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Section number: 4
Submission date: 15/09/2023
HS 191 (2023-24) Assignment 1

1. Formal email

Who is receiving this email?	I am sending this email to professor ABC of XYZ university.
Purpose of this email:	I am writing this email to apply for a research internship under the professor abc.

Recipient:	abc@xyz.ac.in
Subject:	**Application for Research Internship**
Content:	Dear ABC Sir, I hope this email finds you in good well-being. I am Harshil Shah, a first-year undergraduate, pursuing a Bachelor of Technology in Electrical Engineering at the Indian Institute of Technology Gandhinagar. I came across this exciting opportunity to work with your distinguished research team from your website. Therefore, I hereby express my strong interest in pursuing the same. Through my academics, I have developed a foundation in python, data structure and algorithms, analytical thinking, etc. My study in the subject has inclined my interest towards machine learning, deep learning and computer vision. I am eager to work with your esteemed research team, apply my knowledge in the field and get my hands-on real-time research project. Working with your team would sharpen my understanding of the subject and help me fine-tune my weak areas. I have also attached my resume with the mail for your perusal. It would be a great pleasure if you find me suitable for this opportunity. Thank you for considering my application. I eagerly look forward to the opportunity to work with you. Regards, Harshil Shah Harshil Shah B.Tech Class of 2023 Electrical Engineering +91 9426701803 harshil.shah@iitgn.ac.in Indian Institute of Technology, Gandhinagar

2. Informal email

Who is receiving this email?	I am writing this email to my best friend who is also pursuing engineering at DDU.
Purpose of this email:	The purpose of writing this email is to share my experience about a course at IIT Gandhinagar with him.

Recipient:	rajmehta@gmail.com
Subject:	**An Intro to "The World of Engineering"**
Content:	Dear Raj, Hi. How are you? 🤪 😜 🤪 I hope you are doing well. It's been a long time since we last met. I have something very exciting to tell you. Do you have any course in your college where you actually work on the ground level to build a startup idea that can solve a real-world problem? 🤯 🤯 🤯 Yes! You heard it right. This semester, we are having a course called "The World of Engineering", where we have to build a product that solves a real-world problem. We are divided into groups of 30 students and each group has to complete the project within the time of 3 months. More interesting part of the project is that we are also granted 15000 rupees 💸 💸 💸 per group for spending on our project (Obviously we have to submit bills for that).Everyone's eyes sparkled with excitement when we heard that. The lecture hall seemed just like a fish market when we were selecting our team members and it became as noisy as a flock of cawing crows. I am also selected as the captain of my team. We also need to present our product at the end of the course. The previous year's batches have made incredible projects like automatic solar panel cleaner which are actually becoming a startup now 💼 💹 .You may provide your valuable suggestions of projects which we can make. How's your college going on? Do share your experiences and incidents also. Eagerly waiting for your reply. Hope to see you soon. Keep in touch. Goodbye! ✋ Yours sincerely, Harshil Shah