Email Writing Assignment #1

Email To: *johnathan.niziol@mitt.ca*

Due Before*: Friday, February 9th @ 3:30 PM, 2018*

Topic: *What programming languages are you familiar with?*

Audience: *Your Immediate Supervisor, Lorissa*

Length: *150-250 words*

Evaluation Criteria: *Mechanics, Focus, Conciseness, Understanding*

You just started your new job and you're just beginning to get to know your co-workers. Your supervisor, Lorissa, who oversees many different projects, needs to know what programming languages you are familiar with, and what your proficiency level is with each of them, so that she can put you on the appropriate project team.

Write your supervisor an email telling her what programming languages you know, how well you know them and if you have a preference of one over another.

If you don't feel like you know any programming languages well enough yet, spend a few minutes researching a few different ones on the internet. Write your supervisor as if you have been using the researched languages for some time.