# ضمائر اللغة الانجليزية English Pronouns

| | الفاعل<br>subject | object | صفة الملكية<br>Possessive<br>adjective | possessive | منعكسة<br>Reflexive |
|---|---|---|---|---|---|
| **First person(s)<br>speaker(s)** | I | Me | My | Mine | Myself |
| | We | Us | Our | Ours | Ourselves |
| **Addressee(s)** | You | You | Your | Yours | Yourself/<br>yourselves |
| **3rd person-<br>plural** | They | Them | Their | Theirs | themselves |
| **3rd person-<br>singular** | He | Him | His | His | Himself |
| | She | Her | Her | Hers | Herself |
| | it | It | Its | Its | itself |

| subject | verb | object | Complement |
|---|---|---|---|
| I | see | you | daily |
| You | see | me | daily |
| We | see | them | daily |
| They | see | us | daily |
| He | sees | her | daily |
| She | sees | me | daily |
| It | sees | me | Daily |
| I | see | it | daily |

| Possessive adjective صفة الملكية | ضمائر الملكية Possessive |
|---|---|
| - This is _**my**_ book. | - This book is _**mine**_. It is _**mine**_. |
| - These are our books. | - These books are ours. They are ours. |
| - These are their books. | - These books are _**theirs**_. They are _**theirs**_ |

| Reflexive pronouns الضمائر المنعكسة |
|---|
| - I saw _**myself**_ in the mirror this morning. |
| - We saw _**ourselves**_ in the mirror this morning. |
| - You saw _**yourself**_ in the mirror this morning. |
| - You saw _**yourselves**_ in the mirror this morning. |
| - They saw _**themselves**_ in the mirror this morning. |
| - He saw _**himself**_ in the mirror this morning. |
| - She saw _**herself**_ in the mirror this morning. |
| - It saw _**itself**_ in the mirror this morning. |

| Pronouns and verbs  ضمائر وأفعال | | | | | | |
|---|---|---|---|---|---|---|
| subject | Verbs to "BE" | | Verbs to "DO" | | Verbs to "HAVE" | |
| | present | past | present | past | present | past |
| I | am | was | do | did | have | Had |
| We You they | are | were | do | did | have | Had |
| He She it | is | was | does | did | has | had |

Examples:

**\* Verbs to "be":**

- I **_am_** Yazan.
- You **_are_** Zein AlAbideen.
- We **_are_** Muslims.
- They **_are_** our friends.
- He **_is_** a student.
- She **_is_** a nurse.
- It **_is_** a liquid.

**\* Verbs to "be":**

- I **_do_** my job on time.
- We **_do_** our jobs on time.
- You **_do_** your job on time.
- They **_do_** their jobs on time.
- He/She/It **_does_** the job on time.
- I/We/You/They/He/She/It **_did_** the job on time.

**\* Verbs to "be":**

- I/We/Your/They **_have_** an idea.
- He/She/It **_has_** an idea.
- I/We/You/He/She/It **_had_** an idea last week.

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| صيغ الأفعال Verb forms | | | |
|---|---|---|---|
| **Base form** (v-1) (الأساس) | **Present participle form** (صيغة اسم الفاعل) | **Past (v-2)** | **past participle form** (صيغة اسم المفعول) |
| **Regular verbs** Walk talk Study Receive Carry plan | **Regular verbs** Walking talking Studying Receiving Carrying Planning | **Regular verbs** Walked talked Studied Received Carried planned | **Regular verbs** Walked talked Studied Received Carried planned |
| **Irregular verbs:** Write Run Sleep Eat Drink Buy Sit Set (يضع- يرتب) Cut | **Irregular verbs:** Writing Running Sleeping Eating Drinking Buying Sitting Setting Cutting | **Irregular verbs:** wrote ran slept ate drank bought Sat Set (يضع- يرتب) Cut | **Irregular verbs:** written run slept eaten drunk bought sat Set (يضع- يرتب) Cut |

**Usages of the verb forms:**

a. **The base form**: it is used in the following cases:
1. The main verb(+s/es) in the simple present tense: الفعل الرئيس في المضارع البسيط
   - We see our friends weekly.
   - He goes to work daily.
2. After the verbs (do, does. Did)
   - I don't speak Dutch.
   - She doesn't like gossiping. (.هي لا تحب الثرثرة)
3. after to to form the infinitive
   - We want to pass the exam with very high marks.
4. Imperative sentences (جمل الأمر)
   - Drive carefully!
   - Beware of dangerous animals! (احذر من الحيوانات الخطرة)
5. After modal auxiliary verbs (بعد الأفعال المساعدة الناقصة) (can, could, , shall, should, will, would, may, might, must, have to, has to, had to, ought to, would rather):
   - He could ***not do*** the task yesterday.
     A. do not   b. does not   ***c. not do***   not does

b. **The Present Participle form**: it is used in the following cases:
1. **The main verb in the continuous tenses**: الفعل الرئيس في الأزمنة المستمرة
    - We are ***gathering*** information for our research these days.
    - He is ***going*** to work now.


2. **Gerund** (نائب فاعل)

| Verb | Gerund |
|---|---|
| • Speak (يتكلم) | • Speaking (محادثة/كلام) |
| • Read | • Reading |
| • Write | • Writing |
| • listen | • listening |


He speaks English fluently.

Speaking is one of the four language skills.


3. **Adjective:** (صفة)
    - Washing machine= a machine that washes
    - Working women= women who work
    - I read a boring story yesterday. (قرأت قصة مملة أمس)
    - This is a tiring job. (هذا عمل متعِب)
    - She is a working woman; therefore, she doesn't have a lot of leisure time(وقت الفراغ).
c. **The past form**: it is used in the simple past tense only:
    - I went to work yesterday.
    - I wrote several examples on the verbs last night.
    - I studied English two days ago.
    - He lived in Irbid in 1985.


d. **The Past Participle form**: it is used in the following cases:
1. **The main verb in the present/past perfect tenses**: الفعل الرئيس في الأزمنة المضارعة/الماضية التامة
    - I have gone to work already.
    - I have written several examples on the verbs so far.
    - I had studied English in another center before I came here.
2. **the verb that comes after have/has/had**
    - I have been going to work for years.
    - I have been writing several examples on the verbs since 10 o'clock last night.

- I had been studying English in another center for 1 month before I came here.
3. **the main verb in passive constructions:**
   - Active: I study accounting books daily.
   - Passive: Accounting books are studied daily**.**
4. **adjective**:
   - I was bored yesterday because I watched a boring movie.
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# THE ARTICLES (الأدوات)

1. **a: it is used before countable singular nouns that do not begin with a pronounced vowel:(a, e, i, o, u)**
   a boy, a cat, a man, a woman, a university, a usual thing, a good idea

2. **an: it is used before countable singular nouns that begins with a pronounced vowel:(a, e, i, o, u)**
   an apple, an idea, an orange, an umbrella, an hour, an honor

3. **the definite article "THE": it is used in the following cases:**
   a. before unique nouns: the earth, the moon, the sun, the globe, the planet, the universe, the orbit
   b. before names of countries that have one or more of the following words:
      - Kingdom: the Hashemite Kingdom of Jordan
      - Republic: the Syrian Arab Republic
      - State: the State of Kuwait
      - Emirate: the United Arab Emirates
      - United: the United States of America
      - Sultanate: the Sultanate of Oman
      - Empire: the Roman Empire
   c. **Geographical areas**:
      - **Mountain ranges**: the Himalayas, the Alps
      - **Rivers**: the Nile River, the Jordan River
      - **Seas**:  the Dead Sea, the Mediterranean
      - **Ocean**s: the Pacific Ocean, the Atlantic Ocean
      - **Canals**: the Suez Canal, the Panama Canal
      - **Straits (مضائق)**: the Hermes Strait
      - **Valleys**: the Jordan Valley
   d.  **Nouns that are mentioned before in the context:**
      - Yesterday I bought a pen. The pen was broken.
   e. **Before superlative adjectives:**

