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Microsoft Memo

TO:

FROM:

Jeff Raikes

DATE:

September 16, 1993

RE:

District Tour I - district-wide presentation notes

CC:

District Wide presentation notes

Intro of JeffR

Farm boy

Apple Computer

Microsoft

Apps and product marketing

VP Office Systems

SR VP of MS North America

Marketing and Solutions Marketing

Product Support

MCS

MSU

Why I love this job

success to build on

opportunity to learn great people

Value I expect to add

y brigant Ability to represent MS strategy to our customers

Tighter integration with rest of company

Feedback to product divisions Enda

Things I care about

passion

smart work

honesty

a great environment

no politics

respect/sensitivity for cultural differences

Key words from "jeff's dictionary"

leverage

redeployment

efficiency and effectiveness

DEPOSITIO

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Microsoft.

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Why I Love My New Job

- **♦** Learning
- **♦** Established success
- ♦ Opportunity for impact

I am learning all kinds of new things

I'm learning to SPIN

how we interact with customers

where are the leverage points in sales

Another reason -- established success to build on

nothing really broken, or to fix

Opportunity for impact

during 80's -- clearly product technology leader

during 90's — differentiation will come from our sales asset

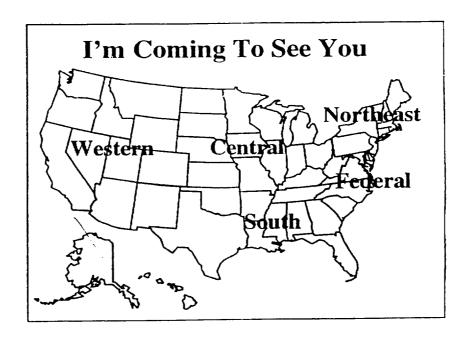
from you, the sales force and your ability to work with our customers

Best way to build the "sales asset" is to listen to you, so I'm coming to see you...

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I'm coming to see you

FY93 District Tour

(Fall campaign?)

1 day in each district between 8/1 and 11/6

Two purposes

Meeting you

learning from you

#1 Advocate

you must help me

you are the developers of this division

how do we better leverage your efforts?

the primary job of marketing is to leverage our selling efforts

Already been to 3 districts

I thought it would be hard

enthusiasm

wealth of ideas

The tour is so valuable, I have already decided...

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Value I Can Add

- **♦** Enhance customer focus
- ♦ Represent broad product line
- ♦ Integration of strategy and execution

Mention value I can add

◆Enhance customer focus

I know the product divisions, which buttons to push capture un-met explicit needs, and build the right cababilities into next version or new products

◆Represent broad product line

our product line is getting broader --- technical --- consumer help you better represent our broad product line

♦Integration of strategy and execution

tighter integration with rest of company
both at strategy level and execution
sales architecture and commitment to SPIN as an example
(don't believe this type of NSM would have been possible a year ago)

Now mention things I care about

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Things I Care About... Passion

First thing --- passion

yesterday's windows demo --- greatest company in the greatest industry in the world?

when you see your customer's eyes light up when you show a Microsoft solution for their explicit needs?

(very few people in history will ever have the opportunity we have --- mission from god)

I expect you to feel the passion — for what we do, for our products, for our customers

probably won't hear me talk about maniacal work ethic

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Things I Care About...

Passion Smart work

I care about working smart

in general, our competitors outnumber us you face incredible customer demands

We must work smarter

focus on the right things leverage our efforts gain synergy from our efforts

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Things I Care About...

Passion
Smart work
Honesty and integrity
Openness

I also care about honesty and integrity

you expect that from me
I expect it from you
our customers expect it and we will deliver

Related to this is openness

key value of sales asset comes from learning where we fail to meet explict customer needs

we will lose some business

we must learn from those losses --- I expect you to be open and honest --- and not defensive

Next, I want to remind you of our goals in FY'93

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Microsoft Windows

- ♦ "Make it the standard!"
- **♦** Drive Windows penetration
- ♦ Sell the Windows family
- ♦ Win the desktop defeat IBM



Metrics

You will find I use a few words alot So this is "Jeff's dictionary" Metrics

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Microsoft Office

- ♦ Win the upgrade war
- **♦** Learn to SPIN Office
- ♦ Defeat Lotus and WordPerfect



Continuous Improvement

"Jeff's dictionary"

Continuous improvement

never let up

Lotus bigger than Microsoft

Then Microsoft passed them

Then Microsoft apps

Then our spreadsheet business will pass them

Then our PC spreadsheet business will pass them

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Solution Providers

- ♦ Grow industry #1 field force
- ♦ Build design win business
- New approach
- ♦ Plan for success

Leverage

Jeff's Dictionary

Leverage

fundamental to business success key strategy of Microsoft — leverage via channel

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