

أوراق عمل شاملة لمادة اللغة الانجليزية

للاختبار التنافسي للمعلمين

هذا العمل خالص لوجه الله تعالى

إن شاء الله بتعم الفائدة للجميع

بالتوفيق للجميع إن شاء الله

لا تنسونا من صالح دعائكم

الأستاذ :- مؤمن شاهين

أ. مؤمن شاهين

بعض الكلمات الهامة للمساعدة في حل القطعة

What	ما / ماذا	Word	كلمة
When	متى	Sentence	جملة
Where	أين	Pronoun	ضمير
Which	أي	Refer to	يعود إلى
Who	من	Explain	اشرح
Whose	لمن	Influence	تأثير
Why	لماذا	Impacts	تأثيرات
How	كيف	Effects	تأثيرات
How many	كم عدد	Features	ميزات / خصائص
According to	بالرجوع إلى	Qualities	صفات
Find	جد	Characteristics	خصائص
Mention	اذكر / عدد	Show	تظهر
Cite	اذكر / عدد	Prove	تبرهن
Give	اذكر	Indicate	تدل
quote	اقتبس	Underline	تحته خط
Write down	اقتبس	Same as	نفس
Reasons	أسباب	Mean	تعني
Purposes	أهداف	Opinion	رأي
Factors	عوامل	view	وجهة نظر
Other than	ما عدا	last	آخر
Apart from	ما عدا	A major factor	عامل رئيسي
Affect	يؤثر على	Main factor	عامل رئيسي
achievements	إنجازات	encourage	يشجع
Progression	تقدم / تطور	suggest	اقترح
benefits	فوائد	paragraph	فقرة
Results	نتائج	Text	نص
Advantages	إيجابيات	Evidence	دليل
Disadvantages	سلبيات	ملاحظات 1- اقرأ القطعة بانتباه أكثر من مرة مع وضع خط تحت الأفكار الهامة فيها. 2- لا تقلق إذا صادفتك بعض الكلمات التي لا تعرف معناها ففي إمكانك استنتاج المعنى العام للجملة من سياق الموضوع. 3- لاحظ أن تكون الإجابة على قدر السؤال لا أكثر ولا أقل بقدر الإمكان ولاحظ الزمن (<i>tense</i>) أي إذا كان السؤال في الزمن المضارع أو الزمن الماضي أو غيره.	
ways	طرق		
causes	يسبب		
Justify	علل		
Clarify	وضح		
Refer to	يعود إلى		

1. Simple Present

المضارع البسيط

The form:

شكل هذا الزمن

Subject الفاعل	Main verb الفعل الرئيسي
He – she – it أو اسم المفرد	Verb ₁ + -s / -es
I – we – you- they أو اسم الجمع	Verb ₁ (Base form)

ملاحظة هامة:

- Examples :** 1. Nurses **look** after patients in hospitals.
2. I usually **go** away at weekends.
3. She **takes** the bus to school.
4. The café **opens** at 8.00 in the morning.

Negation:

النفي

He – she – it أو اسم المفرد	}	doesn't + v ₁
I – we – you- they أو اسم الجمع		
I – we – you- they أو اسم الجمع	}	don't + v ₁
I – we – you- they أو اسم الجمع		

Examples:

- Fatima **doesn't drink** tea very often.
- They **don't speak** English in the class.

Questions:

{ Auxiliary verb }	{ Subject }	{ Main Verb }
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السؤال بنوعيه

Wh-	do	I - we- you- they أو اسم جمع	Base form (v ₁) ?
	does	he-she-it أو اسم المفرد	Base form (v ₁) ?

Examples:

- **Do** you always **wake** up at 6.30?
- **Does** she **eat** her breakfast every day?
- What **do** they **do** every week?

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ملاحظة هامة: إذا كان الفعل الرئيسي (Be) فيكون الحل وفق القاعدة التالية :

I – am he, she, it Or singular nouns - is we, you, they, or Plural nouns - are

*النفي يكون بوضع not أمام am , is , are

- They (be) very sad.
- She(not / be) from Paris.
- The weather (be) bad.

Use:

استخدامات زمن المضارع البسيط

1-To talk about something that is true in the present.

للحديث عن الحقائق

- e.g.** - The earth **goes** round the sun.
- Water **boils** at 100 degree Celsius.

2- Things that happen as a routine in the present.

للحديث عن الروتين

- e.g.** I **get up** at 7.30 every morning.

3- Scheduled or fixed events in the future.

للحديث عن أحداث ثابتة أو مجدولة (مرتبة زمنياً)

- e.g.** - The plane to New York **leaves** at six o'clock tomorrow.
- The train **arrives** next Thursday.

Keywords:

Every(day- month-week- year) , hourly, daily, weekly, monthly, yearly, always, usually, occasionally, repeatedly, normally, regularly, hardly, frequently, rarely, seldom, sometimes, never, often, once / twice / three times (a day - month- week – year), from time to time .

Exercise:

Complete the verb between brackets.

- | | |
|--|----------------|
| 1- Tanya German very well. | (not / speak) |
| 2- I..... often..... coffee. | (not / drink) |
| 3- The swimming pool at 7.30 every morning. | (open) |
| 4- Bad driving many accidents. | (cause) |
| 5- My parents in a very small flat. | (live) |
| 6- The Olympic Gamesplace every four years. | (take) |
| 7- The Panama Canal the Atlantic and Pacific oceans. | (connect) |
| 8- What timethe bankshere? | (close) |
| 9- I've got a computer, but I it much. | (not / use) |
| 10- Look at this sentence. What this word.....? | (mean) |
| 11- David isn't very fit. Heany sport. | (not/ do) |
| 12- Rice In Britain. | (not/ grow) |
| 13- An interpreter from one language to another. | (translate) |
| 14- Amer a newspaper every day. | (read) |
| 15- Weto the cinema every Friday. | (not / go) |
| 16- Marry a shower in the morning. | (have) |
| 17- Where John..... from? | (come) |
| 18- How many childrenhe ? | (have) |
| 19- WherePedro from? | (be) |
| 20-What he..... every week? | (do) |

2-Past simple

The form:

شكل الزمن

Subject الفاعل	Main verb الفعل الرئيسي
I, we, you they, he, she, it أو اسم المفرد / اسم الجمع	Verb (2) الفعل في التصريف الثاني

- أمثلة :
- 1- He **went** to a club last night.
 - 2- She **had** a headache yesterday.
 - 3- We **did** our homework last night.
 - 4- He **lived** in Jerash in 1980.
 - 5- they **were** in London last summer.

Negation:

شكل قاعدة النفي

didn't + v(1)

- أمثلة:
- 1- They **didn't** give John their new address.
 - 2- He **didn't** go to bed early last night.
 - 3- They **weren't** in London last summer.

ملاحظات هامة :

- يجب أن يكون الفعل بعد didn't مجرد
- إذا كانت **be** فعل رئيسي تنفى ب وضع **not** بعد was أو were

Question :

- إذا كانت الجملة تحتوي على (Was, Were) فإننا نضعها قبل الفاعل
e.g. They **were** in London last January. **Were** they in Iceland last January?
- إذا لم تحتوي الجملة على (was, were) فإننا نستخدم **Did** نضعها قبل الفاعل .
e.g. Amal **came** to his party yesterday. **Did** she come to his party yesterday?

Use:

استخدامات زمن الماضي البسيط

1- To talk about an action or a situation - an event - in the past. It is used with exact time reference .

للتحدث عن أحداث ومواقف حدثت وانتهت في الماضي وتستخدم مع دليل محدد.

e.g. The car exploded at 9.30am yesterday.

2- Series of completed actions in the past

سلسلة أحداث مكتملة في الماضي .

e.g. First I got up, then I had breakfast.

3- Past habits or repeated activities in the past.

عادات وأنشطة تكررت في الماضي .

e.g. when Ahmad was young, he often went fishing with his father.

Keywords:

Yesterday / last(week, month....) / ago / in the past / during the last ...(months/year...) / at that time
أي تاريخ بالماضي + in

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ملاحظة هامة: قد يفتقر هذا الزمن مع الماضي المستمر

When(V2)..... , was / were + v-ing

While / As.....(was/ were + v₁- ing) , V₂)

أمثلة :

1- While we **were having** the picnic, it **started** to rain.

3. Ndia was walking home, whistling happily, when she saw two masked men run out of the bank

4-He **was playing** a computer game when the doorbell **rang**.

ملاحظة هامة جداً :

قد تستخدم مفاتيح زمن الماضي التام لحل الماضي البسيط

- After / because had+ (p.p) , (V₂)

When

By the time → (V₂) , had+ (p.p)

Before

Until

أمثلة :

1- By the time John **arrived** we **had been** waiting for 3 hours.

2- Jane **had read** a lot about elephants before she **went** to the zoo.

3- After the family **had had** breakfast, they **went** to the zoo.

4- I **didn't want** to go to the movies with my friends because I **had seen** the film already.

Exercise :

Correct the verbs between brackets.

1- We a very interesting discussion about climate change last month.

(have)

2-When I was having breakfast, the phone suddenly

(ring)

3- He did a beautiful drawing of a house yesterday.

(do)

4-My friend me an apple in class yesterday, but I wasn't hungry because I had just eaten lunch.

(offer)

5- last year I my holiday in Ireland.

(spend)

6-The children at home last weekend.

(not / be)

7- you your aunt last week?

(phone)

8- they at work yesterday ?

(be)

9- He through the middle east last week.

(travel)

10- She to her grandmother last month.

(not / write)

11-The policeme on my way home last night.

(stop)

12-We..... Roze in town a few days ago.

(see)

13-Ito the cinema three times last week.

(go)

14-the weather good when you were on holiday?

(be)

15-I knew Sarah was very tired, so Iher.

(not/ disturb)

16- The bed was very uncomfortable. Ivery well.

(not/ sleep)

17-I was in a hurry, so Itime to phone you.

(not / have)

18-It was hard carrying the bags. They very heavy.

(be)

19-We couldn't afford to keep our car, so weit.

(sell)

20-Anna lot of money yesterday.

(spend)

21-Where..... she yesterday?

(stay)

22-Weour friends to the party last night.

(invite)

23- Lauraher examination last week.

(pass)

3-Present Continuous

المضارع المستمر

The form:

شكل الزمن

Subject الفاعل	Auxiliary الفعل المساعد	Main verb الفعل الرئيسي
I	am	V ₁ + -ing
he, she, it أو اسم المفرد	is	
we, you they أو اسم الجمع	are	

- أمثلة
- 1- He **is** working hard today.
 - 2-Look! It **is** raining.
 - 3- They **are** sleeping right now.
 - 4-I **am** studying at the moment.
 - 5-Fatima **is** reading now.

Negation:

شكل قاعدة النفي

ننفي المضارع المستمر بوضع not أمام الفعل المساعد .

- أمثلة
- He **is not** working hard today.
 - They **are not** playing tennis at the moment.

Questions:

(Auxiliary verb) (Subject) (Main Verb)

السؤال بنوعيه

Wh-	am	I	V ₁ + ing ?
	is	he-she-it أو اسم المفرد	V ₁ + ing ?
	are	we- you- they أو اسم جمع	V ₁ + ing ?

- أمثلة
- **Is** she enjoying the game at the moment?
 - **How are** you getting on in your new job?
 - **What is** he Hazem studying ?

Use:

استخدامات زمن المضارع المستمر

1- To talk about something that is happening at the moment of speaking.

للتحدث عن شيء يحدث أثناء لحظة التكلم.

e.g. The girl is playing the piano now.

2- To describe something temporary.

لوصف شيء مؤقتاً.

e.g. They are living with their friends nowadays.

3- For actions that happen repeatedly in the present. We use it with **always**.

للتحدث عن أفعال تحدث بشكل متكرر في الوقت الحاضر. (للتعبير عن شكوى أو انزعاج أو غضب)

e.g. He is playing the radio loud.

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4- To talk about the future, where something has been planned.

للتحدث عن ترتيب مستقبلي مرتب له مسبقاً

e.g. She is flying to London next week.

Keywords:

now / right now / at the moment / today / this (week - month- year) / nowadays / **always** / Look! / Be careful! / Listen! / watch out! / these (days- weeks- months) / tonight / Don't + فعل مجرد { في بداية الجملة } / at present .

Exercise :

Correct the verbs between brackets.

- | | |
|--|---------------|
| 1. Heher name. | (not/ shout) |
| 2. We nice photos. | (take) |
| 3. Marry the exercise? | (explain) |
| 4. What you here? | (do) |
| 5. I on the sofa. | (not / sit) |
| 6. The cat on the carpet. | (not/ lie) |
| 7. they to radio now? | (listen) |
| 8. The eagle the mouse. | (catch) |
| 9. Why Ruth for money? | (ask) |
| 10. The boys not into the pool. | (not/dive) |
| 11. He..... his friend tonight. | (meet) |
| 12. She dinner now. | (not/eat) |
| 13. I until later. | (not/ come) |
| 14. Ali and Zaid the computer. | (use) |
| 15. What time you to the cinema? | (go) |
| 16. Why you? | (study) |
| 17. When he? | (leave) |
| 18. he tennis later? | (play) |
| 19. What Sally now? | (drink) |
| 20. she in an office at the moment? | (work) |
| 21. What time she? | (come) |
| 22. Where Ahmad tennis tonight? | (play) |
| 23. Where..... she.....these days? | (live) |
| 24. Why she her friend now? | (call) |
| 25. she in the library now? | (study) |
| 26. How long you in Paris? | (stay) |
| 27. He pretty nervous. | (get) |
| 28. She a letter at the moment. | (write) |
| 29. They about that matter. | (argue) |
| 30. He to many countries a lot. | (travel) |
| 31. She the house now. | (enter) |

4-Past Continuous

الماضي المستمر

The form:

شكل الزمن

Subject الفاعل	Auxiliary الفعل المساعد	Main verb الفعل الرئيسي
I - he, she, it أو اسم المفرد	was	V ₁ + -ing
we, you they أو اسم الجمع	were	

- أمثلة
- 1- I **was playing** computer games while the doorbell rang.
 - 2- We **were waiting** for the bus when we saw an accident.
 - 3- Sarah fell asleep while she **was reading** the paper.
 - 4- The television was on, but nobody **was watching** it.

Negation:

شكل قاعدة النفي

ننفي جملة الماضي المستمر بوضع not أمام الفعل المساعد .

مثال - I was not speaking on the phone when he called me.

Questions:

(Auxiliary verb) (Subject) (Main Verb)

السؤال بنوعيه

Wh-	was	I - he-she-it أو اسم المفرد	V ₁ + ing ?
	were	we- you- they أو اسم جمع	V ₁ + ing ?

- أمثلة
- Was he writing a letter when his mother called him ?
 - What were they doing when it snowed ?

Use:

استخدامات زمن الماضي المستمر

1- Talk about something which was happening before and after another action in the past.

للتحدث عن نشاطان إحداهما قطع الآخر . النشاط المستمر نستخدم الماضي المستمر والآخر الماضي البسيط.

e.g. She was cleaning the home when her daughter cried .

2- To show that something happened for a long time in the past.

لإظهار أن شيء ما حدث لفترة طويلة في الماضي .

e.g. Sami was playing on the guitar when his father arrived.

Keywords:

While / as / when

Exercise :

Correct the verbs between brackets.

- 1- Mrs Brownin the garden when the murder happened. **(not/walk)**
- 2- Miss Jonesto Mr. White when his father arrived. **(talk)**
- 3- Mr Blackin his study when the murder happened. **(not/work)**
- 4- Hammad and Yaser.....(not/eat) in the dining room when the window broke. **(not/eat)**
- 5- This time last year he in Brazil. **(live)**
- 6- When I met Jacob, Ihome. **(walk)**
- 7-Katetelevision when we arrived.(watch)
- 8-Matt phoned while we dinner.**(have)**
- 9- When I got up, it **.(rain)**
- 10- I hurt my back when I in the garden. **(work)**
- 11- When I saw you and Lucy last night, what..... you.....? **(do)**
- 12- She and her son When they came in . **(fight)**
- 13- She didn't like to go for a walk because sheon her research paper. **(work)**
- 14- She couldn't hear the phone because she **(wash)**
- 15- Ali when we arrived . **(sleep)**
- 16- Itheavily last night when the electricity went off **.(rain)**

5. Present perfect

المضارع التام

The form:

شكل هذا الزمن

Subject الفاعل	Auxiliary الفعل المساعد	Main verb الفعل الرئيسي
He – she – it أو اسم المفرد	has	Past participle (P.P)
I – we – you- they أو اسم الجمع	have	التصريف الثالث للفعل

- Examples :** 1.They **have moved** into a new apartment.
2.Ali and Ahmad **have already seen** that movie.
3.we **have had** four tests **so far** this semester.
4.He **has been** here **since** six o'clock.

Negation:

ننفي جملة المضارع التام بوضع (not) بعد الفعل المساعد have أو has

Examples:

They have **not** attended any parties since they came here.
In her whole life time, Laila has **not** seen snow.

Questions:

نشكل السؤال نعم / لا بوضع Have أو Has قبل الفاعل

مثال : Have you ever visited Mexico?

Use:

استخدامات زمن المضارع التام

1- The fact that something **happened in the past**.

للحديث عن نشاط حدث في الماضي

e.g. I've swum in the Dead Sea. / He's read the book.

2- a past **experience** or **achievement** with a definite result in the present.

للحديث عن الانجاز

أمثلة : I **have broken** my leg – which means I can't go skiing this year.
I **have passed** my driving test , so I can borrow his car next week.

3- with **non- continuous** verbs.

مع الأفعال التي لا تأخذ -ing لا تُستخدم مع المضارع التام المستمر

- (1) Know / realize / understand / want / need / prefer / forget / mean / feel / believe / remember/start.
(2) love / like / hate / fear / envy / care / mind.
(3) have / own / belong.
(4) hear / see / taste.
(5) seem / look / cost / be / contain / include / exist.

e.g. √ I have known him for many years. **not** I have been knowing him for many years. ×

4-To talk about how long something has happened for.

للتعبير عن طول المدة الزمنية

e.g. She has lived here *since* 1980. (she is still living here)

Ahmad has worked as an English teacher since 2003. (He is still a teacher)

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Keywords:

Just , already , yet , since , for , ever , never , so far , recently , lately , at last , until now ,
This (evening / morning) , once , twice , three times , in my life , all my life , in recent days , many times,
It's the first time , today .

ملاحظات هامة :

- 1- تستخدم **yet** مع السؤال والجمل المنفية .
- 2- تستخدم **already** مع الجمل المثبتة .
- 3- **never** تفيد النفي.
- 4- **ever** تستخدم مع الأسئلة .

أسئلة الوزارة على هذه القاعدة

- Maherhis driving test, so he can borrow his brother's car next week . (pass)
- The childrenalready.....the sandcastle on the beach. (build)
- Our neighboursrecentlyto Aqaba. (move)
- Lailarecently.....learning English. (start)
- My friendsalreadypreparing for their trip to Aqaba.(finish)
- The governmentrecentlynew laws to try to reduce the crime rate in the country.(announce)
- Zaidlatelythe prize of the champion so he can participate in it again.(win)

Exercise:

Correct the verb between brackets.