- The Nile I **the longest** river in the world
- This is **the** most expensive book that I have ever bought.
- She is **the best** person in her family.

f. **With the mosque**

g. **To talk about things in particular not in general:**
   - **In particular**: The apples on that tree are ripe.
   - **In general:** Apples are good for health.

h. **With certain times of the day:**
   - In **the** morning, in **the** afternoon, in **the** evening


## *Articles are not used in the following cases:*

1. **when we talk about things in general:**
   - **In general:** Apples are good for health.
2. **with the names of certain institutions especially when we mean the purpose for which the institution is established:**
   - He was very sick, so they took him to hospital.
   - He got high marks in the Tawjihi, so he went to university.
   - The police caught the thief and took him to prison.
   - Salem is fourteen years old. He goes to school daily.
3. **With meals:** I have breakfast at 7 a.m./ We have lunch at 3 p.m./ and dinner at 9 p.m.
4. **with means of transport: by bus, by car, by train, by air, by land, by sea, on foot**
5. **with certain times of day and night:**
   - at dawn, at sunrise, at noon, at mid-day, at night, at mid-night, at 10 o'clock

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# TYPES OF SENTENCES

## There are three types of sentences:

1. **Simple sentences**: they are formed as follows:

Subject          + verb          + Object        + complement.

   - The boys            play            football        in the garden every evening.

2. **Compound sentences**: they are two main clauses or more that are combined together with a conjunction, as follows:
   - **And** (for addition-positive): Mr. Adib Al-Sadi is typing English on the computer and drinking coffee.
   - **But (for contrast, one is positive, the other is negative)**: I am working in accounting, but *I am* learning English.
   - **Or (for choice not addition or contrast)**: You can play football or basketball.
   - **Nor (for negative**: both sides are negative): I cannot sleep nor talk to anybody. He does not want to help them nor allow anybody to help.
   - **Either ….or**…. (For choice, not addition): you either play football or play basketball.
   - **Neither …. nor:** (He neither helped us nor allowed anybody to help.
   - **Not only… but also** (for emphasis): Not only I ate Mansaf, but also I ate fruits. Not only I am a football player but also I am a bodybuilding athlete. Not only I ate the sandwich, but also I drank cola.

3. **complex sentences**: they are two or more clauses that are combined together with a linking word (one of them is main clause (or independent clause) while the other(s) is a subordinate (dependent) clause, as follows:
   - You will get a high score in the TOEFL *if* you prepare yourself well.
   - He was writing an essay yesterday *while* his brother was watching TV.

| Main clause<br>Independent clause | Subordinate clause<br>Dependent clause |
|---|---|
| You will get a high score in the TOEFL | if you prepare yourself well. |
| He was writing an essay yesterday | while his brother was watching TV. |

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# TENSES OF THE VERB

## 1. THE PRESENT SIMPLE TENSE
## It is used in the following cases:

1. **To talk about habitual/frequent present actions**
   - He smokes 2 packets of cigarettes daily.
   - We pray five times a day.
2. **To talk about facts: natural/scientific/general facts:**
   - The earth turns around the sun.
   - Water boils at 100 degrees.
   - Islam is the last religion.
3. **To talk about permanent actions:**
   - I am an accountant. I work in Namish Mills Company.
   - I live in Irbid.
4. **To describe existing people or things:**
   - Irbid is a city in the north of Jordan. It has a medium size population.
5. **To give orders or instructions (the subject is removed)**
   - Drive safely! Do not make nose! Follow these instructions!

## RULES FOR FORMING PRESENT SIMPLE SENTENCES:

### A. POSITIVE:
1. S + **am** + Complement.
   - I **am** a Muslim.
2. S + **is** + Complement.
   - She **is** a Muslim.
3. We/You/They + **are** + Complement.
   - They **are** Muslims.
4. I/We/you/They + **base verb** + O + C.
   - They **play** cards every night.
5. He/She/It + **base form** + **s/es** + O +C.
   - She **plays** cards every day. Her husband quarrels with her every night.

### B. NEGATIVE:
1. S + am + not + Complement.
   - I **am not** a Christian.
2. S + **is** + **not** + Complement.
   - She **is not** a Jew.
3. We/You/They + **are+ not** + Complement.
   - They **are not** Muslims.
4. I/We/you/They + **do + not + base verb** + O + C.
   - They **do not play** chess every night.

5. He/She/It + **does + not + base form** + O +C.
   - She **does not play** cards every day. Her husband does not quarrel with her every night.

## C. QUESTION:
1. **Am** + S + Complement?
   - **Am** I a Christian?
2. **Is** +S + Complement.
   - **Is** she a Muslim?
3. **Are** +we/you/they + Complement?.
   - **Are** they Muslims?
4. **Do** + I/we/you/they + **base verb** + O + C?
   - **Do** they **play** cards every night?
5. **Does** + he/she/it + **base form** + O +C?
   - **Does** she **play** cards every day? Does her husband quarrel with her every night?

Students' examples:

   - She **is** a teacher. She teaches English.
   - I **go** to work at 7:30 a.m. daily. I **come** back at 5 p.m.

**Indicators**:

Sometimes, always, usually, habitually, occasionally, yearly, annually, monthly, weekly, daily, every _day_, often, seldom, rarely, every now and then, **_once_** a **_day_**,

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## 2. THE PRESENT CONTINUOUS TENSE
### It is used in the following cases:

1. **To talk about temporary actions:**
   - He **is living** in Ma'an these days.
   - He **is teaching** Arabic because there is not an Arabic teacher in the school.
2. **To talk about incomplete actions:**
   - I **am writing** this letter to you with regard to the post of accountant as advertised in the Jordan Times daily newspaper.
3. **To talk an activity in progress:**
   - I am playing volleyball now.
   - Listen! Somebody is talking outside.
   - Look! He is driving a brand new car.

## RULES FOR FORMING PRESENT CONTINUOUS SENTENCES:

## A. POSITIVE:

S + am/is/are + base verb + ing + O + Complement.

- I am typing new examples now.

## B. NEGATIVE:

S + am/is/are + not + base verb + ing + O + Complement.

- I am not typing new examples now.

## C. QUESTION:

Am/Are/Is + S + base verb + ing + O + Complement Complement?

- Am I not doing my best?
- Are you thinking of your future?

Students' examples:

- We are talking about English language courses now.
- Look! I am sitting in the classroom.
- The mail carrier is coming with letters from abroad.

**Indicators**: now, today, these days, at the moment, at present, at this time

Listen! /Look! / Take care! / Beware!

Don't make noise! Your father is sleeping.

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## 3. THE PRESENT PERFECT TENSE

### It is used in the following cases:

1. **To talk about an action that has taken place in the past but still affecting the present :**
   - He **has lived** in Ma'an, so he can describe it to you in details.
   - They **have taught** Arabic; therefore, they can write with minimum mistakes.
   - I am yawning because I **haven't slept** well last night.
2. **To talk about indefinite past actions:**
   - I **have written** this letter to them recently.
3. **To talk an action that has started in th past and it is still going on:**
   - I **have played** volleyball since 1999.
   - Somebody **has talked** outside for half an hour.
   - He **has driven** three brand new cars so far.

## RULES:

## A. POSITIVE:

S + have/has + PP verb + O + Complement.

- I have typed several new examples presently.

## B. NEGATIVE:

**S + have/has + not + PP verb + O + Complement.**

- She has not typed the business letters yet.

## C. QUESTION:

**Have/Has + S + PP verb + O + Complement?**

- Has she typed the business letters yet?

