Subject: Reminder for Mock interview

Dear Students,

Greeting of the day

I hope this email finds you well. I am writing to remind you about the upcoming mock interview that requires your attention. As per our previous discussion, the deadline for mock interview is this-Saturday.

To ensure timely completion, I would like to request that you kindly review and address the following:

1. Review your Module 1
2. Proper Formal Attire
3. Ready with tell me about yourself

If you have any questions or concerns, please do not hesitate to reach out to me. I am more than happy to assist you in any way possible.

Your prompt attention to this matter would be greatly appreciated, and I look forward to receiving an update on your progress.

Best regards,

Quality Assurance Team