- 1-Every countryits own code of law over hundreds or thousands of years.(develop)
- 2-They.....the law- they should be punished. (break)
- 3-Anyone whoa crime will have a criminal record. (commit)
- 4-Alilaw and history this year. (study)
- 5-Nadatwo essays this morning.(write)
- 6-The police sergeanttwo people so far today.(interview)
- 7-We'vefive samples so far. (examine)
- 8-Have you everhot brains ? (eat)
- 9-My grandmothersick since last Friday.(be)
- 10-she looks sad. Sheher best movie. (not / watch)
- 11-Inevera camel before. (ride)
- 12-you evera horse ? (ride)
- 13-he ever.....to California? (be)
- 14-you.....a car before? (drive)
- 15-IAli today this morning. (not / see)
- 16- Peterbaseball since 1987. (not / play)
- 17- Youlunch yet, have you? (not / eat)
- 18- Heto move to New York since he was five years old. (want)
- 19- Sallythat book yet. (not / read)
- 20- Ijustthe best candidate for the job.(interview)
- 21- Ali and Ahmadalreadywhere they are going on vacation.(decide)

6-Past perfect

The form:

Subject + had + p.p

- أمثلة:
1- She **had saved** her documents.
2- They **had written** a petition.

Negation:

ننفي جملة الماضي التام بوضع كلمة **not** بعد **had**

He **hadn't left** when I arrived.

Use:

1- To clarify which of two past actions happened first:

لتوضيح أي من حدثان في الماضي حدث أولاً

e.g. Irish people emigrated because so many had died of starvation. (people died and as a result others emigrated)
نلاحظ من المثال السابق أن الأشخاص هاجروا نتيجة لوفاة العديد من الجوع (الحدث الأول وفاة العديد من الأشخاص وبعد ذلك الهجرة)

e.g. By 1854, a quarter of the population of Ireland had emigrated to America. (They emigrated before 1854)

2- To talk about situation, state, feeling or action in the past:

للتعبير عن موقف أو حالة أو مشاعر أو حدث في الماضي

e.g. Tareq felt nervous because he **had never** flown before.
(Tareq was nervous at some point in the past .The reason he was nervous was that he had not flown before this point in time)

e.g. When I read the letter I couldn't stop smiling. I **had passed** all my exams.

3-provide background information about a past event :

لتوفير خلفية عن معلومة حول حدث ما في الماضي

e.g. Past event : On January 11, Fiona Thorne will arrived at South Pole.

She **had completed** the 1100 km journey in 42 days.

She **had walked** an average of 26 kilometers a day.

e.g. By 10 a.m. on the last day the clouds **had disappeared** and the sun **had come out** .

Keywords:

- After / becausehad+ (p.p) , (V₂)

When

By the time → (v₂) ,had+ (p.p)

Before

Until

أسئلة الوزارة الواردة على قاعدة الماضي البسيط والماضي التام

- Hatem's father last year. He had worked for the same company all his life . (**retire**)
- Fatimaher home work three hours ago. (**finish**)
- Maher felt nervous because he never in the Dead sea before. (**swim**)
- Hatem had saved his document before viruseshis computer.(**crash**)
- The plane a few minutes ago. (**land**)
- After we had finished our dinner, we Into the garden. (**go**)
- Sultan book of mine yesterday. (**borrow**)

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- 8-The documentary film was interesting thus I It so much. (**enjoy**)
9- Hassan's parents bought him a bicycle after he good marks in his exams. (**get**)

Exercise 1:

Correct the verbs between brackets.

- 1- When I arrived at the cinema, the film (**start**)
2- she in China before she went to Thailand.(**live**)
3- The garden was dead because it dry all summer. (**be**)
4- He her somewhere before. (**meet**)
5- We were late for the plane because we our passports. (**forget**)
6- The grass was yellow because itall summer. (**not / rain**)
7- The lights went off because wethe electricity bill. (**not / pay**)
8- The childrentheir homework, so they were in trouble.(**not / do**)
9- I breakfast when he arrived. (**not/have**)
10- He only two weeks. Then yesterday he was offered two jobs.(**look for**)
11- You for the test, so you were very nervous. (**not/study**)
12-I of visiting China for many years last year I spent two months there. (**dream**)

7-Present perfect continuous

The form :

Subject الفاعل	Auxiliary الفعل المساعد	Main verb الفعل الرئيسي
He – she – it أو اسم المفرد	has	Verb 1 (base form) + ing فعل مجرد + ing
I – we – you- they أو اسم الجمع	have	

- Examples:**
1. I **have been sitting** here since seven o'clock.
 2. It **has been raining** all day.
 3. How long **have you been reading** that book ?
 4. He **has been reading** for two hours.

Negation:

ننفي جملة المضارع التام المستمر بوضع (not) بعد has أو have
e.g. - we **have not been playing** tennis this week .

Questions:

نشكل السؤال نعم / لا بوضع Have أو Has قبل الفاعل
e.g. **Has he been working** in America for two years ?

Use:

1- To talk about an activity which continues over a length of time:

للتعبير عن حدث في الماضي واستمر في الحدوث لمدة زمنية طويلة.
مثال: **I've been reading** a book about the history of law- making .

2- To stress the length of time an activity has taken:

للتأكيد على طول المدة الزمنية التي استغرقها نشاط ما .
مثال: **She has been training** to be a doctor for six years.
نلاحظ في المثال السابق أننا نركز على طول المدة الزمنية بمعنى (أنها منذ ست سنوات وهي تتدرب لتصبح طبيبة)

3-To talk about an activity which may not be completed:

للتحدث عن نشاط ما زال مستمراً (لم يكتمل)
مثال: Hind **has been writing** her economics essay all morning. (She probably hasn't finished writing it yet)

4- To talk about an activity which is repeated over a period of time:

للتحدث عن نشاط متكرر في فترة زمنية معينة .
أمثلة:
- The police **have been interviewing** people all week.
- we **have been playing** tennis this week .

Keywords:

Since, for, recently, lately, up to now , until now, all (day – night – morning), how long? , (be / (v1)

- Nour.....an essay all morning. (be , write)
- Hatem looks tired. Hehis science project all night.(be , do)
- The detectives.....people all week.(be , interview)
- The childall night. (be , sleep)
- Jamal and Fawaz haveevening classes for a few weeks now. (be , take)
- Fadia hasto be a nurse since 2010.(be , train)
- Hassan looks very pale. He hasvery well recently. (not, be , sleep)

Exercise:

Correct the verb between brackets.

- 1.Hanilaw and history for four years. (be , study)
 - 2.Nouran essay all morning.(be , write)
 - 3.The detectivespeople all week . (be , interview)
 - 4.Hethe piano since he was 16 years old. (be , play)
 5. Emanfor her science exam. (be , revise)
 - 6.Ia book about the history of law – making . (be , read)
 7. Students whowill be punished severely .
 - 8.How longhehere ? (be , live)
- _____
- Heneverin Aqaba **before**.(swim)
 - I felt tired because Ineverin Aqaba **before**. (swim)
 - Amal is tired **because** shehard . (work)
 - Ahmad feels sick **because** heneversuch food. (eat)
 - Ahmad felt sick **because** heneversuch food. (eat)

ملاحظات :

.....

.....

.....

8-Past perfect continuous

الماضي التام المستمر

The form:

Subject الفاعل	Auxiliary الفعل المساعد		Main verb الفعل الرئيسي
I – we – you- they He – she – it - أو اسم المفرد أو اسم جمع	had	been	Verb 1 (base form) + ing فعل مجرد + ing

Examples: 1. I was very tired when I got home. I **had been working** hard all day.
2. At last the bus came. I **had been waiting** for 20 minutes.

Negation:

ننفي جملة الماضي التام المستمر بوضع (not) بعد had
e.g. – We **had not been playing** tennis for about half an hour when it started to rain.

Questions:

نشكل السؤال نعم / لا بوضع Had قبل الفاعل
e.g. Had he been running ?

Use:

1- To talk about actions or situations that were happening up to a specific moment in the past

للتعبير عن حدث أو موقف كان يحدث لمدة محددة في الماضي.
أمثلة - Ali had been thinking about his friend when he received a text from him.

- By the time the bus arrived, we had been waiting for an hour .

Exercise:

تمرين مهم جداً يتضمن جمل وزارة سنوات سابقة

Correct the verb between brackets.

- 1- She was exhausted because she.....since eight o'clock that morning. (be/work)
- 2- Everything was white because it..... (be/ snow)
- 3- I was delighted when I found my key. I.....for them for hours. (be/look)
- 4- The children were wet because they.....football in the rain. (be/play)
- 5- They got to the beach after they.....for hours. (be/walk)
- 6- His English was perfect. He.....it since he started school. (be/study)
- 7-She (be/ try) to find the hotel all evening.
- 8- His driving too fast caused an accident. - He had an accident as hetoo fast. (be/ drive)
- 9- He was relaxing all day. He felt better in the evening. – He felt better in the evening because he.....all day.(be/relax)

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- 10- He moved furniture. He started at 9 o'clock and finished at 3 o'clock. - At 3 o'clock he.....furniture for 6 hours. (be/ move)
- 11- They were hungry because theyall day.(be/swim)
- 12- Sheabout it for one or two years. (be/dream)
- 13- Wefor her ring for two hours and then we found it in the bathroom. (be/ look)
- 14- How longshe English before she went to London? (be/ learn)
- 15- He less than an hour when he ran out of petrol.(be/ drive)
- 16- Theyall day so their legs were sore in the evening. (be/ cycle)
- 17- Laura needed a break because sheall morning. (be/ study)
- 18- Orla felt fit for the marathon because shea lot. (be/ train)
- 19- You got sick because youthe whole time. (be/ eat)
- 20- The musician..... in this town for ten years when he became director of the opera house. (be/live)
- 21- Iin the wrong direction for an hour before I noticed my mistake. (be/ drive)
- 22- Suzan hadabout the idea for a while when she made the suggestion. (be / think)
- 23- The climber hadthe mountain for over two hours. (be , climb)
- 24- We had with each other for a long time. (be, communicate)
- 25- Omar passed all his exams. He had For a month. (be, revise)
- 26- Aisha received an email from Tahani yesterday, sheto write since June. (be , promise)

سؤال وزاري 2015 (3 Points)

I had been getting up at five o'clock all week, so on Friday I was completely exhausted.

What is the function of using the past perfect continuous in the above sentence?

Complete the sentences, using the Past Perfect Continuous form of the verbs in brackets.

1- A: When I saw you yesterday, you looked really tired.

B: Yes, I for half an hour. (**run**)

2- My mother lost her purse yesterday. She..... in the market; she must have put it down somewhere and left it there. (**shop**)

3- I made my mother a cup of tea. She was hot and tired; she..... all afternoon for a special family dinner. (**cook**)

9- Simple Future

المستقبل البسيط

The form:

Subject الفاعل	Auxiliary الفعل المساعد	Main verb الفعل الرئيسي
I – we – you- they He – she – it - أو اسم المفرد أو اسم جمع	will	Verb 1 (base form) الفعل مجرد

Examples: 1. It *will snow* tomorrow.
2. I *will watch* television tonight.

Negation:

نفي جملة المستقبل البسيط بوضع (not) بعد will

e.g. I *will not study* tomorrow.

e.g. They *will not meet* today.

Questions:

نشكل السؤال نعم / لا بوضع will قبل الفاعل

e.g. *Will he visit* his sister today?

Use:

1- To talk about the future if we are predicting it without evidence.

للتحدث عن تنبؤات دون دليل.

e.g. It will rain next week.

2- To express spontaneous decisions.

للتعبير عن قرارات فورية.

e.g. I will go to the party tomorrow.

3- We can use it with perhaps, probably and maybe.

يستخدم مع كلمات مثل *perhaps* ، *probably* ، *maybe* .

e.g. I will probably be home late tonight.

4- We can also use it with I think and I hope.

يستخدم مع عبارات مثل *I think* , *I hope* .

e.g. I think Sarah will like the present we bought her.

e.g. I hope Dalia will pass the exam.

Future with going to

Form :

Subject الفاعل	Auxiliary ₁ الفعل المساعد	Auxiliary ₂ الفعل المساعد	Main verb الفعل الرئيسي
I	am	going to	Verb 1 (base form) الفعل مجرد
He – she – it أو اسم المفرد	is	going to	
we – you- they أو اسم جمع	are	going to	

e.g. Samer and I have decided to have a party. We *are going to invite* lots of people.

e.g. Look at those black clouds. It *is going to rain* .

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Negation:

am , is , are not بعد الفعل المساعد ننفي جملة المستقبل البسيط بوضع

e.g. I **am not going to** apply for the job advertised in the newspaper.

Question:

am , is , are قبل الفاعل نشكل السؤال نعم / لا بوضع

e.g. You are filling the bucket with water. **Are you going to wash** the car?

Use:

1- Future plans. It does not have to be for the near future.

للتحدث عن خطط مستقبلية (لا يشترط أن تكون في المستقبل القريب) .

2- Predictions that are based on evidence.

للتحدث عن تنبؤات مبنية على دليل.

Keywords:

tomorrow / next (week , month, year, summer...) / in the future / in + soon / أي تاريخ بالمستقبل

تمرين مهم جداً – قد يأتي سؤال القواعد على شكل أكمل الفقرة -

- Complete the text with the correct form of the verbs in the box. The first one is done for you.

going to + do / going to + miss / going to + take / will + have / will + stay / will + tell

Rami has broken his leg. It (1) 's going to take a long time to get better. He (2) in hospital for at least two weeks, and he (3) his leg in plaster for much longer. Rami (4) a lot of lessons at school, but he (5) some work while he's in hospital, and he also hopes his friends (6)..... him about the lessons he has missed.

Exercise:

Complete the verbs between brackets.

- | | |
|--|----------------|
| 1- You lots of interesting people next week. | (meet) |
| 2- He around the world next summer. | (travel) |
| 3- She any problems tomorrow. | (not / have) |
| 4- What they eat tomorrow ? | (eat) |
| 5- When the teacher our English ? | (test) |
| 6- She has already got the ticket. She New York tomorrow | (fly) |
| 7- Marry bought two cans of paint. She her room. | (paint) |
| 8- See the clouds, It | (rain) |
| 9- My phone has been broken down for two weeks. I it tomorrow. | (repair) |
| 10- He is down with a heart attack. He smoking. | (quit) |

10- Future continuous

المستقبل المستمر

Form:

Subject الفاعل	Auxiliary ₁ الفعل المساعد	Auxiliary ₂ الفعل المساعد	Main verb الفعل الرئيسي
I – we – you- they He – she – it - أو اسم المفرد أو اسم جمع	will	be	Verb ₁ (base form) + ing +الفعل المجرد +ing

Examples: 1. She **will be** teaching French tomorrow.
2. Ali **will be sleeping** at 12 midnight.

Negation:

نفي جملة المستقبل المستمر بوضع (not) بعد will أو shall

e.g. They **will not be** reading by seven o'clock.

e.g. At 10 o'clock tomorrow, she **will not be** working.

Questions:

نشكل السؤال نعم / لا بوضع will قبل الفاعل

e.g. What **will we be** doing in ten years' time?

e.g. **Will you be** going away this summer?

Use:

1- To talk about a continuous action in the future.

للتعبير عن نشاط سيكون مستمر في وقت معين في المستقبل .

e.g. This time next year, they **will be** preparing for their final exams.

Keywords:

at this time / this time+ (next week, next month, next year) / this time (tomorrow morning, tomorrow evening)
/ at + وقت محدد / until

Exercise:

Complete the verbs between brackets.

- 1- Don't call me at midnight. I by this time. (sleep)
- 2- This time next week, I on the beach . (lie)
- 3- Don't phone between 7 and 8. We dinner. (have)
- 4- At 4 o'clock, she tennis. (play)
- 5- Ahmad At Lion Hotel until Friday. (stay)
- 6- At 9.45 , he breakfast. (not / have)
- 7- At 8 o'clock, he (work)
- 8- The government a statement about the crisis later today. (make)
- 9- He outside until she comes. (wait)
- 10- Samia when we arrive. (study)

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1- Complete the mini-dialogues using the Future Continuous.

1- A: Can I call you tonight after 6 p.m., or(you **have**) dinner with your family then?

2- B: No, I(not **have**) dinner at that time. I(watch) the news. My mum(prepare) dinner, because we usually eat at about 7 p.m.

3- A: What do you think(you **do**) in two years' time?(you **work**), or(you do) a university degree?

4- B: I certainly(not **work**) because I want to do a degree in Medicine. It's a very long course, so I(still **study**) in seven years' time!

2- Choose the correct form of the verbs.

1- If you need to contact me next week, we'll **stay / be staying** at a hotel in Aqaba.

2- If you need help to find a job, I will **help / be helping** you.

3- I can't call my dad right now. He'll **board / be boarding** the plane. It takes off in an hour.

4- We won't be home tomorrow night. We'll **watch / be watching** the football match at the stadium.

5- Do you think you'll **miss / be missing** your school friends when you go to university?

3- There is one mistake in the verb tenses in each of the four conversations below.

Underline the mistake and rewrite the verb in the correct tense.

1- A: What do you think you will be doing in two years' time?

B: I think I will be living in Karak, and I will study Geography.

.....

2- A: Don't phone me at seven. I'll have dinner with my family.

B: OK, I'll phone at nine.

.....

3- A: What time will you get here tomorrow?

B: At about three, I think. I'll be texting you the exact time later.

.....

4- A: Please be quiet when you come home tonight. The baby will sleep.

B: Don't worry. I won't forget.

.....

11- Future perfect

Subject الفاعل	Auxiliary ₁ الفعل المساعد	Auxiliary ₂ الفعل المساعد	Main verb الفعل الرئيسي
I – we – you- they He – she – it - أو اسم المفرد أو اسم جمع	will	have	P.P (v ₃) الفعل بالتصريف الثالث

Examples: 1. We're late! By the time we get to the station, the train **will have gone**.

2. She **will have retired** by June.

Negation:

نفي جملة المستقبل المستمر بوضع (not) بعد will أو shall

e.g. He **will not have served** 13 years by April.

Questions:

نشكل السؤال نعم / لا بوضع will قبل الفاعل

e.g. **Will** she **have prepared** the test by tomorrow?

e.g. **Will** Amal **have read** the novel by tomorrow?

Use:

1- To talk about an action that will be completed by a particular time in the future.

للتعبير عن نشاط سيكتمل بحلول وقت محدد في المستقبل.

e.g. By 2019 CE, the new motorway **will have opened**.

Keywords:

أي دلالة تدل على المستقبل + By

Exercise:

Complete the verbs between brackets.

- 1-Theygood money by November. (make)
- 2-She for 30 years by the time she gets retired. (work)
- 3-It is April now. By August he in Jail for 10 years. (be)
- 4-By next week, my son All the exams. (finish)
- 5- The filmalready..... by the time we get to the cinema. (start)
- 6-By next year, they married for three years. (be)
- 7- We dinner by then. (finish)
- 8-The meeting by then. (end)
- 9-By the end of this trip, Hind more than 2,000 miles. (travel)
- 10-By next September, Ithe university. (enter)

1- Complete the sentences in the Future Perfect or the Future Continuous.

