10822 Cayman Mist Dr **Introductory Letter**

Houston, Texas 77075

September 3, 2016

Colin Tangeman

University of Houston

4800 Calhoun Rd-T2-339

Houston, TX 77004

Dear Mr. Tangeman:

My name is Huynh Doan, but everyone calls me Dan.If you’re thinking about why I do not know myself. My major is in Computer Information System and my interested is computer in general. I am currently 19 years old, I was born in South VietNam and in 2010 I moved to the United States when I was around 10-years old. I moved around the states until I landed in Texas during the summer of 2015. Currently, I have a job cashiering at Walgreens.I am a junior, but this is my first semester at the University of Houston. I am undecided of my career in CIS but I am taking courses in….. will maybe spark interest in the field

. I took both of my writing class during my senior year of high school as a dual credit class. I wrote were. One of my professor’s teaching then was that he stressed the importance of have an outline for everyone of our essays; And I do remember it since it rhelped with writing many of them. Also, in one of my non-English class we had to write a research paper and I believe mine was about 10 pages long, my longest paper yet. More recent experience with writing is writing emails to different professor explaining problems and looking for solutions.

Future me will use writing skills to ask for internships and send out emails about job opportunities I will most likely have a job in computer hardware, or some related career where I will need to communicate with my peers through either emails or group messages. I also know most jobs will want you to write every week about what you have done and what you plan on doing in the future. So, learning how to write effectively and precisely will help with that.

I will be expecting to learn how to write very effectively and precisely through all mediums. Projects like this introductory letter, the future business and resume letter will all help me when I am either looking for the job or already has a job. However, my short-term goal is to find an internship at a computer-focused company and long term of course is to find a job that I love doing.

Sincerely,

Dan Doan

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Dear Mr. Tangeman:

My name is Huynh Doan, but everyone Dan. My major is in Computer Information System and right now I find debugging and coding to be very interesting. I am currently 19 years old and was born in South Viet Nam. I moved to the United States and relocated around a few states until I landed in Texas in the summer of 2015. Currently, I have a job cashiering at Walgreens. I am a junior, but this will be my first semester at the University of Houston. I am taking courses such as Computer Science and in the future IS Application Development that will maybe spark my interest in the field.

I took both of my writing class during my senior year of high school as a dual credit class and the topics that I wrote about was very interesting. I wrote about controversial topics namely illegal immigration in Texas, segregation, and how racism affected us as a country because the professors wanted them to be controversial. One of my professor’s teaching then was that he stressed the importance of having an outline for every one of our essays; I do remember it since it helped with writing many of my other essays. I also wrote a 10-page research paper for another class comparing the “racism” of the Harry Potter universe to the real world and the outline of course helped me out. More recent experience with writing is writing emails to different professors explaining problems and looking for solutions.

In the future, I will use my writing skills to look for internships and send out emails about job opportunities; I will most likely have a job in programming or some related career, where I will need to communicate with my peers through either email, group messages, or even in the codes itself. I know programmers must write piles of codes, so having a document keeping track of all the events happening would be important. I will also need to write very concisely on the code itself, particularly comments, so others that are looking at my code can understand my thought process. So, learning how to write effectively and precisely will help me going forward.

I will be expecting to learn how to write very effectively and precisely through all mediums. Projects like this introductory letter, the future business and resume letter will all help me when I am looking for a job at a company. For instance, AMD or Nvidia, either as a coder or an engineer, another job that I would love to look at as well because I am also fascinated with the new generational graphics card. However, my short-term goal is to find an internship at a computer-focused company and long term of course is to find a job that I love doing.

Sincerely,

Dan Doan