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## INDICATORS:

❖ **SINCE** منذ: it is used with the names of days, weeks, months, years or periods of time:
  - Since Monday, since last week, since 2003, since I was born, since 5 o'clock
  - I have worked in this company for 3 years.
  - I have worked in this company since 2006.
❖ **FOR** لِ: it is used with the number of days, weeks, months, years or periods of time
  - For two days, for 3 weeks, for a week, for five months, for 2003 years, for 5 hours
❖ **SO FAR** حتى ألان, already: قبل الآن، فعلا; recently: مؤخرا, presently مؤخرا,
❖ **YET** حتى ألان, تستخدم مع جمل الاستفهام والنفي:
  - Have you traveled to Lebanon yet?
  - I have not traveled to Lebanon yet.
❖ **NEVER** أبدا, تستخدم مع جمل النفي:
  - I have never traveled to Lebanon.
❖ **EVER** أبدا, تستخدم مع جمل الاستفهام:
  - Has Hasan ever traveled to Lebanon?

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# 4. THE PRESENT PERFECT CONTINUOUS TENSE
## It is used in the following cases:

1. **To talk about an action that has started in the past and it is still going on:**
    - I **have been played** volleyball since I joined this club.
    - Somebody **has been talking** outside for half an hour.
    - He **has been driving** the brand new car for 4 hours.
2. **To talk about prolonged habitual/frequent actions:**
    - I **have been visiting** Aqaba every year since 2004. (prolonged habitual action)
    - I visit Aqaba every year. (habitual present action)

## RULES:

### A. POSITIVE:
**S + have/has + been + present participle verb + O + C.**

- I have been typing these examples since the morning.

### B. NEGATIVE:
**S + have/has + not + been + present participle verb + O + C.**

- She has not been typing the business letters for one hour.

### D. QUESTION:
**Have/Has + S + been + present participle verb + O + C?**

- Has she been typing the business letters or one hour?

**INDICATORS**: SINCE / FOR

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## 5. THE PAST SIMPLE TENSE
### It is used in the following cases:

1. **To talk about completed past actions:**
   - He **lived** in Ma'an five years ago.
   - I **slept** well last night.
2. **To talk about habitual/past past actions:**
   - He **used to live** in Ma'an.
   - I **slept** at 11 o'clock every night when I was younger.
   - Yazan smoked two packets of cigarettes last year.
3. **To talk about past fact (they are no more facts):**
   - People thought that the earth was the center of the world.
   - People thought that the earth was flat not oval.
4. **To talk about the actions of dead people:**
   - Khalid Ibn AL-Waleed fought the Persians.
   - Al-Mutanabi was a great Arab poet. He composed the most beautiful poems.
5. **To talk about extinct things or animals:**
   - Dinosaurs were gigantic creatures. They lived on the earth millions of years before man.
6. **for narration/tale telling :**

- Once upon a time there was a handsome prince who was turned into a frog by a witch.

## RULES:

### A. AFFIRMATIVE/STATEMENT:
1. `S+ was/were + C.`
   - I was extremely busy yesterday.
   - They were abroad when their father died.
2. `S+ past verb + O + C.`
   - I ate Mansaf yesterday.
   - She spoke fluently when I talked to her.

### B. NEGATIVE:
1. `S + was/were + not + C.`

   - Salma **was** not extremely busy yesterday.
   - They were not abroad when their mother died.
2. `S + did + base verb + O + C.`

   - She did not eat Mansaf yesterday.
   - The boys did not **speak** fluently when the foreigners talked to them.

### C. QUESTION:
1. `was/were + S + C?`
   - Was Salma extremely busy yesterday?
   - Were they abroad when their mother died?
2. `Did+ S + base verb + O + C.`
   - Did she eat Mansaf yesterday?
   - Did not the boys speak fluently when the foreigners talked to them?

**Indicators**: yesterday, last **_week_**, two days **ago**, in 1967, on May 15, 1948, or any past period.

   - I was in the party **_last night_**.
   - Was she in the party **_last night_**?
   - She was not in the party last night.
   - She went to the center last Sunday.
   - He said; "She didn't go to the center last Sunday."
   - Did she go to the center last Sunday?
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# 6. THE PAST CONTINUOUS TENSE
## It is used in the following cases:

1. **to talk about an action that was taking place when it was interrupted by another action:**
   **I had a shower. The doorbell rang. (when)**

   - I was having a shower when the doorbell rang.
   - She walked to work. It rained.
   - She was walking to work when it rained.
   - It was raining when she waked to work.
   - When she walked to work, it was raining.
2. **To talk about two actions that were taking place simultaneously (at the same time):**
   - He was drumming while/as his wife was dancing.
   - While/As his wife was dancing, he was drumming.
   - I was preparing for the TOEFL exam while/as they were playing cards and chatting.
   - While/As they were playing cards and chatting, I was preparing for the TOEFL exam.

## RULES:

## I. AFFIRMATIVE/STATEMENT:
### S+ was/were+ present participle verb (base+ ing)+ O+ C.

   - I was working hard while they were wasting time.
   - They were traveling abroad when their father died.

## 1. NEGATIVE:
### S+ was/were+ not+ present participle verb (base+ ing)+O +C.

   - They were not working hard while he was wasting time.
   - We were not traveling abroad when their father died.

## II. QUESTION:
### was/were+ S+ present participle verb(base+ ing)+O +C?

   - Was he working hard while they were wasting time?
   - Were they traveling abroad when her father died?

## Indicators:

**When** عندما: the clause before it is in the simple past or past continuous while the clause after it is in the simple past:

- **When** you had breakfast, the light was coming through the rolling shutters.
- The light was coming through the rolling shutters **when** you had breakfast
- The light came through rolling shutters **when** you had breakfast

**While/As** بينما: the clause before it is in the simple past or past continuous while the clause after it is in the past continuous:

- **While** you were having breakfast, the light was coming through the rolling shutters.
- The light was coming through the rolling shutters **while** you were having breakfast.
- The light came through rolling shutters **while/as** you were having breakfast.
- It was raining cats and dogs **while** I was walking to the center.
- It rained cats and dogs **while** I was walking to the center.
    - raining cats and dogs= raining heavily
    - raining in buckets= raining heavily

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## 7. THE PAST PERFECT TENSE

It is used **to express before/after relationships between past actions**. However, if you want to talk about actions according to their chronological order, use the simple past tense:

This means that the first action had been completed before the occurrence of the second action:

- I got up at 5 a.m.
- I made ablution(وضوء).
- I prayed alFajr.
- I had breakfast at 6 a.m.
- I dressed.
- I left home at 6:30 a.m.

**Chronological order:** I got up at 5 a.m., and then I made ablution, and then I prayed alFajr, and then I had breakfast at 6 a.m, and then I dressed and then I left home at 6:30 a.m.

**Chronological order:** I got up at 5 a.m., made ablution, prayed alFajr, had breakfast at 6 a.m., dressed and then I left home at 6:30 a.m.

**Before/after relationship**:

I got up at 5 a.m. I made ablution at 5:10 a.m.

- **After** I had got up at 5 a.m., I made ablution.
- I made ablution **after** I had got up at 5 a.m.
- **Before** I made ablution, I had got up at 5 a.m.
- I had got up at 5 a.m. **before** I made ablution.

I left home at 6:30 a.m. **after** I had dressed and I had had breakfast at 6 a.m. and I had prayed al-Fajr and I had made ablution and I had got up at 5 a.m.

I left home at 6:30 a.m. **after** I had dressed, had breakfast at 6 a.m., prayed al-Fajr, made ablution and got up at 5 a.m.

*The longest word in English: antidis**establish**ementeriarism* (شخص مضاد لشخص مضاد لنظام أو مؤسسة قائمة)

Ne/ces/sa/ry

Clas/ses

Dif/fe/rent

RULES:

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I. AFFIRMATIVE/STATEMENT:

S + HAD + PAST PARTICIPLE VERB + O + C.

- I had worked hard before they wasted time.
- After they had traveled abroad, their father died.

II. NEGATIVE:

S + HAD + NOT+ PAST PARTICIPLE VERB + O + C.

- I had not worked hard before they wasted time.
- After they had not traveled abroad, their father died.

III. QUESTION:

HAD + S + PAST PARTICIPLE VERB + O + C?