1-Next month, we / live / in this house for a year . Let's celebrate!

2 Next Monday, I / work / in my new job.

3- you / do / all your homework by eight o'clock?

4- It's three o'clock now, so Miriam's flight / arrive / at Queen Alia International Airport.

5- you / meet us / at the library this afternoon?

6- You can borrow this book tomorrow.
I / finish / it by then.

2- Complete the sentences with the Future Perfect form of the verbs in brackets.

1- This time tomorrow, we'll be celebrating because we..... our exams. (**finish**)

2- This time next month, my parents..... married for twenty years. (**be**)

3- The books that you ordered..... by the end of the week. (**not / arrive**)

4- By next year,..... you..... England? (**visit**)

Revision

1. We TV when it started to rain. (watch)
2. I wanted to visit you yesterday, but you at home. (not/ be)
3. Look! It, so we can't go to the beach. (rain)
4. There are a lot of clouds! It soon. (rain)
5. The sun in the east. (rise)
6. Since 2011 they their son every year. (visit)
7. While the doctor Mr Jones, his son was waiting outside this morning. (examine)
8. I for my girlfriend for two hours. (be / wait)
9. After Larry the film on TV, he decided to buy the book. (see)
10. Wait a minute, I this box for you. (carry)
11. The shop assistant the door now. (close)
12. Mr Root always a box of eggs before buying them. (open)
13. Listen! The manager to a customer. (talk)
14. you ever a new car? (buy)
15. I a great film yesterday. (see)
16. Sue the flu last winter. (have)
17. They already in Germany. (arrive)
18. She yet. (not/ wake up)
19. This house 35,000 pounds in 1980. (cost)
20. you anything from Tom since Christmas? (hear)
21. you out last night. (go)
22. Water at 100 degrees Celsius. (boil)
23. When I got up, he in the garden and was reading a book. (sit)
24. No, I don't want to eat anything because I just lunch. (have)
25. I think that they tomorrow morning. (arrive)
26. Mary in London for three days. (be)
27. How long your brother guitar? (be / play)
28. They in the sun for hours. (be / lie)
29. My uncle a birthday present for Harry. (buy)
30. Our friends on their summer holidays. (be)
31. He had a break after he for two hours. (be / walk)
32. I was so relaxed because I anything all day. (be / not/ do)
33. He less than an hour when he ran out of petrol. (be / drive)
34. We out with each other for two years before I met his family. (be / go)
35. His mother was angry because he her with the shopping. (not/ help)
36. you breakfast before you came here? (had)
37. they e-mails every day? (write)
38. She a cold every winter. (catch)
39. We him yesterday. (not/ call)
40. When you this wonderful skirt? (design)

Answers:

- 1- were watching 2- were not 3- is raining 4- is going to rain 5- rises 6- have visited 7- was examining
 8- have been waiting 9- had seen 10- will carry 11- is closing 12- opens 13- is talking 14- have you bought 15- saw
 16- had 17- have arrived 18- hasn't woken up 19- cost 20- have / heard 21- Did / go 22- boils 23- was sitting
 24- have just had 25- will arrive 26- has been 27- has / been playing 28- have been lying 29- is going to buy 30- are
 31- had been walking 32- hadn't been doing 33- had been driving 34- had been going 35- had not helped 36- had/ had
 37 - Do / write 38- catches 39- didn't call 40- did/ design

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Exercise: Complete the text with the correct form of the verbs in brackets. The first one is done for you.

In 1943 CE, the chairman of a 'business machines' company (1) **said** (**say**) that the world only (2) (**need**) two or three computers. He (3) (**be**) wrong! Since then, there (4) (**be**) a technological revolution. These days, millions of families (5) (**have**) at least one computer at home, and many people (6) (**carry**) smartphones and tablets with them everywhere. A few people even (7) (**wear**) them – either on their wrists, round their necks or on their belts. There's even more: experts say that one day soon we (8) (**attach**) them to our skin!

Answers: 1- said 2- needed 3- was 4- has been 5- have 6- carry 7- wear 8- will attach

Exercise: Complete the text with correct form of the verb between brackets.

People (1) (**use**) smartphones since they (2) (**invent**) in the early 2000s. During the early 2000s, people (3) (**buy**) phones in different colours and different designs. In 2010 CE, the first tablet computer (4) (**produce**). By the end of 2010 CE, companies (5) (**sell**) more smartphones than PCs for the first time. Now, about one billion smartphones (6) (**sell**) around the world each year. In the near future, it (7) (**estimate**) that over 40% of the population in Jordan will have a smartphone. It is probable that this market (8) (**expand**) in the future. At the moment, people aged 16–30 (9) (**buy**) the most smartphones, but experts say there (10) (**be**) a growth in the number of older people buying smartphones in the future.

Answers: 1- have been using 2- were invented 3- bought 4- was produced 5- had sold 6- are sold 7- is estimated 8- will expand 9- are buying 10- will be

Exercise: Choose the correct form of the verbs below.

- 1- Children often **use** / **are using** computers better than their parents.
- 2- If you **will play** / **play** computer games all day, you won't have time to study.
- 3- I want **to get** / **getting** a tablet, but I can't afford to buy / buying one at the moment.
- 4- Look at the black sky! It's **raining** / **going to rain** soon!
- 5- **I'm coming** / **come** from Ajloun, but **I'm staying** / **stay** in Irbid for a few months. I will return to Ajloun in the spring.
- 6- Nadia has **been doing** / **done** her homework for two hours! She **is** / **will be** finished very soon.
- 7- If Ali **had** / **has** his own computer, he **wouldn't** / **doesn't** need to use his friend's computer.
- 8- I **was writing** / **wrote** an email when my laptop **was switching** / **switched** itself off.

Answers: 1- use 2- play 3- to get / to buy 4- going to rain 5- come / 'm staying 6- been doing / will be 7- had / wouldn't 8- was writing / switched

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The tenses change as follows:

تغيرات الزمن حسب الجدول التالي :

Tense in direct speech	Tense in reported speech
Present Simple - I'm a teacher.	Past Simple - He said he was a teacher
Present Continuous - I'm having lunch with my parents.	Past Continuous - She said she was having lunch with her parents
Present Perfect Simple - I've been to France three times	Past Perfect Simple - He said he had been to France three times
Present Perfect Continuous - I've been working very hard.	Past Perfect Continuous - He said he had been working very hard.
Past Simple - I bought a new car.	Past Perfect - He said he had bought a new car.
Past Continuous - It was raining earlier.	Past Perfect Continuous - She said it had been raining earlier.
Past Perfect - The play had started when I arrived.	Past Perfect NO CHANGE POSSIBLE
Past Perfect Continuous - I'd already been living in London for five years.	Past Perfect Continuous NO CHANGE POSSIBLE
Modals	
will	would
can	could
may	might
shall	should
would , should , could	Would , should , could
ought to	ought
Must	had to
(has to / have to)	had to

تغيرات كلمات الزمان والمكان حسب الجدول التالي :

Direct speech	Indirect speech
here	there
at the moment	at that moment
last week / month / year	the week / month / year before the previous week / month / year
sooner	later
next month	the following month
now	then
tomorrow	the following day
tonight	that night
yesterday	the day before
today	on that day
this	that
these	those
ago	before

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فيما يلي التغييرات التي تتم على الضمائر

- 'I am busy.'

لاحظ أن الضمير I يتحول إلى He / she

Hana said

Zaid said

- 'Noor is visiting **me** now'

لاحظ أن الضمير me يتحول إلى him / her

Samer said

Amneh said

- 'We will not permit this.'

لاحظ أن الضمير we يتحول إلى they

The workers said

- 'You have to come with me.'

لاحظ أن الضمير you يتحول إلى بحسب المخاطب

Amal told **me**

Amal told **Ahmad**

Amal told **Rahf**

Amal told **us**

Amal told **the girls**

- 'They haven't visited **us**'

لاحظ أن الضمير us يتحول إلى them

The boys said

- 'Our mother will help in this matter'

لاحظ أن الضمير our يتحول إلى their

The girls said

He told me

- 'She borrowed my pen'

لاحظ أن الضمير my يتحول إلى his / her

Amani said

Ahamd said

Reporting statements

خطوات تحويل الجملة الخبرية :

- 1- نكتب كلمة **that** .
- 2- نكتب **الفاعل** مع مراعاة تحويله إذا كان ضميراً.
- 3- نكتب **الفعل** بعد تحويله ووفقاً للقاعدة التي تم شرحها سابقاً.
- 4- نكمل الجملة مع الانتباه لتحويل الظروف والضمائر إن وجدت.

تمرين مهم جداً

Report the following statements.

- 1- I have some questions for you, Muna.
Nour told Muna.....
- 2- I've lived in Amman for six years.
Sami said.....
- 3- Yesterday I bought all the ingredients for a chocolate cake.
Huda told me.....
- 4- I really enjoyed the book that I finished this morning.
Tareq said.....
- 5- My favourite subject this year is Chemistry.
Hussein told me.....
- 6- 'Many computers have filters which stop people seeing certain websites.'
He said.....
- 7- 'If they share information on social media with their friends, it might be accessed by other people, too.'
He said.....
- 8- 'On social media, you should only connect to people you know well.'
He said.....
- 9- 'Later we will give you, our dear listeners, information about websites where you can find more advice on Internet safety.'
He said.....
- 10- Our teacher told us about the dangers of the Internet yesterday. I have to write an essay about it tonight. I think I'm going to need some help.
Farida said.....
- 11- We have to give a talk about the advantages and disadvantages of the Internet next week, so I'll need to prepare it this week.
Saleem said.....
- 12- 'I need a new password.'
He said.....
- 13- 'I changed my password last week.'
She said.....

Practice 1:

Report the following statements.

1) "I'm reading a new book"

Sami said

2) "He works in a bank"

She said

3) "Julie doesn't like going out much"

She said

4) "I don't have a computer"

She said

5) "They never arrive on time"

She said

6) "We often meet friends in London at the weekend"

She said

7) "David doesn't have any children"

She said

8) "I don't go to the gym very often"

She said

9) "Lucy owns three flats in the city"

She said

10) "I never get up early on Sundays"

She said

11) "Jill meets her boyfriend at the cinema every Friday night"

She said

12) "We don't travel much"

She said

13) "John doesn't live in Japan anymore"

She said

14) "I have to work until seven or eight pm every night"

She said

15) "Lucy is reading a book in front of the fire".

He told me

16) "We are not visiting Paris during our trip"

He told me

17) "We aren't renting a flat"

He told me

18) "I went to the cinema yesterday"

He told me

19) "I didn't go out at the weekend"

He told me

20) "She has visited Paris three times"

She said

21) "He has read War and Peace"

She said

22) "We'll meet the children at six"

The girls said

23) "Lucy has drunk six cups of coffee today"

She said

24) "It hasn't rained much this year"

She said

25) "They won't be able to arrive early"

She said

26) "The Conservatives will win the next election"

She said

27) "I was waiting for the bus when he arrived"

She said

28) "I'd never been there before"

She said

Practice 2 :

Rewrite the following sentences into reported speech :

1- "I often have a big hamburger."

Sami said that

2- "They live in Boston."

Hind said

3- "Maher often downloads the latest tunes."

Ibrahim said

4- "I don't know what to do."

He said

5- "I work in an office."

Jacob told me

6- "We play football."

Rayan and Ali told me

7- "I will have to borrow your pencil."

Julian told me

8- "We love our pets."

Rania and Heba told me

Practice 2 :

Rewrite the following sentences into reported speech :

1- "Our teacher will go to London tomorrow."

Yusuf said

2- "I was writing a letter yesterday."

Rami said

3- "Tonya went to the stadium an hour ago."

Laila said

4- "My mother will celebrate her birthday next weekend."

Omar said

5- "I am going to read a book this week."

Dad said to me

6- "We will do our best in the exams tomorrow."

Jason and Victoria told me

7- "We didn't eat fish two days ago."

Andrew said that

Practice 3 :

Rewrite the following sentences into reported speech :

1- Mum said: " I'm angry with you "

Mum said

2- " I'll go to the cinema tomorrow "

Ahmad said

3- " You must do your homework every day "

Her teacher said

4- " Rawan doesn't want to see you tonight "

She told him

5- " We're taking our grandchildren on holiday "

They said

Reporting Yes- No Questions

خطوات تحويل السؤال Yes -No :

- 1- نكتب كلمة **If / whether**
- 2- نكتب **الفاعل** مع مراعاة تحويله إذا كان ضميرا .
- 3- نكتب **الفعل** بعد تحويل زمنه .
- 4- نحذف **do , does, did** بعد تحديد زمن السؤال منها .
- 4- نكمل الجملة مع الانتباه لتحويل **الظروف والضمائر** إن وجدت .
- 5- نحذف علامة السؤال ونضع نقطة مكانها .

Sentence: Subject + Verb + Object .

Question: Aux. + Subject + verb + object ?

Reported Question: He asked / enquired / wondered / wanted to know + if + subject + verb + object .

- " Will you travel next week ? "

Majed asked Samira if she would travel the following week .

- " **Do** you work in a company? "

Zaid asked Hani if he worked in a company.

Practice1 :

Rewrite the following questions into Reported Speech.

1) "Is the bus stop near the shopping centre?"

She asked me.....

2) "Are James and Lucy from France?"

She asked me

3) "Does David go to the cinema often?"

He asked Sami

4) "Do they go on holiday every summer?"

She asked me.....

5) "Does it rain a lot in London?"

She asked Mona.....

6) " Did you watch TV ? "

She asked Ahmad.....

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7) " Are you hungry? "

She wanted to know.....

8) " Did you enjoy your trip? "

Zaid asked me.....

9) " Have you seen my grammar book ? "

Nancy wanted to know.....

10) " Can you come to my party? "

Susan asked Amer

11) " Will you be in the class tomorrow? "

The teacher wanted to know.....

Reporting Wh- Questions

خطوات تحويل السؤال Yes -No :

1- نكتب كلمة السؤال **Wh. word**

2- نكتب الفاعل مع مراعاة تحويله إذا كان ضميرا.

3- نكتب الفعل بعد تحويل زمنه .

4- نحذف **do , does, did** بعد تحديد زمن السؤال منها .

4- نكمل الجملة مع الانتباه لتحويل الظروف والضمائر إن وجدت.

5- نحذف علامة السؤال ونضع نقطة مكانها .

Sentence: Subject + Verb + Object .

Question: Wh. Word + Aux. + Subject + verb + object ?

Reported Question: He asked /wondered / wanted to know + Wh. Word + subject + verb + object .

- " Where is your car? "

Sarah asked Ahmad where his car was.

- ' When do you get up? ' "

He wanted to know when I got up.

Practice:

Rewrite the following questions into Reported speech.

1) " What do you want ? "

Yaser asked me

2) " What are you talking about? "

Lina asked me

3) " Where is Amanda? "

Samer wanted to know.....

4) " Why are you tired? "

My mother wondered.....

5) " What did you eat yesterday? "

My friend wanted to know

6) "Where is the post office? "

She asked me.....

7) "Who is the woman in the red dress? "

She asked me.....

8) "How much is the rent on your flat? "

She asked me

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9) "Who is the Prime Minister of Canada?"

She asked me

10) "Where do you usually go swimming?"

She asked me.....

11) "Where did your parents live?"

She asked me.....

12) "Who do you go running with?"

She asked me.....

13) "How many books have they owned?"

She asked me.....

14) "Why are you studying English?"

She asked me.....

15) "Where were you hiding the book?"

Amani wanted to know.....

16) "Where will you stay when you leave this hotel?"

Sami wanted to know.....

17) "What can you buy when you reach this shop?"

My brother asked me.....

Reporting Commands and Requests

خطوات تحويل جملة الأمر والطلب والنصيحة المثبتة :

1- نكتب كلمة **to** قبل الفعل الرئيسي المجرد.

2- نكمل الجملة مع الانتباه لتحويل الظروف والضمائر إن وجدت.

خطوات تحويل جملة الأمر والطلب والنصيحة المنفية :

1- نكتب كلمة **not to** قبل الفعل الرئيسي المجرد.

2- نكمل الجملة مع الانتباه لتحويل الظروف والضمائر إن وجدت.

ملاحظة هامة:

الكلمات التالية تدل على الطلب / الأمر /
النصيحة تحذف

would you mind
would you
please
Can you
Could you

1- "Clean the blue bike!"

Andrew told me to clean the blue bike.

2- "Don't eat so much junk food!"

Ali reminded me not to eat so much junk food.

3- "Would you mind closing the door?"

She asked me to close the door.

Practice:

Report these orders and requests.

1- "Write a text message"

Jessica told me.....

2- "Help Peter's sister, please"

Nelly told me.....

3- "Wash your hands"

Fred told me.....

4- "Open the window , please"

Anna told me.....

5- "Come at 8"

Tom told me.....

6- "Do your homework"

The teacher told me.....

7- "Meet Sandy at the station"

Tonya told me

8- "Check your e-mail"

Victoria told me.....

9- "Don't play football in the garden, please"

Karen told me

10- "Don't forget your homework"

The teacher reminded me.....

11- "Don't shout at Peter"

Mike told me

12- "Don't talk to your neighbour"

The teacher told Amal.....

13- "Would you mind opening the door?"

My teacher asked me.....

14- "Don't sing that song"

Marcel reminded me

15- "Don't watch the new film"

Jane advised me

16- "Don't fly via Paris"

Lisa advised me.....

17- " please move your car "

The policeman asked Bashar

تمرين مهم (جمل وزارة سابقة)

Rewrite these sentences:

1- "Does your child need any special kind of food during the flight?"

The stewardess asked Muna.....

2- " Give me enough time to think about the problem"

Rami asked Suzan.....

3- " Can I use your pen?"

Anwar asked his friend.....

4- " Can you check the prices of the goods?"

The manager asked Rashed

5- " Could you lend me the dictionary for an hour please?"

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- Huda asked Sami
6- " Does Huda's grandfather work in his farm during winter?"
Ali wanted to know
7- " Don't bring any fresh food into the country."
Jamal advised his friend
8- " Do you enjoy doing online exercise?"
The teacher asked the students.....
9- "My mother will celebrate her birthday next weekend? "
Rami said
10- Majed asked Saif what kind of books bookshops sold.
Majed: "?"
11- " Do all children use computers at schools?"
Rashed asked Tahani
12- The engineers are going to design the new highway next month.
The manager said
13-What do Jordanian people eat at wedding parties?
John asked Kareem
14- " Is there a wireless network available in the library?"
Rakan asked khaled.....

سؤال وزاري (2015)

Rewrite the following paragraph

Rawan is sitting in the café where Ahmad works. He tells her, " I work in this café almost every day. But yesterday I saw a famous TV presenter here for the first time. She ate ice-cream at the table where you are sitting now.

Your answer should begin from Ahmad said that in the following new paragraph:-

A week later Rawan is speaking to a friend on the phone : " I saw Ahmad at the café last week". **Ahmad said that**.....
.....
.....

