



جامعة الجميع الذكية
EVERYONE'S SMART UNIVERSITY

Everyone's Smart University Assignment 1 (Spring 2021)

Student Name...NESREEN IBRAHIM Mohammed اسم الطالب

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Students I.D2021201338..... الرقم الجامعي

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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 Mr. Burhan ,

My name is ^{2.1} NESREEN from Bank Al Bilad. I live in Saudi Arabia, The Capital of Riyadh, As Suwaidi district. I Would like to kindly ask to send me a copy of last month's invoice so that I can check the balance and get the funds transferred to the bank as soon as possible. Thank you very much for help and understanding.

Sincerely.

Index of comments

2.1 Nesreen