in 1982, 144 sales representatives, managers and distributors participated in three days of information-packed conferences, workshops and roundtables. Attending the Club, held at St. Thomas, the Virgin Islands, were nearly 100 repeat members of past Million Dollar Clubs.

Executive Vice President Herb Richman welcomed Data General's top sales people to the conference and said, "I congratulate you on your success and I thank you because you provided the base to carry the company through a difficult fiscal 1982."

Data General President Ed de Castro also congratulated the sales representatives for their accomplishments, stating, "I believe your presence here is a result of many hours of hard work. You've put in the time and effort to win new business for the company and we congratulate you on your efforts of the past year.

"At the same time, I want to challenge you to continue with your outstanding records. We can provide the latest technology, high-quality products, excellent service and support, but everything rests on you.

"Data General's future is dependent on having people like you who are highly motivated to sell, who know and understand the marketplace, who are willing to put in the time and effort as you have done to make Data General grow."

A new twist added to this year's Million Dollar Club was the selection of Club officers who helped to guide members through the conference's many programs and activities. For his outstanding contributions to Data General Sales during 1982, Sales Representative Robert Rabiner of Wayne, N. J. was chosen as president. Robert is a nine-time member of the Club. Vice presidents were: Jim Palmer of Washington, D. C.; Tom Bricklebank of New Zealand; Didier Hees from Belgium; and Etsuro Nishiyama from Nippon•Data General.

During the Club, members heard speeches from Data General officers and executives on the Business Group, Manufacturing, Field Engineering, Human Resources and Finances.

In recognition of their fine work, each member of this year's Million Dollar Club was presented with an art print produced by famed Japanese artist Ouchi Makoto.

## **Foote, Cone & Belding Appointed New Ad Agency**

Data General has appointed Foote, Cone & Belding/New York as its new advertising agency for Corporate, Business Division and Field Engineering advertising.

Senior Vice President Bob Miller says that Foote, Cone & Belding's first assignment will be to support the company's office automation and industrial automation programs.

Citing the recent announcements of an office automation contract with E.F. Hutton and the introduction of the ECLIPSE MV/10000 computer, Bob says, "We have demonstrated that we have the product and technology leadership to be one of the leaders in the computer business. Now, we'll be looking to Foote, Cone & Belding to help us deliver that message to our markets."

Data General's advertising was previously handled by three separate agencies. The company's annual advertising budget is more than \$5 million.

## **Touch-Sensitive Terminal Offered By Special Systems**

Data General's Special Systems group has introduced a touch-sensitive terminal that makes it easier for users to interface with a computer. The terminal, model 5208TS, is packaged in a D200 alphanumeric terminal with a typewriter-style keyboard. By simply touching its screen, data can be input or received from the computer. The touch-sensitive screen can be either a primary input medium or supplement the standard keyboard.

Specific applications for the terminal include:

- Catalog or index inquiry
- Process control
- Computer-aided instructions
- Emergency data processing
- Travel instructions/flight status
- Medical systems

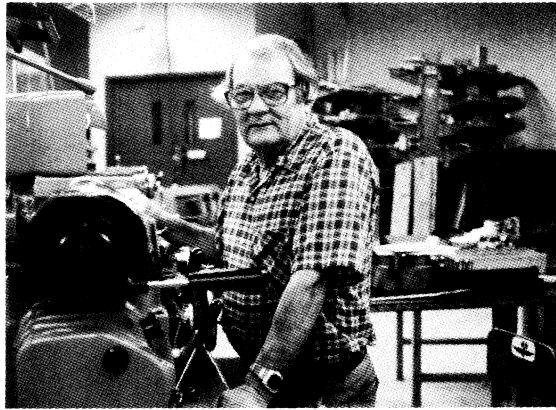
The price per terminal is \$3,450. The touch repeat rate and touch detection are customer selectable. The host computer can enable or disable touch detection. The screen is divided into 22 touch-



manager for Almy Stores in Boston.

