

كل من اخصات تليخصات



ابحث

@EXAMM4



أقوي بوت ملخصات

@EXAMM1bot

شارك البوت مع الأصدقاء

ایضاً علی تلجرام

EXAMM7@

Main Vocabulary

Part 1

announce	يعلن / يصرح / يذيع	confident	واثق	spectacularly	بشكل مذهل	scold	يوبخ / يهين
mislead	يضلل / يخدع	confidence	الثقة	inconvenient	غير ملائم	cope with	يتأقلم مع
inaccurate	غير دقيق	role model	قدوة / مثل أعلى	process	عملية / سلسلة من الخطوات	alter	يغير / يعدل
casualty	ضحية	lecturer	محاضر	Artificial Intelligence	الذكاء الاصطناعي	self-care	العناية بالذات
claim	يطلب / يدعي / ادعاء	tournament	دورة ألعاب	experiment	ي تجرب / تجربة	self-management	إدارة الذات
demand	يطلب / طلب	a cheat	غشاش / حيلة	sensor	مستشعر / جهاز الإحساس	stress	توتر / يؤكد على
highlight	يبرز / يسلط الضوء / حدث بارز	round	جولة / فكرة شائعة	applications	تطبيقات برامج	stressed	يشعر بالتوتر / مجهد
mention	يذكر	impatient	غير صبور	science fiction	خيال علمي	stressful	سبب التوتر / مرهق
whilst	بينما	cruel	قاسي	evidence	دليل	technique	تقنية / أسلوب
celebrity	شخصية مشهورة	contribution	مساهمة	balance	توازن / يتوازن	psychologist	طبيب نفسي
court	مجلس / محكمة	award	جائزة / منحة / بمنح جائزة	constantly	بإستمرار	disappoint	يخيب / يخيب أمله
support	يدعم / يساعد / الدعم	fascinating	رائع	permanent	دائم / مستمر / باق	trick	خداع / خدعة
impact	أثر / تأثير	impressive	مثير	survive	ينجو / يعيش	anxious	قلق
broadsheet	صحيفة كبيرة	well-behaved	مؤدب	operation	عملية جراحية	promote	يدعم / يحسن / يرفق
state	حالة / دولة / يصرح / ينكر	significant	هام	surrounding	محيط	exhaustion	ارهاق
placement	وضع	fair	عادل / معرض	surgeon (surgery)	جراح (جراحة)	exhausted	مرهق
incident	حدث واقعي / حدث	inspire	يلهم	beyond imagination	ما وراء الخيال	contagious	معدي
balanced	متوازن / عادل	good-natured	ذو طبيعة جيدة	curious	فضولي	perception	المعرفة
nosy	فضولي / متطفل	stereotype	قالب / صورة نمطية	competitive	تنافسي	well-being	سعادة / صحة / هناء
extract	يستخرج / مقتطف	physics	فيزياء	surround	يحيط	frown	بنجم / يظن بجه
factual	واقعي / حقيقي	physicist	فيزيائي	immerse	يغمر / يغطس	pout	استياء / الشمنز / الشمنز
illegal	غير شرعي	treat	يعالج / يعالج	implement	يطبق / ينفذ	burnout	إرهاق شديد
stressed	متوتر	treatment	علاج / معاملة	mass-produced	ينتج بكثرة	frustrated	محبط
strict	صارم / حازم	mental	عقلي	approach	طريقة / مقاربة / يقرب	experience	تجربة / تجرب / خبرة
afford	يتحمل (تكلفة)	survey	دراسة	universe	عالم الكون	resilience	مرونة
piracy	القرصنة	scholarship	منحة علمية	astronomer	عالم الفلك	suppose	يفترض
cheat	يغش	cheerful	مبهج / مرح	solar system	المجموعة الشمسية	chemicals	مواد كيميائية
omission	تجاوز / استبعاد	grumpy	غاضب / متألق	surface	سطح	clear off	يتصرف / يختفي
spin	يدور / يبتل / يبتل / للفة	petrified	خائف جدا / متحجر	charge	يتقاضى اجر / يشحن / نهمة	demonstrate	يوضح / يثبت / يتظاهر
crime	جريمة	patient	صبور / مريض	audience	جمهور / مقابلة رسمية	factors	عوامل / عناصر
criminal	مجرم / جنائي	cross	غضبان / مزعج	visuals	مؤثرات بصرية	brainstorm	عصف ذهني
objective	موضوعي	qualified	مؤهّل	conquer	يقزق / يخضع / يقهر	gratitude	عرفان / بالجميل
shocked	مصنوم	qualify	يؤهل	packaging	تعبئة / تغليف	potential	قدرة
ruin	يضر / يحطم	obtain	يحصل على / يمتلك	display	عرض / يعرض / يظهر	perfectionist	محب للكمال
compensate	يعوض / يكافئ	spark	شعلة / يشعل	innovation	ابتداع / ابتكار	optimistic	متفائل
bias	تحامل / التحيز / يتحامل	defy	يواجه / يتحدى	immersive	مغمور / غامر	influence	تأثير / يؤثر
convict	مدان / يدين	prejudice	ظلم / تحيز	distant	بعيد	urgent	عاجل / طارى
violate	يخرق / ينتهك	challenging	صعب / مثير للتحدي	opportunities	فرص	time management	إدارة الوقت
trap	يحتجز / يصاد / فخ / مصيدة	rank	رتبه / يصنف	astronaut	رائد فضاء	mental health	الصحة العقلية
investigate	يحقق / يتحرى	inspiring	ملهّم / مثير	spacecraft	مركبة فضاء	excerpts	مقتطفات / مقتبسات
tabloid	صحيفة شعبية صغيرة	graph	رسم بياني	records	سجلات / أرقام قياسية	maintain	يحافظ على



keep up	يجاري	performance	أداء / إجراء / فاعلية	achievement	تحقيق / إنجاز	assume	يفترض
plug in	يركب / يوصل	interrupt	يقاطع	value	يقيم / قيمة	participant	مشارك
employee	موظف	procrastination	تسويف / إلتباط / تاون	valuable	قيم / ذو قيمة	struggle	يكافح - كفاح
employer	صاحب العمل	procrastinate	يماطل / يؤخر / يسوف	Inspire	يلهم / يحث	priority	أولوية
logical	منطقي	analyse	يحلل	inspiration	الإلهام / وحي	counsellor	مستشار
microphone	ميكروفون	analysis	تحليل	inspiring	ملهّم	be charged	متهم / مشحون
instant messaging	رسائل سريعة	anxiety	توتر	consult	يستشير	be in charge of	مسئول عن
welfare officer	مسئول السعادة	force	يجبر / اجبار / قوة	significant	هام / ملحوظ / ذو مغزى	charity work	عمل خيري
discussion	مناقشة	distracted	مشوش / شارد الذهن	administrative	إداري	apply	يتقدم لوظيفة / يطبق
delay	تأخير / يؤخر	significantly	تماما / بشكل ملحوظ	paraphrase	يشرح / يفسر	applicant	متقدم لوظيفة
share	يشارك / نصيب / حصة	productive	إنتاجي	quality	جودة / نوعية / خاصة	application	طلب / تطبيق
clarification	توضيح	productivity	الإنتاجية	quote	يستشهد / يقبس /	qualify	يؤهل
advent	مجيء / قدوم	change	تغيير / يغير / فكة	signpost	إشارة / علامة / لافتة	advanced	متقدم
substitute	يستبدل	assess	يقدّر / يقيم / يحكم على	summarise	يلخص	grade	درجة / يخطى درجة

