



INGLÉS PARA LA CIBERSEGURIDAD

CASO PRÁCTICO

Your boss has asked you to write an email to one employee who works for the same company you do but in a different country.

They are considering a transfer to your location and your boss would like you to write a welcoming email explaining how you do things in your branch, what they may expect and how they will benefit from this experience.

Write your email in 150 words in an appropriate style.

MÓDULO 6 -Inglés para la Ciberseguridad -

M^a del Carmen Llorente Benedicto (carmenllorenteb@gmail.com | mcillorente@eiposgrados.edu.es)



To: richard@OsiTech.com

Subject: Welcome to OsiTech!

Dear Richard,

I hope this message finds you well. I am delighted to extend a warm welcome to you at OsiTech's Branch, located [at 125 Paseo de la Castellana](#), Techville. It is a significant step and an exciting opportunity for both you and our team.

To help you feel more comfortable and prepared for your new location, I would like to share some of the key practices and values we uphold at our branch:

At OsiTech's Branch Techville, we value collaboration and teamwork. We strive to create an environment where all team members feel heard and supported. We encourage creativity and innovation, always looking for new ways to enhance our processes and services.

We are committed to supporting your professional growth, offering development opportunities and training. We celebrate diversity and promote an inclusive culture, respecting diverse perspectives. We aim for excellence in everything we do, delivering outstanding results to clients.

MÓDULO 6 -Inglés para la Ciberseguridad -

M^a del Carmen Llorente Benedicto (carmenllorenteb@gmail.com | mcillorente@eiposgrados.edu.es)



We are confident that you will find this experience at OsiTech's Branch Techville fulfilling both professionally and personally. If you have any questions or need further information, please reach out to me.

Welcome to the OsiTech family at Branch Techville!

Warm regards,

Carmen

Techville