أ. مؤمن شاهين

" لا يزال المرء عالماً ما دام في طلب العلم ، فإذا ظن أنه قد علم فقد بدأ جهله "

Passive Voice

المبني للمجهول

مقدمة:

تقسم الجملة الإنجليزية إلى نوعين:

- جملة مبني للمعلوم (ويكون الفاعل في أول الجملة)
- جملة مبني للمجهول (ويكون المفعول به أول الجملة).

ملاحظة:

في جملة المبني للمعلوم، نهتم بالفاعل الذي قام بالفعل، بينما في جملة المبني للمجهول، نهتم بالذي وقع عليه الفعل - وهو المفعول به.

خطوات تحويل جملة من مبني للمعلوم إلى جملة مبني للمجهول :

1. نضع المفعول به أول الجملة .
2. ثم نضع أحد أفعال "Be" حسب زمن الجملة.
3. ثم نضع التصريف الثالث للفعل ونكمل الجملة.

قواعد وضع أحد أفعال be

- إذا كانت الجملة لا تحتوي على فعل مساعد

(مضارع بسيط --- am/is / are بحسب المفعول به)

(ماضي بسيط --- was / were بحسب المفعول به)

- إذا كانت الجملة تحتوي على فعل مساعد يتم إنزاله إلى جملة المبني للمجهول مع ملاحظة إمكانية تحويله إلى مفرد أو جمع بحسب المفعول به ثم نضع أحد أشكال be كالاتي :

- مضارع و ماضي مستمر being + الفعل بالتصريف الثالث

- مضارع تام و ماضي تام been + الفعل بالتصريف الثالث

- أفعال شكلية Modal نكتب be + الفعل بالتصريف الثالث

انتبه: إذا جاء في سؤال المبني للمعلوم الأفعال (do/does/did) فيجب حذفها وتحويلها كما يلي:

أ. (Do/Does) نحذفها ونحولها إلى (is/am/are) حسب المفعول به مفرد أم جمع + التصريف الثالث.

ب. (Did) نحذفها ونحولها إلى (was/were) حسب المفعول به مفرد أم جمع + التصريف الثالث.

ملاحظة هامة جداً : إذا جاء الفاعل على شكل كلمات تفيد النفي مثل (no one, nobody, none) لا أحد يجب نفي الفعل في الجواب.

أ. مؤمن شاهين

فيما يلي شرح مفصل للمبني للمجهول

Present Simple Passive

قاعدة المثبت - Object + (am/ is / are) + P.P

مثال: Rola **writes** a letter every day.

A letter is written by Rola every day.

قاعدة النفي - Object + (am / is / are) + not + P.P

مثال : My mother **doesn't clean** the house every day.

The house isn't cleaned by my mother every day.

قاعدة السؤال - (Am / Is / Are) + Object + P.P?

مثال : Does Ali buy a new car ?

Is a new car bought by Ali ?

قاعدة السؤال - Wh- + (am/is/ are) + object + P.P?

مثال : When does Samia clean the home?

When is the home cleaned?

Rewrite the sentences in passive voice.

1- He opens the door.

The door -----

2- We set the table.

The table -----

3- She pays a lot of money.

A lot of money -----

4- I draw a picture.

A picture -----

5- Does your mum pick you up?

Are -----?

6- How often do you change the car?

How often ----- ?

Past Simple Passive

قاعدة المثبت - Object + (was / were) + P.P.

مثال: Majed repaired the car yesterday.

The car was repaired by Majed yesterday.

قاعدة النفي - Object + (was / were) + not + P.P.

مثال : They did not understand the lesson.

The lesson wasn't understood.

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قاعدة السؤال - (Was / Were) + object + P.P ?

مثال : Did Amal speak English?
Was English spoken ?

قاعدة السؤال - Wh- + (was / were) + object + P.P ?

مثال : Why **did** Rami buy new cars?
Why were new cars bought?

Rewrite the sentences in passive voice.

1- She sang a song.

A song -----

2- We stopped the bus.

The bus-----

3- A thief stole my car.

My car -----

4- They didn't let him go.

He -----

Present Continuous Passive

قاعدة المثبت - Object + (am / is/ are)+ being + P.P.

مثال : The wedding planner is making all the reservations.
All the reservations are being made by the wedding planner.

قاعدة النفي - Object + (am / is / are) + not + being + P.P.

مثال : The students aren't cleaning the class at the moment.
The class isn't being cleaned at the moment.

قاعدة السؤال - (Am / Is / Are) + object +being+ P.P ?

مثال : Are they opening the gifts now?
Are the gifts being opened by them now?

قاعدة السؤال - Wh- + (am/ is / are)+ object + being + P.P ?

مثال : Who is checking the passports?
Who are the passports being checked by?

Rewrite the sentences in passive voice.

She is taking a picture of him.

A picture of him -----

He is not wearing a tie.

A tie -----

Are they talking about the meeting?

Is -----?

Past Continuous Passive

قاعدة المثبت - Object + (was / were) + being + P.P.

مثال: The postman was delivering the mail.
The mail was being delivered by the postman.

قاعدة النفي - Object + (was / were) + not + being + P.P.

مثال : Nobody was watching TV.
The TV wasn't being watched.

قاعدة السؤال - (Was / Were) + object + being+ P.P ?

مثال : Was the suspect dragging you?
Were you being dragged by the suspect?

قاعدة السؤال - Wh- + (was / were) + object + being+ P.P ?

مثال: **Why** were they picking the flowers?
Why were the flowers being picked?

Rewrite the sentences in passive voice.

- 1-I was repairing their bikes.
Their bikes -----
- 2-They were not eating dinner.
Dinner -----
- 3-We were not painting the gate.
The gate -----
- 4-You were not driving him home.
He -----
- 5-He was not feeding the dogs.
The dogs-----
- 6-Was she reading these lines?
Were -----?
- 7-Were they carrying bags?
Were -----?

Present Perfect Passive

قاعدة المثبت - Object +(has / have) + been + P.P.

مثال : They have cleaned the clinic.
The clinic has been cleaned by them.

قاعدة النفي - Object + (has / have) + not + been + P.P.

مثال : Thomas hasn't written many novels.
Many novels haven't been written by Thomas.

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قاعدة السؤال - (Has / have) + object + been+ P.P ?

مثال: Have the police caught the man?

Has the man been caught by the police?

قاعدة السؤال - Wh- + (has / have)+ object + been+ P.P ?

مثال : Why has Manal broken the window?

Why has the window been broken by Manal ?

Rewrite the sentences in passive voice.

1- No one has seen Ali lately.

Ali -----

2- Has the surgeon performed the operation?

Has -----

3- Maher has signed the contract.

The contract-----

4- Our salesmen haven't sold all the carpets.

All the carpets -----

5- Have the customers paid you?

Have -----

6- Everybody has celebrated Joana's birthday.

Joana's birthday -----

Past Perfect Passive

قاعدة المثبت - Object + had + been + P.P.

مثال : The brave men had defended the city.

The city had been defended by the brave men.

قاعدة النفي - Object + had not + been + P.P.

مثال : Omar hadn't solved the problems.

The problems hadn't been solved by Omar.

قاعدة السؤال - Had + object + been + P.P ?

مثال : Had those prisoners robbed five banks?

Had five banks been robbed by those prisoners?

قاعدة السؤال - Wh- + had + object + been+ P.P ?

مثال : When had Rana bought the present?

When had the present been bought by Rana ?

Rewrite the sentences in passive voice.

1-When had they painted the house?

When has -----?

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2- The Americans had discovered another planet.

Another planet -----

3- Hospital staff hadn't accepted the injured man.

The injured man -----

4- Had she solved the problem?

Had -----?

Simple Future & Modals

قاعدة المثبت - Object + Modal + be + P.P.

مثال : Saleem **will** take the children to the zoo.

The children will be taken to the zoo by Saleem.

مثال : The man **should** wear a coat.

A coat should be worn by the man.

قاعدة النفي - Object + Modal + not + be + P.P.

مثال : **Nobody** will close the door.

The door **won't** be closed.

قاعدة السؤال - Modal + object + be + P.P. ?

مثال : **Can** you wear formal clothes at home?

Can formal clothes be worn at home ?

قاعدة السؤال - Wh- + Modal + object + be + P.P. ?

مثال : When **will** Ahmad buy the car?

When will the car be bought by Ahmad?

ملاحظة هامة :

- انتبه لل فعل الذي ينتهي بـ to (am / is / are + going to) تعامل معاملة الأفعال الشكلية.

- انتبه لل فعل has to / have to / had to تعامل أيضاً معاملة الأفعال الشكلية.

القاعدة : Object (am / is / are + going to) + be + P.P.

Hana is going to buy a house next year.

A house is going to be bought next week.

القاعدة : Object (has to / have to / had to) + be + P.P.

Fares has to write an essay.

An essay has to be written by Fares.

Rewrite the following sentence into passive :

1- Someone was cooking the dinner when I got home .

The dinner -----

2- The government is building many hospitals all over the country .

Many hospitals -----

3- Farmers don't grow rice in Jordan .

Rice -----

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4- My neighbour painted the doors white .

The doors

5- Some engineers are going to update the whole project for improvement purposes.

The whole project

6- The researchers recommended adopting certain approaches.

Adopting certain approaches.....

7- When does the headmaster hold meetings ?

When

8- We have posted the letters .

The letters

9- The boys are collecting stamps.

Stamps

10- Jordan introduced the program in 1990.

The program

11- The Ottoman Turks captured Constantinople in 1453.

Constantinople

12- You should not take this medicine without prescription .

This medicine

13-Farmers grow bananas in Jordan valley .

Bananas

14- They did not clean the room last night.

The room

16- The government supported farmers with seeds and fertilizers .

Farmers

17- We should keep our city clean and tidy .

Our city

18- **Nobody** has told me the truth .

I

19- Students did not write answers in ink .

Answers

20- The librarian is arranging the books on shelves at the moment .

The books

21- **Nobody** invited us to the party .

We

22- The Indians speak more than two hundred languages .

More than two hundred languages

23- **No one** has accepted Salem as a manger for that company .

Salem

24- The newly – appointed teacher will meet the demands of the job.

The demands

25- The experts have written the reports .

The reports

26- We expect our guests to arrive soon .

Our guests

27- The researchers mustn't leave the results of the investigation unexplained .

The results of the investigation

28- We speak English in this room.

English

29- They were discussing the shortage of water .

The shortage of water

Rewrite the following sentences into passive:

1- Hatem should send the car to the garage.

The car-----

2- People saw smoke coming out of the forest.

Smoke-----

3- The government must save the historical sites.

The historical sites -----

4- Children mustn't leave bicycle in the driveway.

Bicycle -----

5- The patient must take the medicine on time.

The medicine-----

6- Samer must fill in the job application.

The job application form-----by samer.

7- Everyone must save the natural resources.

The natural resources-----

8- Jordan imports 96% of its energy from the neighboring Arab countries.

96% of Jordan's energy-----

9- Parents must not give their children everything they want.

Children-----

10- According to our teacher's instructions all of our compositionsin ink. He won't accept papers written in pencil. (write)

11- Different goods among countries can be by traders.(transport)

أ. مؤمن شاهين

Causative الإنابة (التوكيل)

نستخدم الإنابة (التوكيل) عندما نطلب من شخص آخر القيام بعمل ما بالنيابة عنا

Examples:

- They **had their car repaired**. (*they arranged for someone to repair it*)
- They repaired their car. (*they did it themselves*)

شكل القاعدة : **Have / get + Object + (noun or pronoun) + Past Participle**

فيما يلي تمرين مهم (أسئلة وزارة سنوات سابقة)

- 1- Instead of buying a new bicycle, why don't we you have your old one? (fix)
- 2- I didn't deliver the flowers by myself. I had them (deliver)
- 3- We didn't want to cook so we had pizza (deliver)
- 4- Arwa didn't send her dress to the dry-cleaner herself. She had it (send)
- 5- Muna didn't write the email. She had it (write)
- 6- Manal didn't buy her own English dictionary. She had it (buy)
- 7- Rawan didn't type the report herself. She had it (type)
- 8- Did you plant the trees in your garden yourselves? No, we had them (plant)
- 9- Do you like this photograph of our family? We had itby a photographer. (take)
- 10- Majed didn't repair his computer himself. He had it (repair)
- 11- Ali's father painted his own house. He did not have it (paint)
- 12- She couldn't make her clothes herself. She had them by a famous designer. (make)

يمكن أن يأتي السؤال في الامتحان على شكل أحد كتابة الجملة:

- The dentist cleaned my teeth.

I had

- The teacher explained the lesson.

I had

(1)

يمكن أن يأتي السؤال في الامتحان على شكل جملتين وعليها سؤال:

A- I had my home painted.

B- I painted my home last week.

Which sentence indicates that the speaker asked someone else to paint his home?

(2)

A- He did his homework.

B- He had his homework done.

Which sentence indicates that he did his homework himself?

Which sentence indicates that he asked someone else to do his homework?

Verbs followed by gerund Or infinitive

Gerunds

هي أفعال تعمل عمل الاسم وتتميز بإضافة **ing** لها

مثل Speaking, listening, writing,

حيث أن جميع الكلمات الماضية هي أفعال ولكن لما أضفنا لها **ing** أصبحت تعمل عمل الاسم.

Infinitives

فهي عبارة عن إضافة **to** للفعل وهي بذلك تعمل عمل الاسم

أمثلة to speak, to read, to write, to listen, to do

نستخدم Gerund (v+---ing) بعد أفعال معينة وهي

avoid , consider , dislike , enjoy , finish , practice , suggest

نستخدم Infinitives (to + v) بعد أفعال معينة وهي

agree , ask , attempt , choose , decide , expect , forget, hope , manage , offer , prepare , promise , seem , want

نستخدم إما Gerund (v+---ing) أو Infinitives (to + v) دون اختلاف في المعنى بعد أفعال معينة وهي

begin , continue , hate , intend , like , love , prefer , start.

نستخدم إما Gerund (v+---ing) أو Infinitives (to + v) وهناك اختلاف في المعنى بعد أفعال معينة وهي

Forget , remember , stop , try

أمثلة

- Would you **consider** moving to another country ?
- I **offered** to help my father clean the car.
- My brother **likes** playing the guitar.
- She **stopped** talking when she saw the beautiful view.
- I must **remember** to return that book to the library.
- **Try** reading a work of fiction instead. You might find that more interesting. (**try** = experiment)
- I **tried** to finish the book during my holiday, but it was too long. (**try** = attempt)

Complete the summary of the text with the infinitive or gerund form of the verbs in brackets.

Charles was a quiet boy, who loved (1)_____ (read). He remembered (2)_____ (listen) to children playing outside. When he was 12, Charles was no longer able (3)_____ (attend) school regularly. At the age of 14, he stopped (4)_____ (go) to school altogether and started (5)_____ (work) as a clerk in a lawyer's office in London. After that, he began (6)_____ (write) short pieces for the newspaper. He enjoyed (7)_____ (travel) very much too, and travelled all over the world.

Choose the correct alternative.

- 1- What do you prefer – *playing* / *to play* sports or reading / to read ?
- 2- When did you start *learning* / *to learn* English?
- 3- What do you hope *doing* / *to do* when you finish school?
- 4- What do you enjoy *to do* / *doing* in your free time?
- 5- Where do you want *going* / *to go* on holiday?
- 6- What are you planning *doing* / *to do* this weekend?
- 7- Do you remember *starting* / *to start* school for the first time?
- 8- Would you ever consider *moving* / *to move* to another country?

أ. مؤمن شاهين

Talking about wishes

الحديث عن الأمنيات

تستخدم wish ضمن 3 حالات :

- 1- إذا احتوت جملة wish فعل ماضي ← regret / impossible
- 2- إذا احتوت جملة wish على could ← regret / inability
- 3- إذا احتوت جملة wish على would ← annoyance / criticism

فيما يلي احتمالات السؤال على هذه القاعدة في امتحان الوزارة

Examples :

1. I wish I **had** my glasses with me .
(**annoyance** , **regret** , **inability**)
2. I wish I **could** go to your party.
(**criticism** , **annoyance** , **inability**)
3. I wish I **would** get up earlier.
(**regret** , **annoyance** , **inability**)

Examples :

1. a- I wish I had a camera .
B – I wish I could stop smoking.
- In which sentence do the speaker express **inability** ? (.....)
- In which sentence do the speaker express **impossibility** ? (.....)
2. a- I wish I didn't spend much more money .
b- I wish I wouldn't do that .
- In which sentence do the speaker express **annoyance or criticism** ? (.....)
- In which sentence do the speaker express **regret** ? (.....)

أ. مؤمن شاهين

3. a – Fatima wishes she was a teacher.

b- The professor wishes Marwa wouldn't interrupt him .

- In which sentence do the speaker express **annoyance or criticism** ? (.....)
- In which sentence do the speaker express **regret** ? (.....)

يأتي السؤال أيضاً إعادة كتابة الجمل باستخدام wish // Rewrite

القاعدة العامة :

مضارع مثبت ← ماضي نفي
مضارع نفي ← ماضي مثبت

ماضي نفي	مضارع مثبت
didn't write	write / writes
didn't have to	has to / have to
didn't have	has / have
wasn't , weren't	Am , is are
didn't do	do , does

ماضي مثبت	مضارع نفي
wrote	doesn't write / don't write
had to	doesn't/ don't have to
had	doesn't / don't have
did	doesn't / don't do

am	wasn't	am not	was
is		is not	
are	weren't	are not	were
will	wouldn't	won't	would
shall	shouldn't	shall not	should
can	couldn't	can't	could
must	didn't have to	mustn't	had to
may	might not	may not	might

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ملاحظات مهمة جداً . (يجب مراعاة أنه يمكننا الحل على القاعدة العامة السابقة)

- 1- انتبه إلى hot ← cooler دون الحاجة إلى النفي و الإثبات.
- 2- not very well أو hot good ← better (دون الحاجة للنفي تبقي الجملة مثبتة)
- 3- much أو too much ← much more أو less (تعتمد على معنى الجملة)
- 4- too أو very أو really ← So أو يمكن حذفها .
- 5- here تحذف إذا كان التمني يتعلق بالطقس .
- 6- a very ← such a
- 7- many ← so many

When the person expresses regret

عندما يعبر الشخص عن ندم

يكون التركيب كالاتي أو الحل على القاعدة العامة السابقة .

..... wish.....+ simple past (V₂)

.....wish.....+ could

e.g. I don't have my glasses with me.

- I wish I had my glasses with me .

- I wish I didn't have my glasses with me .

When the person expresses criticism or annoyance

عندما يعبر الشخص عن الانزعاج أو الانتقاد

يكون التركيب كالاتي أو الحل على القاعدة العامة السابقة .

..... wish.....+ would + V₁

e.g. It's annoying that they keep screaming all day .

- I wish they wouldn't keep screaming all day .

- I wish they didn't keep screaming all day .

1- هناك عبارات يجب حذفها دائماً (I am sorry ,, It is shame that ,, It is pity that ,, think ,,)
(regret that ,,,

V₂ ← 'd like to -2

could + V₁ ← want -3

would / wouldn't + V₁ ← bother -4

Exercise 1:

Complete each of the following items so that the new item has a similar meaning to the one before it .

1. I'm really tired , but I can't sleep at night.

I wish.....

