Writing emails for collaborating with team:

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| **Email #1**: Email to a new data professional on the NPS data team |
| Dear Akbar,  My name is Cynthia, one of the data professionals with the National Park Service and a member of the data team responsible for the visitation prediction project.  Welcome to the team! I look forward to collaborating with you. As a data professional, it is important for you to understand the workflow of our data team.  At the outset of any project, the entire team collaborates on a strategy document outlining the project’s scope, objectives, data sources, and key milestones. Following this, the data is cleaned, organized, and explored. We then proceed to build and test the machine learning model(s). Upon completion, the results are presented to stakeholders for feedback. The accuracy target for the visitation prediction model is set at 90%.  If you have further questions about the project, please feel free to reach out anytime.  Cynthia Delgado  Data Scientist  National Parks Service Data Team |

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| **Email #2**: Email to a new writer for NPS public relations |
| Dear Victoria,  My name is Cynthia, one of the data professionals with the National Park Service and a member of the data team responsible for the visitation prediction project.  Welcome to the team! I look forward to working with you and have been asked to provide an overview of the visitation prediction project.  The recent surge in visitation is a significant concern for the National Park Service (NPS). In 2022, the NPS recorded approximately 312 million recreation visits, marking an increase of 15 million compared to 2021. Notably, 26% of these visits occurred in the eight most visited parks. Such unexpected increases in visitation can place stress on the parks' natural environments and wildlife, as well as diminish the overall quality of the visitor experience.  To address this issue, NPS leadership has tasked the data team with building a model that can accurately predict future visitation at the most popular parks. This model will assist park managers in better understanding visitation trends, taking proactive measures to protect the parks' natural and cultural resources, and enhancing the visitor experience.  If you have further questions about the project, please feel free to reach out anytime.  Cynthia Delgado  Data Scientist  National Parks Service Data Team |