Frank has a B.S. in business administration from Boston University and an MBA from Northeastern University.

## John Peterson Retires



*Model maker-machinist John Peterson will retire today after six years of service with Data General. John started in Southboro's Model Shop and later came to Westboro's. After 40 years as a machinist, he plans to spend his time fishing and gardening.*

## CEO® Self-Study Completed



*Contributing to the development and production of the CEO Word Processing Self-Study course were: (front row, left to right) Eric Fordham, Peg Raymond, Phyllis Southland, Paula Wolf and Audrea Cohen; (back row, left to right) Bob Fulcher, Lorraine Schauder, Lillian Cochran, Jose Ramos and Rick Lowenthal. Missing: Bill Mettey.*

The Course Development and Media Products (CD&MP) group of Educational Services has recently completed development of a self-study course for CEO Word Processing. This latest course teaches how to use the comprehensive word processing features of CEO, such as text creation and manipulation.

The course package consists of an instructional text with practice activities and reviews, an exercise booklet and a series of sequenced audiotaped lessons to accompany the text.

For further information contact Chris Gundel extension 4019 in Westboro. To order contact Chris Hawver at extension 4078.

Copy key readings are due in the Westboro Copy Center on Monday, April 4 and Tuesday, April 5. Call extension 6141 or extension 6073 with your readings.

## Southboro

### Time Loss Addressed By PRIDE Circle

One of Metal Fabrication's three PRIDE Circles is helping to improve productivity by cutting down time-loss on the job.

After spending several meetings listing work issues in order of importance, time loss in Metal Fabrication proved to be a significant concern. The unavailability of hand trucks was determined to be a major factor.

The causes of this time loss include employees not returning hand trucks to their designated areas. Lack of hand truck identification and proper storage as well as lack of maintenance due to poor communication regarding needed repairs were also factors.

Not being able to locate hand trucks when necessary and no formal reporting system for proper maintenance resulted in a loss of production time.

Through careful analysis this Circle was able to develop a very constructive solution which addressed both the cause and effect of their topic.

Time loss charts were used to track the amount of time spent searching for hand trucks when they were needed. Their condition when located was also recorded.

The Circle proposed that Metal Fabrication areas be assigned a sufficient number of hand trucks and areas where they should be stored. Also recommended was color coding of the trucks for identification should they be borrowed and not returned within an appropriate amount of time.

The Circle presented its findings to Metal Fabrication managers and supervisors recently and all solutions were approved immediately. The changes

are already being implemented. In its initial presentation the Circle was invited to appear at a weekly staff meeting held by Plant Manager Dave Foran.

Circle Leader Patti Bates felt very positive about the response to the presentation. She stated, "Everything we requested was approved. We got a lot of support for our effort and the Circle members appreciated that."



*Metal Fabrication PRIDE Circle members are: (left-right) Mark Brigham, Victor Ortiz, Ronald C. Chambless, Dave Turner, Michael Casasanto, Patty Bates and Glenn Schedin. Missing: Scott Brigham.*

## Safety Stands Out

Southboro employees will have an easy time finding Safety Committee members through a new identification program. Green crosses now appear on the front of each committee member's Data General badge. These crosses will enable co-workers to recognize committee members during safety audits as well as identifying them in each work area.

Any employee who wishes to seek advice or assistance on safety related issues from a member is encouraged to do so. The Safety Committee has a dynamic campaign underway and all committee members are eager to provide information.

## ESD Awareness Program Held

An Electrostatic Discharge (ESD) Awareness Program was offered recently to technicians and inspectors from Complex Test and Quality Control in Southboro. This program, coordinated by Mary Wing and Joseph Danforth, consists of a videotape and discussion pertaining to the cause of electro-static buildup and discharge and how to control them.

Static electricity is a surface charge which is constantly present in the atmosphere. Static develops from friction which occurs during normal activities such as walking across a carpet. Many factors contribute to the level of static in the air, including the weather. When the atmosphere is dry, the potential for electrostatic buildup increases. When

static builds up and discharges are not controlled, they can cause gradual failure and serious damage to components such as film resistors, diodes, transistors and I.C. chips.