2. The weather's too hot at the moment .

I wish

3. People drive too fast in the city centre .

I wish

4 . The streets are very dirty .

I wish

Practice 2:

Rewrite these sentences using the verb wish and the words in brackets.

1. You waste too much paper. (stop wasting paper)

I wish you.....

2. My brother spends many hours talking on the phone . (not spend so many hours)

I wish my brother.....

3.I'm very shy about talking in public . (not so shy)

I wish

4. Newspapers and magazines contain too many adverts. (not so many)

I wish

5.You eat too quickly . (not eat so quickly)

I wish

6.I'm a very slow reader . (not such a slow reader)

I wish

7. We don't spend much time together. (spend more time)

I wish

8.The city centre is really busy this morning . (not so busy)

I wish
9. He's lost his keys . (**find his keys**)
I wish

Practice 3 :

Re write these sentences using the verb Wish .

1. I'm not old enough to go to university.
I wish
2. I'm not very good at maths.
I wish
3. Hani speaks really quickly.
I wish
4. I can't speak French.
I wish
5. You're always losing things.
I wish
6. We have to start work very early tomorrow morning .
I wish
7. Going to the theatre is expensive .
I wish

Practice 4:

Write sentences starting *with I wish* in response to these statements.

1. I can't sing very well .
I wish
2. I'm really tired this morning.
I wish
3. My friend won't give me my CD back .
I wish
4. It's too hot to go out today .
I wish
5. I can't remember where I left the newspaper .
I wish
6. Her music is too loud for me .
I wish

- I read slowly and would like to read more quickly.

I wish

- I don't have my dictionary with me .

I wish.....

- I don't have the keys of my office .

I wish.....

- I don't have an email.

I wish

- I don't have many friends.

I wish

- I don't have a lot of books in my library.

I wish

- I wish I any challenging experience in my life. (have)

GRAMMAR : Be used to & used to

Be used to

We use be used to (+ noun, pronoun or verb in the -ing form) to **describe** things that are familiar or customary.

We've lived in the city a long time, so we **'re used to** the traffic.

I didn't like getting up early, but I **'m used to** it now.

She's lived in the UK for a year. She **'s used to** speaking English now.

يستخدم التركيب be used to لوصف أشياء مألوفة لدينا أو نقوم بها عادةً.
انتبه- يأتي بعد هذا التركيب اسم / ضمير / أو مصدر

Used to

We use used to (+ infinitive) to **describe** past habits or past states that have now changed.

My mother **used to** buy my clothes, but now I choose my own.

She **used to** be a teacher, but now she's retired.

I **used to** like cartoon films when I was younger. These days I prefer action films.

يستخدم التركيب used to لوصف عادات أو حالات كانت موجودة في الماضي والآن قد تغيرت .

1- Complete the sentences with the correct form of the phrases in the box. Two phrases are needed twice.
The first one is done for you.

be used to

use to

not be used to

used to

- 1- We needed warm clothes when we went to London. We (1) weren't used to the cold weather.
- 2- My grandparents didn't..... send emails when they were my age.
- 3- Rashed go swimming every morning, but now he doesn't.
- 4- We always go to the market across the street, so we eating fresh vegetables.
- 5- Please slow down. I walking so fast!
- 6- When you were younger, did you play in the park?

2- Choose the correct form of the verbs below.

- 1- I **used to / am used to** go shopping in the local supermarket, but it closed two years ago, so now I have to drive into town to shop.
- 2- There **didn't use to / wasn't used to** be so much pollution, but these days it is a global problem.
- 3- I think television **used to / is used to** be better than it is now. Most of the programmes these days are just reality TV.
- 4- Most Jordanians **are used to / used to** the hot weather that we have in summer.
- 5- There **was used to / used to** be a lot more wild animals in the past, but they are becoming rare nowadays.
- 6- Salma has been practising the oud really hard and she **is now used to / now used to** playing it.

3- Complete the sentences with the correct form of the verbs in brackets. The first one is done for you.

- 1- When I was a student, I used to work (work) very hard. I used to get up (**get up**) very early and study alone before my lectures, attend lectures all day, and then come home to study some more!
- 2- Are you..... (**live**) in Jordan yet? You've only been here for two months.
- 3- When I was a child, my grandmother(**make**) cakes for us all the time, and I liked helping her a lot.
- 4- My grandfather retired a month ago. He isn't(**have**) nothing to do all day. He says he needs a project to concentrate on.
- 5- I just got glasses this week, and I'm not(**wear**) them yet, so I'm still having difficulty.

4- Choose the correct option in each sentence.

- 1- I *didn't use to/ am used to* understand English, but now I do.
- 2- My cousin has lived in Lebanon for a year. He says he *is used to / didn't use to* living there now.
- 3- My family and I *are used to/ used to* go camping once a month, but we stopped doing that when we moved to the city.
- 4- Joining a gym can be very tiring at first if you *used to / aren't used to* doing much exercise.
- 5- When I was young, I *used to / am used to* go fishing with my dad every weekend. Now I don't, unfortunately!

5- Complete each of the following items so that the new item has similar meaning to the one before.

- 1- Ali never smoked at all when he was at the university but now he smokes ten cigarettes a day.
Ali when he was at the university.
- 2- Women didn't vote in elections in the past but now they have the right to be a member of the parliament.
Women.....
- 3- How did people get news before the invention of radio and television?
How.....
- 4- The number of people living in this city was much less than it is now.
The number of people living in this city.....
- 5- He was in the habit of smoking. He no longer smokes.
He

Grammar: Cleft sentences

Cleft sentences

- A cleft sentence is a complex sentence (one with a main clause and a dependent clause). We can usually express **the meaning of a cleft sentence with a simple sentence**. It is called 'cleft' sentence because **there are two parts to the sentence**.
- We use cleft sentences in order to emphasise certain pieces of information.
- We join the most important piece of information to a relative clause, often with who, where or that.
- We can start cleft sentences with the following phrases, among others:

The thing that

The person who

The time when

The place where

The way in which

What

It

- When we start a sentence with **What**, we structure it as follows:

I would like to go to London next year.

What I would like to do next year is go to London.

- When we begin a cleft sentence with **It**, the relative clause usually begins with **that**.

Huda won the prize for Art last year.

The person who won the prize for Art last year was Huda.

The prize that Huda won last year was for Art.

It was last year that Huda won the prize for Art.

The Olympic Games were held in London in 2012 CE.

It was in 2012 CE that the Olympic Games were held in London.

London was the place where the Olympic Games were held in 2012 CE.

The event that took place in London in 2012 CE was the Olympic Games.

Exercises

1- Write this sentence in three different ways, emphasising the parts underlined in each case.

Al-Jazari invented the mechanical clock in the twelfth century.

.....

The person who invented the mechanical clock in the twelfth century was Al-Jazari.

OR It was Al-Jazari who/that invented the mechanical clock in the twelfth century.

• The thing that Al-Jazari invented in the twelfth century was the mechanical clock.

OR It was the mechanical clock that Al-Jazari invented in the twelfth century.

• The period/time when Al-Jazari invented the mechanical clock was the twelfth century.

OR It was in the twelfth century that Al-Jazari invented the mechanical clock.

2- Rewrite these sentences, emphasising the part in bold, and using the structure as shown.

1- **Al-Kindi** contributed to the invention of the oud.

The person who.....

2- Jabir ibn Hayyan did his research in a laboratory **in Iraq**.

The country where.....

3- **Ali ibn Nafi'** established the first music school in the world.

It was.....

4- **Jabir ibn Hayyan** also invented ink that can be read in the dark.

It was.....

5- Al-Kindi is especially famous for **his work in geometry**.

It is.....

1- The person who contributed to the invention of the oud was Al-Kindi.

2-The country where Jabir ibn Hayyan did his research in a laboratory was Iraq.

3-It was Ali ibn Nafi' who established the first music school in the world.

4-It was Jabir ibn Hayyan who/that also invented ink that can be read in the dark.

5-It is for his work in geometry that Al-Kindi is especially famous.

3- Make cleft sentences, stressing the information in **bold**.

1- **Queen Rania** opened the Children's Museum of Jordan in 2007 CE.

It was.....

2- Petra was made a World Heritage Site **in 1985 CE**.

The year

3- I stopped working **at 11 p.m.**

It was

4-**My father** has influenced me most.

The person.....

5- I like **Geography** most of all.

The subject

6- **The heat** made the journey unpleasant.

It was.....

1-Queen Rania who opened the Children's Museum of Jordan in 2007 CE

2 -when/in which Petra was made a World Heritage Site was 1985 CE

3 -11 p.m. when I stopped working

4-who/that has influenced me most is my father

5 -that/which I like most of all is Geography

6 -the heat that/which made the journey unpleasant

Relative clauses

Defining relative clauses

- Defining relative clauses are **used** to identify which particular **person, place** or **thing** is being talked about. The defining relative clause is usually connected to the main clause by a relative pronoun such as **who, which, that, where or when**. We use **who** (and sometimes that) to refer to **people**; **which** and that to refer to **things and animals**; **where** to refer to **places** and **when** to **times**. **Whose** is the **possessive** form of **who**.

He's the man whose daughter I met in Jordan.

Non-defining relative clauses

- Non-defining relative clauses are **used** to **give more detail** about a particular **person, place** or **thing** that is being talked about. The non-defining relative clause (underlined in the examples below) is usually connected to the main clause by a relative pronoun such as **who, which, where** or **when**.

The Sahara desert, which is in Africa, is very hot.

- A non-defining relative clause differs from a defining relative clause in that it **gives additional**, rather than essential, information and, **without it**, the sentence would still convey meaning.

The Sahara desert is very hot.

- Non-defining relative clauses **follow** a noun and are enclosed between **two commas** (or dashes or brackets), unless completing the sentence.

- In non-defining relative clauses, **the relative pronoun** is **never omitted**.

Exercises:

1- Complete the text with the correct word from the box. Sometimes, more than one answer is possible.

that which where who

Qasr Bashir is an extremely well-preserved Roman castle (1).....is situated in the Jordanian desert, and is about eighty kilometres south of Amman. The walls and huge corner towers of the castle, (2).....was built at the beginning of the fourth century CE, are still standing. It is thought that Qasr Bashir was built to protect the Roman border. Apart from the rooms in the castle, there are also about twenty-three stables (3).....horses may have been kept.

People (4).....love exploring historical Roman ruins will certainly find a visit to Qasr Bashir very rewarding. Once inside the building, one can imagine very vividly what it would have been like to live there during the times of the Roman Empire.

1-which/that 2-which 3- where 4-who/that

2- Complete the text about Ibn Sina, using the relative pronouns in the box. One pronoun is used twice. Add commas for the non-defining relative clauses.

that when which who

Ibn Sina (1)is also known as Avicenna was a polymath. Ibn Sina was influenced as a young man by the works of the philosopher Aristotle. He wrote on early Islamic philosophy (2).....included many subjects, especially logic and ethics. He also wrote Al Qanun fi-Tibb, the book (3).....became the most famous medical textbook ever. In the last ten or twelve years of his life, Ibn Sina started studying literary matters. His friends (4).....were worried about his health advised him to relax. He refused and told them 'I prefer a short life with width to a narrow one with length.' It was the month of Ramadan (5).....Ibn Sina died, in June 1037 CE.

1- , who is also known as Avicenna,
2- , which included many subjects,
3- that
4- , who were worried about his health, 5 - when

3- Complete the following sentences with the correct relative pronoun.

1 - Mathematician is someoneworks with numbers.
2-Geometry and arithmetic are subjectsare studied by mathematicians.
3- 'Physician' is an old-fashioned wordmeans 'doctor'.
4- A chemist is a personworks in a laboratory.
5- The stars and planets are thingsastronomers study.

1- who 2- that/which 3- that/which 4- who/that 5- that/which

Articles

- We usually use **a/an** before **countable nouns** when we are mentioning them **for the first time**.

Hassan lives in a big house. There is a garden next to it with an apple tree.

- However, if we are talking about **something** that the **listener/reader** knows about, we use **the**.

Hassan lives in the big house near the post office. The garden is beautiful.

- We use **the** when we are talking about something that is **unique**.

The Earth goes round the Sun.

She's the only woman to have won two Nobel Prizes.

- We use **the** when we are talking about **seas, oceans, rivers, groups of islands** (but NOT individual islands), **mountain ranges and countries** that **include** the in their name.

The Mediterranean Sea separates Europe from Africa.

Sri Lanka is in the Indian Ocean.

They took a boat trip along the river Nile.

Mallorca is one of the Balearic Islands .

The Rocky Mountains are in the United States.

- We use **the** when we are talking about **superlative adjectives**.

The longest river in the USA is the Mississippi.

- We use **no article** with uncountable and plural nouns, and for general statements.

Chocolate tastes good.

That shop sells sweets.

Children usually like sweets and chocolate.

Sheep produce wool, and hens lay eggs.

- We use **no article** before most **countries, languages, continents, individual mountains** (but NOT mountain ranges), **lakes, waterfalls, towns, streets, days, months and years**.

The language spoken in Jordan is Arabic.

Libya is in Africa.

He was the first man to climb Mount Everest in the Himalayas.

They have a home near Lake Geneva.

Niagara Falls separates Canada from the USA.

They live in Oxford Street in London.

She was born on Monday , 23 April .

The university was opened in 2001 CE.

أ. مؤمن شاهين

1- Complete the text with a , an , the or – (zero article).

The Amman International Theatre Festival is said to be (1).....biggest of its kind across (2).....entire Middle East and (3).....North Africa. It is held annually in (4).....April, and (5).....festival is (6).....attempt to promote (7).....Jordanian theatre. Performances are in (8).....English and (9).....Arabic. Many international stars and famous people from (10).....Hollywood attend. Usually, (11).....festival lasts for about eight days. (12).....visitors can choose (13).....days on which they want to attend. This is (14).....great way to learn about different cultures at one event.

1 the 2 the 3 – 4 – 5 the 6 an 7 – 8 – 9 – 10 – 11 the 12 – 13 the 14 a

2- Complete the sentences with a, an, the or –.

- 1 Amman is capital of Jordan.
- 2 It's one of oldest cities in world.
- 3 Petra is in south of Jordan. It's important archaeological site.
- 4 It was important city until huge earthquake destroyed it in about 663 CE.
- 5 Aqaba is next to Red Sea; people often go there for their holidays.
- 6 I'm very interested in history, in particular history of Jordan.

1 –; the; – 2 the; the 3 –; the; an 4 an; a 5 –; the; – 6 –; the; –

3- Read and correct the dialogues. Add a, an or the where necessary.

- 1 A: I'm reading really good book.
B: Oh, what's title?
- 2 A: Do you ever go to art galleries?
B: Yes, I do. There's big gallery in our town, and I often go there.
- 3 A: Where are Pontic Mountains?
B: They're in Turkey.
- 4 A: Is there art museum in Amman?
B: Yes, go to National Museum of Fine Arts.
- 5 A: Do you like music?
B: Yes, I do. I play piano, actually.

- 1 A: a really
B: what's the title?
- 2 B: abig ...
- 3 A: the Pontic ...
- 4 A: an art ...
B: the National ...
- 5 B: the piano

American vs British English

- American English (AE) **rarely** uses **the Present Perfect**, whereas British English (BE) does:
(AE) **Did** you see that film yet?
(BE) **Have** you seen that film yet?
- American English uses **gotten** as the past participle of got :
(AE) He **had gotten** us some ice cream.
(BE) He **got** us some ice cream.
- American English uses **have to show possession**, whereas British English uses **have got** :
(AE) I **have** a sister. Do you have a brother?
(BE) I've **got** a sister. Have you got a brother?

أرجو حفظ الجداول التالية جيداً :

	American English	British English
Words ending er/re	center theater	centre theatre
Words ending or/our	Favorite color	favourite colour
Words ending og/ogue	dialog catalog	dialogue catalogue
Words ending m/mme	program	programme*
Words ending ize/ise	authorize	authorise
Words ending ice/ise	Practice (verb) Practice (noun)	Practise (verb) Practice (noun)
Doubling of consonants	traveling	travelling
Digraphs and graphemes	archeology homeopathy	archaeology homoeopathy

*British English also uses 'program' to refer to computer programs

American English	British English
apartment	flat
candy	biscuit
conservatory	conservatoire
cookie	biscuit
drugstore	chemist's
elevator	lift
Fall	autumn
gas	petrol
pants	trousers
school principal	head teacher
trunk	boot (of a car)

أ. مؤمن شاهين

1- The following sentences are in British English. Rewrite them in American English. Listen and check your answers.

1- Have you seen the textile workshop yet?

.....

2 -Let's have a look at that first.

.....

3 -Some of you have got tired from all the walking today.

.....

4-Would anyone like to have a short rest?

.....

1-Did you see the textile workshop yet? // 2-Let's take a look at that first.

3 - Some of you have gotten tired after all the walking today. // 4-Would anyone like to take a short rest?

2- The following sentences are in British English. Rewrite them in American English.

1- 'Goodness, you've got very tall!' said my aunt.

.....

2 -Have you ever been to an aquarium?

.....

3-We're too late – the bus has just left.

.....

4 -I think it's time to have a break.

.....

5 -I haven't done my homework yet.

.....

1-'Gosh, you've gotten very tall!' said my aunt. // 2- Did you go to an aquarium yet?

3-We're too late – the bus left already. // 4-I think it's time for recess. // 5-I didn't do my homework yet

3- Write sentences using these words in American English spelling.

1- specialise

2- jeweller

3 -centre

4-normalise

5 -favourite

6 -modelling

7-theatre

8-harbour.....

1 -When I go to university, I want to specialize in Astrophysics.

2 -You need to take your necklace to the jeweler to get it fixed.

3 -If you want to learn English, you could go to a language center.

4 -This kind of medicine helps to normalize the heart's function.

5-My favorite meal is Mansaf.

6 -An architect can predict what a building will look like by modeling it on a computer.

7-Tomorrow evening, I'm going to the theater to see a play by Shakespeare.

8 -When the boat arrived at the harbor, we knew we had reached Lebanon.

أ. مؤمن شاهين

5- Mark is American and Bruce is British. How would Bruce say sentences 1–3 in British English? How would Mark say sentences 4–6 in American English?

1 Mark: Did you see that exhibition yet?

Bruce: _____

2 Mark: I usually take a shower in the morning.

Bruce: _____

3 Mark: I just had my breakfast.

Bruce: _____

4 Bruce: Where's Leo? Have you seen him anywhere?

Mark: _____

5 Bruce: I'd like to have a look at those paintings.

Mark: _____

6 Bruce: Leo's already done his project.

Mark: _____

1-Have you seen that exhibition yet? // 2-I usually have a shower in the morning.

3-I've just had my breakfast. // 4-Where's Leo? Did you see him anywhere?

5-I'd like to take a look at those paintings. // 6-Leo already did his project.

6- Complete the following table.

British English	American English
neighbour	
	liter
paralysed	
	canceled
marvellous	
	harbor

1-neighbor 2-litre 3-paralyzed 4- cancelled 5-marvelous 6-harbour

7- Look at these pairs of words that have the same meaning. Write Am (American English) or Br (British English) next to each word.

