
















Write a Business Memo

Professor Ryan

Activity (Classroom)

Write and compose a standard business memo.

Suggested Learning					
Time	12 : 00	Cost	0.00		
PreRequisites					
Requirements					
Skills					
		Focus	Level	Standard	Points
	Technical Writing			<u>C</u>	88
	Business Management			<u>C</u>	46
	Attention to Detail			<u>C</u>	46
	Problem Solving			<u>C</u>	46
	Research			<u>C</u>	46
Total Skill Points					272
Knowledge Gain					
Use technical writing to send a standard memo to management.					
Resource Link					
http://www.writing.com					