- Had I worked hard before they wasted time?
- Had they traveled abroad before their father died?
- After I had finished work, she offered to help me.
- Before she offered to help me, I had finished work.

INDICATORS:

**Before**: the clause before it is in the Past Perfect, but the one after it directly is in the Simple Past.

- I had finished work **before** she **offered** to help me

**After**: the clause before it is in the Simple Past, but the one after it directly is in the Past Perfect.

- After I had finished work, she offered to help me
- He played football. He broke his leg.
- He had played football before he broke his leg.
- Before he broke his leg, he had played football
- She waited her husband after she had prepared an intimate party.
- She had prepared an intimate party **before** she waited her husband.
- She had prepared an intimate party **before** waiting her husband.

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## 8. THE PAST PERFECT CONTINUOUS TENSE

**It is used in the following cases:**

1. **to express that an action had been taking place for some time before the occurrence of another action:**
   - I had been having a shower for half an hour before the doorbell rang.
   - He had been drumming for one hour before his wife danced.
   - After he had been drumming for one hour, his wife danced.

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- I had been preparing for the TOEFL exam since the early morning before they played cards and chatted.

RULES:

I. POSITIVE:

   S + HAD +BEEN + PRESENT PARTICIPLE VERB + O + C.

- I had been working hard for several hours before they wasted time.
- After they had been traveling abroad since Friday, their father died.

II. NEGATIVE:

   S + HAD +NOT +BEEN + PRESENT PARTICIPLE VERB + O + C.

- I had not been working hard for several hours before they wasted time.
- After they had not been traveling abroad since Friday, their father died.

III. QUESTION:

   HAD +S + BEEN + PRESENT PARTICIPLE VERB + O + C?

- Had I not been working hard for several hours before they wasted time?
- Had they not been traveling abroad since Friday before their father died?

Indicators:

Before/after + since/for

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## 9. THE SIMPLE FUTURE TENSE

**It is used in the following cases:**

1. **to talk about anticipated/predicted/expected actions in the future:**
   - He will have shower when the doorbell rings.
   - It will not rain tomorrow.
2. **to talk about future arrangements:**
   - He will travel to Rome after visiting London.
   - I shall meet my friends next month.
3. **to give promises:**
   - I will lend you a lot of money when you ask.
     **We/I + will + base verb + O+ C. = promise**

4. **to express obligation(إلزام/إجبار ) (contractual language لغة تعاقدية)**

- You shall come to work on time.(because there is a contract with the company.)
- The first party shall transfer payments every three months.
- The second party shall perform the works according to the schedule.

**You/They/He/She/It + shall + base verb + O+ C.** = obligation

RULES:

I. POSITIVE:

S+ SHALL/WILL/'LL + BASE VERB + O + C.

II. NEGATIVE:

S+ SHALL/WILL/'LL + NOT +BASE VERB + O + C.

**will not = won't**

III. QUESTION:

SHALL/WILL+ S+ BASE VERB + O + C?

Indicators:

**Tomorrow, in the future, in 2010, after 2 days from now**

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## 10. THE FUTURE CONTINUOUS TENSE

**It is used to express that an action will be going on at sometime in the future:**

- I will be sleeping if you call after 11 p.m. (post meridian)
- He will be repairing my computer at 4 p.m. tomorrow.
- I will be working at 10 a.m. tomorrow.

***Rules:***

I. AFFIRMATIVE:

**S + will/shall + be + base v + ing + O + C.**

- She will be cooking at 2 p.m. tomorrow.

II. NEGATIVE:

**S + will/shall + not + be + base v + ing + O + C.**

- They will not be eating at 2 p.m. tomorrow.

III. QUESTION:

**Will/Shall + S + be + base v + ing + O + C?**

- Will they be eating at 2 p.m. tomorrow?
- Will she be chatting with her neighbors tomorrow morning?

**Indicators: any fixed future time: at 5 o'clock tomorrow**

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## 11. THE FUTURE PERFECT TENSE

**It is used to express that an action will have been completed by sometime in the future:**

- I will have slept by 11 p.m.
- He will have repaired my computer by 6 p.m. tomorrow.
- I will have worked by 4 p.m. tomorrow.
- They will have had lunch by 3 p.m. tomorrow; therefore, you can visit them then.

### *Rules:*

### I. AFFIRMATIVE/STATEMENT :

**S + will/shall + have + PPV + O + C.**

- She will have cooked by 3 p.m. tomorrow.

### II. NEGATIVE:

**S + will/shall + not + have + PPV + O + C.**

- She will not have cooked by 2 p.m. tomorrow.
- They will have not eaten by 2 p.m. tomorrow.

### III. QUESTION:

**Will/Shall + S + have + PPV + O + C?**

- Will they have eaten by 2 p.m. tomorrow?
- Will she have chatted with her neighbors by tomorrow morning?

**Indicators: by + any fixed future time: by 5 o'clock tomorrow**

### END OF THE TENSES

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# THE PASSIVE VOICE

**The passive voice is used in the flowing cases:**

- **Scientific research:**
  - **Active**: I conducted a research about science curriculum in Jordanian high schools.
  - **Passive**: A research was conducted about science curriculum in Jordanian high schools.
- **When the doer/agent is not known:**
  - **Active**: Somebody stole the car last night.
  - **Passive**: The car was stolen last night.
- **When the action is more important than the doer/agent or there is a need to focus on the action more than focusing on the doer of the action:**
  - **Active**: Israeli soldiers slaughtered an Arab infant last month.
  - **Passive**: An Arab infant was slaughtered by Israeli soldiers last month.
- **When the doer/agent is well known:**
  - **Active**: Allah created man from clay.
  - **Passive**: Man was created from clay.

| verb | noun | adjective | adverb |
|------|------|-----------|--------|
| Create | Creator خالق<br>Creation خلق<br>Creature مخلوق<br>Creating (عملية) الخلق<br>Creativity (الإبداع) | Creative<br>Creating<br>created | Creatively |
| Employ | Employer<br>Employee<br>Employment<br>Employing | Employed<br>Employing | - |

**Steps for forming passive voice sentences:**

- **I am typing examples now. (Present continuous)**
- **Salwa speaks English fluently. (the Simple Present Tense)**
- **The Minister visited him last week.**

1. Identify the components of the active sentences. (S+ V+ O+ C.)

2. Identify the tense of the sentence.
3. Put  the object at the beginning of the new sentence and treat it as a subject (grammatical subject):
    - **Examples**
    - **English**
    - **He**
4. Put the auxiliary verb(s), if found, after the grammatical subject in the way that suits the subject (the previous object):
    - **Examples** are
    - **English**
    - **He**
5. _**Add**_ a suitable "BE" verb (_**present simple**_: am/is/are; _**past simple**_: was were; _**present/past perfect**_: been; _**progressive tenses**_: being; _**after modal verbs**_: be)
    - **Examples** are being
    - **English** is
    - **He was**
6. put the main verb in the PP form (v-3)
    - **Examples are being typed**
    - **English** is spoken
    - **He was visited**
7. complete the sentence:
    - **Examples are being typed now**
    - **English** is spoken
    - **He was visited** last week
8. if necessary, put the doer/agent after the word "by" and treat it as an object:
    - **Examples are being typed now.**
    - **English** is spoken by Salwa.
    - **He was visited** last week by the minister.