1- lift _____ elevator _____	5 - autumn _____ fall _____
2- pavement _____ sidewalk _____	6 -rubbish _____ trash/garbage _____
3 -candy _____ sweets _____	7-gas _____ petrol _____
4-vacation _____ holiday _____	8-cookie _____ biscuit _____

1- lift Br elevator Am 2- pavement Br sidewalk Am 3- candy Am sweets Br
4- vacation Am holiday Br 5- autumn Br fall Am 6- rubbish Br trash/garbage Am
7- gas Am petrol Br 8- cookie Am biscuit Br

Prefixes يجب حفظ معاني البوادي المذكورة أدناه **البوادي**

1. over = more
2. re = again
3. mis = wrongly or badly
4. under = less

Complete these sentences with the correct form of the verbs in the list .

mishear , reorganise , misuse , redo

1. I'm sorry, I You . I thought you said you'd prefer tea .
2. I did my homework too quickly , so the teacher asked me toit .
3. As we have some new employees, we will have to our office .
4. If you the equipment, it will not work properly .

Choose the correct answer :

- 1- I spilt tea on my homework , so I had to rewrite it .
{ **wrongly , again , more** }
2. During the storm , three houses were destroyed and had to rebuilt.
{ **wrongly , again , more** }
3. I misheard you . I thought you said we'd meet at 9 o'clock .
{ **wrongly , again , more** }
4. The children were very good. None of them misbehaved in any way.
{ **wrongly , again , more** }

Phrasal Verbs

أ. مؤمن شاهين

Colour Idioms

تعابير المتعلقة بالألوان

Colour idiom	English meaning	Arabic meaning
out of the blue	suddenly / unexpectedly	مفاجئ / غير متوقع
red tape	paper work and administration	أعمال روتينية ورقية
in black and white	clear and easy to understand / printed / written	مكتوب / مطبوع
see red	get very angry	يغضب
give the green light	give a permission / say yes	يسمح / يوافق
Put someone on the black list	a list of people who have done something wrong	يضع على القائمة السوداء

Three- part phrasal verbs

Phrasal Verb	English Meaning	Arabic Meaning
look forward to	To wait with pleasure for something to happen.	يتطلع بشوق لـ
come up against	Meet / face	يواجه
put up with	Accept / stand / tolerate	يتحمل
cut down on	To reduce	يقلل
go along with	To agree with somebody	يوافق
run out of	To come to an end	يستنفذ
keep up with	Know the latest information about	يبقى على اطلاع
come up with	To find / invent / discover	يجد / يخترع / يكتشف

Collocations (المتلازمات اللفظية)

urban planning	التخطيط الحضري
public transport	النقل العام
biological waste	لنفايات البيولوجية
carbon footprint	بصمة الكربون
negative effect	تأثير سلبي
economic growth	النمو الإقتصادي

Collocations

أرجو حفظ هذا الجدول الذي يحتوي (متلازمات لفظية)

Collocation	Arabic Meaning
catch someone's attention	يلفت انتباه
get an idea	يخطر على باله فكره
take an interest in something/ somebody	يبيدي اهتمام بـ
spend time doing something	يقضي وقت
attend a course	يحضر دوره

أ. مؤمن شاهين

أرجو حفظ الجدول التالي يحتوي كلمات لها نفس المعنى (مرادفات)

Definitions	Words with similar meanings		Arabic Meaning
describes an object that is manufactured by humans	artificial	prosthetic	صناعي
tools or machines that have a particular purpose	equipment	apparatus	معدات
to pay for	fund	sponsor	يمول

تعابير ومصطلحات الألوان Colour Idioms

Colour Idiom	English Meaning	Arabic Meaning
have the green light	to have or give permission to go ahead with something or for something to happen (permission)	السماح بعمل شيء
red-handed	In the act of doing something wrong	قبض عليه متلبساً بالجريمة
out of the blue	apparently from nowhere; unexpectedly	مفاجيء تماماً
white elephant	something that has cost a lot of money but has no useful purpose (a useless possession)	مقتنى نفيس لا يستفيد منه صاحبه
see red	to be angry	يغضب غضباً شديداً

What do the following colour idioms in brackets mean?

1- Have you heard the good news? We've got the green light to go ahead with our project! (the green light)

2- Luckily, the police arrived and the thief was caught red-handed. (red-handed)

3- I was shocked when I heard the news. It came completely out of the blue. (out of the blue)

4- Nobody goes to the new private sports club. The building is a white elephant. (a white elephant)

يمكن أن يأتي السؤال على شكل أعطِ المرادف لكل مما يلي: **Give synonyms for each of the following:**

- 1- Permission
- 2- angry
- 3- Unexpectedly
- 4- a useless possession
- 5- In the act of doing something wrong

أ. مؤمن شاهين

أرجو دراسة الجدول التالي جيداً للأهمية

Phrase	English Meaning
1- share ideas	to give your ideas to another person or to a group
compare ideas	where two or more people consider how their ideas are similar or different
2-create a website	to construct a website that currently does not exist
contribute to a website	offer your writing and work to the website
3- research information	to use a variety of sources to find the information you need
present information	to give the results of your research in a presentation
4- monitor what is happening	you know what is happening and you are following the developments
find out what is happening	you don't know what is happening and you want to discover it
5- give a talk to people	you have prepared a speech and you are giving this speech to a group of people who are expecting it
talk to people	an informal discussion
6- show photos	you show people photos that you have in person
send photos	you send photos to someone over the Internet or by post

طريقة السؤال على الجدول أعلاه (أذكر الفرق بين العبارتين)

Explain the difference in meaning between these phrases.

1- to share / compare ideas

.....

2- to create / contribute to a website

.....

3 - to research / present information

.....

4- to monitor / find out what is happening

.....

5- to give a talk to / talk to people

.....

6 - to show / send photos

.....

Guided Writing

Mo'men Shahin

Guided Writing

الكتابة الموجهة

هناك خمس أنواع من الجداول (لذلك يجب عليك عزيزي تحديد نوع الجدول)

1-Read the information in the table below, and then write two sentences about **how to make use of unwanted books**. Use the appropriate linking words such as: and , too , also moreover, in addition to.....etc.

How to make use of unwanted books.....(?)
<ul style="list-style-type: none"> - exchange them with others. - sell them to bookstores. -recycle them -donate them to local libraries.

.....

.....

.....

2-Read the information in the table below, and then write two sentences about city people. Use the appropriate linking words such as: and , too , also moreover, in addition to.....etc.

City people
<ul style="list-style-type: none"> - have stressful lives - live in apartments -buy vegetables from shops - shop in supermarkets

.....

.....

.....

3- Read the information in the table below, and then write two sentences about **Result of spending too much time at computers** .Use the appropriate linking words such as: and , too , also moreover, in addition to.....etc.

Results of spending too much time at computers
<ul style="list-style-type: none"> - hurt eyes - damage hands - cause headaches

.....

.....

.....

أ. مؤمن شاهين

4-Read the information in the table below, and then write two sentences about **Fighting desertification**. Use the appropriate linking words such as: and , too , also moreover, in addition toetc.

Fighting desertification	
Argument for	Saving agricultural land , reducing bad effects of climate changes
Argument against	Costing , ineffective

.....

.....

.....

5-Read the information in the table below, and then write two sentences about **Watching sports** . Use the appropriate linking words such as: and , too , also moreover, in addition toetc.

Watching sports on TV	Watching sports live
- exciting	- noisy
-comfortable and cheap	- uncomfortable and expensive

.....

.....

.....

أرجو التدرب على الأسئلة أدناه:

Guided Writing

1-Read the information in the table below, and then write two sentences about **Why do people use internet?** . Use the appropriate linking words such as: **and , too , also, moreover, in addition to**etc.

Why do people use internet?
watch live and stream videos
get information
download books

.....

.....

.....

2-Read the information in the table below, and then write two sentences about **Disadvantages of the Internet** . Use the appropriate linking words such as: **and , too , also, moreover, in addition to**etc.

Disadvantages of the Internet
spam mail
rise in fraud cases
cause obesity and carpal tunnel syndrome.

.....

.....

.....

أ. مؤمن شاهين

3-Read the information in the table below, and then write two sentences about **The advantages of the Internet**. Use the appropriate linking words such as: **and , too , also, moreover, in addition to.....etc.**

Advantages of the internet
send and receive messages.
do online shopping.
pay bills and transfer funds

.....

.....

.....

.....

4-Read the information in the table below, and then write two sentences about **how to use the Internet safely**. Use the appropriate linking words such as: and, too, also moreover, in addition to.....etc.

How to use the internet safely.....
Choose strong passwords
Limit the information you share on social media
Use an anti-virus program

.....

.....

.....

5-Read the information in the table below, and then write two sentences about **how to protect your wireless network**. Use the appropriate linking words such as: and , too , also moreover, in addition to.....etc.

How to protect your wireless network.....
Change your administrator password
Turn off your network when you're not using it
Check for wireless intruders

.....

.....

.....

6-Read the information in the table below, and then write two sentences about **How to minimize the health risks of a non-conventional treatment....** Use the appropriate linking words such as: and, too, also moreover, in addition to....etc.

How to minimize the health risks of a non-conventional treatment.....
Find out what the research says about it
Choose practitioners carefully
Tell all of your doctors and practitioners about all of the different types of treatments you use

.....

.....

.....

7-Read the information in the table below, and then write two sentences about **How to reduce the risk of heart disease....**Use the appropriate linking words such as: and, too, also moreover, in addition to....etc.

How to reduce the risk of heart disease
Quit smoking
Control high blood pressure
Manage stress and anger

أ. مؤمن شاهين

A Short Biography

هنالك طريقتان لنمط سؤال (السيرة الغيرية) في الامتحان :

سؤال وزاري 2015 (1)

Read the information below, and then write a brief biography using all the given notes below about Najeeb Mahfouth. Use the appropriate linking word.

Name: Najeeb Mahfouth

Place/ Date of Birth : Cairo, 1911

Place / Date of death: Cairo, 2006

Profession: Novelist

Achievements: - Award the Noble prize for literature
- Father of modern Arabic literature

قد يأتي سؤال الكتابة الغيرية على شكل (كتابة موجهة) (2)

Taha Hussein

Name	Taha Hussein
Place/ Date of Birth	1889 , Minya Governorate
Place/ Date of Death	1973, Cairo
Profession	Egyptian author
achievement	dean of contemporary Arabic literature and a pioneer of enlightenment

Derivation

أ. مؤمن شاهين

Derivation

الاشتقاق

Nouns : -

الأسماء

أهم مواقع الأسماء :

1. بعد أدوات التعريف (an / a / the) إذا لم يتبع الفراغ باسم فإذا جاء بعد الفراغ اسم يجب وضع صفة

a
an of
the

e.g. The government is encouraging the development of small businesses.

e.g. Her rebellious attitude is just a reaction against her strict upbringing.

2. بعد أحرف الجر مثل (in , on , at , from , for , with , without , about , of , into)

e.g. Newspapers report a higher level of activity in the foreign exchange markets.

e.g. She clapped her hands in excitement.

3. (بعد أدوات و ضمائر الملكية) إذا لم يتبع الفراغ باسم فإذا جاء بعد الفراغ اسم يجب وضع صفة

('s , s' , his , her , its , my , your , our , their)

e.g. I really admire Gina for her dedication to her family.

4. بعد أسماء الإشارة (this , these , that , those) إذا لم يتبع الفراغ باسم

This
These verb
That
Those of

e.g. This agreement must be signed .

5. كفاعل في بداية الجملة (قبل الفعل)

e.g. Competition is heating up and sales are shrinking.

e.g. Determination is a major part of success.

6. بعد أداة النفي no

e.g. I have no hesitation in recommending her .

7. (بعد محددات الكمية) إذا لم يتبع الفراغ باسم

(little , a little , few , a few , much , many , some , all , any , a lot of , plenty of , only , every , other , several , enough , another , one , each , most)

أ. مؤمن شاهين

e.g. There's not **much** difference in price between the two computers.

8. بعد الصفة

e.g. An **intelligent** decision must be approved .

e.g. We found no **significant** difference between the two groups .

9. بعد **more** بشرط أن لا تكون مسبقة بأحد أفعال be

e.g. We need **more** patience in case of anger.

10. بعد الفعل كـ مفعول به

e.g. People have **lost** patience with the slow pace of reforms.

فيما يلي أهم اللواحق التي تشير وتدل على أن الكلمة اسم :

- tion / - sion / - ment / - ness / - ance / - ence / - ity / - th / - ure / - al / - ship / - hood / - dom / - ee /
- y / - t / - er / - or / - ism / - ing / - age

Adjectives : -

الصفات

أهم مواقع الصفات :

1. قبل الاسم

e.g. you are an active teacher .

2. بعد أشكال (be) شرط أن تكون فعل رئيسي

(am , is , are , was , were , be , being , been)

e.g. The lady was famous .

3. بعد المحددات والمؤكدات بشرط أن تسبق بـ أشكال be

Be + (so , too , very , quite , extremely , completely , definitely , absolutely , mainly , surely , essentially)

e.g. He was **very** curious to know the answer .

4. حسب القاعدة التالية تأتي صفة بين : be + asas

e.g. Ahmad wasn't as careful as Omar.

5. بعد الأفعال التالية : (make , find , feel , seem , sound , look , appear , become , taste , smell , get)

e.g. Ali doesn't **look** comfortable.

6. بعد **more** بشرط أن تكون مسبقة بأحد أشكال be

e.g. Land is **more** expensive than it was before.

7. بعد الظرف

أ. مؤمن شاهين

e.g. Their attempts had not been **entirely** successful.

8. تتابع الصفات

Adj + adj + Noun

This book deals with the social, **economic** and **political** issues of the period.

فيما يلي أهم اللواحق التي تشير وتدل على أن الكلمة الصفة :

- able / -ible / - ful / - ical / - al / - ive / - less / - like / -ous / -ic / - ent / - ant / - ish / - ed /

Adverbs : -

الظروف

أهم مواقع الظرف :

1. قبل الصفة

e.g. This issue is **extremely** complicated.

2. أول الجملة وقبل الفاصلة (..... , Subject + verb)

e.g. Traditionally , **markets are** held in the open air .

(فعل رئيسي + ظرف + فعل مساعد)

3. بين أي فعل مساعد وفعل رئيسي

e.g. she **was** actively **looking** for a job .

4. بعد ما يلي:

so
Main verb + too + adverb
very
quite

e.g. she **speaks** very favorably of your work .

5. قبل الفعل وبعد الفاعل (n)

Noun \longrightarrow - ly \longleftarrow verb

e.g. She helpfully **suggested** that I try the local library .

6. بعد الفعل في آخر الجملة :

e.g. The crowd **reacted** violently .

7. بعد الاسم (المفعول به) في آخر الجملة أو الضمير المفعول به في آخر الجملة

noun + verb + noun + adverb

The minister greeted the **president** warmly .

أ. مؤمن شاهين

لاحقة الظرف (-ly)

ملاحظة : Adj + - ly يشكل الظرف عادة بإضافة -ly للصفة وبإسقاطها نحصل على صفة

verbs : -

الأفعال

أهم مواقع الفعل :

1. بعد الـ Modals يأتي الفعل مجرد

e.g. You **should** read this book .

2. بعد do , does , did,, don't ,, doesn't didn't يأتي الفعل مجرد

e.g. The story **didn't** make the front pages of the national newspapers.

3. بعد to

e.g. It's important **to** recognize that obesity isn't necessarily caused by overeating.

4. بعد الفاعل Subject (noun) + Verb

e.g. **Many people** recognize the need to educate doctors on how to deal with these patients.

5. في بداية الجملة (فعل أمر)

e.g. **Come** here!

6. يأتي بالتصريف الثالث إذا سبق — has,, have ,, had أو في حالة المبني للمجهول .

e.g. He **has** already eaten .

فيما يلي أهم اللواحق التي تشير وتدل على أن الكلمة فعل :

(- ify / - ize / - ise / -ate / - -en)

ملاحظات هامة

1. الأفعال في التصريف الثالث تعامل معاملة الصفة.

2. أدوات العطف (and / or / as well as) تعطف الكلمتين من نفس قسم الكلام أي إذا كان قبل and اسم يجب أن يتبعها اسم .

e.g. The study recorded **and** classified accidents over a period of a year.

3. العبارات التالية بالرغم من أنها تنتهي بـ to ولكن يتبعها اسم look forward to / belong to / according to

4. إذا جاء الفراغ

- في بداية الجملة ومتبوعاً بفاصلة يحتاج لـ (ظرف)

- في بداية الجملة ومتبوعاً باسم - دون فاصلة - يحتاج لـ (صفة)

- في بداية الجملة ومتبوعاً بفعل يحتاج لـ (اسم)

أ. مؤمن شاهين

- بين فعل مساعد وفعل رئيسي يحتاج لـ (ظرف)

فيما يلي المشتقات الأكثر وروداً مهم جداً (أرجوا دراستها جيداً للأهمية)

Noun	Verb	Adjective	Adverb
access	access	accessible	-----
blog	blog	-----	-----
calculation	calculate	-----	-----
email	email	-----	-----
filter	filter	-----	-----
post	post	-----	-----
rely on	-----	reliable	-----
allergy	-----	allergic	-----
appendage	append	-----	-----
arthritis	-----	arthritic	-----
artifice	-----	artificial	artificially
cancer	-----	cancerous	-----
commitment	commit	committed	-----
-----	complement	complementary	-----
convention	-----	conventional	conventionally
decline	decline	-----	-----
expansion	expand	-----	-----
focus	focus	focused	-----
remedy	remedy	remedial	-----
immunisation	immunise	immune	-----
implant	implant	-----	-----
expectation / expectancy	expect	-----	-----
trial	trial	-----	-----
mortal / mortality	-----	mortal	mortally
obesity	-----	obese	-----
optimism / optimist	-----	optimistic	-----
option	-----	optional	-----
Paediatrics / paediatrician	-----	paediatric	-----
practitioner	practise	practical	practically
prosthetics	-----	Prosthetic	-----
publicity	publicise	-----	-----
reputation	repute	-----	-----
scanner	scan	-----	-----
sceptic / scepticism	-----	sceptical	-----
sponsor	sponsor	sponsored	-----
viability	-----	viable	-----
ward	ward	-----	-----
algebra	-----	algebraic	-----
creation	create	created	-----
neutrality	neutralise	neutral	-----
ceramics	-----	ceramic	-----
composition	compose	-----	-----
critic / criticism	criticise	critical	-----
demonstration	demonstrate	-----	-----

أ. مؤمن شاهين

desalination	desalinate	-----	-----
furnishings	furnish	-----	-----
geometry	-----	geometric	geometrically
blowing	blow	-----	-----
breaking	break	-----	-----
hanging	hang	-----	-----
inheritance	inherit	-----	-----
inoculation	inoculate	inoculable	-----
installation	install	-----	-----
irrigation	irrigate	-----	-----
mathematician / mathematics	-----	mathematical	-----
harmony	harmonise	harmonious	-----
pedestrian		pedestrian	-----
philosopher	philosophise	philosophical	-----
qualification	qualify	-----	-----
restoration	restore	-----	-----
revolution	revolutionise	revolutionary	-----
showcase	showcase	-----	-----
sustainability	sustain	sustainable	-----
translation / translator	translate	-----	-----
underline	underline	underlined	-----
variation	vary	variable	-----

1- Complete the sentences with the *correct form* of the words in the box.

