



جامعة الجميع الذكية  
EVERYONE'S SMART UNIVERSITY

## Everyone's Smart University

### Assignment 1 (Spring 2021)

Student Name: Luai Ahmed Alkahlout.....: اسم الطالب

Students I.D: 2021201650.....: 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.

**Answer:**

Dear Sam,

Hope this email finding you will,

Welcome on board, let me introduce myself, this is Luai Alkahlout from IT department in Jeddah branch.

From work point of view, I will be handling your requirements related to ERP support.

In a personal level, I am Palestinian nationality leaving with my family and enjoying weekends with my kids and lovely wife.

I am interesting on continues learning especially in ERP career.

Wish you all the best in the new journey and hope to meet you soon.

Regards,

Luai Alkahlout