emerge	يسبر	decline	نقص / نقصان يرفض	sponsor	راعى / يرعى ماليا	excellence	تفوق / امتياز
ancestors	اسلاف	variety	تشكيلة / تنوع	independent	مستقل	department	قسم
separate	يفصل	state	بصرح / يفر بين	facilities	تسهيلات / معدات / وسائل	participate	يساهم / يشارك
interpersonal	له علاقة بين الأشخاص	tend	يميل إلى / ميل	combine	يجمع يضم	hobbies	هوايات
version	إصدار / نسخة	chaos	فوضى	councillor	عضو مجلس	resources	موارد
software	برامج	permission	أذن / تصريح	challenge	يتحدى / تحدي	multinational	متعدد الجنسيات
virtual meeting	مقابلة افتراضية	preference	تفضيل	challenging	مثير للتحدي / أصعب	achievable	يمكن تحقيقه
trend	اتجاه موضحة / شن جديد	mental/mentally	عقلي / عقليا	overcome	يتغلب على / يقهر	lane	حارة / طريق ضيق
Install	يثبت / يركب	progress	تقدم	elegant	أنيق / جميل	internship	فترة تدريب
mute	يقم الصوت / صامت	grade	درجة / صنف / مدرج / مدرج	multiplication	عينية الضرب / تكاثر	candidate	مرشح
switch (turn) on	يشغل	evaluate	يقيم	feedback	التغذية الراجعة	curriculum vitae (CV)	السيرة الذاتية
switch(turn)... off	يطفى	inevitable	حتمي / لا مفر منه	competition	منافسة / مسابقة	disaster	كارثة
respond	يستجيب / استجابة	records	سجلات	indicate	تشير إلى / يدل على	nursing	تمريض
carry on	يستمر	cyclists	راكبي الدراجات	evaluate	يقيم / يقدر	digital marketing	تسويق الكتروني
motivate	يحفز	early birds	مبكر	perseverance	عزيمة	create	ينشئ / يبتكر
schedule	جدول / يجدول	depression	اكتئاب / كساد اقتصادي	determination	عزيمة / إصرار	editorial	الافتتاحية
podcast	بت إذاعي	response	استجابة	enthusiastic about	متحمس لـ	graduate	يتخرج / خريج
mind map	خريطة ذهنية	specific	محدد	role model	قدوة	appropriately	بشكل ملائم
individual	فرد / شخص	strategy	استراتيجية / خطة	powerlifting	رفع الأثقال	personal statement	بيان شخصي
turn down	بخفض	awareness	وعي / الإدراك	polio	شلل اطفال	individual	فرد فردي
turn... up	يرفع (صوت) / يزيد	effectiveness	فاعلية	procedures	اجراءات	full-time	دوام كامل
catch up with	يلحق / يساير	error	خطا	diagram	رسم بياني	colossal	هائل / ضخمة
look into	يفحص / يراقب / يستفسر	delay	تأخير / يؤخر	visual aids	وسائل بصرية	measure	اجراء / مقياس / يقين
independently	بشكل مستقل	excuse	عذر / يبرر	impress	يؤثر في / يترك انطباعا	intern	متدرب
repetitive	متكرر	efficient	كفو / فعال	impression	انطباع	colleague	زميل
access	الدخول	efficiency	كفاءة	Impressive	مثير للإعجاب مبهز	base	بعض / راس / قاعدة
reliable	موثوق به	raise	يرفع / يربس / يجمع	trust	يثق / ثقة	interests	اهتمامات
labour market	سوق العمل	vary	يتغير / يختلف / يتنوع	motivate	يحفز	work experience	خبرة العمل
old-fashioned	موضحة قديمة	various	متنوع	ceremony	مراسم / احتفال رسمي	profile	ملف / لحة عن حياة شخص
technical	تقني / فني	attach	يرفق	pause	توقف قصير / يتوقف	pave	يمهد / يرصف
communicate	يتواصل	evidence	دليل	memorize	يحفظ	lack	نقص / ينقصه
decline	نقص / يتناقص / يرفض	reflection	انعكاس	expatriate	مغترب	part-time	دوام جزئي
wise	حكيم	tourist attraction	جذب سياحي	home-sick	مشتاق إلى الوطن	qualified	موهل

Part 2

wisdom	حكمة	observatory	مرصد	obviously	بوضوح	qualifications	مؤهلات
employment	توظيف	procession	موكب	precious	ثمين	concise	مختصر / موجز
generation	جيل / توليد	palace	قصر	extended	ممتد مطول	storyteller	راوي
entrepreneur	رائد أعمال	priest	كاهن	estimate	يقدر / يثمن / التقدير	chop	يقطع / يهزم / يشق
entrepreneurship	ريادة الأعمال	elaborate	مركب / متقن / إمعن	focus	يركز / تركيز	fed up	متضيق / نافذ الصبر
entrepreneurial	ريادي	archaeology	علم الآثار	dialect	لهجة / اللغة محلية	evidence	دليل
motivation	دافع	archaeologist	عالم آثار	mixture	خليط / مزيج	overall	كلى / اجمالي / شامل
knowledge	معرفة	archaeological	آثري	rent	يؤجر / اجار	fast-paced	سريع الوتيرة
working knowledge	معرفة العمل	classify	يصنف	ancestors	اسلاف ، اجداد	timeless	خالد
pandemic	جائحة	carve	ينحت / يقطع / ينقش	majority	الأغلبية	murder	قتل / اغتيال / يقتل
distance	مسافة	coffin	تابوت	funeral	جنازة / جنازتي	virtues	فضائل / مزايا
recipe	وصفة	sights	مشاهد، مناظر	rhetorical question	سؤال بلاغي	furious	غاضب
publish	ينشر	gateway	بوابة	figure	رقم / عدد / شخصية بارزة	purpose	غرض / هدف / غاية
creative	مبدع	healing	الالتئام ، شفاء	By temporary	موقت / مرحلي	isolated	متعزل / منفرد
optimistic	متفائل / تفاؤلي	pillar	عمود / ركيزة	embrace	يتضمن / يعتنق / يقبل	generosity	سخاء كرم
vehicles	مركبات	reign	فترة حكم / يحكم	widely spoken	يتحدث على نطاق واسع	pass down	يتوارث
regret	يندم / ندم	captivate	ياسر / يقنن	deep-seated	عميل الجذور متأصل	look back	ينظر للظف بقر فيما سبق
qualities	لخصائص / سمات	approximately	تقريبا	clear-cut	واضح / محدد	humour	فكاهة / روح الدعابة
celebrate	يحتفل	mausoleum	ضريح	well-known	مشهور / معروف	humble	متواضع / شريف / محترم
ignore	يتجاهل	preserve	يحفظ	well-balanced	متوازن في حالة التران	honourable	مشرف / موقر
consider	يعتبر / يفكر في	decipher	يحل الشفرة / يك رمز	roots	جذور	flood	فيضانات / فيض
make up	يخترع / يولف	heritage sites	مواقع التراث	nation	امة / الشعب	emergency	طوارئ
pointless	بلا هدف / بلا فائدة	landmark	معلم معروف / علامة بارزة	open-minded	متفتح العقل	association	جمعية
agile	رشيق خفيف الحركة	temple	معبد	initiative	مبادرة / خطوة أولى	perspective	وجهة نظر / منظور
partner	شريك	monument	نصب تذكاري ، أثر	stick	يتزم	occur	يحدث / يقع

