



BAHRIA UNIVERSITY (KARACHI CAMPUS)

Technical Writing & Presentation Skills (HSS-320)

ASSIGNMENT # 3 – SPRING 2024

Class: **BSE-6B**

Submission Date: **10th May, 2024**

Course Instructor: **Muhammad Aamir Khan**

Max Marks: **05**

Student Name: _____

Reg. No: _____

Q: You have worked for an organization for the past five years, now due to some inevitable reasons (new job offer, immigrating to another country, study leave etc.) **Prepare** a Resignation letter to the company.

(CLO – 3) [Total: 3 Marks]

Q: Suppose you are appearing for the Interview in Multinational organization in two days. **Illustrate** the major stages, skills and techniques of interview preparation in your own idea for the successful selection.

(CLO – 3) [Total: 2 Marks]