Recipient(s):

Subject: Follow-up questions

Dear Mr. Williams,

I am writing you today to ask a few follow-up questions about our last meeting. I have some questions about the requirement of the project, specifically the design of the application

My first question is about the gender overview. You asked to have an overview with genders which was shown with buttons, which is not a paradigm example of how it can be done efficiently. Could I suggest a dropdown menu for a better overview and readability?

My second question would be about the navigation. In the wireframe you provided, you had different navigation items per page, this is an antithesis of what a navigation bar should be. A navigation bar has typically the same items everywhere on every page. Would I be allowed to create a better navigation for you?

Lastly, I would like to schedule another meeting soon to ask questions about something more problematic. This question is regarding that litigious rival company.

I would like to hear from you as soon as possible.

Sincerely,

Tycho Brakenhoff

Junior Software Engineer

166 words