

IT TOOLS AND PROGRAMMING

The screenshot displays the Gmail 'Drafts' folder. The left sidebar shows the 'Drafts' folder selected with 4 items. The main pane shows a list of drafts, with the top one selected: '[Draft] Nafisa Salman 3' with the subject 'FW: VACATION LEAVE REQUEST' and a timestamp of '03:24 PM'. The email content is visible on the right, showing the 'Format' toolbar, the 'From' field (fyit03sara@gmail.com), the 'To' field (Nafisa Salman 3), and the subject line (FW: VACATION LEAVE REQUEST). The body of the email is addressed to 'Dear Sir/Madam,' and contains a request for a vacation leave from 30 January 2022 to 4 February 2022. The email is signed 'Regards, Ansari sara'.

Drafts - Gmail

Search

Drafts All

Yesterday

12 December 2021

[Draft] Nafisa Salman 3
FW: VACATION LEAVE REQUEST
Sent from Mail for Windows From: Se 03:24 PM

[Draft] (none)
(no subject) 12-12-2021

[Draft] (none)
(no subject) 12-12-2021

[Draft] shaikhbarbaaz2016@gmail.cc
(no subject) 12-12-2021

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Format Insert Draw Options Discard Send

From: fyit03sara@gmail.com

To: Nafisa Salman 3; Cc & Bcc

FW: VACATION LEAVE REQUEST

Sent from Mail for Windows

From: Saraa
Sent: 29 January 2022 10:47 PM
To: Nafisa Salman 3
Subject: VACATION LEAVE REQUEST

Dear Sir/Madam,

This is a request to allow me to take a vacation from 30 January 2022 to 4 February 2022. I would like to visit my family during this period

In case of any urgent work , I will be available on my mobile number 7738688412.

So please grant me a leave for 5 days .

Thanking you.

Regards,
Ansari sara

Sent from Mail for Windows

03:26 PM
30-01-2022