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|------------------------------|---|
| S _{Speaker} | Who is the speaker of the writing/document? |
| O _{Occasion} | What is the occasion? What else is going on at the time that is relevant? |
| A _{Audience} | What is the intended audience for the document? |
| P _{Purpose} | Why did the writer create the document? |
| S _{Subject} | What is the subject? What is it all about? |
| T _{Tone} | What is the speaker's tone? |