

## GUIDED WRITING الكتابة الموجهة

اللهم اجعلها صدقة جارية

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Steps To Be A good Listener
- Concentrate on other side's speaking
- Try to grasp and understand advices
- Apply what I have listened
- Repeat and apply again what I have done

There are some steps / ways / methods / means/suggestions/ points to be a good listener **such as:** concentrating on others side's speaking **and** trying to grasp and understanding advices. **And also / More over/ In addition to** applying what I have listened **as well as / furthermore/ repeating** and applying again what I have done .

Travelling By Car	Travelling By Airplane
cheap	Expensive
Uncomfortable	Comfortable

**On one hand** , travelling by car is cheaper **than** travelling by airplane **while/but** travelling by airplane is **more** expensive **than** travelling by car.

**On the other hand** , travelling by airplane is **more** comfortable **than** travelling by car ,whereas travelling by car is uncomfortable .