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**MEMORANDUM**

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**TO:** LONNY GRAFMAN  
**FROM:** LAUREN YARBROUGH, ANDREW BARRON, MICHELLE CAMPOS, FIONA ROPER  
**SUBJECT:** ENGR 215: SECTION 4 - DECISION  
**DATE:** MARCH 22, 2018

The purpose of this memo is to submit our draft of the Decision portion of the design document. In addition, we have some questions regarding the Delphi Matrix.

Attached to this memo is Section 4 of our design document. We feel confident with all the materials we are submitting, however we do have questions about Table 4-2, the Delphi Matrix. As you'll notice, the table is very small in order to fit on the page. Is there a better way to fit the table into the document so that you can actually read it?

We look forward to receiving your feedback on this document.