**Quiz # 3**

**Q) Difference between Solicited and Unsolicited Reports.**

Ans)

# Solicited Report:

* A solicited Report is when the Customer ask to make a report.
* They may ask Verbally, or they can issue a request to write a report.
* Solicited reports are derived from organized data collection systems.
* Solicited reports Use for the purpose of Safety Reporting and Study reports.
* A solicited report provides you with a description of what the customer wants.

# Unsolicited Report:

* An unsolicited report is when you send them a report they do not asked for because, you think they should buy from you or take some action.
* Unsolicited Reports require more justification since the client has not expected, planned, or budgeted for them.
* They are general and not directly connected with a specific customer’s needs.
* They are usually used to publicize new products and services.
* Typically, they are used to promote new products and services.
* Unsolicited reports has a risk that customer can read it or not.