_**Note: if the doer/agent is a noun we put it after the word "by"; but if it is a pronoun, we remove it.**_

**Examples:**

- **Active: Salma does not like action movies.**
- **Passive: Action movies are not liked by Salma.**
- **Active: He has been smoking cigarettes for many years.**
- **Passive: Cigarettes have been being smoked for many years.**

| PASSIVE VOICE SUMMARY | | |
|---|---|---|
| TENSE | ACTIVE | PASSIVE |

| | | |
|---|---|---|
| 1. The Present Simple | S+ V+ O+ C. | S (O)+ am/is/are+ PPv |
| 2. The Past Simple | | S (O)+ was/were+ PPv |
| 3. The present continuous | | S (O)+ am/is/are+ being + PPv |
| 4. The past continuous | | S (O)+ was/were+ being + PPv |
| 5. The present perfect | | S (O)+ have/has+ been + PPv |
| 6. the past perfect | | S (O)+ had+ been + PPv |
| 7. the present perfect continuous | | S (O)+ have/has+ been + being+ PPv |
| 8. the past perfect continuous | | S (O)+ had+ been + being +PPv |
| 9. the simple future | | S (O)+ modal verb 1+ be +PPv |
| 10. the future continuous | | S (O)+ modal verb 1+ be + being+ PPv |
| 11. the perfect future | | S (O)+ modal verb 1+ have + been +PPv |

Active: We will have finished the tasks by next month. (Future perfect)

Passive: The tasks will have been finished by next month.

- Active: Zain has been writing stories for several years.
- Passive: Stories have been being written by Zain for several years.
- Yazan and Mazen have not attended the last session of the training programs recently.
- The last session of the training programs has not been attended by Yazan and Mazen recently.

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## COMPLEX NOUN PHRASES أشباه الجمل الاسمية المعقدة

| Pre-modifiers معرفات قبلية | Head- noun الاسم الرئيس | Post-modifiers معرفات بعدية |
|---|---|---|
| | | |

| | | |
|---|---|---|
| • **articles**: a, an, the<br>• **quantifiers** محددات الكميات:<br>  - some of, a number of, few, a few<br>• **possessive pronouns** ضمائر صفة الملكية:<br>  my, our, your, their, his, her, its<br>• **intensifiers**المشددات: very, extremely,<br>  absolutely<br>• **adjectives**: good, bad, beautiful<br>• **nouns modifying nouns** أسماء تعرف<br>  أسماء: **blood** pressure**, school**boy**,<br>  table-leg, teamwork**, handbag | Pressure | • **prepositional phrases**: - in the classroom,<br>• **relative clauses**:<br>  - who participated in the championship |

He **has been being treated** badly recently.

Notice: the head noun is the part of the noun phrase that is responsible for deciding the type of the verb (singular or plural) not the noun nearer to the verb:

- People are tired nowadays.
- They had left before we came to the party.

1. We met them there    *2. We did not meet them.*

   3. We saw them leaving.  4. They stayed after us in the party.

# THE REPORTED (INDIRECT) SPEECH

**There are three types of speech:**

1. **Ordinary/everyday speech: the one we use daily.**
2. **Direct speech: Yazan said, "I visit my relatives in Irbid every week."**
3. **Reported speech: Yazan said that he visited his elatives in Irbid every week.**

**The reported speech is used to narrate actions:**

**Changes to be made while changing from direct into reported speech:**

| | Direct speech | Reported speech |
|---|---|---|
| **1. Changes to subject pronouns** | I | he/she |
| | we | they |
| | you | He/she/they |
| **2. Changes to object pronouns** | me | Him/her |
| | us | them |
| | you | Him/her/them |
| **3. Changes to possessive adjective** | my | His/her |
| | our | their |
| | your | His/her/their |
| **4. Changes to possessive pronouns** | mine | His/hers |
| | ours | theirs |
| | yours | His/hers/theirs |
| **5. Changes to reflexive pronouns** | myself | Himself/herself |
| | ourselves | themselves |
| | yourself | Himself/herself |
| | yourselves | themselves |
| **6. Changes to demonstrative pronouns** | this | That |
| | these | Those |
| **7. Changes to adverbs of time and place** | now | then |
| | tomorrow | The day after/the following day |
| | yesterday | The day before/the previous day |
| | Next **week** | The following **week**/the **week** after |
| | Last **week** | The **week** before/the previous **week** |

| | | |
|---|---|---|
| | here | there |
| | This **place** | That **place** |
| | These **places** | Those **places** |
| **8. Changes to verbs** | Am/is/are | was/were |
| | Was/were | had been |
| | Do/does | did |
| | did | Had done |
| | Did + base verb | Had + PP verb |
| | have/has | had |
| | had | had had |
| | can | could |
| | will | would |
| | may | might |
| | must | had to |
| | have/has to | had to |
| | come | go/went |
| | came | had come/had gone |

| | **Direct** | **Reported** |
|---|---|---|
| **9. Changes to tenses** | 1. The Simple Present | Simple Past |
| | 2. Present Continuous | Past continuous |
| | 3. Present perfect | Past perfect |
| | 4. Present Perfect Continuous | Past perfect continuous |
| | 5. Simple Past | Past perfect |
| | 6. Past Continuous | Past Perfect Continuous |
| | 7. Modal 1 | Modal 2 |

**Examples:**

1. **Direct speech, "I want you to come here tomorrow," Ali told Salma.**
   - **Reported: Ali told Salma (that) he wanted her to go there the day after.**
2. **"You are my beloved wife. I will stay like this all my life," Ali told Salma.**
   - **Ali told Salma that she was his beloved wife. He promised to stay like that all his life.**
3. **"I don't see that you are one of my good friends," Zain told Jane.**
   - **Zain told Jane that she did not see that she was one of her good friends.**
4. **"My parents were watching your photos when I arrived," Yazan told his friends.**
   - **Yazan told his friends that his parents had been watching their photos when he had arrived.**

**NOTES:**

## 1. Facts are not changed:

- "The earth turns around the sun," the teacher explained to his pupils.
  - The teacher explained to his pupils that the earth turns around the sun.
- "A king does not kill a king," SalahuDin told the King of Jerusalem.
  - SalahuDin told the King of Jerusalem that a king does not kill a king.

## 2. If the narrator is the speaker, do not change the "I" pronouns:

- "You are the best friend in my life," I told Zain.
  - I told Zain that he was the best friend in my life.
- "This is the best day I have ever witnessed," I said.
  - I said that that was the best day I had ever witnessed.

## 3. If the narrator is the addressee, change the "you" pronouns to "I' pronouns:

- "You are the best friend in my life," Zain told me.
  - Zain told me that I was the best friend in his life.
- "If you want to go with us, you must prepare yourself well today," my friends told me.
  - My friends told me if I wanted to go with them I had to prepare myself well that day.

## 4. If the reporting verb is in a present tense, do not change the tense of the sentence:

- "You are the best friend in my life," Zain always tells me.
  - Zain always tells me that I am his best friend.
- "I will help you whenever you want me to do that," Khalid keeps on promising me.
  - Khalid keeps on promising me that he will help me whenever I want him to do that.

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### REPORTING YES/NO QUESTIONS:

- "Do you like this center?" the teacher asked Hasan.
  - The teacher asked Hasan IF he liked that center.
- "Have you informed your parents of my requests recently?" John asked Judy.
  - John asked Judy IF she had informed her parents of his requests recently.
- "Will you help me if I ask you to do this?" the boy asked his sister.
  - The boy asked his sister IF she would help him if he asked her to do that.
- "Do you understand this topic?" the teacher asked the female student.
  - the teacher asked the female student IF she understood that topic.

## Steps for changing from Direct Yes/No Questions into reported speech:

1. **Put the word if at the beginning of the solution**
2. **Change the formation of the question into the formation of a statement**
   **(S+ V+ O+ C.)**

3. **Do the rest of the changes as appropriate.**


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## REPORTING WH-QUESTIONS:

- **"Where do you live?" the teacher asked Hasan.**
  - **The teacher asked Hasan WHERE he lived.**
- **"When have you informed your parents of my requests recently?"**
  - **John asked Judy WHEN she had informed her parents of his requests recently.**
- **"How will you help me if I ask you to do this?" the boy asked his sister.**
  - **The boy asked his sister HOW she would help him if he asked her to do that.**


## Steps for changing from direct wh- questions into reported speech:

1. **Put the question word at the beginning of the solution**
2. **Follow the same steps of Yes/No questions above.**

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## NOTES ON THE REPORTED SPEECH

1. If the narrator is the speaker, keep all **I** pronouns as is:
   "I want you to follow my directions now!"
   I told David (that) I wanted him to follow my directions then.
2. If the narrator is the addressee, change all **YOU** pronouns to **I** pronouns:
   "I want you to follow my directions now!"
   David told me (that) he wanted me to follow his directions then.
3. Do not change facts:
   "The earth turns around the sun."
   The teacher explained to her pupils that the earth turns around the sun.