discussion	مناقشة	dedicate	يخصص / يكرس	endangered	مهدد / معرض للخطر	exaggerate	يضخم / يبالغ / يسرف
passion	ولع / شغف / عاطفة	sculpture	تمثال / نقش / تحت	sense of humour	حس الفكاهة	tale	حكاية
passionate	عاطفي / شغوف	port	ميناء	fluent	بليغ / فصيح	steady	ثابت / منظم
life-changing	مغير للحياة	remains	بقايا / أشلاء	fluently	بطلاقة / بسلاسة	jealous	غيور
life experience	خبرة الحياة	ramps	منحدرات	appreciate	يقدر	fable	حكاية
contribute	يسهم / يتبرع	mural	لوحة جدارية / جداري	moving	مؤثر / مثير للمشاعر	myth	خرافة ، أسطورة
contribution	مساهمة / مشاركة	artefacts	المصنوعات اليدوية	monolingual	أحادي اللغة	legend	أسطورة
common sense	سداد الرأي / حسن تدبير	sacred	مقدس	bilingual	ثنائي اللغة	legendary	أسطوري
direction (career)	الاتجاه المهني	dig up	يستخرج بالحفر	multilingual	متعدد اللغات	boast	يتفاخر / يتباهى
reinvent	يعيد تجميل / يصاح / يجدد	hand in	يسلم	multicultural	متعدد الثقافات	eternal	أبدى / ممتد
exist	يوجد / يتواجد	associate	يرتبط به	dominant	مهيمن / مسيطر	cheer	يهنئ / يشجع / يهنئ
respect	يحترم / احترام	picturesque	خلاب فائن	identity	هوية ، يحدد هوية	slip	ينزلق / الزلاقي
knight	فارس	contemporary	معاصر / حديث	mother tongue	اللغة الأم	stretch out	يهد / يبسط / يتمدد
ingredients	مقادير	commemorate	يخلد ذكرى	obelisk	مسلة / فرعونية	pass on	يمرر / ينقل
involve	يتضمن	column	عمود	bury	يدفن	plot	حيلة / خطة / مؤامرة / قصة / أرض
debate	مناقشة / مناقشة / مناقرة	bury	يدفن	mask	قناع	behaviour	سلوك
argument	جدال	well worth	جدير به	fortunate	محظوظ	chivalry	فروسية / شهامة
alive	حي	mummy	مومياء	passionate	شغوف	sword	سيف
tough	صعب / قاسي	mark	بصم / يحد / البصمة / علامة	fascinating	مبهر / خلاب	armour	درع
moral	مغزى القصة / أخلاقي	mysterious	غامض	conflict	صراع		

Expressions

long-awaited ending	نهاية طال انتظارها
wait with bated breath	ينتظر بلهفة شديدة
pirated digital copy	نسخة رقمية مسروقة
point of view	وجهة نظر
compensate financially	يعوض مالياً
burning questions	أسئلة ملحة
be proud of (to) = take pride in	يقفرب
be suitable for	مناسب لـ
stay (keep) in touch	يبقى على اتصال
keep in touch with	يبقى على اتصال مع
on a big scale	على نطاق واسع
get together	يجتمع / يتقابل
in ten years' time	في خلال ١٠ سنواً
pros and cons	مميزات وعيوب
feel free to	لا تردد في
share the screen	يشارك الشاشة
turn the sound up	يعني الصوت
turn the sound down	يخفض الصوت
be qualified as + وظيفة	موهل كـ
carry out(do-perform)an experiment	يجري تجربة
cause a change in	يتسبب في تغيير في
All the best,	أتمنى الأفضل لك
join a virtual meeting	ينضم لإجتماع افتراضي
On the other hand	من ناحية أخرى
artificial intelligence	الذكاء الاصطناعي
IT support worker	عامل دعم تكنولوجيا المعلومات
brainstorming session	جلسة عصف ذهني
from then on	من ذلك الحين فصاعداً
a waste of time	مضبعة للوقت
put the ideas into practice	يطبق الأفكار على أرض الواقع
change his mind	يغير رأيه
a six-month period	فترة ٦ أشهر
make a better job of	يجعل من مهمة أفضل
look for an excuse	يبحث عن عذر
set (up) a world record	يسجل رقماً قياسياً عالمياً
sporting achievements	الإنجازات الرياضية
R.S.V.P. form	استمارة الرد
work on a project	يعمل في مشروع
gain experience	يكتسب خبرة
gain wisdom	يكتسب الحكمة
All in all	على وجه العموم
thanks to	بفضل
break down	يتحطل / يتحلل
run out of	ينفذ / ينتهي



Verbs

make (earn) money	يكسب (قوت / رزق / مال...)
make a contribution	يقدم (مساهمات)
make a speech	يلقي خطاب
make a decision	يتخذ قرار
make the best of things	يصنع أفضل الأشياء
make suggestions	يقدم اقتراحات
make/set a trap	ينصب فخ أو مصيدة
make change	يغير
make a study plan	يعمل خطة للدراسة
make progress	يحقق تقدم
make every effort	يبذل أقصى جهد
make / have contact (with)	يجري اتصال مع
make a summary of	يقوم بعمل ملخص عن
make a choice	يختار
do sports (activities)	يمارس الرياضة (أنشطة)
do (cause) damage	يسبب تلف
do well	يؤدي بشكل جيد
do (carry out) a survey	يقوم بدراسة
do (get) an internship	يقوم بتدريب
defy stereotype	يتحدى الصورة النمطية أو التقليدية
overcome challenges	يتغلب على التحديات
commit a crime	يرتكب جريمة
have an impact (effect - influence on) on	له تأثير
have problems with	تدية مشاكل في