The awareness program is designed to illustrate the simple steps and precautions employees must take to prevent discharges from damaging components. Work areas are designed to be static safe with conductive floor mats and table mats. Employees also are provided with wrist straps which keep them at zero static potential. These mats and wrist straps are made from materials which attract and neutralize static and, therefore, eliminate it within specified work areas.

Joe Danforth states, "It's increasingly important for employees to understand the effects of static interference and how to prevent it."



*With the help of visual aids, Joe Danforth explains ESD prevention during a recent awareness program held in Southboro.*

## Activities

### *Come To The Circus*

The Ringling Brothers-Barnum and Bailey Circus will be at the Centrum on Thursday, April 21 at 8 p.m. Tickets are \$7 per person, children under 2 years old are admitted free. Send ticket requests to: CIRCUS, MS D127. Requests will not be honored without payment. **NOTE:** Make checks payable to the Data General Activities Committee. No refunds or exchanges will be allowed.

### *Cruise To Nova Scotia*

A cruise to Nova Scotia has been scheduled for the first weekend in May. The M/S Scotia Prince will leave from Portland, Maine at 9 p.m. on Friday, May 6 and return to Portland on Sunday, May 8 at 8 p.m. The price for Data General employees, family and guests is \$99 per person, double occupancy (category C - upper and lower berth with wash basin) or \$116 per person, double occupancy (category B - two lower beds with private bath). Price includes:

selected passenger accommodations, buffet breakfast and dinner aboard ship plus overnight at the Colony Motor Inn in Yarmouth. Make checks payable to: Heritage Travel. Send check with request to Francine DiFilippo, MS D127 in Westboro. Informational flyers are available at each facility in Personnel.

### Softball Fever

May 2 marks the start of the 1983 Data General Softball Leagues season. This is the seventh consecutive year that employees have participated in one of the most popular Data General athletic leagues. This year the number of Competitive and Recreational league teams totals 32.

New this season is the addition of a third field in South Bellingham called Bongy Brook. It is 25-minutes south of Westboro or Southboro and will be used primarily by Milford teams. The Bronx field in Marlboro and Mooney field in Southboro will continue to be used.

Final reminder to team managers and coaches: submit a completed roster (or head count) to Scott Vottiero, extension 6716 in Westboro (MS C138).

### Backcourt News

Last week's basketball league high scorer was Dave Knipe of S.I.D. who scored 28 points in the March 22 game against the Milford Bullets.

Two week's ago, Ron McNelly of the Lakers was game high scorer with 19 points. Ron netted 15 points during the second half of the game.

## Chess Club Tourney



*Stuart Schulman, project manager in Marketing and Sales Information Systems at Westboro, won the Data General Chess Club's first tournament, remaining undefeated in five rounds. Other club members participating in last week's fifth and final round of the tournament were: Charlie Bures, Tony Gromelski, Glenn Turnbull, Vitaly Goldin, Mike Roman, Dave Abramo, Mike Pavlov, Camillo Davis, George Perry, Dave St. Onge, John Burroughs and Alex Shapiro. Vitaly took second place in the tournament, with John and Mike Roman tying for third.*

The league's current standings are: SID (13-0); Hornets (10-3); Bullets (9-4); Lakers (8-5); Dawgs (5-8); Terminators (4-9); Techs (3-10) and Hoopsters (0-13).

