



جامعة الجميع الذكية
EVERYONE'S SMART UNIVERSITY

Everyone's Smart University

Assignment 1 (Spring 2021)

Student Name: *sarah Suliman*. اسم الطالب.

Students I.D: *2021201330* : 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.

3.1

Darling Angel,

I Am so excited to have you to company, because I saw your (CV) I fund that you studied at my university (PNU), I am Sarah Suliman from HR management, I'm single, I am Sudanese but I^{3.2} born in Saudi Arabia, I enjoy helping my employees when they need to, which makes me feel proud of my team, and we prefer to take a break when we are done with something strenuous.

Do not worry, we are working well and very fair, and you will be happy to work with my team.

All you want or need you have to send me a message to me.

All the best for you, see you tomorrow,

Sarah.

Index of comments

3.1 Dear xxx,

3.2 was