Phrases

give up	يستسلم / يتلق عن
cope with = keep up with	يساير / يواكب
lead to = result in	يؤدي إلى
on his own (of his own)	بمفرده (ملكه)
in fact (in truth)	في الواقع
name after	يسمى باسم
find out (about)	يكشف
take part in	يشارك في
instead of	بدلاً من
concentrate (focus) on	يركز على
suffer from	يعاني من
make up for = compensate	يعوض
in conclusion	في الخاتمة
carry on	يستمر
decide on	يختار
in charge of = responsible for	مسئول عن
take part in = participate in	يشارك في
apply for	يتقدم بطلب لـ
take on	يتولى مسئولية

Word

Meaning

Synonym

Antonym

Word	Meaning	Synonym	Antonym
Omission	إهمال / تقصير	carelessness - failing	carefulness - success
reduce	يقلل	decrease - limit	Increase / improve
compensate	يعوض	balance - make up for	lose - damage
serious	جاد / خطير	dangerous - tough	unserious - safe
encourage	يشجع	boost - inspire - promote	discourage - depress
cheat	غش / يغش	trick - deceive - defraud	Promote / support
bias	التحيز / تحامل	intolerance - unfairness	equality - objectivity
grumpy	متئمر / نكد	bad tempered - irritable	(good-natured) - cheerful
cross	غضبان / مزعج	annoyed - angry	cheerful - happy - pleasant
cheerful	مبتهج / مرح	happy - glad - pleasant	depressed - upset - gloomy
patient	صبور / هادي	forgiving - tolerant	impatient intolerant
immerse	يقمر / يجذب	catch up - attract - interest	bore - tire
burnout	إتهاك	exhaustion - tiredness	refreshment - relaxation
well-being	سلامة	welfare - soundness - good	suffering - misery - unhealthiness
violate	يخرق / ينتهك	disobey - break	follow - respect
ruin	ينمر / حطام	destroy - collapse	build - repair
casualty	حالة وفاة / ضحية / طواري	death - victim - emergency	success - survivor
defy	يتحدى / يهضمي	challenge - disobey	give up - obey - follow
prejudice	التحيز / تحامل	bias - inequality - injustice	justice - equality
implement	يطبق / ينفذ	carry out - apply	neglect - ignore
innovation	إبداع	creation - variation	tradition - imitation - replica
inconvenient	غير ملائم	annoying - unsuitable	suitable - convenient
complicated	معقد	complex - very difficult	simple - easy
permanent	دائم	endless - constant	temporary - (short-term)
scold	يؤيخ / يعنف	blame - insult	compliment - praise
pout	يعبس / يكثر	frown - grimace	laugh - smile
install	يثبت / يركب	fix - put - set up - position	remove - uninstall
decline	يقل / انخفاض	descent - reduction	rise - increase
look into	يتحقق من / يحقق في	investigate - explore - check	ignore - overlook
reduce	يقلل	decrease	increase
significantly	بشكل ملحوظ	remarkably - considerably	pointlessly - worthlessly
assess	يقدر / يقيم / يحكم على	evaluate - judge - analyse	ignore - neglect
inspire	يلهم بحث	encourage - stimulate	discourage - depress
challenging	مشير للتحدي / صعب	difficult - daring	easy - a piece of cake
overcome	يتغلب على	get rid of - conquer - defeat	fail - surrender - give up
elegant	أنيق	pretty - smart - fashionable	ugly - old-fashioned
achieve	يحقق / ينجز	accomplish - carry out	fail - give up - miss
colossal	هائل / ضخم	huge - enormous - vast	tiny - little - small - minute
appropriate	مناسب / ملائم	proper - relevant - convenient	improper - unsuitable - unreal
contribute	يسهم / يتبرع	donate - give - grant	harm - neglect - receive
wisdom	حكمة	understanding - common sense	stupidity - ignorance
common sense	سداد الرأي	judgment - sound - wisdom	ignorance - folly
employment	التوظيف / وظيفة	job - position - hiring	unemployment - idleness
contemporary	معاصر	modern - new - current - latest	old - (old-fashioned)
landmark	مطم معروف / حدث مهم	feature - monument - highlight	unimportant - unremarkable
picturesque	جذاب / فائق	attractive - charming	ugly - dark - unclear
dominant	مهيمن / مسيطر	powerful - controlling	last - least - secondary
embrace	يعانق / يتبنى / يشمل	hug - adopt - include	give up - exclude - reject
deep-seated	عميق الجذور / متأصل	confirmed - deep - rooted	momentary - temporary

common sense	سداد الرأي	judgment - sound - wisdom	ignorance - folly
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embrace	يعانق / يتبنى / يشمل	hug - adopt - include	give up - exclude - reject
deep-seated	عميق الجذور / متاصل	confirmed - deep - rooted	momentary - temporary
steady	ثابت / منظم	constant - firm - fixed	unstable - loose - unreliable
boast	يتفاخر / يتباهى	brag - show off - pride	deny - diminish - discount
eternal	أبدى / ممتد	continuing - dateless - forever	momentary - temporary
moral	مغزى قصة / أخلاقي	ethical - honest - honorable	evil - immoral - sinful
stunning	فنان / جميل	beautiful / marvelous / gorgeous / brilliant	ugly /stupid / usual / ordinary / insignificant
exaggerate	يبالغ	overstate / embellish / emphasize	compress /contract / decrease / lessen
celebrity	شخص مشهور	star / superstar / figure, hero, dignitary	nobody / nonentity / commoner
majority	أغلبية	plurality / mass / superiority / bulk / generality	opposition / an outnumbered group
minority	أقلية	opposition / an outnumbered group	plurality / mass / superiority / bulk / generality
spectacular	مذهل / رائع	amazing / astonishing / wonderful / impressive	boringly / uninterestingly / tediously
temporary	موقت	impermanent / short-term	permanent / long-term
dominant	مهيمن / مسيطر	central / supreme / main / primary / controlling / ruling	Trifling/ trivial /slight/ secondary
obviously	بوضوح	apparently / clearly	obscurely / ambiguously
cruel	قاسى	brutal / barbarous / heartless / inhumane / inhuman/ merciless	humane / kind / friendly / gentle /mild
spark	يطلق شرارة	start / stimulate / set off	discourage / cease
demonstrate	يبرهن - يوضح	determine / exhibit expose / indicate	disprove hide / misrepresent / conceal
surround	يحيط ب	enclose besiege / encircle / ring	free / release /ignore
survive	يبقى على قيد الحياة	exist / last / live remain / sustain	die /discontinue / reject /quit / cease
humble	متواضع	meek / modest / courteous	rude / discourteous / uncivil
elegant	متأنق / أنيق	beautiful stylish / fashionable	dull / ugly / old-fashioned
profits	فوائد	benefits / earnings	loss
lack	نقص - ينقص	- deficiency / absence / shortage / shortcoming - need / require / want / miss	- sufficiency / abundance / increase - own / have
basic	أساسي	elementary / essential / fundamental	inessential / insignificant /secondary
artificial	اصطناعي	fake / imitation / false	natural / real
optimistic	متفائل	hopeful / encouraging	Pessimistic/ depressed
highlight	يبرز / يميز	emphasize / illuminate /distinguish	neglect / de-emphasize / understate
tough	عنيف / قاسى	harsh / fierce / severe	delicate / tolerant fragile
procrastinate	يماطل	delay / hesitate / postpone / put off	hurry / carry out / complete / continue
install	يُنبت / يركب	set up / fix	delayed / summary
instant	فوري	immediate / present	remove / uninstall
significant	ذو أهمية / له مضى	Meaningful/ serious / important / powerful	trivial / minor / insignificant
decline	ينحدر / يقل	reduce / decrease / drop / fail / lower / deteriorate	increase / improve /ascend/ expand
efficiency	كفاءة	effectiveness / productivity/ talent / skill / competence	incompetent / incapable
vary	يتنوع / يختلف /يغير	differ / modify / diversify / alter	compare match
up-to-date	حديث	Current / advanced /modern / up-to-the-minute	out-of-date / old-fashioned / old
accurate	دقيق / مضبوط	Precise /exact / crrct /proper	false / imprecise / improper/inaccurate/ incorrect

