**Activity 3 – Situations**

**Situation 1 :**

You are a web developer. A potential client contacted you. They are interested in your services. You want to arrange a meeting to present your services, know more about their requirements, and see if you could work for them.

**Situation 2:**

You are a Game developer. You are currently working on a game for a client. You want to arrange a meeting to present them the progress and see if it matches with their requirements.

**Situation 3:**

You are a Quality Assurance tester. You need to report a bug to the web developer who is working on that software. You attach a visual aid.

**Situation 4:**

You are working as an IT officer. You want to inform the staff of your company that the server is not working well today. You give explanations and information.

**Situation 5:**

You are a web developer. You are currently working with a client but you need clarification from their side: the main goal of the website, the features required, target population.