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BUS327: Business Communications: NO
March 2023

Choosing the Best Pattern of Organization

1. You work for the EPA and you have tested the effluent (run-off) for the Jone's Trailer Park

to see if it complies with EPA regulations on water quality. The results of the test indicate

that the trailer park is in compliance and does not violate the law.

(a) informative/positive message

2. You are a graduate school administrator and have received an application for grad school

from Ralph Morris. His grades and GRE score are too low for him to be admitted to your

school.

(b) negative message

3. You want funds to develop a new product. The person who must approve your request

believes that the firm should focus all its energies on strengthening existing product lines.

(d) problem solving persuasive message

4. You want a graduate school to send you a promotional packet so you can learn about its

programs in your field.

(c) direct request message

5. You've become aware of a job opening in a company you'd like to work for and need to

send your resume and write a letter outlining your qualifications for a job.

(d) problem solving persuasive message