



جامعة الجميع الذكية
EVERYONE'S SMART UNIVERSITY

Everyone's Smart University

Assignment 1 (Spring 2021)

Sanad naseer

Student Name..... اسم الطالب.....

2021202903

Students I.D الرقم الجامعي.....

Section

Bachelor

Date

18 / 02 / 2021

Course Code

(ENG101)

English Language

Instructions:

- Read the assignment carefully.
- Review your answer 3 times before sending it back.
- Convert the file to PDF only then upload it.
- The assignment starts at 22:00 KSA 18/02/2021 - closes at 21:00 KSA 01/03/2021.
- *The assignment should be done on the attached temple ONLY.

Instructor's Name: Samara Jasim

Write an e-mail (40-60 words) to a new colleague telling her or him about yourself. Use some of these topics to help you.

- company/college
- live
- nationality
- enjoy/do not enjoy
- married/single
- work
- hobbies/job
- name

Also use simple present tense and the vocabularies that have been covered in the three units.

From: sanad

To: tamer

Subject: Introductory message

Dear tamer! My name is Sanad naseer I am married with one child, i am from yemen but my wife is from italy we are so happy to join in this company, i am very happy to take this job and I will be taking on the role of Marketing Director starting on May 25th. I'm so happy to join the company and look forward to meeting everyone in person. Please feel free to come to my office any time, if you have any questions or you would like to meet me or to drink coffee it is good to me, and we need to hold a meeting regularly.

Best wishes,

Sanad naseer

