

Everyone's Smart University

Assignment 1 (Spring 2021)

Student Name : Fahad mohammed Gharawi اسم الطالب.....

Students I.D 2021203822 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 Gharawi

Hope this email finds you well, I would like to welcome you in our organization.

I would like to introduce myself, I work for the company since 2007 after I finish my degree in finance planning, I am Saudi live in Jeddah, married with three kids.

I work in finance department and my job is to secure budgets for the projects initiatives.

Reading and sport are mainly my favorite hobbies.

Best regards

Fahad Gharawi