



جامعة الجميع الذكية
EVERYONE'S SMART UNIVERSITY

Everyone's Smart University

Assignment 1 (Spring 2021)

Student Name **Duaa Azhari Ahmed** اسم الطالب دعاء أزهرى أحمد

Students I.D **2021200430** 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 Fairs,

3.1

Welcome to Alsuweidi Company. We are excited to have you **aboard** and look forward to seeing you.

I am writing to introduce myself. My name is Duaa. I am from Sudan, but I was born and grow up in UAE. I am 28 years old, and I am single. I am a civil inspector. I really enjoy my job even **3.2** it is very hard and required to be in site most of the time.

If you can arrive early on your first day so we can show you the workstation and give you a tour of the office before your orientation. Also we could have a time together.

Best Regards,

Duaa Mahmoud

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3.1 on board

3.2 if