



جامعة الجميع الذكية
EVERYONE'S SMART UNIVERSITY

Everyone's Smart University

Assignment 1 (Spring 2021)

Student Name

اسم الطالب: فاطمة حسين البندري

Students I.D

الرقم الجامعي ٢٠٢١٢٠٣٢٨٣

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.

Greeting Sara,

I hope you are doing well. I would like to welcome you as a new member in our team. I want to introduce myself as the training coordinator for the division. So, if you need anything related to courses enrollment or career development, I will be more than happy to support you.

Kind regards,

Fatimah Al-Bandary