



جامعة الجميع الذكية
EVERYONE'S SMART UNIVERSITY

Everyone's Smart University

Assignment 1(Spring 2021)

Student Name: Ahlam Zohair Ahmad ALjohani اسم الطالب:

Students I.D: 2021203483 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.

Dear Dina

I would like to welcome you to joining our company in the HR department specifically. I am Ahlam. I am married and a mother of a twin. I am from the north of Saudi Arabia, Tabuk But I currently moved to Riyadh because of my job. I enjoy traveling and exploring new places but I don't have that much opportunities as I am being busy most of the times .

Dina, your skills and talents will be a great addition to the company. Me and you will be helpful colleagues in the HR department and we will work hard to gain fast promotions. I look forward to our new working relationship. Please, let me know if you have any questions or if you get any confusion in your work.

Best wishes

Ahlam