

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Recipient's Name]  
[Recipient's Title]  
[Recipient's Organization]  
[Organization's Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Two-Tailed Hypothesis Testing

I am writing to present the findings of my recent analysis focusing on [brief description of the research topic]. The objective of this study was to determine whether there is a statistically significant difference between [insert the two groups or conditions being compared].

**\*\*Hypotheses Statement\*\***

- Null Hypothesis ( $H_0$ ): [State the null hypothesis]
- Alternative Hypothesis ( $H_1$ ): [State the alternative hypothesis]

**\*\*Significance Level\*\***

The significance level ( $\alpha$ ) was set at [insert significance level, e.g., 0.05].

**\*\*Data Collection\*\***

The data was collected from [describe how the data was collected, sample size, etc.].

**\*\*Analysis Method\*\***

I employed [describe the method used for analysis, e.g., t-test, ANOVA, etc.] to examine the data.

**\*\*Results\*\***

The results indicated that [provide a brief summary of the results along with the test statistic and p-value].

**\*\*Conclusion\*\***

Based on the analysis, [state whether to reject or fail to reject the null hypothesis]. This suggests that [draw a conclusion based on the results].

Thank you for considering this analysis. Should you require any further information or clarification, please feel free to contact me.

Sincerely,

[Your Name]  
[Your Title/Position]  
[Your Organization]