

TOYS, INC.
Anytown, Anystate

TO: APS WSA Labs
SUBJECT: New toy development and production

We are an innovative toy company on the cutting edge of toy production. We have recently begun designing a new toy that we expect to take our sales to the next level! We are currently looking for a laboratory that will design a whirligig to our exact specifications. This lab will receive a very lucrative contract with our company for the duration of production of this particular toy.

The specifications for this whirligig are as follows:

- It must be made out of paper of some sort
- It must be dropped from a height of 20cm from the ceiling (top of the whirligig)
- It must have a flight time of exactly 2.2 seconds

The laboratory that designs the whirligig to most closely match our specifications will win the contract from Toys, Inc. My assistant has made several copies of this letter to guide your work. At the end of your work session, you should deliver a written document with **complete** directions for how to make the specified whirligig. Your document will be delivered back to our company, where we will assemble a whirligig as you have directed and thoroughly test it. You may also give us your prototype to test.

My assistant will supervise your session, but has a great deal of other work to do. To avoid excessive interruptions, you may ask only **three** questions during your research. You have until the end of this class period to submit your completed document.

Good luck, and may the best lab win!

Sincerely,

Mr. Clarkson
Chief Executive Officer
TOYS, Inc.