

The **audience** for my communication is:

- brother

The **purpose** of my communication is to:

- ask a question

The most appropriate **format** for this type of communication is:

- writing – email

EMAIL

TO: Kevin

FROM: Mark

DATE: January 1, 2015

MESSAGE:

Hi Kevin. Can you see a movie with me tonight? That new action movie is out and I really want to see it. I work until 6 p.m., and the movie starts at 7:15 p.m. Email me back to let me know if you can go with me tonight.

Thanks.

Mark