English 301 98A

University of British Columbia

2329 West Mall

Vancouver, BC V6T 1Z4

May 30, 2022

Dear classmates of English 301 98A,

Please consider my application to be your professional writing teammate for the summer session of English 301. I am nearly completed my second degree in UBC’s Bachelor of Computer Science program, also have a degree in Political Science, and was an editorial director at a publishing company for 15 years. My former colleagues would tell you that I’ve never missed a deadline and previous teammates at UBC have described me as “super easy to work with,” so I’m looking forward to continuing that trend with you this summer.

My professional interests lie in clear communication and completing tasks correctly and on time. I also place a high value on having a fun and productive rapport with my teammates. Through my experience in publishing, my strengths include being a strong writer and editor, and having experience mentoring others as they develop their own skills. One of my weaknesses in relation to this course would be that my experience is mainly related to journalistic writing, however, I am looking forward to learning some new skills in the field of professional writing. Another challenge that I have this summer is a busy schedule outside of school, as I am working full time, so I will need to join a team that values efficiency and timelines.

Through my studies in CS at UBC, I’ve developed the learning philosophy of working hard on my own but also collaboration with my classmates when we run into challenges. I value having classmates who I can ask for help and enjoy helping others when they need help themselves. I find both actions can lead to a deeper understanding of the course material, as opposed to just grinding it out on your own.

Through my previous experience and willingness to communicate well, work hard, and complete tasks on time, I feel I would be an ideal professional writing teammate for English 301.

If you have any questions or an interest in teaming up, please do not hesitate to contact me at dmjmille@student.ubc.ca.

Sincerely,

Dale Miller