



March 13, 2017

Recommendation Letter for Sumita Johnson

To whom it may concern,

Sumita Johnson volunteered online with the Communications team at the United Nations Volunteers (UNV) programme from 2 Dec 2015 until 23 Nov 2016. She contributed a total of 163 hours in her online volunteer assignment.

Sumita designed and developed a module on Branding called, *Our Brand and Why It's Important?* This module informed learners about UNV's brand repositioning exercise, and included branding tools, UNV's added-value statements and communication principles. The module was first launched at the Global Team Meeting in Bonn in December 2016, and has been provided to field units in developing countries ever since.

Sumita applied instructional design and adult learning principles to create an effective and learner-centric module. With the use of puzzle and clickable graphics as instructional strategies, the module engaged the learners. Sumita coordinated and managed the entire project; she established project milestones and deadlines while maintaining high standards. The module went through several reviews from UNV to incorporate new fixes suggested by the Communications team. Sumita was available for conference calls and skype meetings. Her communication was professional, and she was proactive about project status updates following every meeting.

UNV wishes Sumita Johnson all the best and thanks her for her online volunteering!

Sincere regards,

A handwritten signature in black ink that reads "Jennifer Stapper".

Jennifer Stapper

Chief, Communications Section

T. +49 (0) 228-815 2000
F. +49 (0) 228-815 2001

A. Platz der Vereinten Nationen 1, 53113 Bonn, Germany
W. www.unv.org

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The United Nations Volunteers (UNV) programme is administered by the United Nations Development Programme (UNDP).