

1. INTRODUCTION

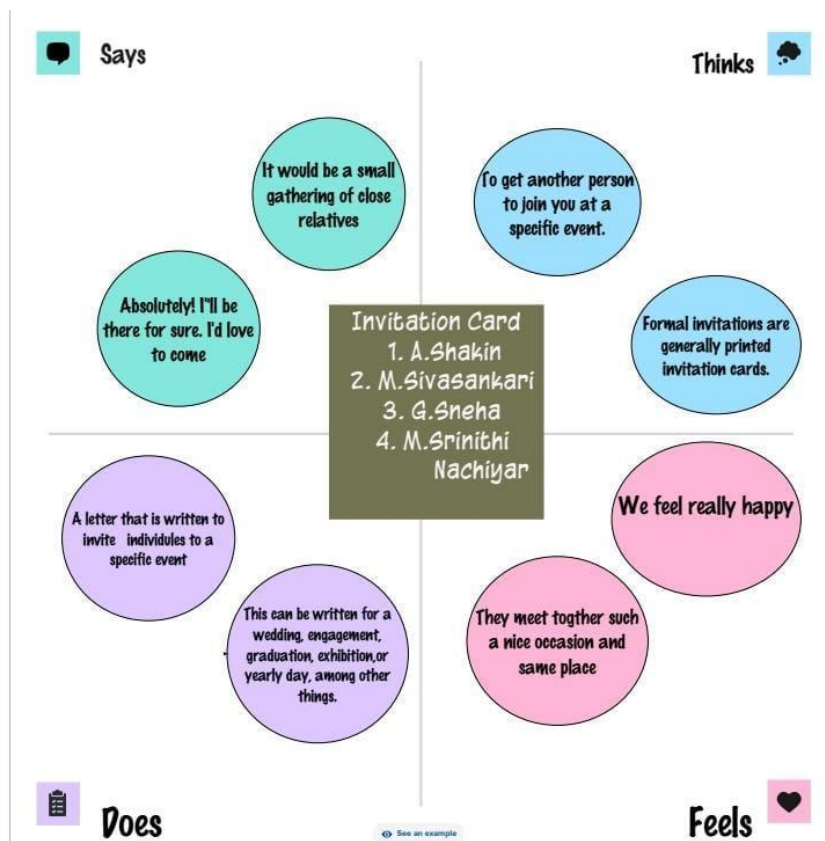
1.1. Overview

Open Canva. Launch Canva and search for "Invitation." ... Look for the best template. Narrow down your search by specifying the specific occasion the invite is for. ... Add images and text. Use the drag-and-drop tool to select image, illustration, or other elements and move them to your design. ... Customize a bit more. ... Print or share.

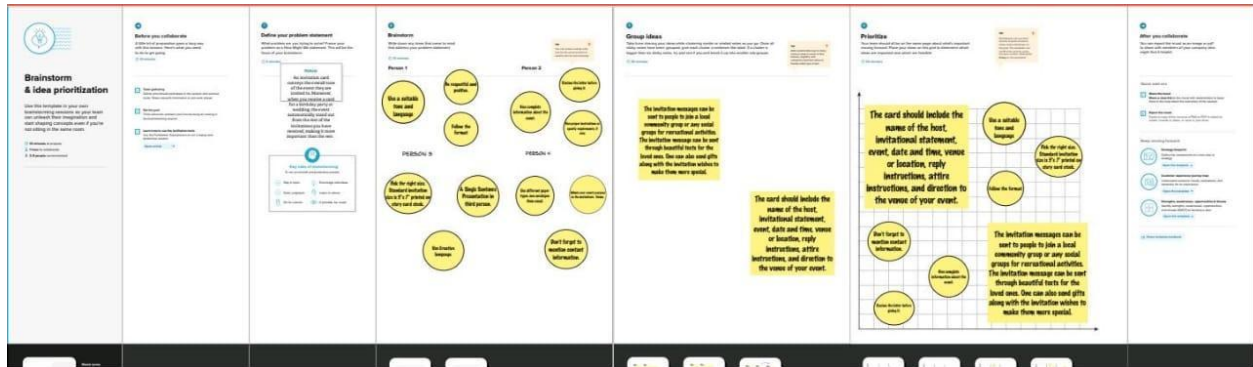
1.2 Purpose

formal invitation is a formal letter addressed to a dignitary or prominent official inviting them to attend a particular event. This letter needs to be a well-formatted and formally written letter with proper information about the venue, date, time, etc. so that the chief guest can schedule accordingly.

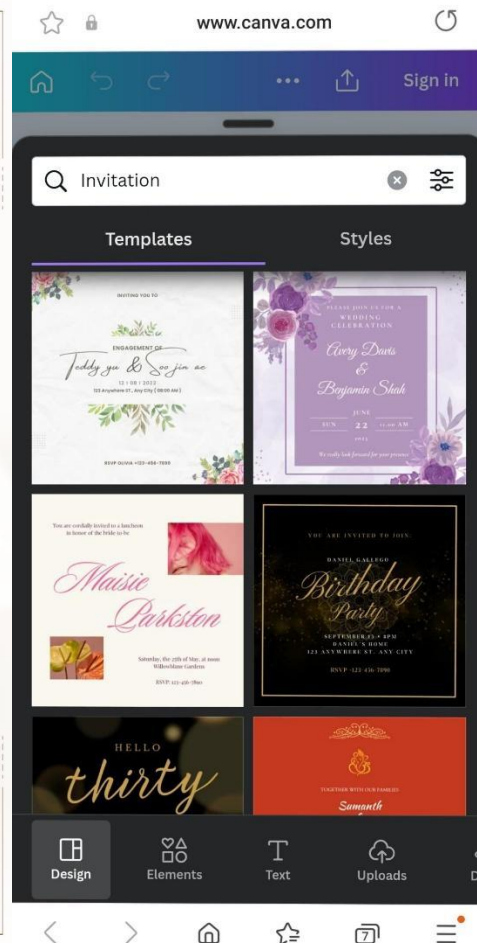
Empathy Map



Brainstorming Map



Reports:



2.1 Advantage

They set the tone for the event. They're informative. They create anticipation. They're memorable.

2.2 Disadvantage

Those who like to save the invitation as a souvenir (ex. The wedding couple and their parents)

3. Applications

A formal invitation letter is written to an honouree so it should contain proper information about the venue, date, etc. of the event.

4. Conclusions

Thus the conclude motivate a person to get to know you more or want to work with you, but also it can strengthen the relationships between you and the group that you invited.