Exercises on Vocabulary

- It is not easy for young writers to their new books.
a. write b. appear c. come out d. **publish**
- I applied for the new job and I am waiting for the answer to my application with bated breath. This means that I
a. no longer expect that I will get the new job.
b. am waiting hopelessly to get promoted.
c. am in a nervous and excited state anticipating what will happen.
d. am sure I will get the new job.
- China has made a significant in developing a vaccine to combat the Coronavirus.
a. **contribution** b. ammunition c. contamination d. radiation
- There is a increase in online sales especially during Coronavirus pandemic.
a. hesitant b. trivial c. **significant** d. minor
- She usually works hard; she herself in her work.
a. avoids b. **immerses** c. imagines d. frees
- The manager wants to the new safety procedures inside the factory.
a. **implement** b. appear c. avoid d. carry
- The Ministry of Education has been trying to support different to digital learning.
a. operations b. difficulties c. **approaches** d. obstacles
- We should reward those who have made significant to our society.
a. ammunition b. constitutions
c. distributions d. **contributions**
- There were a lot of obstacles, but she them.
a. overturned b. **overcame** c. overheard d. overused
- Naguib Mahfouz is still a/an to young novelists.
a. **inspiration** b. respiration c. animation d. regulation
- The of the woman as a homemaker no longer exists; she now holds key positions around the world.
a. stereo b. **stereotype** c. location d. site
- is a type of media bias in which a journalist uses words and phrases to support or oppose a service, or even an idea.
a. Placement b. Spin c. Commission d. Omission
- is one of the behaviours that you must stop practising.
a. Charity b. Checking c. **Cheating** d. Chatting
- I was to hear that my car had been stolen.
a. cheered b. checked c. chocked d. **shocked**
- A role is a person looked up to by others as an example to be imitated.
a. module b. middle c. **model** d. medal
- I paid close attention to the and jotted down key points to get ready for the exam.
a. maker b. **lecturer** c. listener d. worker
- intelligence is the development of machines to perform tasks that normally require human intelligence.
a. Natural b. **Artificial** c. Mechanical d. High
- When you leave out facts or certain information that doesn't agree with your point of view, this is called bias by
a. orbit b. spin c. replacement d. **omission**
- The new secretary was worried that he wouldn't be able to with his boss's demands
a. run b. race c. **cope** d. carry
- Doctors and nurses are responsible for the care and of their patients.
a. well-born b. **well-being** c. self-harm d. self-denial
- is a state of emotional, physical and mental exhaustion caused by excessive and prolonged stress.
a. Break out b. **Burnout** c. Knockout d. Checkout
- The room is ; we need to paint it and change the furniture.
a. surprising b. **gloomy** c. wide d. quiet
- I paid close attention to the and jotted down key points to get ready for the exam.
a. maker b. **lecturer** c. listener d. worker
- If you the position of the desk, there will be more room for the chair.
a. **alter** b. charge c. check d. share
- She at her son when she found out that he hadn't done his homework.
a. pleased b. **frowned** c. aimed d. saw
- You need to drive your car slowly; I don't think the mist will very soon.
a. think of b. run after c. **clear off** d. put off
- Don't the new nurse for breaking the machine. It was an accident.
a. renew b. reward c. **scold** d. forgive
- Unfortunately, the collapse of the house has caused tens of and a lot of injuries.
a. facilities b. abilities c. **casualties** d. impurities
- After the accident, the injured people were financially.
a. regulated b. fined c. **compensated** d. freed
- What bad news! The book had been before it was published.
a. leaked b. locked c. disappeared d. written
- It is that some people were typing up copies of the book to share it illegally.
a. comfortable b. appeared c. climbed d. **claimed**
- A newspaper is a more formal newspaper with large pages.
a. tabloid b. poster c. **broadsheet** d. blog
- The accident despite the carefulness of the driver because there was a sudden leak in the brake oil.
a. claimed b. caused c. **occurred** d. excused
- Online book is an illegal action.
a. proficiency b. **piracy** c. accuracy d. security
- Have you the software of the new application? -Yes, it is very useful.
a. instilled b. agreed c. **installed** d. canceled
- My friend's health has since he started smoking.
a. decided b. improved c. increased d. **declined**
- The manager used to encourage his workers' levels.
a. necessity b. facility c. **productivity** d. equality
- People usually try to their standard of living to lead a better life.
a. **raise** b. arise c. rise d. arouse
- He used to talk proudly about his possessions. He about how much money he had made.
a. complained b. told c. **boasted** d. beat
- Energy bills have increased this winter all over the world.
a. significant b. significance c. **significantly** d. signify
- When you make a change to the way you work, you need to its advantages and disadvantages first.
a. concentrate b. fabricate c. **evaluate** d. regulate
- What are the factors that to achieving more progress?
a. lead b. add c. increase d. raise
- There shouldn't be ... against people of different cultures.
a. clarity b. equality c. **prejudice** d. justice
- Some private universities ... students in terms of their GPAs.
a. risk b. **rank** c. arouse d. rise
- The global distribution of wealth reflects high levels of ; there are rich and extremely impoverished countries.
a. minority b. majority c. **inequality** d. equality
- Mohamed can speak English, French and Italian, but Arabic is his language.
a. foreign b. strange c. **mother tongue** d. second
- If you are in danger of suffering from burnout, you will usually stress.
a. hide b. cure c. damage d. **experience**
- You must work harder; this training is necessary to as a nurse.
a. amplify b. specify c. **qualify** d. defy
- Don't worry, everyone has own problems; no one is immune to them.
a. its b. her c. his d. **their**
- The journalist was accused of bias by; he put the story at the top of the page to show it was interesting.
a. repetition b. omission c. **placement** d. spin
- The police were able to rescue the people who were inside the house during the fire.
a. typed b. tripped c. wrapped d. **trapped**
- There is now a large selection of portable Bluetooth available on Amazon.
a. readers b. **speakers** c. listeners d. writers
- Today, some manufacturers use robots to mass goods to increase sales and achieve higher profits.
a. use b. reduce c. **produce** d. replace

