# Part 1.2 Reviewing Sheet

1. What do you THINK the author is trying to convey? (Approximately 2.3 sentences summarizing what you think the authors are trying to say in this report)
2. What do you think is the general purpose of this report?
3. What do you think is the specific purpose(s)?
4. What changes do you think this report is trying to make for the company? Has anything changed?
5. How well did the authors address each audience?
6. How can this report be improved?
7. Was this report aesthetically pleasing?
8. On a scale of 1 – 10, how would you rate this report? Explain

Reviewer Names: