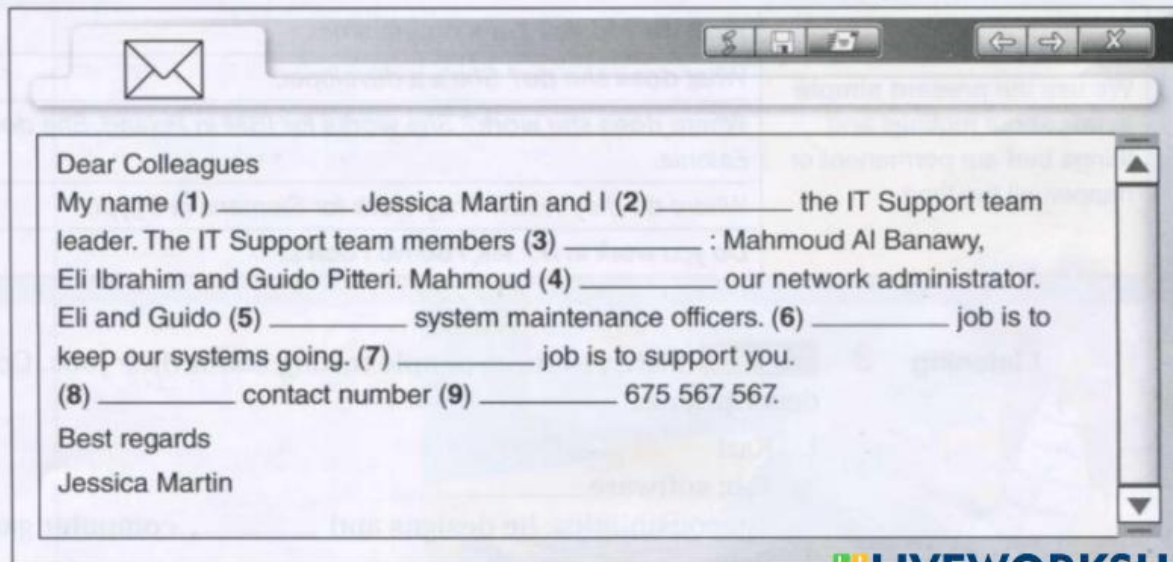


Reading 8 Complete this email with *am, is, are, their, our* or *my*.

An illustration of an email client window. It has a title bar with a close button (X) and a scroll bar on the right. Inside the window, there is an envelope icon in the top left corner. The email body contains a message from Jessica Martin to her colleagues, with nine numbered blanks for grammar practice. The message ends with 'Best regards' and 'Jessica Martin'.

Dear Colleagues

My name (1) _____ Jessica Martin and I (2) _____ the IT Support team leader. The IT Support team members (3) _____ : Mahmoud Al Banawy, Eli Ibrahim and Guido Pitteri. Mahmoud (4) _____ our network administrator. Eli and Guido (5) _____ system maintenance officers. (6) _____ job is to keep our systems going. (7) _____ job is to support you. (8) _____ contact number (9) _____ 675 567 567.

Best regards
Jessica Martin