

Subject: Complaint Regarding Online Course Module

Dear [Instructor's Name or Course Administrator],

I hope this message finds you well. I am writing to formally express my concerns regarding the [Course Name] online module, specifically [Module Name or Number], which I have been enrolled in since [Start Date].

Unfortunately, I have encountered several issues that have hindered my learning experience. These issues include:

- [Describe issue 1]
- [Describe issue 2]
- [Describe issue 3]

These problems have not only affected my understanding of the material but have also created a sense of frustration. I believe that addressing these issues will greatly enhance the effectiveness of the course.

I kindly request your assistance in resolving these matters at your earliest convenience. I appreciate your attention to this issue and look forward to your prompt response.

Thank you for your understanding.

Sincerely,
[Your Name]
[Your Email]
[Your Contact Number]