The direct speech is used in quoting, for example:

"I quote"   ……………………………………………. "end of quote"

In speaking, you say:

I attended a seminar last year. There were several important participants. One of them told me, I quote, "I have worked on proving this thesis for several years until I reached these findings eventually" (end of quote).

In writing:

I attended a seminar last year. There were several important participants. One of them told me, **"**I have worked on proving this thesis for several years until I reached these findings eventually**"**.

In writing- all reported:

I attended a seminar last year. There were several important participants. One of them told me that he had worked on proving that thesis for several years until he had reached those findings eventually.

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## CONDITIONAL CLAUSES (IF CLAUSES)

### THERE ARE FOUR TYPES OF CONDITIONAL CLAUSES:

1. **Type Zero**: It is used to say that the result is going to happen for sure if the condition is met:
   - **If you study hard, you succeed.**
   - **You succeed if you study hard.**
   - **If they come, we leave the party.**
   - **We leave the party if they come.**
   - **If** it rains, the grass grows.


Rule: **If + Present simple, Present Simple.**

2. **Type one**: It is used in the following cases:
   A. **to say that the result is expected to happen or predicted if the condition is met**:
      - If you prepare well for the TOEFL, you will get a high score.
      - If she comes, they will leave the party.
      <p align="center">Rule: <strong>If+ Present simple, Simple Future.</strong></p>

   B. **To give direct advice**:
      - If you want to succeed, study hard.
      - If you want to get a high score in the TOEFL, prepare well.

<p align="center">Rule: <strong>If+ Present simple, imperative clause!</strong></p>

**Changing from if into unless:**

If = provided, provided that بشرط/ بشرط أن

Unless= if not ما لم

   - If you do not study hard, you do not succeed.
     - Unless you study hard, you do not succeed.
   - If she comes, they will leave.
     - Unless she comes, they will not (won't) leave.
   - If he does not ask for help, we will not help him.
     - Unless he asks for help, we will not help him.
   - If we are busy, we will not come to your party.
     - Unless we are busy, we will come to your party.

3. **Type two**: It is used in the following cases:
   A. *to say that the result is unlikely to happen or predicted*:
   - If you studied hard, you would succeed.
   - If she came, they would leave the party.
     <p align="center">Rule: <strong>If+ simple past, S+ modal 2+ base verb+ O+ C.</strong></p>

   B. *To give indirect advice*:
   - If I were you, I would study hard to succeed.

- Direct speech: "If I were you, I would prepare well to get a high score in the TOEFL," I told Lazy.
- Reported speech: I advised lazy to prepare well for the TOEFL to get a high score.

Rule: **If+ I were you, I would + base verb+ O+ C.**

C. *Day-dreaming/wishing*:
- If I were Bill Gates, I would use the most sophisticated computers in the world.
- If I were a wealthy man, I would drive a luxurious car.

Rule: **If+ I were (someone/something), I would + base verb+ O+ C.**

4. **Type three**: It is used in the following cases:
   A. ***To say that the result is impossible to happen; to express blaming or criticism or late advice:***
- If you had studied hard, you would have succeeded.
- If she had come, they would have left the party.
- If they had fought bravely, they wouldn't have lost the battle.

Rule: **If+ past perfect, S+ modal 2+ have +PP verb+ O+ C.**

B. ***To express relief for a good thing that was about not to happen but it happened, or about a bad thing that was about to happen but it did not***:
   (تعبير عن الارتياح)
- If I had not studied hard, I would not have succeeded. (***He succeeded***)
- If I hadn't driven carefully, I would have made a terrible accident. (***He did not make an acciden***t)
C. ***To express sorrow for a good thing that was about to happen but it did not happen, or about a bad thing that was about not to happen but it did***
   (تعبير عن الأسف):
- If I had not made that mistake, I would have got a full mark in the exam.
- IF I had driven carefully, I would have been in a good condition. (He did not drive carefully.)

Note: If I had = Had I

Had I not driven crazily, I would not have made that terrible accident.


If I had = I wish that

- I wish that I had not driven crazily.


**Here is a story that expresses the types of conditional clauses:**

"Once upon a time, there were two close friends.  One of them was called Hardy and the other was called Lazy. Both of them were in the Tawjihi. At the beginning of the year, Lazy came to Hardy and asked him, "Do you think that I will succeed this year?" Hardy answered, "If you study hard, you will succeed." However, Lazy did not study at all. Therefore, he failed, after the appearance of the results, he came to Hardy and told him, "You see Hardy, I failed". Hardy was sorry for his friend, but he did not want him to be very sad or to blame him severely, so he told him, "If you studied, you would succeed." There was an indication that Lazy could study hard for the next chances, but again he did not study at all and kept on wasting his time. Consequently, he failed again and again. Afterwards, he gave up, but Hardy succeeded and continued his studies until he became a professor in a famous university, then retired with a very high pension to live in his luxurious villa driving his luxuries car.

Many years later, Lazy visited Hardy. Lazy was in a very miserable condition. Hardy was very sad for him. After welcoming his friend and exchanging talk about their time at school, Hardy served his friend with all kinds of good things. Eventually, Lazy told Hardy, "I wish I could live a life that is similar to yours." Then Hardy snatched the chance and directed to him a severe blaming saying, "If you had studied hard, you would have been able to lead a life like mine."


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## WH-QUESTIONS

- **WHO**: it is used for people: subject and object, singular or plural, male or female:
  - **Who** came yesterday to visit you?

- **Who** did you visit yesterday? Or **Whom** did you visit yesterday?

- **WHOM**: it is used for people: object and after a preposition, singular or plural, male or female:
-  Whom did you visit yesterday? To whom did you send messages all yesterday?

- **WHAT**: it is used for things or events: subject, object, after a preposition, singular or plural, male or female:
  - What is your name? What happened yesterday?

- **WHICH**: it is used for choice: a man from men, a thing from things:
  - Which house is yours? In which city were you born? Which woman is your wife?

- **WHOSE**: it is used for possession:
  - Whose house is this? Whose book is that? Whose daughter is that beautiful girl? She's my daughter.

- **WHEN**: it is used for time:
  - When was that house built? When does the school bus leave in the morning? At 7 o'clock
  - When were you born? In 1973

- **WHERE**: it is used for place:
  - Where were you born? In Irbid

- **WHY**: it is used for reason:
  - Why did you break the glass?
    a. Because I did not like it.
    b. Since/As I did not like it.
    c. Because of not liking it.
    d. Due to not liking it.
    e. As a result of not liking it.

- **HOW**: it is used for condition/process/procedures:
  - How are you?
  - How did the accident happen? While the driver was driving very fast, one of the front tires exploded, therefore, he collided with another car.
  - How do you operate this machine?

- **HOW OLD**: it is used for age:
  - How old are you? 36 years old

- **HOW MANY**: it is used for number (countable nouns):
  - How many examples did you write? 36 examples

- **HOW MUCH**: it is used for quantity (non-countable nouns):
  - How much rice do you want to eat? A lot of rice/a lot, not much
  - How much? (in speaking)
  - How much does this computer cost? (in writing)

- **HOW LONG**: it is used for length of things or time:
  - How long did you stay in Sama Al-Rousan School? 21 years

- How long is the road from Irbid to Amman? 81 kilometers
- **HOW FAR**: it is used for distance among places:
  - How far is it from Irbid to Amman? 81 kilometers
- **HOW WELL**: it is used for skill:
  - How well do you play tennis? Very well./not well
  - How well are you at writing English composition?

f. يمكن استخدام (how) مع كثير من الكلمات وخاصة الصفات للسؤال عن مدلول الكلمة التي تتبع ( how)، فمثلا:

- How difficult, how easy, how expensive,

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# HOW TO FORM WH-QUESTIONS

There are several ways for forming **WH-QUESTIONS**

1. Wh- word+ am/is/are/was/were+ C? (in the simple present/past)
   - Who are you?
   - What is this?
2. Wh- word+ base verb (verb 1 + s/es) + O+ C?
   - Who comes every day to the center?
   - Who plays cards with you usually?
   - What happens if you speak a foreign language?
3. Wh- word+ past verb (verb 2) + O+ C?
   - Who came yesterday to the center?
4. Wh- word+ S+ V + O+ C?
   - Where did she find the papers last night?

