Recommendation Report Name: Example

Honors English 12 /Mrs. Budimlija

Criteria

Complete the following chart for your recommendation report. Briefly state the problem you have chosen to address. Then, list four criteria for an acceptable solution to that problem. Finally, describe five possible solutions for the problem addressed and note which of the four criteria each solution meets.

**Problem:** Riverwalk Pollution

**Criteria** ranked in order of priority. Your criteria should finish the following sentence. “A good solution has to….”

**1**. Clean up the Riverwalk

**2.** Help keep it clean

**3.** Make others aware of the problem and get involved

**4.** Stay within the city’s budget

**Possible Solutions:** Criteria Met

**Solution 1**

Garbage cans 2

**Solution 2**

Signs 2, 3

**Solution 3**

Clean up day once a year 1,2,3,4

**Solution 4**

Get rid of the ducks 2

**Solution 5**

Leave it as it is 4