54. Faten is over the moon; she has won a/an for her collection of short stories for children.
a. fine b. penalty c. present d. award
55. A successful journalist must be nosy and interested in people. This means that he/she has to be
a. not curious and ambitious b. curious and inquisitive
c. cheerful and forgiving
d. unenthusiastically waiting for good news
56. The captain said that a strong wind the ship so that both its front and back hit the sides of the canal.
a. stopped b. robbed c. begun d. spun
57. The Prime Minister that there was a severe penalty against those who build illegally.
a. announced b. advertised c. refused d. decreased
58. The police officers are the cause of the crime to arrest the criminal.
a. announcing b. hiding c. investigating d. refusing
59. Finally, the police discovered what had the accident.
a. caused b. reasoned c. excused d. rescued
60. Taha Hussein's books have been translated into many languages, English, French and Chinese.
a. including b. containing c. consisting d. taking
61. My cousin a STEM school in Al-Obour City.
a. goes b. attends c. studies d. learns
62. You must the microphone when you don't want anyone to hear you.
a. turn on b. mute c. run d. play
63. An is a person who works for a company or factory for a limited period of time without being paid.
a. internship b. intern c. employer d. employee
64. The major to achieving that project is money; there aren't enough funds.
a. cause b. merit c. circle d. obstacle
65. I am sure your spirit of is the most important factor of success.
a. deterioration b. merit c. determination d. cause
66. In underdeveloped countries, illiteracy lack of national awareness there.
a. suspects b. respects c. reflects d. infects
67. The problem is difficult, but I am doing my best to it.
a. think b. gain c. win d. overcome
68. Giana Farouk has medals in four different countries.
a. won b. gained c. beaten d. overcome
69. I never that women are less efficient than men; in fact, they often outperform a large number of males.
a. refuse b. deny c. assume d. resume
70. Some people believe that ... on animals is cruel behaviour.
a. running b. feeding c. experimenting d. implementing
71. Photosynthesis is the by which green plants and other certain organisms transform light energy into chemical energy.
a. process b. operation c. mechanism d. industry
72. It is impolite to telephone others at times.
a. accurate b. inconveniently c. inconvenient d. proper
73. It had been a successful year; I had the opportunity to achieve all my dreams.
a. terrible b. spectacular c. terribly d. spectacularly
74. The system consists of the Sun and the planets that orbit it.
a. outer b. geothermal c. lunar d. solar
75. There are extinct volcanoes, impact craters, and lava flows on the moon's
a. surface b. top c. depth d. width
76. Galileo Galilei was the first to investigate the surface of Mars.
a. astrologer b. astronaut c. astronomer d. artist
77. In the past, a lot of people thought that the Sun was a/an
a. planet b. plant c. desert d. ocean
78. I'm to my friends for their encouragement.
a. needful b. grateful c. harmful d. careful
79. I think technology could be used in museums to provide audio information about the objects on
a. purpose b. duty c. display d. charge
80. Diets are most effective when with exercise.
a. dealt b. prevented c. separated d. combined

81. When I was a sales manager, I was awarded a prize for in increasing sales.
a. excellence b. excellent c. excellently d. excel
82. My grandfather has a lot of ; we frequently seek his guidance.
a. wisdom b. hatred c. jealousy d. health
83. A/An is an expert in the interactions of matter and energy in the physical universe.
a. psychologist b. physicist c. archaeologist d. socialist
84. The factory had collapsed, so the lawyers that the insurance company pay the legal compensation.
a. protested b. demanded c. disappeared d. rejected
85. The convict behaved in a dishonest way. Behave is similar in meaning to
a. act b. refuse c. agree d. think
86. The giant ship had broken down and navigation in the Suez Canal for seven days.
a. allowed b. blocked c. refused d. eased
87. The Ministry of Education is adopting plans to the Egyptian educational system.
a. reuse b. reinvent c. recycle d. refuse
88. My sister has decided to change and go to university to get a higher degree.
a. reaction b. infection c. collection d. direction
89. My grandmother can still volunteer work; she enjoys helping others.
a. make b. do c. refuse d. abuse
90. After retirement, a lot of old people like to spend their time on hobbies that they are about in order to enjoy their lives.
a. worried b. passionate c. angry d. keen
91. We live in Alexandria; this is our constant place of residence.
a. temporary b. temporarily c. permanently d. permanent
92. Some people find it challenging to their personal lives with their work.
a. appear b. delete c. balance d. separate
93. In her CV, my sister presented herself as a/an for an internship in digital marketing.
a. candidate b. employee c. leader d. employer
94. The Eiffel Tower is probably the most famous in Paris.
a. land tenancy b. landfall c. landmark d. landfill
95. I live in a quiet fishing village with a/an harbour which is really fantastic.
a. picturesque b. ugly c. ordinary d. dull
96. My neighbour's children cause a lot of noise which makes me unhappy and
a. pleased b. cross c. disobedient d. dishonest
97. You must the bottle before taking this medicine.
a. chock b. shock c. leak d. shake
98. Our new villa is by a large garden.
a. surrounded b. appeared c. separated d. disappeared
99. Who the ancient Egyptian hieroglyphics? - Champollion decoded them.
a. deciphered b. hid c. disappeared d. wrote
100. We were by the beauty of nature when we visited our village.
a. disgusted b. distracted c. educated d. captivated
101. The archaeologists have found wonderful inside the royal tomb.
a. trees b. landfalls c. artefacts d. museums
102. He was known as the doctor of the poor; he his life to treating them for free.
a. prevented b. appeared c. dedicated d. educated
103. The film was really ; the girls believed the incident and started weeping.
a. removable b. comic c. funny d. moving
104. The is no longer mysterious, thanks to scientists who have clarified the world to us.
a. universe b. plant c. island d. desert
105. You should the lecture by using key words if you don't need to remember the details.
a. confuse b. paraphrase c. delete d. refuse
106. I need a job for three hours every day to increase my income.
a. part-time b. full-time c. permanent d. complete