Translation archaeology appreciation educate collect installation

- 1- Petra is an importantsite.
- 2- I will be going to university to continue my
- 3 -In our exam, we had toa text from Arabic into English.
- 4-They are going toa new air conditioning unit in our flat.
- 5-Thank you for your help, I reallyit.
- 6 -Have you seen Nasser'sof postcards? He's got hundreds.

3- Complete the sentences with words *formed* from the words in brackets.

- 1-The Middle East is famous for the..... of olive oil. (**produce**)
- 2-Ibn Sina wrote..... textbooks. (**medicine**)
- 3-Fatima al-Fihri was born in the.....century. (**nine**)
- 4-My father bought our house with an.....from his grandfather. (**inherit**)
- 5-Scholars have discovered andocument from the twelfth century. (**origin**)
- 6-Do you think the wheel was the most importantever? (**invent**)
- 7-Al-Kindi made many important mathematical.....(**discover**)
- 8-Who was the most.....writer of the twentieth century? (**influence**)

1-production 2- medical 3-ninth 4-inheritance 5-original 6-invention 7-discoveries 8-influential

أ. مؤمن شاهين

فيما يلي المشتقات الأكثر وروداً في (أرجوا دراستها جيداً للأهمية)

Noun	verb	adjective	adverb	A. Meaning
violence	violate	violent	violently	عنف
chaos	-----	chaotic	chaotically	شغب
innocence	-----	innocent	innocently	بريء
guilt	-----	guilty	guiltily	مذنب
development	develop	developmental / developed	developmentally	يطور
economy	economize	economical / economic	economically	يقصد
disaster	-----	disastrous	disastrously	كارثة
act / activity	-----	active	actively	ينشط
permanence	-----	permanent	Permanently	دائم
earnings	earn	earned	-----	يكسب
destruction / destroyer	destroy	destructive / destroyed	destructively	يدمر
infection	infect	infectious	infectiously	يعدي
legalize	law	legal	legally	قانون

تمرين مهم جداً حول موضوع الاشتقاق حسب النمط الجديد

Complete the following sentences with the suitable words derived from the words in brackets .

- The man's was not proved and so he went free . (**guilty**)
- Many wild animals can become if they are captured . (**violence**)
- Lack of security will create situation in a society . (**chaos**)
- The government encourages schemes for women to money . (**earn**)
- We must on light and fuel . (**economy**)
- A natural usually causes lots of problems . (**disastrous**)
- During the storm , the wind was blowing (**violent**)
- The man was found of any crimes . (**innocence**)
- Good citizens help with the of their country . (**develop**)
- The man was found , so he was sent to prison. (**guilt**)
- An earthquake is considered a natural (**disastrous**)
- Some countries face serious problems . (**economy**)
- Marwa takes an part in her school affairs . (**act**)
- We must The natural resources of our country. (**development**)
- Employment is falling as more people find work . (**permanence**)
- Storms cause the of most of the crops. (**destruct**)
- Average are expected to double in the next ten years. (**earn**)
- It has been a year for the tea industry . (**disastrously**)
- Many people believe that the worst crimes are murder and other acts (**violence**)
- There would be a Situation in a society if there were no system. (**chaos / law**)
- He left court a free man because he had proved that he was (**innocence**)

Editing

Mo'men Shahin

Editing

فيما يلي بعض من قواعد علامات الترقيم أرجو دراستها جيداً:

1. استخدام النقطة (full stop)
تستخدم النقطة (.) في نهاية الجملة.

- The secretary typed the letter quickly.
- We enjoyed watching the match.

2. استخدام الفاصلة (Comma):

أ. تستخدم الفاصلة (,) لفصل صفتين. ويجوز استخدام كلمة (and) بدلاً من الفاصلة.

- He is a strong, healthy man.
- He is a strong **and** healthy man.

ب. وتستخدم الفاصلة قبل وبعد اسم الشخص المخاطب.

- Will you, Ahmad, call me at 7 o'clock?

ج. وتستخدم الفاصلة لفصل اليوم عن الشهر والسنة.

- I was born on December 5, 1985, in Amman.

د. وتستخدم الفاصلة عند استخدام جملة معترضة.

- Amman, the capital of Jordan, is an ancient city.

هـ. وتستخدم الفاصلة عند وضع الرابط في بداية الجملة،

مثل: if / because / when / after / before / as / although / despite / in spite of / while /

- **When** I was 8 years old, I could ride a horse.

ولكن إذا جاءت هذه الروابط في وسط الجملة، لا نستخدم فاصلة.

- I could ride a horse **when** I was 8 years old.
- They painted the house blue, and they bought suitable furniture.

و. وتستخدم الفاصلة لفصل جملة خبرية عن السؤال الذيلي القصير.

- Ali can swim well, can't I?

ز. وأخيراً تستخدم الفاصلة بعد كلمات معينة إذا وقعت في بداية الجملة،

- Yes, I do need that report.

3. استخدام الفاصلة المنقوطة (Semicolon)

تستخدم الفاصلة المنقوطة (;) بدل النقطة لفصل جملتين وذلك عند حذف الرابط من الجملة.

- Call me tomorrow; I will give you my answer then.

4. استخدام النقطتين (Colon)

نستخدم النقطتين (:) في نهاية جملة تامة من أجل تقديم قائمة من عدة أشياء.

- I want to buy the following items: butter, sugar, and flour.

أ. مؤمن شاهين

5. علامة الاستفهام (Question Mark) تستخدم علامة الاستفهام (?) بعد السؤال المباشر.

- Where do you live?
- Can you help me?

6. الفواصل المعكوسة (فواصل الاقتباس) (Quotation marks) تستخدم الفواصل المعكوسة (") لنقل قول مباشر أو اقتباس قول.

- Ali said, " I live in Amman."
- Huda said, "When will you come?"

7. الهلالان أو القوسان (Parentheses) نستخدم الهلالان () لنحصر كلمات أو أرقام من أجل التوضيح.

- I want five hundred dollars (\$500).
- He finally answered (after taking five minutes to think) that he did not understand the question.

الكلام الذي يقع بين القوسين هو كلام معترض للتوضيح. يجوز استخدام فواصل عادية بدل الأقواس، ولكن الأقواس تدل على تأكيد بدرجة أقل من الفواصل. ويجوز استخدام الشرطة (-) التي تدل على تأكيد بدرجة أعلى من الأقواس.

8. علامة التعجب Exclamation Mark نستخدم علامة التعجب (!) بعد عبارات التعجب مثل:

- What a beautiful house!
- How beautiful that house is!

سؤال تصحيح الأخطاء الإملائية يأتي في الامتحان على النحو التالي (مرفق كلمات في أسفل كل تمرين أرجو التدرب عليها)

فيما يلي أهم الكلمات أرجو التدرب عليها جيداً:

technology – computer – accommodate – calculation – floppy – disk – smartphone – laptop

1- Imagine you are an editor in the Jordan Times, you are asked to edit the following sentence that has **Four mistakes**. Correct the mistakes and write them below.

life in the future is going to see further changes in combuter tekhnology. It is likely that all aspects of everyday life will rely on a combuter brogram, from how we travel to how our homes are heated.

1-..... 2-..... 3-..... 4-.....

2- Imagine you are an editor in the Jordan Times, you are asked to edit the following sentence that has **Five mistakes**. Correct the mistakes and write them below.

one such model was so large that it needed a room that was 167 square metres to akommodate it. During that decade, scientists in England developed the first combuter brogram. It took 25 minutes to complete one Kalculation. In 1958 CE, the combuter chip was developed.

1-..... 2-..... 3-..... 4-..... 5-.....

أ. مؤمن شاهين

فيما يلي أهم الكلمات ارجوا التدرب عليها جيداً:

technology- whiteboard- computer- educational- programme-photo- photograph – contribute- camera – including- school- classroom-

1- Imagine you are an editor in the Jordan Times, you are asked to edit the following sentence that has **Four mistakes**. Correct the mistakes and write them below.

students can use social media on their combuters to help them with their studiez, inkluding asking other students to check and compare their work.

1-..... 2-..... 3-..... 4-.....

فيما يلي أهم الكلمات ارجوا التدرب عليها جيداً:

communicate – automatically- consequence- computer- increasingly- record- comfortable – control- criminal- things- knows-happen- shopping- machine- security

1- Imagine you are an editor in the Jordan Times, you are asked to edit the following sentence that has **Five mistakes**. Correct the mistakes and write them below.

many people want to keep kontrol of their own lives and their own thingz. In addition, they wonder what would habpen if creminals managed to access their passwords and security settings.

1-..... 2-..... 3-..... 4-..... 5-.....

فيما يلي أهم الكلمات ارجوا التدرب عليها جيداً:

Sceptical – homoeopathy – acupuncture – practioner- perception – medical – conventional – recognise- insomnia – anxiety – allergies – conditions- adequately – immunisation – private

1- Imagine you are an editor in the Jordan Times, you are asked to edit the following sentence that has **Four mistakes**. Correct the mistakes and write them below.

Most doctors used to be sceptikal about the validity of homoeobathy, acupuncture and other forms of complementary medicine. If patients wanted to receive this kind of non- konventional treatment, they used to have to consult a private praktitioner who was likely not to have a medical degree.

1-..... 2-..... 3-..... 4-.....

2- Edit the following text. There are **one grammar** mistake and **three spelling** mistakes. Find and correct them.

complementary medicine cannot be use for all medikal treatments. It can never substitute for immunisationz as it will not produce the antibodies needed to protect against childhood diseases.

1-..... 2-..... 3-..... 4-.....

أ. مؤمن شاهين

فيما يلي أهم الكلمات ارجوا التدرب عليها جيداً:

controversial – professional – circumstances- appreciate- focused- influencing- risk – setback- investigate- scientist- attitudes – feelings – problems- positive – pressure

1- Imagine you are an editor in the Jordan Times, you are asked to edit the following sentence that has **Four mistakes**. Correct the mistakes and write them below.

the study has been kontroversial. Some health brofessionals believe that bad lifestyle choiciez, such as smoking or lack of exercise, are the reason for heart disease and other illnesses, and not an individual's attitude.

1-..... 2-..... 3-..... 4-.....

فيما يلي أهم الكلمات ارجوا التدرب عليها جيداً:

overweight – obese – popularity – common – technology – shopping – expert- advice – advise – population – problems – recommend – strenuous- calories- muscle- phone – physical

1- Imagine you are an editor in the Jordan Times, you are asked to edit the following sentence that has **Four mistakes**. Correct the mistakes and write them below.

Exberts rekommend a mixture of activities. These should include moderate exercise, such as fast walking, and more strinuuous exercise, like running. They also advice exercise that strengthens the muscles.

1- 2-..... 3-..... 4-.....

Edit the following text. There are **two grammar** mistakes and **three punctuation** mistakes. Find and correct them.

Scientists will say that exercise is not only important for general fitness; but that it is also good for the brain, it helped us concentrate better? As a result, we perform better in exams.

.....
.....
.....

فيما يلي أهم الكلمات ارجوا التدرب عليها جيداً:

Attention – invention – prosthetic – confidence – appendage – medical – artificial- Belgium – rescue – automatically – camera – connected – equipment- apparatus

1- Imagine you are an editor in the Jordan Times, you are asked to edit the following sentence that has **Four mistakes**. Correct the mistakes and write them below.

adeeb will be working with a specialist doctor to build the apbendage. He will also be attending a course on brosthetics and learning about different kinds of medikal apparatus.

1- 2-..... 3-..... 4-.....

أ. مؤمن شاهين

فيما يلي أهم الكلمات ارجوا التدرب عليها جيداً:

operation- brain- implants- control- prosthetic- abilities- dementia- communicate – coma – neuroscientists – dialogue – happened – conscious- cancer- symptoms- pill- cells - interviewed

1- Imagine you are an editor in the Jordan Times, you are asked to edit the following sentence that has **Four mistakes**. Correct the mistakes and write them below.

Doctors will be able to communicate with people in a coma. In 2010 CE, neuroscientists confirmed that it was possible to communicate with some patients in a coma, by using a special brain scanner called an MRI.

1- 2- 3- 4-

فيما يلي أهم الكلمات ارجوا التدرب عليها جيداً:

eyesight – device – radiotherapy – population – programme – cultural – comprehensive – paediatric – increases – capacity – department

Edit the following text. There are two grammar mistakes and three spelling mistakes. Find and correct them.

In the near future, a new 'bionic eye' will have helped people with failing eyesight to see again. A device inside the eye picks up an image from a small camera attached to a pair of sunglasses and send it to the brain, which interprets it as vision.

1- 2- 3- 4- 5-

فيما يلي أهم الكلمات ارجوا التدرب عليها جيداً:

Prosthetic – sensations – successfully – artificial – accident – manipulate – unfortunately

Edit the following text. There are one grammar mistake and three spelling mistakes. Find and correct them.

Scientists have successfully invent a prosthetic hand with a sense of touch. It is an exciting new invention, which they plan to develop. It is possible that, in the not-too-distant future, similar artificial arms and legs will have taken the place of today's prosthetic limbs.

1- 2- 3- 4-

FUNCTIONS

FUNCTIONS

الوظائف اللغوية 1

Indicating consequence:

التعبير عن العواقب

In this way, technology makes communication more convenient.

As a consequence, family members who are away from home can communicate well with their loved ones.

Therefore, people can communicate more quickly and conveniently.

Indicating opposition:

التعبير عن الاختلاف

However, social media is time-consuming.

Whereas, the more quickly and conveniently we communicate, the more likely it is that there will be misunderstandings.

Despite the recent advances in technology, it is still unreliable and very inconvenient

Introduction

المقدمة

The aim of this report is to

This report examines

In this report, [.....] will be examined.

Reporting information

نقل معلومات

There are more than [.....] well-equipped health centres in [name of town].

Almost three-quarters of the population are regular users of...

The number of [.....] has declined/increased since [date].

Conclusion/Recommendations

تقديم توصيات

It appears that

This results in

It is recommended that

The best course of action would be to.....

Describing things that are familiar or customary

وصف أشياء اعتيادية أو مألوفة

be used to (+ noun, pronoun or verb in the -ing form)

We've lived in the city a long time, so we're *used to* the traffic.

Describing past habits or past states that have now changed.

التعبير عن عادات ماضية أو أوضاع في الماضي تغيرت الآن

used to (+ infinitive)

My mother *used to* buy my clothes, but now I choose my own.

She *used to* be a teacher, but now she's retired.

Expressing opposition:

On one hand, ... On the other hand, ... /
In spite of this, ... / On the contrary, ... / Conversely, ...

Expressing continuation or addition:

Furthermore, ... / Likewise, ... /
One reason for this is ... / In addition, ...

Practice:

Read the mini- dialogue carefully, then answer the question that follows.

Amal: Sarah used to be fat, but now she is thin.
Rola : Great.

What's the function of Amal's statement?

.....

Read the mini- dialogue carefully, then answer the question that follows.

Maher: Smoking is the main reason for heart diseases.
Zaid: It is recommended that people should give up somking.

What's the function of Zaid's statement?

.....

Read the mini- dialogue carefully, then answer the question that follows.

Hana: In this way, technology makes communication more convenient.
Amani: yeah, it does.

What's the function of Hana's statement?

.....

Read the mini- dialogue carefully, then answer the question that follows.

Ahmad: Oh, it's boring city.
Mohammad : I've lived in the city a long time, so we're used to the traffic.
What's the function of Mohammad's statement?

.....

Language Functions

وظائف لغوية 2

1. Expressing Opinions:

التعبير عن الرأي

- a- In my opinion.....
- b- It seems to me that.....
- c- In fact , it's my view that.....
- d- I believe / I think.....
- e- I felt like.....
- f – For me the best / the worst thing was.....
- g- I didn't know what to expect.....
- h- What surprised me was.....

2. Expressing Agreeing / Agreement

التعبير عن الموافقة

- a- I totally agree.
- b- you must be right.
- c- I agree
- d- That's true
- e- you're right
- f- I'm in favour of .

3. Expressing disagreeing / disagreement

التعبير عن عدم الموافقة

- a- I disagree / don't agree
- b- I'm afraid you are wrong
- c - I'm afraid I can't agree with.

4. Expressing Recommendation:

التعبير عن توصية

- a- I suggest that
- b- I would (also) help if people
- c- It would be better if
- d- It would be a good idea to
- e- I believe that..... deserve

5. Saying what you intend to write about :

التحدث عن ماذا تريد أن تكتب

- a- tend to talk about / consider
- b- tend to talk about the arguments for and against .
- c- First of all.

6. Presenting Argument:

تقديم جدال

- a- the main points / argument for
- b- another point / It felt like
- c- For me the best / worst thing was

7.talking about past events :

للكلام عن أحداث في الماضي

- a- That was six year ago .
- b- The first thing that struck me was
- c- Three days later .

8. Remembering a past event:

تذكر حدث في الماضي

- a- I can remember it very clearly.
- b- I remember thinking.
- c- I'll never forget that .

9.Time expressions

تعابير الوقت

- a- We arrived on (day) at (time)
- b- the next day .

أ. مؤمن شاهين

c- the same day.

10. Remembering :

التذكر

a- I'll remember / forever

b- I'll never forget

11. giving Reasons for a choice :

إعطاء سبب لاختيار شيء معين

a- I have two reasons why I think

b- The first reason

12. Persuading people :

إقناع الناس

a- Can you see what I mean ?

b- look at it this way

c- If you do this it will mean

13. Expressing possibilities :

التعبير عن الاحتمالية

a- We are concerned that / may / might / could

b- Perhaps,

c- Probably

الأسئلة الوزارية حول هذا الموضوع

النمط المتعلق بـ الوظائف اللغوية (2 points)

Study the following pair of sentences and answer the question below.

(1)

A- I will never forget my visit to Petra last year.

B- Really, I think it is a beautiful city .

Which sentence indicate **remembering a past event** .

Study the following pair of sentences and answer the question below.

(2)

A- I think that there should be new restrictions on traffic in our city .

B- I agree with you.

Which sentence **express an opinion** ?

Study the following pair of sentences and answer the question below.

(3)

Maher: What will you do tomorrow, Ahmad?

Ahmad : I will probably see my colleagues at the university.

Which sentence expresses **possibility**?

Study the following pair of sentences and answer the question below.

(4)

Rashed: I was about to go into the garden to get some fresh air when I was surprised by my friends visit.

Asma: Wonderful .

Which sentence expresses **a past event** ?

Complete the following Mini- dialogue below using an expression that expresses an opinion .

Marwan: What do you think are the advantages of studying abroad?

Rashed: ----- . What about you ?

(7) Complete the following Mini- dialogue below using an expression that presents an argument.

Marwan: Traffic is an icreasing problem in most big cities of the world therefore, governments should encourage people to use public transport.

Rashed:----- .