## Milestones

Congratulations to the following employees who recently observed their five and 10 year service anniversaries at Data General:

### Westboro

#### Ten Year

James Heath  
John Simeone  
Beverly Stubbs  
Anthony Schofield

Joseph Kennedy  
Dennis Damico  
Peter Galluzzo  
Michael Pond

#### Five Year

William Wright  
Frank Kurjanowicz  
Douglas Kenyon  
Roy Dupont  
James Walsh  
Harold Francis  
Christopher Colonero  
Mark Hamel  
Randall Glickman  
Robert King  
Gholi Tajiani  
Kathryn Cross

Arun Taneja  
Edward Carpenter  
Arthur Nigro Jr.  
James Jarosz  
Lawrence Floryan  
David Auerbach  
Ruth Barta  
Robert MacKenzie  
Edward Acciardi  
Richard Lukason  
John Foley  
Kevin Driscoll

### Southboro

#### Ten Year

Altina Moura  
Joseph Canole

Thomas Gallant

#### Five Year

Carl Richards  
Barbara Williamson  
Daniel Capra  
Therese Bryce

Eugene Ingano  
Jeanne Alves  
Edmond Picard  
Michael White

### Milford

#### Ten Year

George Miller

#### Five Year

Paul Marcucci  
Arthur Balian  
Carole Laino  
David Alexander  
Christine Simoneau