107. A is a vehicle or machine that is intended to travel through space.
a. spaceward b. spacecraft c. train d. bus
108. Since the landing of Apollo 11. in 1969., twelve walked on the Moon.
a. astrologers b. astronauts c. astronomers d. artists
109. When Mazen's father died, Mazen a lot of money as inheritance.
a. earned b. won c. beat d. gained
110. It was a gloomy room that was poorly lit by oil lamps. Gloomy is an antonym for.....
a. pleasant b. dull c. depressing d. pleased
111. Teachers use different ways to assess students'
a. treatment b. movement c. achievement d. agreement
112. Try to avoid when writing a news story.
a. pride b. prejudice c. justice d. conscience
113. The looked fascinating in her wedding dress.
a. groom b. bridegroom c. bride d. pride
114. People have different opinions about the use of the internet. Opinions is similar in meaning to
a. innovations b. expectations c. points of view d. points of clash
115. The new secretary is grumpy; she is
a. good-natured b. well-known c. bad-tempered d. badly used
116. Scientists have discovered permanent liquid water on Mars. Permanent is an antonym for
a. renewable b. temporary c. continuous d. everlasting
117. The secret formula for success is hard work and
a. situation b. ammunition c. deterioration d. determination
118. Yasmeen's winning invention was.....by the need for cleaner water in her village.
a. contained b. stained c. parked d. sparked
119. "The Tragedy" is one of the most famous authentic works by Picasso. Authentic is similar in meaning to "".
a. fake b. genuine c. false d. ordinary
120. is a foundational concept that allows people to make sound decisions and act appropriately.
a. Common sense b. Career direction c. Life style d. Life-changing
121. The number of is very high; it was a terrible accident.
a. utilities b. capacities c. qualities d. casualties
122. Naguib Mahfouz was.....as one of the most distinguished novelists in the Arab world
a. consider b. excluded c. appeared d. ranked
123. After going through many obstacles, the young man as a doctor.
a. taught b. qualified c. defied d. rewarded
124. The impressive modern Bibliotheca Alexandrina is one of the most important..... landmarks in the city.
a. ancient b. unknown c. contemporary d. temporary
125. Educationists always try to students' productivity levels.
a. rise b. raise c. move d. decline
126. In some countries, there may be one language, which is usually the one used by the government.
a. silent b. temporary c. dominant d. second
127. He is ; he is able to speak a number of languages.
a. dumb b. bilingual c. multilingual d. mute
128. Leila warmly her son, who was terribly afraid, and he soon felt safe.
a. kicked b. hit c. embraced d. traced
129. There are sixteen other spoken round the country, for example in Nubia, people speak Nobiin.
a. symbols b. dialects c. accents d. codes
130. I was really fascinated; the view was
a. impressing b. impression c. impressive d. impress
131. A/An question is the one that you don't expect to get a specific answer to.
a. amusing b. ordinary c. retelling d. rhetorical
132. There are twenty.. for the same job; the salary is generous.
a. interviews b. employers c. candidates d. interns
133. I worked for a clothes factory for two months as a kind of
a. internship b. scholarship c. membership d. intern

134. Rami: Is it a job for some time daily?
Hatim: No, it's a job as I am in need of a full salary.
a. part-time b. full-time c. temporary d. voluntary
135. My brother is going to in social engineering; it is the branch he likes most.
a. realise b. specialise c. emphasise d. economise
136. This place isn't suitable for me; I have an allergy, especially in spring.
a. airy b. rainy c. dusty d. sunny
137. We backed her up when she complained about working conditions. This means we her.
a. ignored b. supported c. punished d. rewarded
138. The famous novelist has won a lot of international
a. awards b. rewards c. words d. wards
139. Who was in of the sales department after Mr. Adly had resigned?
a. change b. charge c. choice d. chat
140. I have a for designing on the computer; it is my favourite hobby.
a. process b. passion c. work d. demerit
141. A is a traditional story, particularly one that relates to people's early history or explains a natural or social phenomenon.
a. superstition b. myth c. role model d. dream
142. My friend is really ; he never brags about his achievements or possessions.
a. tolerate b. arrogant c. pompous d. humble
143. The police the terrorists at a roadblock.
a. typed b. taped c. trapped d. tripped
144. He isn't a kind man; don't be by his tricky behaviour.
a. misled b. believed c. appeared d. helped
145. When I visited Khan el-Khalili, the for me was getting some souvenirs.
a. highlight b. light year c. light sleep d. high noon
146. The woman is to bring up her children alone after her husband's sudden death.
a. sticking b. skating c. struggling d. staying
147. There mustn't be against women; they can achieve success the same as men.
a. silence b. sacrifice c. justice d. prejudice
148. A has small pages and large photos.
a. newspaper b. tabloid newspaper c. broadcast newspaper d. movie
149. Creative teachers use various ways to students' achievements.
a. depress b. confess c. assess d. possess
150. I usually use language to highlight important information.
a. unclear b. posting c. sign d. signposting
151. Eight massive stone supported the roof of the historic building.
a. pillars b. billers c. piles d. bullets
152. The government's new plan to modernise the infrastructure is the most one. It is really perfect.
a. elaborate b. terrible c. simple d. easy
153. He his accomplishment; what he said was far greater than it actually was!
a. exaggerated b. believed c. forgot d. described
154. After the fire, shop owners were ; they received a proper sum of money.
a. fine b. ignored c. compensated d. persuaded
155. The government should do more to promote .. agriculture.
a. provisional b. unsustainable c. temporary d. sustainable
156. My uncle is multilingual, so he his children to learn different languages.
a. rises b. raises c. prevents d. discourages
157. Don't worry, sir. The police are going to the crime and arrest the suspect.
a. reregulate b. investigate c. calculate d. appreciate
158. After the match, I had to my foot in ice-cold water to reduce the swelling.
a. reverse b. immerse c. dry d. heal
159. My sister could make a/an big cake in the shape of a tower! It is surprising.
a. inconvenient b. inconveniently c. spectacularly d. spectacular

