# Project Sponsor to Exec email

Dear <insert name>

As part of our ongoing commitment to give our people the tools they need, we’re launching Webex Meetings as our video conferencing platform. As a member of our leadership team we need your support to make this a success.

Webex Meetings allows you to collaborate across borders, stay in touch when you are on the go, and increase productivity. It has crystal clear audio, HD Video, and an app that doesn’t skimp on features. You can use it on your desktop to join meetings at the click of a button, or on your mobile device, so you never miss a meeting.

I have attached some examples of how Webex Meetings can start to benefit your daily working life, and we’ll be doing the same for your team as we roll out Webex. We want you to encourage them to get the most of out of the platform, the best way that you can do this is leading by example.

We’ll share more in the coming weeks as we begin to roll out Webex Meetings.

<Insert project sponsor name>