

We are not one but many checklist



1 *We are not one but many checklist*

	Choose an NGO that is appealing to you.
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FORMAL EMAIL:	
It includes four parts and formal language is used to write it:	
	The subject line is simple, clear and short.
	The opener is the part in which you greet.
	The body is the part in which you introduce yourself and state what you need.
	The closing is the part in which you finish your email with a correct expression.

ROLL-UP:	
You include the different sections of a roll-up:	
	Name of the NGO and an available logo.
	The slogan, which is a catchy phrase.
	The message includes achievements and objectives of the NGO and the resources they need to reach their goals.
	The image reflects the NGO's work and needs.
	Contact with the NGO should be clear and easy.
Your roll-up has an appealing design:	
	It includes fonts with the the appropriate size and colour.
	The image is original and clear.
	The design is organized in a logical way.

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