**Sample Email**   
Please fill out the text below in red, and then copy and paste it to a new email.

**Title:** (Your company name) Assessment to be completed

Dear (firstname),

You have been invited to complete the following assessment.

**Financial Literacy**  
This assessment will evaluate your Financial Literacy ability. You will be required to read and understand financial information.

This assessment has 8 questions, and you have 8 minutes to complete.

Please complete by {insert deadlines date and time}.

To commence your assessment please [Click Here](https://s.surveyanyplace.com/pmdshyxa)

Regards,

(insert company logo, footer and/or contact details)