

REVIEWED BY ATIP DIVISION  
Correctional Service of Canada  
RÉVISÉ PAR LA DIVISION AIPRP  
Service correctionnel du Canada

**From:** \_\_\_\_\_ (NHQ-AC)  
**To:** \_\_\_\_\_ (NHQ-AC); \_\_\_\_\_ (NHQ-AC)  
**Subject:** FW: CorporateComms\_Virtual Tour\_CORCAN\_Room  
**Date:** Friday, July 11, 2014 4:21:03 PM  
**Attachments:** CorporateComms\_Virtual\_Tour\_CORCAN\_Room.docx

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These came in after we had sent our content to \_\_\_\_\_ Maybe it can be worked in somehow to  
the draft that \_\_\_\_\_ came back with...

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**From:** \_\_\_\_\_ (NHQ-AC)  
**Sent:** Wednesday, June 25, 2014 5:07 PM  
**To:** \_\_\_\_\_ (NHQ-AC); \_\_\_\_\_ (NHQ-AC)  
**Cc:** \_\_\_\_\_ (QUE); \_\_\_\_\_ (ONT)  
**Subject:** FW: CorporateComms\_Virtual Tour\_CORCAN\_Room

Hello,

Further thoughts, CORCAN offers on the job training through four business lines – Textile, Construction, Manufacturing and Services, would it be better to start from the top and then drill down to the ones in the above virtual tour?

We could first provide you with information on the 4 business lines and then be more specific with some of the bigger shops?

Let me know,

Thanks

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**From:** \_\_\_\_\_ (NHQ-AC)  
**Sent:** Tuesday, June 24, 2014 5:30 PM  
**To:** \_\_\_\_\_ (NHQ-AC)  
**Cc:** \_\_\_\_\_ (NHQ-AC); \_\_\_\_\_ (NHQ-AC)  
**Subject:** RE: CorporateComms\_Virtual Tour\_CORCAN\_Room

Hello

Sorry I need to consult further, when I shared it with two other co-workers we felt that we could add info. I need more time however... Friday?

These were some of the comments:

I would set up the “shops” as Metal fabrication, furniture fabrication and textile fabrication. (Welding, sewing and furniture building would fall under these categories). I would expand on the types of welding we do (mig, tig and arc for example) and get more into detail about

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the processes (jig making, types of large machinery used).

There is lots of expansion to do on the furniture fabrication section. Perhaps detail the types of furniture we make and highlight that some of it is designed and manufactured solely by CORCAN (an example would be Espace). There is also the CAD drawing side to this as well giving computer aided design skills to offenders as well. I would also mention we do custom work.

Textiles, I would mention the types of products being made in more detail. Our Coast Guard contract is quite large for example. We have the aboriginal program making mitts and other textile related products.

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**From:** (NHQ-AC)  
**Sent:** Tuesday, June 24, 2014 1:39 PM  
**To:** (NHQ-AC)  
**Cc:** (NHQ-AC); (NHQ-AC)  
**Subject:** RE: CorporateComms\_Virtual Tour\_CORCAN\_Room

Hi

The virtual tour will be hosted on the new Canada.ca Web site.

The idea is to come into the institution with a special camera that can capture a 360 degree image (think Google street view) and create a tour that will take Canadians through the doors of one of our institutions.

There are lots of ways to do this, so you can let your imagination go a bit. We can look at a series of tools by using photos (they would be displayed as a slide show) or we can go do a 360 view of a large machine or workspace.

We will take the "brainstorming draft" that you gave us and use it to craft a storyboard and script. We will then come back for tweaking and approvals.

If you have any ideas to add to what you sent us before the end of the day, let me know.

Here's an example: <http://www.cic.gc.ca/english/games/museum/flash/> ...only it seems to be really slow on our network...you might have to look at it at home. This one has a lot of animation (using gaming technology). Ours would be more photographic...but you get the sense. Check out the Underground railroad space – there's a picture on the wall with a symbol below it that says 360. If you click on it, it takes you inside the cabin. This is more in the style that ours will be.

Hope that helps.

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**From:** (NHQ-AC)  
**Sent:** , 2014 12:04 PM  
**To:** (NHQ-AC)  
**Subject:** FW: CorporateComms\_Virtual Tour\_CORCAN\_Room

Can you provide a brief description of the virtual tour?

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**From:** (NHQ-AC)  
**Sent:** Tuesday, June 24, 2014 11:34 AM  
**To:** (NHQ-AC)  
**Cc:** (NHQ-AC); (NHQ-AC)  
**Subject:** RE: CorporateComms\_Virtual Tour\_CORCAN\_Room

Hello

Are you able to provide me with more info on what the virtual tour is? How will it be presented, which website (internal/external)... etc...

Thank you,

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**From:** (NHQ-AC)  
**Sent:** Wednesday, June 18, 2014 11:04 AM  
**To:** (NHQ-AC)  
**Subject:** CorporateComms\_Virtual Tour\_CORCAN\_Room

Hi

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Can you please have a few of your people take a look at this draft description of CORCAN work stations for the virtual tour?

Please make any additions, deletions and comments as necessary, and return to me by **COB tomorrow, June 19, 2014**. Please don't agonize over it. It is just to give us an idea if we are on the right track or not.