



F223684 Muhammad Basim <f223684@cfcd.nu.edu.pk>

Instructions for CP

F223684 Muhammad Basim <f223684@cfcd.nu.edu.pk>
Draft To: "iqbalkhaniub@gmail.com" <iqbalkhaniub@gmail.com>
Cc: F223658 Anna Zubair Chughtai <f223658@cfcd.nu.edu.pk>
Bcc: basim.asim321@gmail.com

Wed, Sep 25, 2024 at 11:11 AM

Dear Students,

I hope this message finds you well. As we regularly perform CP in Technical Business Writing, I would like to share some important instructions to ensure a smooth process.

1. Teamwork: Collaborate effectively with your teammates. Communicate regularly and support each other.
2. Task Distribution: Divide the work based on each member's strengths and skills. Make sure everyone has a clear role.
3. Deadlines: Submit your work on time. Check your CP timeline and ensure all parts are ready by the due date.
4. Feedback: Share constructive feedback with each other. This will help improve your project and strengthen your teamwork.

If you have any questions, feel free to reach out.

Best regards

Muhammad Basim

22F-3684