

Everyone's Smart University

Assignment 1 (Spring 2021)

Student Name **خلود إبراهيم عوض زيد**

Students I.D **2021202842**

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 Ms.Jomana

I hope that all is well with you. I am khoulod Zaid from ANB Bank. My job is customer service. I'm single. I'm originally Yemeni, but I was born in Saudi Arabia. I enjoy drinking coffee in the company of my colleagues every morning. I do not like moving my job duties home, so I prefer to finish all my duties before work ends.

You may have been lucky to get your new job, but I think that we're more fortunate to have you as a new employee. Believe in yourself and keep working hard.

Best regards.

Khoulod