



جامعة الجميع الذكية  
EVERYONE'S SMART UNIVERSITY

## Everyone's Smart University

### Assignment 1 (Spring 2021)

Student Name..... Ahmad Jamil alnkhali ..... اسم الطالب ..... أحمد جميل النخلي .....

Students I.D ..... 2021203782 ..... الرقم الجامعي ..... ٢٠٢١٢٠٣٧٨٢ .....

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. Abdullah

We are happy to have you with us at Procter and Gamble. I am Ahmad Jamil, I work in the Marketing Department. I am single and have three brothers . I am Saudi national and live in Dammam. I enjoy spending time reading about marketing .

**we** look forward to meeting with you,

Best wishes,

ahmad Jamil