Mo'men Shahin

Writing

Mo'men Shahin

- 1- يجب قراءة ما هو مطلوب جيدا قبل البدء بالكتابة.
- 2- اختيار عنوان مناسب للموضوع.
- 3- محاولة استرجاع كلمات تساعد في تكوين أفكار صحيحة .
- 4- اترك مسافة كلمتين عند أول سطر من التعبير.
- 5- أن تبدأ بحرف كبير Capital .
- 6- استخدام علامات الترقيم المناسبة وأدوات الربط المناسبة .
- 7- اجتهد في تحسين خطك لأن ذلك يترك انطباعا جيدا للمصحح عن الفكرة التي تريد التعبير عنها
- 8- ترك فراغ بين كل كلمة لتسهيل القراءة .
- 9- لا تستخدم اختصارات مثل don't بل اكتبها do not لأن أغلب الأخطاء تقع في الاختصارات .
- 10- كتابة الجمل بالشكل الصحيح قواعديا.
- 11- استخدام زمن واحد في التعبير إذا تكلمت بالزمن الماضي فأكمل التعبير به وكذلك الحاضر .
- 12- كتابة مسودة للموضوع وتدقيقها قبل أن تعتمدها لتجنب الشطب والتكرار.
- 13- الحرص على كتابة مقدمة و عرض و خاتمة لموضوع التعبير .
- 14- تقسيم الموضوع الى فقرات .

An essay presenting arguments and expressing opinion

(For and against Essays)

كتابة مقالة تعبر عن رأي الكاتب حول أمر ما

Plan your essay in **four** paragraphs:

Paragraph 1: background to the topic	خلفية عن الموضوع
Paragraph 2 : Arguments for	فكرة مؤيدة للموضوع
Paragraph 3 : Arguments against	فكرة معارضة للموضوع
Paragraph 4 : Your opinion	رأيك

Useful language: عبارات مفيدة

Saying what you intend to write

الحديث عما تنوي الكتابة عنه (الفقرة الأولى)

In this essay I intend to look at / consider / discuss some of the arguments for and against First of all / For a start / To begin, I am going to (will) discuss / consider the argument in favour of / against.

تقديم الأفكار (الفقرة الثانية والثالثة)

Secondly, the main point / argument for..... / argument against is / Another point is

مع

قد تبدأ الفقرة الثانية بما يلي:

I will start with two argument in favour of

Some people claim / argue that

Secondly, It is also

ضد

قد تبدأ الفقرة الثالثة بما يلي:

- Now, I will move to the arguments against

On the other hand many people strongly disagree, in addition to this

But others oppose this viewpoint

Expressing opinions:

التعبير عن الرأي (الفقرة الرابعة)

In my opinion / view , / (In fact) it's my view that

I believe / think that

Problems associated with using computers

In this essay I intend to discuss some of the arguments for and against using computers. First of all, there is an urgent call to highlight on this important subject in order to enrich the debate about this topic. Some people believe that this subject is very significant and if we keep it in mind , we will have better result in the future.

I will start with two argument in favour of using computers . More and more people in Jordan are using computers for activities at home , at school or at work for all sorts of doing many things such as writing letters, browsing the Internet or just playing games. Secondly, there is no doubt that computers are very important devices to certain professions , and some of these professions would not exists with computers.

Now, I will move to the arguments against using computers. On the other hand many people strongly disagree the issue of spending long time on the computer which obviously affects the amount of time they spend with their family and friends, in addition, children who spend too long time playing computer games may become unsociable and it can also have a bad impact on their studies.

For the above mentioned reasons, therefore, I firmly believe that more attention should be paid by all those concerned to find a real outlet from this problem and we should be careful about using computer.

Describing a sequence of events in the past

وصف تسلسل أحداث ما وقعت في الماضي

وصف تسلسل أحداث ما وقعت في الماضي هو سرد قصة ويكون الترتيب للموضوع كالتالي:

Introduction ⇒ **first situation** ⇒ **then A happened** ⇒ **then B happened** ⇒ **final situation** ⇒

Conclusion

مقدمة ---- الموقف الأول ---- ثم حدث (أ) ---- ثم حدث (ب) ---- حتى تصل عزيزي الطالب للموقف الأخير ---- الخاتمة

فيما يلي خطوات كتابة مثل هذه المواضيع التي تساعدك عزيزي الطالب على تحقيق العلامة المميزة بإذن الله .

1. نختار الموضوع الذي نريد التحدث عنه.

2. عمل لائحة متضمنة الإجابة على الأسئلة التالية :

أ- كم كان عمرك عندما وقع هذا الحدث.

ب - أين كنت عندما وقع هذا الحدث معك .

ج - من كان مشترك معك .

د - ماذا حدث معك بالتفصيل .

هـ - كيف كان شعورك .

و- ماذا عن هذا الحث في ذلك الحين.

3. استخدام كلمات تعبر عن ترتيب الأحداث زمنياً :

First... / second.../ then / Next..... / finally

4. استخدام عبارات وإشارات تدل على الماضي:

One day, I

I was about to go into the garden to play football, when.....

Two months / Ten minutes / Three days later, we

The first thing struck me was

That was six years ago.

5- استخدام كلمات ربط :

In the meantime... / Meanwhile... / after / after that /before / as soon as / when.... / while
..... / Later

6- استخدام عبارات تشير إلى أنك لن تنسى هذه التجربة :

- I can remember it very clearly.

- I remember thing / feeling

-I'll never forget that day / how I felt that day.

نموذج حول وصف أحداث في الماضي

A night to remember

I had gone to my bed just **after** midnight and I was only half asleep **when** the wind started blowing. Ten minutes **later** my bedroom window shattered with terrible crash. **Immediately**, I leapt out of bed and rushed to my brothers' bedroom to check that Tareq and Ali were all right. **When** I went into their bedroom, I found Tareq starting out of the window watching the storm. Our younger brother Hisham was still sleeping peacefully. **Luckily**, he had not been woken by the noise of the wind and rain. **Next**, Tareq and I went to check that our parents were okay. We knocked on their bedroom door. There was no reply, so we opened the door and went in. Our mother was still sleeping, but our father was already dressed and doing everything he could to protect our house from the storm .

أ. مؤمن شاهين

A report based on statistics

طريقة كتابة تقرير يعتمد على استخلاص المعلومات من الجداول والأشكال البيانية التي توفر لنا إحصائيات حول موضوع ما .

فيما يلي طريقة مبسطة بإذن الله لطريقة تحويل الأشكال البيانية / الجداول إلى تقرير :

1. المقدمة

نبدأ التقرير بجملة افتتاحية كما يلي :

This report studies the percentage of in in the years

2. الحقائق والأرقام الرئيسية :

- 1 % of all metals were recycled in 2005 and 2% in 2010.

3. الخاتمة :

The figures show that the percentage of which were has decreased(increase) in
It's a bad (good) sign, proving that.....

4. التوصيات:

With reference to the figures in this bar chart, environmentalists (The governments,) should use awareness-raising campaigns in order to highlight the importance of

Useful language

× Percent of waste material was recycled / burnt / buried in a landfill site.

The main method of getting rid of waste in Greece is.....

Austria burns 10 percent of its waste, whereas Luxembourg burns 50 percent .

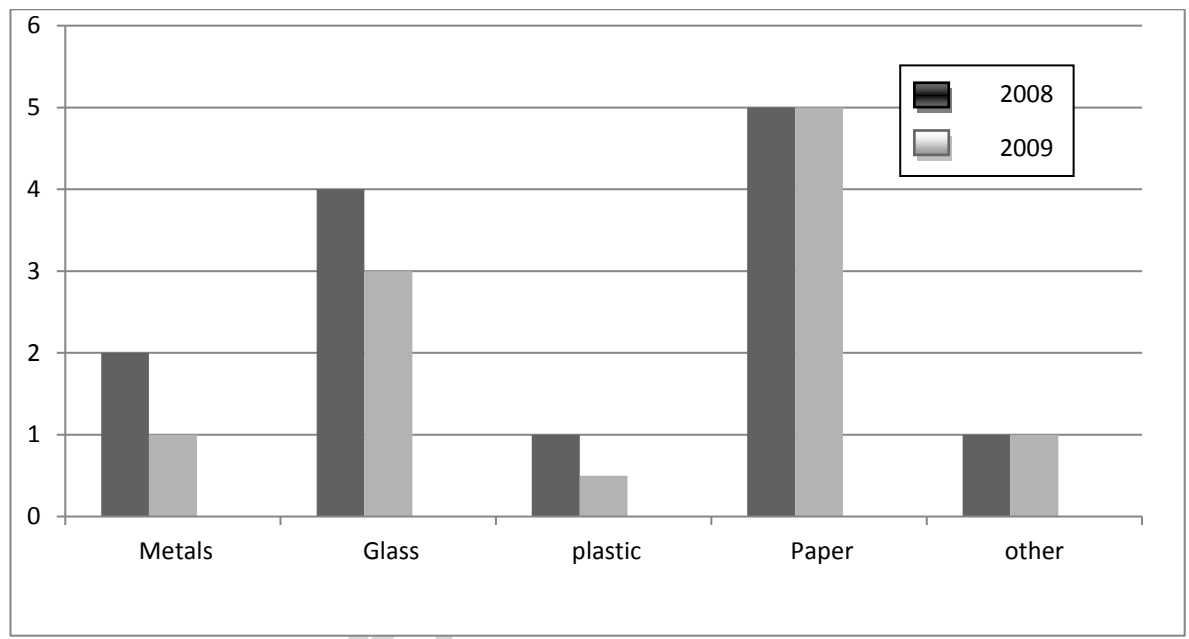
In comparison with Austria , Finland recycle half / a quarter / twice / much more / less

about / approximately / nearly / just over / just under / a quarter / a third / half / in general / all age groups / most age groups

فيما يلي نموذج

Percentage of Materials Recycled

City of Norman



Introduction:

This report studies the percentage of materials recycled in the city of Norman in the year 2008 and 2009 .

Key facts :

- 2 % of all metals were recycled in 2008 and 1% in 2009.
- 4 % of glass was recycled in 2008 and 3% in 2009 .
- 1% of plastic were recycled in 2008 and 0.5% in 2009.
- 5% of paper was recycled in 2008 and also in 2009.
- 1% of other materials were recycled in 2008 and also in 2009.

Conclusion:

The figures show that the percentage of materials which were recycled has decreased in 2009. It's a bad sign, proving that people are losing their enthusiasm for recycling.

أ. مؤمن شاهين

Recommendations:

With reference to the figures in this bar chart, environmentalists should use awareness-raising campaigns in order to highlight the importance of recycling .

Writing an email كتابة رسالة الكترونية شخصية

ملاحظات هامة :

1. تبدأ بـ
اسم الشخص المرسل إليه + Dear
2. تنتهي بـ
Best wishes / Bye for now / All the best
3. تحتوي على اختصارات
نكتب الاسم
He's / she's / I've / they've..... etc

P.O.Box, Amman, Jordan. Date.....
Dear , اسم الشخص المرسل إليه + Dear
Opening (It's nice to write to you again .)
Main body
Closing
Thanks again for
Best wishes
اسم المرسل

فيما يلي نموذج لرسالة شخصية :

P.O.Box 9631
Amman,
Jordan,
1st January

Dear Mohammad ,

Thank you a lot for your last letter. It was a nice surprise to hear from you. I'm sorry I haven't written to you earlier but I had to organise some things concerning my trip.

As you probably remember I've always wanted to visit some unusual places. And now, at last, off I went! But you'd never guess where I've chosen to spend my holiday. It's Antarctica! You would never think of it, would you? I'm so excited about the whole event!

The people I travel with are incredible. It's their fourteenth expedition there. They know every path in the snow by heart and they are very helpful. They share their knowledge and experience with me. Would you believe that

أ. مؤمن شاهين

here everything is different? You even need to set your tent in a special way. It's all very challenging. Tomorrow we plan to move further North so I may not be able to stay in touch for a while.

Anyway, I'd like to meet you when I get back. Hope you are enjoying your holiday. Do write back soon.

Love ,

Ahmad

Opening

- Thanks for your letter.
- It was great to get your letter.
- I'm writing to ask you a favour.
- Sorry for not writing for so long .

Signaling the end

- I must go now .
- Looking forward to hear from you .
- By for now .

Close

- love
- Hope to hear from you soon.
- Best wishes .

Useful expressions:

- Thank you for your letter. It was nice to hear from you.
- Your last letter was a real surprise. It was so nice of you to remember about...
- Thanks a lot for the information you've sent me in your last letter.
- I've just received your letter. I'm so happy to hear that...
- I'm sorry I haven't answered earlier but I was really busy with my school.
- I'm sorry I haven't written for so long but...
- Looking forward to hearing from you soon.
- Well, that's all for now. Will talk to you soon.
- Give my regards to your Mummy.
- I hope we will be able to arrange a get-together.
- Do write back as I'm waiting for the news from you

أ. مؤمن شاهين

Formal Email كتابة رسالة الكترونية رسمية

ملاحظات هامة :

1- تبدأ بـ Dear Sir ,

2. تنتهي بـ Yours faithfully

3. لا تحتوي على اختصارات

He has ✓

He's ×

They have ✓

They've ×

P.O.Box
Amman,
Jordan.
Date.....

Dear Sir,

I am writing to you with regard to

I look forward to hearing from you .

Yours faithfully

اسم المرسل

Useful language :

- Dear Mr / Mrs / Ms
- Yours sincerely / yours faithfully
- I apologise for not getting in contact with you before now .
- I am writing with regard to
- We would like to point out that
- I'm writing to let you know that
- We regret to inform you that
- I am delighted to inform you that
- Could you give me information about
- I would like to know
- I'll be grateful if you could
- Thank you in advance for help me in this matter .
- I'll investigate the matter .
- Thank you for your help.

أ. مؤمن شاهين

- Do not hesitate to contact us again if you require any further information.

فيما يلي نموذج ايميل رسمية :

P.O.Box,

Amman,

Jordan.

September 28 , 2014

To Whom It May Concern:

It is with great pleasure that I am recommending Marwa to you. I am the Head Sales Manager at Vacuums Plus and Marwa has been under my supervision from November of 2000 to August of 2004 as a saleswoman.

Marwa would be a great asset to any company. She is one of the brightest employees that I have ever had. She also has a great drive and passion for her work.

Marwa is such a quick learner. Within her first two weeks at Vacuums Plus she had learned all the product names, their features, and how they work. It normally takes a new employee at least two months to get familiar with all the products that we sell.

Marwa's drive has led her to great success at Vacuums Plus. She has had the honor of receiving the "Top Sales Person of the Month Award" ten times in her last year at Vacuums Plus, which is a feat that no employee has ever achieved here before.

I believe that Marwa will be an excellent fit for your company. Marwa has been nothing short of an exemplary employee. If you have any further questions, feel free to contact me at (555) 555-555 and I'll be happy to answer any questions you have.

Sincerely,

Ahmad

أ. مؤمن شاهين

ملحق بالأفعال غير المنتظمة

الأفعال التي تنتهي بالتصريف الثالث بـ (-en)

المعنى	التصريف الثالث	التصريف الثاني	التصريف الأول
يضرب/يهزم	beaten	beat	beat
يعض	bitten	bit	bite
يكسر/يفصل	broken	broke	break
يختار	chosen	chose	choose
يسوق	driven	drove	drive
يأكل	eaten	ate	eat
يسقط	fallen	fell	fall
يمنع	forbidden	forbade	forbid
يسامح/يصفح عن	forgiven	forgave	forgive
يجمد	frozen	froze	freeze
يعطي	given	gave	give
يركب	ridden	rode	ride
يعلو/يرتفع	risen	rose	rise
يشاهد/يرى	seen	saw	see
يهز	shaken	shook	shake
يتكلم	spoken	spoke	speak
يسرق	stolen	stole	steal
يأخذ	taken	took	take
يستيقظ	woken	woke	wake
يكتب	written	wrote	write
يختفي	hidden	hid	hide

الأفعال التي تنتهي بـ (-ght) بالتصريف الثاني و الثالث

المعنى	التصريف الثالث	التصريف الثاني	التصريف الأول
يجلب	brought	brought	bring
يشترى	bought	bought	buy
يمسك/يلحق بـ	caught	caught	catch
يكافح/يتشاجر	fought	fought	fight
يبحث عن	sought	sought	seek
يعلم	taught	taught	teach
يفكر	thought	thought	think

الأفعال التي تنتهي بالتصريف الثالث بـ (-own) و التصريف الثاني (-e)

المعنى	التصريف الثالث	التصريف الثاني	التصريف الأول
يهب	blown	blew	blow
يطير	flown	flew	fly
ينمو	grown	grew	grow
يعرف	known	knew	know
يطرح	thrown	threw	throw

أ. مؤمن شاهين

الأفعال في التصريف الثاني نضيف (a -) وفي التصريف الثالث نضيف (u -)

المعنى	التصريف الثالث	التصريف الثاني	التصريف الأول
يبدأ	begun	began	begin
يشرب	drunk	drank	drink
يركض	run	ran	run
يقرع	rung	rang	ring
يغني	sung	sang	Sing
يسبح	swum	swam	swim
ينبع من	sprung	sprang	spring
يغرق	sunk	sank	sink

التصارييف الثلاثة متشابهة

المعنى	التصريف الثالث	التصريف الثاني	التصريف الأول
يراهن	bet	bet	bet
ينفجر	burst	burst	burst
يكلف	cost	cost	cost
يقطع	cut	cut	cut
يلقي	Cast	cast	cast
يناسب	fit	fit	fit
يضرب	hit	hit	hit
يؤلم	hurt	hurt	hurt
يسمح	let	let	let
يضع	put	put	put
يقرأ	read	read	read
يتخلص من	rid	rid	rid
يعد	set	set	set
يغلق	shut	shut	shut
يتوقف	quit	quit	quit
ينشر	spread	spread	spread

التصارييف الثلاثة مختلفة

المعنى	التصريف الثالث	التصريف الثاني	التصريف الأول
يقوم/يفعل	done	did	do
يذهب	gone	went	go
يطحن	ground	ground	grind
يعلق	hung	hung	hang
يكون	been	was / were	(be) is, am , are
يضطجع/يتمدد	lain	lay	lie
يصنع/يعمل	made	made	make
يخيط	sewn	sewed	sew
يشرق/يشع	shone	shone	shine
يعرض/يرى/يظهر/يفرز	shown	showed	show
يدخل في	stuck	stuck	stick
يلسع	stung	stung	sting
يهاجم	struck	struck	strike
يلحن	sworn	swore	swear
يمزق	torn	tore	tear

أ. مؤمن شاهين

wear	wore	worn	يلبس
win	won	won	يربح/يفوز
draw	drew	drawn	يرسم/يسحب
come	came	come	يأتي

التصريف الثاني والثالث ينتهي بـ (t)

التصريف الأول	التصريف الثاني	التصريف الثالث
bend	bent	bent
build	built	built
Burn	burnt	burnt
deal	dealt	dealt
dream	dreamt	dreamt
feel	felt	felt
keep	kept	kept
learn	learnt	learnt
leave	left	left
lend	lent	lent
light	lit	lit
lose	lost	lost
mean	meant	meant
meet	met	met
shoot	shot	shot
spend	spent	spent
spoil	spoilt	spoilt