ملاحظة: لا نستخدم فعلا مساعدا إذا كان الفاعل هو كلمة السؤال (who/what)

- Correct: Who speaks French in this class?
- Incorrect: Who does speak French in this class?

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# RELATIVE PRONOUNS

- **WHO**: it is used for people: subject and object, singular or plural, male or female:
  - Rashed is a man. He speaks many languages.
  - Rashed is a man who speaks many languages.
  - Rashed, who speaks many languages, is a man.

- **WHOM**: it is used for people: object and after a preposition, singular or plural, male or female:
    - We visited the woman. They gave her an award.
    - We visited the woman who/whom they gave an award.
    - We visited the woman who/whom was given an award. (passive)
- **WHICH**: it is used for things/animals: subject, object, after a preposition, singular or plural, male or female:
    - They saw the paintings. The paintings were painted by a famous artist.
    - They saw the paintings which were painted by a famous artist.
- **THAT**: it is used to replace who/who/which: subject, object, after a preposition, singular or plural, male or female:
    - They saw the paintings. The paintings were painted by a famous artist.
    - They saw the paintings which/that were painted by a famous artist.
    - Rashed is a man who/that speaks many languages.
    We visited the woman who/whom/that was given an award.

- **WHOSE**: it is used for possession:
    - We welcomed the man. The man's son works with us in Saudi Arabia.
    - We welcomed the man whose son works with us in Saudi Arabia.
- **WHEN**: it is used for time:
    - It was 10 p.m. They came at 10 p.m.
    - It was 10 p.m. when they came.
- **WHERE**: it is used for place:
    - Irbid is a city in north Jordan. I was born in it.
    - Irbid, where I was born, is a city in north Jordan.
- **WHY**: it is used for reason:
    - He broke the window because he was very angry.
    - This is why he broke the window.

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### FORMAL/INFORMAL USAGE OF THE RELATIVE PRONOUNS

- **Formal**: Put the preposition before the relative pronoun:
    - He is the poet **to** whom an Award was given.
- **Informal**: Put the preposition after the relative pronoun:
    1. He is the poet whom/who an Award was given **to**.

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# DEFINING/NON-DEFINING RELATIVE PRONOUNS

- **Non-defining**: extra information: all of all
  His father is 65 years old. He swims for one hour daily.

  - His father, **who is 65 years old**, swims for one hour daily. (He has one father only)
- **Defining**: extra information: all of all
  His father is 65 years old. He swims for one hour daily.

  - His father who is 65 years old swims for one hour daily. (He has more than one father, and the one who is 65 only swims for one hour, while the others do not swim.)


- **Non-defining**: extra information: all of all
Children, who are intelligent, should join school at an early age. (All children are intelligent; therefore, should join school at an early age.)


- **Defining**: extra information: all of all
Children who are intelligent should join school at an early age. (Only intelligent children should join school at an early age.)

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# CLAUSES OF CAUSE AND RESULT

He came late to work. He was very busy.

- He came late to work because he was very busy.
- Because he was very busy, he came late to work.
- He came late to work as/since he was very busy.
- As/**Since** he was very busy, he came late to work.

**(as/since = حيث)**

- He came late to work because of being very busy.
- Because **of** being very busy, he came late to work.

عند التحويل من  because إلى because of اتبع الخطوات التالية:

- احذف الفاعل

-احذف الأفعال المساعدة باستثناء have/has/had

-ارجع الفعل الرئيس إلى صيغة الأساس (v-1)

She was crying painfully. The Jews killed he only son.

- She was crying painfully because the Jews killed her only son.
- She was crying painfully because of killing her only son by the Jews.
- She was crying painfully due to killing her only son by the Jews

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## CLAUSES OF RESULT

He came late to work. He was very busy.

- He was very busy, so he came late to work.
- He was very busy; therefore, he came late to work.
- He was very busy. Therefore, he came late to work.
- He was very busy, hence coming late to work.
- He was very busy; hence, he came late to work.
- He was very busy. Hence, he came late to work.
- He drove very fast; **consequently**, he made a terrible accident.

Other words/phrases can be used for making result relationship:

As a result/ consequently,

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## CLAUSES OF CONCESSION جمل التناقض

Lucy did badly in the interview. She got the job.

- Lucy did badly in the interview, **but** she got the job.
- Lucy did badly in the interview; **however**, she got the job.
- In the one hand, Lucy did badly in the interview; **in the other hand**, she got the job.
- **Although/Though/Even though** Lucy did badly in the interview, she got the job.
- Lucy got the job **although/though/even though** she did badly in the interview.
- **Despite/In spite of** doing badly in the interview, Lucy got the job.
- Lucy got the job **despite/in spite of** doing badly in the interview.

- I was working actively **_while_** they were just looking at me.
- **_While_** they were just looking at me, I was working actively.

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## COMPARISON OF ADJECTIVES

| Adjective الصفة | Comparative المقارنة | Superlative المفاضلة |
|---|---|---|
| It describes a person, thing or party | It compares between two persons, things or parties | It compares among groups of persons, things or parties and takes one of them as the oldest, the most expensive, the best, etc. |
| **Short adjectives**: composed of one or two syllables (مقطع): <br><br> Young <br> Old <br> Easy <br> Example: <br> Ali is a young person. | **Short adjectives**: we add the suffix –er to the adjective and the word than if the compared with is there: <br><br> Young**er** (than) <br> Old**er** (than) <br> Eas**ier** (than) <br><br> Ali is younger than Ahmad. <br> Ali is young, Ahmad is young, but Ali is younger. | **Short adjectives**: we add the suffix –**est** and we put the definite article before the adjective: <br><br> The youngest <br> The oldest <br> The easiest <br><br> Ali is the youngest student in the classroom. |
| **Long adjectives**: composed of three or more syllables: <br><br><br> beautiful <br> interesting <br> comfortable <br><br> there are other adjectives that are treated as long adjectives although they are of two syllables when they end with one | **Long adjectives**: we add the word **_more_** before the adjective and the word than after the adjective if the compared with noun is there: <br> More beautiful <br> More interesting <br> More comfortable (than) | **Long adjectives**: we add the phrase the most before the adjective: <br><br><br> The most beautiful <br> The most interesting <br> The most comfortable <br><br><br><br><br><br><br> The most careful |

| | | |
|---|---|---|
| of the following suffixes:<br><br><br>- ful: careful, useful<br>- ous; famous<br>- ing: caring, daring<br>- less: useless<br>- able: able, stable, | More careful | |
| **Irregular adjectives**<br>Good<br>Bad<br>Little<br>Much<br>far | **Irregular adjectives**<br>Better (than)<br>Worse (than)<br>Less<br>More<br>farther | **Irregular adjectives**<br>The best<br>The worst<br>The least<br>The most<br>The farthest |

Exercise:

a. Amman is _____ city in Jordan.
   1. big          2. more big  3. ***the biggest***        4. bigger than

b. Sami is a_____ person. (careful
   1. ***careful***                2. more careful     3. the most careful  4. as careful as

c. This pen is _____ than that pen.
   1. the most expensive        ***2. more expensive*** 3. expensive

d. Sami is _____ Ali. (careful
   1. careful        2. more careful     3. the most careful  4. ***as careful as***


Enthusiastic: en thus ias tic

Indifferent: In dif fe rent

Straight

                    --------------------------------------------

# PREPOSITIONS OF TIME

- **AT:** at 10 o'clock, at dawn, at sunrise, at mid-day, at noon, at sunset, at night, at mid-night
- **IN:** in the morning, in the afternoon, in the evening; in 2003, in July, in this **week**, in this month, in the spring, in the twenty first century, in the second millennium
- **ON:** on Monday, on 19 August 2009
- **FROM…. TO** : from that date up to this date
- **DURING:** We will be busy during this week.
- **THROUGH:** We will be busy during this week.
- **SINCE:** He has been busy since 2005.
- **FOR:** He has been busy for four years.

