Hotel Service



You are a hotel manager, look and write the hotel service description.

- You are a manager in a hotel which is going to be renovated at the end of the year.
- Write some notes about what important points should be improved, renovated, or added to get better services. Complete the template.

Presenting	Time:	minutes

	Points to cover	Key information to present	Language I can use to present the point
1.	A brief description of the hotel		
2.	Customers' comments		
3.	Bad comments		
4.	Good comments		
5.	How to improve services		
6	Extra information about the hotel		