Donald Shaw  
Carol Bibbo  
Randolph Croson  
Charles Noyes  
Stephen Bratica

### Cambridge

#### Ten Year

Donald Hall

#### Five Year

David Demby

### Worcester

#### Ten Year

David Geene

## POOL IT

**Marlboro/Rte. 20**, Paula, to DG-Webo, hrs. 7-3:30, flex., will help w/gas, x6146  
485-2404 (Marlboro).

**ookline/Newton area**, Dee x4356, to DG-Webo, hrs. 8:30-5, van pool, wkly./daily, \$2.50/day, 277-7305 (Brookline).

## MARKETPLACE

### FOUND

**Bracelet**, 2 sets of keys; leather eyeglass case, blk., X6100.

### FOR RENT

**Studio Apartment**, Shrewsbury, w/w, pool, a/c, tennis, \$285/ht. incl., 845-9500 (Shrewsbury).

**Summer Cottage**, Dennisport, 2 bdrm., walk to beach, mo./wkly., 359-6852 (Medfield).

**Studio Condo**, East Dennis, 1 wk. rental, \$250/wk., 883-6791 (Bellingham) eves.

**Large Condo**, Westboro, 2 bdrm., pool, tennis, \$450/mo., 393-3593 (Northboro).

### WANTED

**Apartment or House**, to rent, near Westboro, 366-2846 (Westboro).

**Roommate**, Whitinsville, female, 6 rm., \$140/mo., 1/2 utils., incl. oil heat, 234-3521 (Whitinsville).

**Roommate**, for Framingham Apt., 272-6357 (Framingham).

**umpet**, silver, Bach-Stradivarius, gd. to ex. cond., 534-9394 (Leominster).

**Guitar Player**, drums, bass, serious inquiries only, 842-8244 (Shrewsbury).

**Housemate**, 10 rms., \$210/+ 1/3 utils, 485-5839 (Marlboro).

**Cage**, 30 in. high, carry dog on airplane, buy or rent, 839-9114 (Grafton).

**Swap**, 8, Kink's tickets, June 11 for June 10, 476-2973 or 476-3637 (E. Douglas).

### FOR SALE

**Wire Fox Terrier**, 1 yr. old, female, papers/shots, 481-6542 (Marlboro).

**Antique Jelly Closet**, \$100, 485-2972 (Marlboro).

**Townhouse**, Ashland, 2 bdrms., 1 1/2 baths, 881-5858 or 875-8721 (Framingham) days.

**Four Prom Gowns**, sz's 3-4, worn once, best offer, 473-7842 (Milford).

**Desk**, chair; kchn. table w/6 chrs; full sz. bd. frame; night stand; coffee table; 2 end tables, 473-4730 (Milford).

**Car Engine**, B&M Turbo 400 shorttail, \$350; super Wild Cat tires, 16.5 x 36 x 14, \$250, 366-5568 (Westboro) days.

**Fireplace**, red enamel freestanding, w/flue pipes, \$100, 476-7222 (E. Douglas) eves./wknds.

**and**, 45,000 sq. ft., wooded lot, town water, perk tested, \$27,000, 473-0635 (Milford).

**Bow Window**, 57 1/2 in. x 92 in w/ 11 1/4 in., cntr. radius, \$200/best offer, 842-1976 (Shrewsbury).

**Record-a-Call**, answering machine, Audio vox, list \$220 sell for \$100, 478-0913 (Milford).

**House**, Newton, Auburndale, colonial, 3 bdrm., 2 frpl., \$120,000, 332-0122 (Newton).

**House**, 3 bdrm., 1 1/2 baths, Cape, 332-1022 (Newton).

**Mediterranean Bedroom Set**, complete, \$775, 234-2523 (Whitinsville).

**Pine Bedroom Set**, complete, brand new, \$1150, 234-2523 (Whitinsville).

**Rototilling**, Webo/Northboro/Sobo area, 366-1581 (Westboro) eves.

**Metal Bed Frame**, Bloomingdale's King-sz., new, \$30, 443-6841 (Sudbury).

**Townhouse Condo**, 3 bdrm., a/c, mjr. rte's, 872-6026 (Framingham).

**Tires**, 1 set 15 in. snows; 1 reg. set, 15 in., \$25/all, 278-5283 (Uxbridge).

**Refrigerator/Freezer**, G.E., 19 cu. in., \$400; Gas Stove w/heating unit, \$400, 791-4883 (Worcester).

**15 Waterford Crystal Goblets**, wine/water, Lismore pattern, \$25/ea., or \$350/lot 478-6840 (Milford)

**Oil Painting**, McClellan-Madonna & child, cost \$800 sell for \$500, 263-7542 (Acton).

**Hotpoint Chest Freezer**, \$75; GE refrigerator, \$45, 829-2638 (Holden).

### Autos

'63 **Chevy Impala**, 4 dr., ex. cond., \$800, 366-5568 (Westboro) days.

'66 **BMW R60**, 1/2 fairing, European forks, needs work, \$750, 839-9114 (Grafton).

'72 **BMW 2002Fii**, runs well, \$2000, 476-7222 (E. Douglas).

'74 **Chevy Impala**, V8, auto., ps, pb, \$1250, 872-5516 (Framingham).

'76 **Toyota Corolla**, gd. cond., orig. owner, \$1900/best offer, 429-7085 (Holliston).

'76 **Saab Wagonback**, auto., mint, 70k, \$3500, 481-0458 (Southboro).

'77 **Ford LTD**, new radials, recent paint, am/fm, \$1,300, 366-5568 (Westboro).

'78 **Honda Accord Hatchback**, reg. gas, \$1725, 263-7542 (Acton).

'78 **Honda GL1000**, tour dressed, 16K, \$3500, 653-7814 (Natick) eves.

'79 **Ford Mustang**, 41K, \$4300, 527-4447 (Newton).

'79 **Suzuki GS425**, 45k, like new, \$900/best offer, 234-3640 (Northbridge).

'79 **Subaru DL Wagon**, std., 4 whl. drv., am/fm, \$5000, 273-4639 (Burlington).

'79 **Toyota Corolla Deluxe**, 2 dr., 4 spd., am/fm, 791-0851 (Worcester).

'79 **Bennelli SEI 750cc**, 6 cyl., 839-3724 (Grafton).

'80 **Ford Courier**, w/cap, \$3,950, 366-1581 (Westboro).

'80 **Honda 750F**, slvr., fairing, rack, \$1900, 476-7222 (E. Douglas).

'81 **Datsun King Cab**, 4 cyl., rust prf., w/cap, \$6000/best offer, 872-7161 (Framingham) eves.

'82 **Honda Accord, 4 dr., 11K, a/c, am/fm, \$8900, 366-0103 (Westboro).**

'82 **Honda V45 Sabre**, blk., FM-5 fairing, \$2600, 476-7222 (E. Douglas).

'82 **Chevy Cavalier**, 4 dr. Rusty Jones, gray, \$6,000/best offer, 666-8789 (Somerville).

