



جامعة الجميع الذكية
EVERYONE'S SMART UNIVERSITY

Everyone's Smart University

Assignment 1 (Spring 2021)

Student Name: Ahmed AlMaghrabi

اسم الطالب.....

Students I.D 2021201503 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 Mohammed,

Wellcome to our Organization.

I would like to take the opportunity to Introduce my Self.

My Name is Ahmed AlMaghrabi, The Information Technology Department Manager.

I'm a Saudi, and I live in Riyadh , Married and I have three Cheldren.

I'm realy enjoying to be part of this wonderfull company and I hope you enjoy too.

Our work duties is so flexbale .

I'll be so glad to meet you and I look forward to work with you.

Regards,

Ahmed.

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