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| **Email #1**: Email to a new data professional on the data team |
| Dear Akbar,  My name is Sergio, one of the data analytics professionals with the National Parks Service and a member of the data team responsible for the wildfire project. I welcome you to this great team of like-minded people.  There are a couple of things you should know:  1. The workflow of the team starts by defining the project's goals and identifying the data sources. Then we wrangle and clean the data to make it in the proper format than we need it. Next we pass to the construction phase where we decide how to model the data and what machine learning algorithm to use before creating the actual model. Furthermore, we train the model until it reaches the accuracy goal of a least 90% and then we proceed to share the results with the stakeholders to get their feedback.  I am totally happy to answer any questions you might have at any time,  Kind regards,  Sergio Carreno  Data analytics professional  National Parks Service Data Team |

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| **Email #2**: Email to a new writer for the agency’s public relations department |
| Dear Victoria,  My name is Sergio, one of the data analytics professionals with the National Parks Service and a member of the data team responsible for the wildfire project. Its it great to have you here.  As you might know already wildfires are our main concern as a wildlife protection agency. Only in the US 7,4 million acres are destroyed per year due to them. Fortunately with the advances in technology we have seen and apply the potential of machine learning to improve the agency’s ability to predict wildfires.  To be more specific, the model our team has built has a prediction accuracy of 90%. This translated automatically in enhancing the agency’s ability to be 35% more efficient which is being used not only in the US but around the world. These result have the attention of many wildlife conservation personnel in a positive manner.  If you have any questions, please do not hesitate to contact me with any enquiry  Kind regards,  Sergio Carreno  Data analytics professional  National Parks Service Data Team |