



جامعة الجميع الذكية
EVERYONE'S SMART UNIVERSITY

Everyone's Smart University

Assignment 1 (Spring 2021)

Student Name...LAYAN.HUSSEIN.SHABAN..... اسم الطالب.....ليان حسين شعبان.....

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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 Rachel,

Allow me to introduce myself, I am Anna Cera from planning department. I am Canadian , I live in the city centre near to our company building. It takes me five minutes daily to get to the office. I am married with two little twin girls, Rosie and Julie, They are nine years old. I enjoy to spend my free time playing with my girls or watching documentaries.

Here in our company, we treat every employee as a family member. We are so excited to meeting you and to get to know you more. If you have any further questions, please do not hesitate to contact me.

Best regards,
Anna