

功能區配置

- 傳統功能區
- 簡化功能區
- 顯示功能區
- 永遠顯示
- 自動隱藏



1st Workshop Title: Email etiquette 101

Date & Time	15 Mar 2022, 16:00 – 17:30
Venue/ mode	Online

In this workshop, students will learn:

1. how to compose emails to different recipients .
2. how to identify common mistakes in emails, avoid them in the future, and receive tips on crafting appropriate email messages.

1

2nd Workshop Title: Learning English through Pop Culture

Date & Time	12 Apr 2022, 16:00 – 17:30
Venue/ mode	Online

In this workshop, students will learn:

1. What pop culture is and its definitions through examples.
2. To appreciate other cultures (especially English speaking cultures)
3. To identify creative elements in pop culture (such as adverts, music and TV shows)

2