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# PREPOSITIONS OF PLACE

- **AT:** medium size places: at school, at university, at the city center
- **IN:** in Jordan.  This is the biggest building in Irbid. (الشيء محتوى في الشيء الآخر)
- **ON** (على الشيء مباشرة-ملاصق لسطحه العلوي): The cup is on the table.
- **FROM…TO:** We traveled *from* Irbid *to* Amman within one hour.
- **THROUGH:** Superman went through the wall. The plane flew to Qatar through Saudi Arabia.
- **INTO**(إلى داخل): I went into the bedroom to look for my wife last night.
- **IN FRONT OF:** I stayed in front of my friends during the journey.
- **BEHIND:** he walked behind me.
- **BESIDE**(بجانب)
- **NEAR** (بالقرب من):
- **OVER**(فوق غير ملاصق) : The sky is over us. My friend lives in the apartment over **MINE**.
- **BELOW** تحت

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# FEW, A FEW, LITTLE, A LITTLE

- **FEW:** it is used with countable nouns, it means not enough:
- I had *few* dinars yesterday, so I could not buy the shirt.
- Waheed has *few* friends in Irbid; therefore, he feels lonely.
- She has few cars in her company, so she needs to buy some more.

- o **A FEW:** it is used with countable nouns, it means enough:
- Although I had ***a few*** dinars yesterday, I was able to buy the shirt.
- Saleem is a sociable person, so he has been able to make ***a few*** friends in Irbid; therefore, he does not feel lonely.
- Despite having ***a few*** cars in her company, she does not need to buy some more.
- o **LITTLE: :** it is used with uncountable nouns, it means not enough:
- I had ***little*** money yesterday, so I was not able to buy the shirt.
- There is ***little*** sugar in my cup of tea, so I need some more to be able to drink it.
- He has ***little*** experience in chemistry, but he pretends to be an expert.
- There is ***little*** fish in the lake; hence, we need to ask people to stop fishing there.
- o **A LITTLE:**
- Although I had ***a little*** money yesterday, I was able to buy the shirt.
- Saleem is ***a little*** knowledge in interpersonal relationships, so he has been able to make ***a few*** friends in Irbid; therefore, he does not feel lonely.
- Despite having ***a little*** capital in her company, she does not need borrow money from banks.


- There was a terrible accident last night; unfortunately, there were _____ injuries.
     1. little        2. a little           3. few        4. ***a few***

- There was a terrible accident last night; fortunately, there were _____ injuries.
     1. little        2. a little           3. ***few***        4. a few


ملاحظات:

- بالنسبة لأشياء الجيدة كلما زاد العدد/الكمية، كلما كان ذلك أفضل (لحسن الحظ)
- بالنسبة لأشياء السيئة كلما زاد العدد/الكمية، كلما كان ذلك أسوأ (لسوء الحظ)
- إذا وجدت في الاسم الذي يتبع (few/a few) حرف الجمع (s)، استخدم (few/a few)
- إذا دل الاسم الذي يتبع (few/a few) على اسم غير معدود، استخدم (little/a little)


## Some Notes on Quantifiers

Like articles, **quantifiers** are words that precede and modify nouns. They tell us how many or how much. Selecting the correct quantifier depends on your understanding the distinction between Count and Non-Count Nouns. For our purposes, we will choose the count noun trees and the non-count noun dancing:

*The following quantifiers will work with count nouns:*

- **many** trees
- **a few trees**
- **few trees**
- **several trees**
- **a couple of trees**
- **none of the trees**

*The following quantifiers will work with <u>non-count nouns</u>:*

- **not much** dancing
- **a little** dancing
- **little** dancing
- **a bit of** dancing
- **a good deal of** dancing
- **a great deal of** dancing
- **no** dancing

*The following quantifiers will work with <u>both count and non-count nouns</u>:*

- **all of the** trees/dancing
- **some** trees/dancing
- **most of the** trees/dancing
- **enough** trees/dancing
- **a lot of** trees/dancing
- **lots of** trees/dancing
- **plenty of** trees/dancing
- **a lack of** trees/dancing

In formal academic writing, it is usually better to use *many* and *much* rather than phrases such as *a lot of, lots of* and *plenty of*.

There is an important difference between **"a little"** and **"little"** (used with non-count words) and between **"a few"** and **"few"** (used with count words). If I say that Tashonda has <u>a little experience</u> in management that means that although Tashonda is no great expert she does have some experience and that experience might well be enough for our purposes. If I say that Tashonda has <u>little experience</u> in management that means that she doesn't have enough experience. If I say that Charlie owns <u>a few books</u> on Latin American literature that means that he has some books — not a lot of books, but probably enough for our purposes. If I say that Charlie owns <u>few books</u> on Latin American literature, that means he doesn't have enough for our purposes and we'd better go to the library.

Unless it is combined with *of*, the quantifier **"much"** is reserved for questions and negative statements:

- <u>Much of</u> the snow has already melted.
- How much snow fell yesterday?
- Not much.

Note that the quantifier **"most of the"** must include the definite article *the* when it modifies a specific noun, whether it's a count or a non-count noun: "most of <u>the</u> instructors at this college have a doctorate"; "most of <u>the</u> water has evaporated." With a general plural noun, however (when you are *not* referring to a specific entity), the "of the" is dropped:

- <u>Most colleges</u> have their own admissions policy.
- <u>Most students</u> apply to several colleges.

Authority for this last paragraph: *The Scott, Foresman Handbook for Writers* by Maxine Hairston and John J. Ruszkiewicz. 4th ed. HarperCollins: New York. 1996. Examples our own.

An indefinite article is sometimes used in conjunction with the quantifier **many**, thus joining a plural quantifier with a singular noun (which then takes a singular verb):

- <u>Many a young man</u> has fallen in love with her golden hair.
- <u>Many an apple</u> has fallen by October.

This construction lends itself to a somewhat literary effect (some would say a stuffy or archaic effect) and is best used sparingly, if at all.

http://grammar.ccc.commnet.edu/grammar/determiners/determiners.htm

**Zero articles:** Several kinds of nouns never use articles. We do not use articles with the names of languages ("He was learning Chinese." [But when the word Chinese refers to the people, the definite article might come into play: "The Chinese are hoping to get the next Olympics."]), the names of sports ("She plays badminton and basketball."), and academic subjects ("She's taking economics and math. Her major is Religious Studies.")

When they are generic, non-count nouns and sometimes plural count-nouns are used without articles. "We like *wine* with our dinner. We adore Baroque *music*. We use *roses* for many purposes." But if an "of phrase" comes after the noun, we use an article: "We adore the music of the Baroque. "Also, when a generic noun is used without an article and then referred to in a subsequent reference, it will have become specific and will require a definite article: "The Data Center installed computers in the Learning Center this summer. The computers, unfortunately, don't work."

Common count nouns are used without articles in certain special situations:

| | |
|---|---|
| | |
| | |
| | |
| with meals | Breakfast was delicious.<br>He's preparing dinner by himself. |
| with diseases | He's dying of pneumonia.<br>Appendicitis nearly killed him.<br>She has cancer<br>(You will sometimes hear "the measles," "the mumps," but these, too, can go without articles.) |
| with time of day | We traveled mostly by night.<br>We'll be there around midnight. |