
ASSIGNMENT 1: WORKING IN IT INDUSTRY

due date: March 15th, 2023 at 23.00 PM

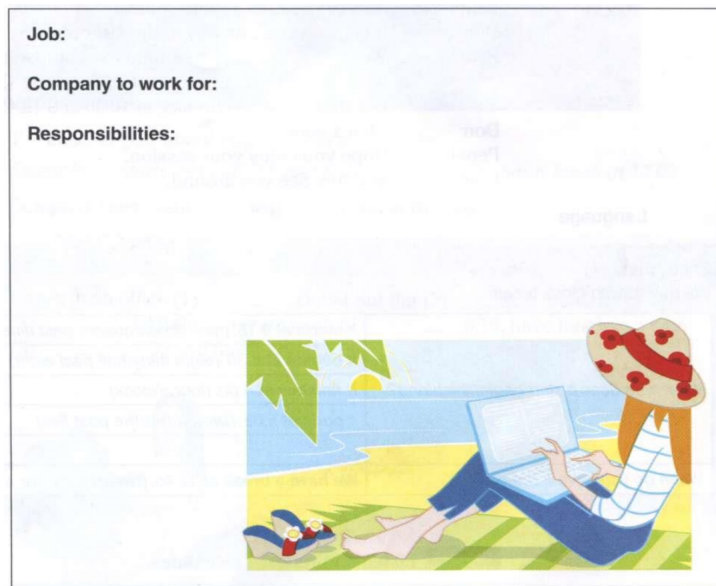
Guidelines

1. This problem sheet consists of four questions.
2. Write them down on your own and do not use any tool to help you translate (such as google translate or chatbot). It is also forbidden to look for a solution on the internet.
3. You are allowed to use a dictionary (or an online dictionary), and you are welcome to ask me if you have any questions.
4. At the end of your task, you will be assigned randomly and asked to assess the work of one of your classmates.
5. Submit your assignment in a **single pdf file** with the naming “Ass-01_two-last-digits-of-your-NIM_-your-nickname” (example: Ass-01_28_Indah).

I hereby certify that I am ready to accept all the consequences if any fraud is found in carrying out this assignment.

Problems (mandatory)

1. What is your dream job?



Job:

Company to work for:

Responsibilities:

Figure 1: Component of your dream job

Write down your dream job. Then create a video to talk about it without reading your note (5 minutes), and upload it on your Youtube channel.

2. Imagine that now you have achieved your dream and work as you write in your dream job. Write an email message to introduce yourself to the employees in the company. In your email, you must include **your name, your position in the company, and your responsibility**. You may add anything that you think should be included in your introductory email.

Additional exercise

You may choose to do the following exercises or not.

3. You are attending a workshop and is required to fill out this form (see Figure 2).

4. Have a look on the following scenario (see Figure 3)!

- **Student A:** You are Mrs Mahmoud and you work as an IT Help Desk Coordinator. You receive an e-mail from a new employer, named Shafira. Tell her when her training is and answer her questions.
- **Student B:** You are Shafira. You receive a call from Mrs Mahmoud in answer to your email. Make sure she answers the questions in your email.

Task: Work in pairs. One student acts as Mrs Mahmoud and the other student acts as Shafira, following the scenario written above. Swap the rules (so you will have two scenarios, one as Mrs Mahmoud and one as Shafira).

Participant Information	
Name: _____	Date: _____
DOB: _____	Place of residence: _____
Contact: Phone _____	Email _____
Interests: _____	
IT job you want and why: _____	

Figure 2: A form to fill

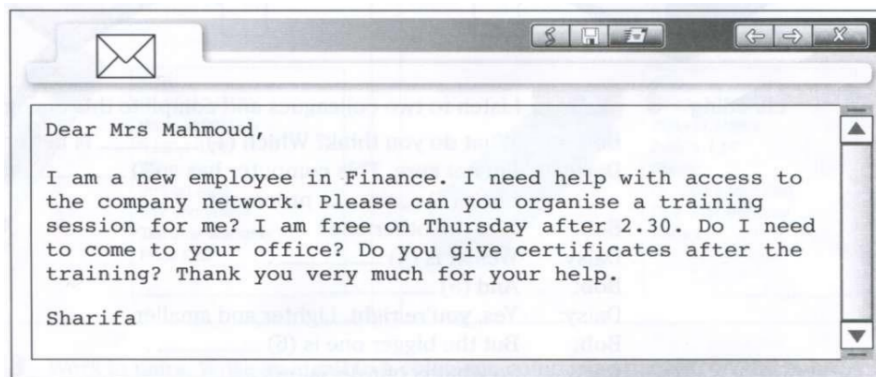


Figure 3: An email from Shafira to Mrs Mahmoudl

5. Ask the work of your pair for question number 1. Prepare a short talk to explain about your partner. This does not have to be included in the assignment, but you will be asked randomly in the beginning of next lecture.