



جامعة الجميع الذكية
EVERYONE'S SMART UNIVERSITY

Everyone's Smart University

Assignment 1 (Spring 2021)

Student Name.....Shaifan AlOtibi..... اسم الطالب.....شعيفان العتيبي.....

Students I.D2021200775..... الرقم الجامعي٢٠٢١٢٠٠٧٧٥

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 Hisham,

Hello.

My name is Shaifan, I work in this company more than 3 years. I'm living in Riyadh which is take me to work a half hour drive with traffic. And that gives me time to exercise in early morning.

In the company I manage the team tasks and reporting directly to the director on weekly basis.

Thanks.