**Eye Treatment Technologies: Comparison and Recommendations**

Topic and background

Overview

Lasik and PRK are laser corrective eye treatments that treat nearsightedness, farsightedness and other eye-related problems. This results in a higher need basis for those seeking stronger vision. Both treatments have the same goal intended, which is to correct vision problems. However, there may be a more recommended treatment for the patient depending on the patient's medical history. Always consult your eye doctor or specialist prior to having any eye treatment or surgery.

This report identifies two particular eye treatments, Lasik and PRK, compares the methods behind these two treatments, and makes recommendations in order to help patients identify which method is right for them.

* *Thanks to Anna M.*

**Sports Utility Vehicles: Recommendation Report**

Topic and purpose

Scope

Audience

Overview

More scope

This is a customer recommendation report for families wanting to purchase a new sports utility vehicle. I have narrowed the field to three vehicles: the 2014 Jeep Grand Cherokee Limited, 2013 Ford Edge Limited and the 2013 Audi Q5 2.0T Premium Plus. Families like these with young children have several requirements for their new car purchase, which will discussed in the following:

* Safety features
* Cost of the vehicle
* Comfort
* Overall driving experience
* Horsepower
* All-wheel or 4-wheel drive
* Miles per gallon

The three vehicles that were researched for the customer are both within the price range of $32,000 to $42,000, and both of similar luxury level.

* *Thanks to Lorraine O.*

**Recommendation Report: Women's Running Shoes**

Topic, purpose, audience

Background

Overview

Audience

This is a recommendation report for women who are looking for an overall good running shoe. Running and fitness are becoming more popular among women, especially running marathons. Running can have its share of injuries to those who may not be prepared enough. Seasoned runners may also be subject to injuries and, therefore, finding a good running shoe is very important. A woman looking to purchase a good running shoe should compare the following qualities:

* Comfort and fit
* Performance
* Appearance
* Price

The three pairs of running shoes that are being compared in the following are some of the top running shoes on the market that have the best reviews. Their prices reflect the overall quality of the shoe.

*Note:* This recommendation report is for women who are looking to get some help in choosing what kind of running shoe is best. No prior knowledge or background is needed for those who read the report.

* *Thanks to Kelley M.*

**Recommendations: Plasma versus LCD Displays**

Topic and purpose

Background

Scope, overview

More overview

I was asked to make some sense out of and recommendations on the quagmire that is flat-screen HDTV display technology. The two basic types of flat-screen TVs are plasma and liquid crystal display (LCD). There is an on-going, hotly contested debate as to which is better. The following does not attempt to determine which particular TV is better. Instead, it will be a comarison a recommendation of these two types of displays.

I'll start by defining some terms, then discuss a little of the technology behind the two platforms, outline my criteria, compare platforms based on the criteria, and then make conclusions and recommendations.

* *Thanks to Leo Q*.

**Light Bulb Recommendation Report**

Background, topic

Purpose, topic

Overview

Federal government regulations require light bulb manufacturers to phase out incandescent light bulbs because they waste considerable energy while producing light. Starting in January 2012 100-watt bulbs began disappearing from store shelves. The second phase began on January 1, 2013, when 75-watt bulbs when manufacturers and wholesalers stop making and distributing them. Starting in January 2014, incandescent 40-watt and 60-watt bulbs will no longer be available. The goal is to reduce light bulb energy consumption by 25 percent.

The new standards do not affect various specialty bulbs including appliance bulbs and three-way bulbs, but you may have no choice but to buy an energy-saving light bulb when replacing standard incandescent bulbs.

This recommendation report will help guide you in making that decision by comparing energy-saving light bulbs based the following:

* Ease of use in existing fixtures and lamps
* Life span
* Costs
* Safety
* *Thanks to Donna S.*

**Ballast Water Treatment System Recommendation Report**

Use of ballast water treatment systems onboard new commercial and passenger vessels will become mandatory in waters within the United States by December 2013. Because of the high capital cost to shipyards and ship owners, searching for the most efficient and effective ballast water treatment system is very important. This report investigates three of the leading ballast water treatment technologies to determine which technology is best suited for different types of vessels: mechanical systems, physical disinfection systems, and chemical treatment systems.

* *Thanks to Emilann P.*

*Note: This last example was formatted as a business rather than a separate report.*

Dear Ms. Martin:

This letter contains the recommendation you recently requested regarding the comparison of three digital media options for your home theater: Roku 2, Microsoft Xbox360, or a personal computer configured as a designated media server. Keeping the specifications for your current home network and home theater in mind, I have conducted research into how well each of these solutions will meet the requirements you specified during our previous meeting. I have detailed my findings below. I have defined the technical terms related to these options for your convenience.

* *Thanks to Allison E.*