## MENU

**Westboro**, Monday, Greek Special; Tuesday, Cannelloni Florentine; Wednesday, Frittata; Thursday, Quiche; Friday, Fisherman's Platter

**Milford**, Monday, Beef Macaroni and Tomato; Tuesday, Roast Beef; Wednesday, Beef Stew; Thursday, Broccolli Quiche; Friday, Fish and Chips

**Southboro**, Monday, Beef Turnover; Tuesday, Swedish Meat Balls; Wednesday, Chicken Ala King; Thursday, Beef Stew; Friday, Fried Clams

**Westboro Deli**, Monday, Western Sandwich; Tuesday, Roast Beef Dinner; Wednesday, Chicken Cacciatore; Thursday, DG Burger; Friday, Macaroni and Cheese



# Savings & Investment Deductions Begin April 7

During the recent open enrollment period, many Data General employees took a step toward future financial security by becoming participants in the new Data General Savings & Investment program. These employees elected to have from one to 10 percent of their gross pay invested in one or more of the three funds being offered. The elected percentage is deducted each pay period before it is taxed. This program "defers" taxes on savings until a future date when the money is withdrawn or distributed from the program.

Payroll deductions for employees participating in this program will begin Thursday, April 7, and the standard paycheck stub has been revised to report these new deductions.

The actual amount invested each pay period is listed by fund under *GROSS PAY* (1).

*TOTAL ANNUAL EARNINGS* (2) is your total gross pay including the amount deferred under the Data General Savings & Investment program.

*TAXABLE GROSS* (3) is your gross earnings minus the amount deferred under the Savings & Investment program. It is the amount which will be reflected on your W-2 for income tax purposes, both federal and, in most cases, state tax. FICA (4), the social security tax, is computed on your gross pay (1) minus your contribution to the Savings & Investment program. A sample of the new payroll stub is shown below:

STATEMENT OF EARNINGS & DEDUCTIONS			DETACH & RETAIN FOR YOUR RECORD			DataGeneral	
GROSS PAY			DEDUCTIONS			EMPLOYEE LAST NAME	
DESCR	HRS	AMOUNT	DESCR	AMOUNT	Y-T-D AMT	FIRST NAME	INIT
ST TIME	4000	252.80	A&S	2.05	26.65		
SAV/INVEST							
GUAR FND		- 12.64					
BAL. FND	(1)	- 5.06					
EQU. FND		- 7.58					
						EMP. NO.	DEPT. NO.
						WEEK ENDING	RATE OF PAY
						04/09/83	6.32
						CHECK NO.	MAIL CODE
						123456	1K
						TOT. ANNUAL EARN.	SAV./INVEST
						(2) 252.80	25.28
						(2) 3286.40	50.56
CURRENT INFORMATION							NET PAY
TAXABLE GROSS	FED TAX	FICA	STATE TAX	CITY TAX	SDI	DEDUCTIONS	
(3) 3235.84	252.7	15.24	8.42			2.05	176.54
	384.17	(4) 216.80	125.03			26.65	
YEAR TO DATE							STK PUR BAL.
KEY 011392							MA VACATION HOURS BAL. 32.60

## Summary Of The Funds Offered

- The Guaranteed Income Fund (GIC) guarantees principal and provides a fixed rate of return. The 1983 effective annual rate is 12.5%.
- The Balanced Fund is the George Putnam Fund, a balanced portfolio of high grade bonds and common stocks whose investment objective is for current income, growth, and preservation of principal.
- The Equity Fund is the Putnam Investors Fund, a concentrated portfolio of quality stocks geared for long term growth and some current income.

Employees who elected to invest in either the Balanced or Equity Funds can follow reports listed in the financial section of most newspapers under Mutual Funds (subheading "Putnam Funds"). This information only indicates the direction of the activity of the funds. It will not allow you to determine the exact value of your account since your savings are being invested each pay period, immediately after the deduction is made. You will receive an exact accounting of your investments in the quarterly statements that will be mailed directly to your home. The first of these statements will be issued at the end of July.