[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient Title]
[Company/Organization Name]
[Company/Organization Address]
[City, State, Zip Code]
Dear [Recipient Name],
I am writing to provide a summary of my system's diagnostic information
as requested. Below are the details extracted from the DirectX Diagnostic
Tool (dxdiag):

System Information
- Operating System: [OS Name and Version]
- System Manufacturer: [Manufacturer Name]
- System Model: [Model Name]
- BIOS: [BIOS Version]
- Processor: [Processor Type and Speed]
- Memory: [Total RAM]
Display Information
- Card Name: [Graphics Card Name]
- Manufacturer: [Graphics Card Manufacturer]
- Chip Type: [Chip Type]
- DAC Type: [DAC Type]
- Display Memory: [Memory Size]
- Current Mode: [Current Resolution and Refresh Rate]
Sound Information
- Device: [Sound Device Name]
- Manufacturer: [Sound Device Manufacturer]
- Driver Version: [Driver Version]
Network Information
- Network Card: [Network Card Name]
- Driver Version: [Driver Version]

If you need any additional information or have further questions, please
feel free to contact me.
Thank you for your attention.
Sincerely,
[Your Name]
[Your Signature (if sending a hard copy)]