160. He behaved with great towards his rival after he had won the game. He showed true nobility.
a. activity b. chivalry c. hatred d. envy
161. Having healthy food and doing sports are the secrets of youth.
a. external b. ordinary c. eternal d. limited
162. Myths and legends tell us about the of people from the past.
a. perspectives b. failures c. humour d. laziness
163. The purpose of is to teach a lesson or moral. They are often about animals, plants or forces of nature.
a. myths b. fables c. superstitions d. lies
164. We should find ways of staying in with each other. For the time being, I think emails will be fine.
a. isolation b. separation c. touch d. catch
165. You shouldn't be of others' success; instead, you should try to emulate it.
a. hopeless b. careless c. envious d. worry
166. I couldn't continue working because I was completely.....
a. exhausted b. relaxed c. interested d. interesting
167. When I to school, I knew we had a new colleague in our class.
a. reached b. got c. left d. needed
168. Time is highly recommended when running your own business.
a. management b. retirement c. punishment d. reassignment
169. Don't worry, your father is, and he is going to leave the hospital very soon.
a. approving b. moving c. improving d. removing
170. If you're from burnout, you can experience a lot of stress.
a. forbidding b. resulting c. suffering d. preventing
171. I must leave now; I'm to be in the office in half an hour.
a. imposed b. supposed c. refused d. enclosed
172. As I had all along, he was not a real businessman; he turned out to be a crook!
a. pretended b. invented c. respected d. suspected
173. I will have to a lot of tests before I can get this job.
a. make b. do c. test d. carry
174. In order to improve your mental health, you need to responsibility for the things you can control.
a. sit b. let c. make d. take
175. Burnout is caused by both the decisions you, and the situations you can't control
a. take b. make c. do d. set
176. I felt really and angry with myself when I lost the match.
a. creative b. impressed c. frustrated d. encouraged
177. It's important to be of the signs of burnout.
a. pleased b. keen c. full d. aware
178. I don't like this kind of work because it is
a. needful b. aimful c. stressful d. regretful
179. You can join the meeting by clicking on the link I sent you.
a. false b. virtual c. offline d. factual
180. is a result of excessive and prolonged emotional, physical and mental stress.
a. Relation b. Well-being c. Burnout d. Self-care
181. I had to my mobile during the meeting so no one would hear it while it rang.
a. mute b. meet c. turn on d. turn off
182. The internet is quite strong in the office, so you can do your online tasks easily
a. linking b. connection c. joining d. separation
183. I usually turn my computer when I leave the office.
a. on b. of c. off d. in
184. Can you think of a ... to the problem of noise in our city?
a. link b. solution c. fact d. result
185. An efficient should be promoted to motivate them to achieve more success.
a. unemployment b. employment c. employer d. employee
186. My teacher has given us some study so we can improve our achievement.

- a. tops b. tapes c. tips d. types
187. Don't give on your dreams. One day you will achieve them.
a. over b. up c. at d. of
188. I intend to the faculty of engineering after I finish secondary school.
a. leave b. go c. join d. enroll
189. I got a plumber to the new washing machine.
a. instill b. install c. join d. communicate
190. I didn't go out as I had to spend the weekend catching the lessons I had missed.
a. with b. up c. for d. up with
191. I am completely ... that buying this bag is a good decision.
a. agreed b. disagreed c. convinced d. forced
192. The sound was terribly loud, so I asked her to turn it
a. out b. down c. up d. on
193. Which mobile phone have you decided , Sir?
a. at b. up c. to d. on
194. If you want to study for a maths exam, a list of the topics you need to know.
a. do b. make c. appear d. cancel
195. I can't on hard work for more than five hours; I'm afraid of making mistakes.
a. persist b. suggest c. concentrate d. penetrate
196. Congratulations! I heard you have been to a higher position.
a. uprooted b. promoted c. operated d. removed
197. If you start studying early for your exams, you won't feel afraid and too
a. steered b. relieved c. relaxed d. stressed
198. What activities can you to help you feel good?
a. do b. make c. take d. move
199. After I finish answering all the questions, I usually a quick revision.
a. do b. make c. sit d. fit
200. I need to a new antivirus from a trusted website.
a. upload b. download c. load d. overload
201. This research was done the request of the science teacher.
a. from b. at c. in d. for
202. Nowadays, employees are mostly evaluated according to their, regardless of the number of years they have worked.
a. importance b. experience c. efficiency d. sufficiency
203. The exams questions should.....in order to cover all aspects of the assessment.
a. decrease b. include c. raise d. vary
204. You aren't working hard; you need to be more
a. talkative b. productive c. negative d. successive
205. I read an important report on the impact of advertising on children.
a. assessing b. pressing c. aggressing d. blessing
206. After going through many obstacles, she qualified as a doctor. "Obstacles" can be a synonym for "".
a. difficulties b. awards c. gifts d. hopes
207. Some people believe that girls can't do sports that strength such as powerlifting
a. disappear b. appear c. inquire d. require
208. There was a/an in sales and the company gained a lot of profit.
a. decline b. increase c. deterioration d. suggestion
209. You can better if you study in a quiet environment.
a. concentrate b. evaluate c. get distracted d. raise
210. "You are doing well," he said. "I'm sure you will carry achieving more success!"
a. in b. on c. of d. at
211. Pollution has a serious impact on the weather. Impact is similar in meaning to
a. importance b. influence c. affect d. cause
212. I usually have a thirty-minute walk every day; sport has a effect on health.
a. negative b. positive c. terrible d. rare
213. How do you usually ideas amongst a group of friends to get more information about something?
a. rise b. mind c. brainstorm d. storm

214. I felt really ; I got low marks although I had studied hard.
a. amused b. fascinated c. frustrated d. educated
215. The manager used to encourage his workers so as not to let their levels decline
a. necessity b. productivity c. facility d. equality
216. Students are usually asked to their hands before speaking.
a. rise b. raise c. arise d. arouse
217. To improve your mental health, you should take for the things you need to control
a. revenge b. responsibility c. care d. chance
218. Some people get easily and lose concentration if there is too much noise.
a. distracted b. attracted c. connected d. rejected
219. "..... out" means to disappear slowly or become quieter.
a. Run b. Fade c. Carry d. Look
220. Drinking lots of water is for good health.
a. additional b. trivial c. brutal d. essential
221. Some people find it strange to a virtual meeting; they prefer face-to-face contact
a. leave b. go c. join d. enrol
222. You have enabled me to solve the problem. Thanks your help!
a. to b. about c. for d. with
223. How much is a smart mobile phone? - Good smart mobile phones from 2000 to 5000 pounds.
a. increase b. decrease c. vary d. add
224. I'm enthusiastic the new post I occupy.
a. for b. about c. in d. with
225. Computer games have a negative on children's health.
a. increase b. impact c. reason d. level
226. Maha spent her big of money on unimportant items, and now she regrets it.
a. share b. chair c. cheer d. check
227. Our of students' diaries resulted in some interesting conclusions.
a. analysis b. analyses c. analytic d. analyst
228. Companies are keen to hold the employees who have made adequate progress.
a. down b. back c. on to d. off
229. look piracy makes lose millions of dollars every year.
a. readers b. publishers c. students d. borrowers
230. My father is the person who usually me to achieve success; he is my role model.
a. inspires b. aspires c. conspire d. respire
231. Hard work in success.
a. results b. happens c. increases d. expects
232. I took a ten- break to refresh my energy.
a. minutes b. minutes' c. minute's d. minute
233. We have achieved.. progress in the field of communication, which makes us proud
a. debatable b. forgettable c. removable d. remarkable
234. Can you tell me about the largest ?
- I think it is Jupiter by surface area.
a. universe b. astronaut c. plant d. planet
235. The project is a real ; we have achieved high profits.
a. successful b. success c. succession d. successive
236. Successful people are always looking for new to learn more and develop their skills.
a. results b. disadvantages c. obstacles d. opportunities
237. Listening to native speakers will surely help you your fluency.
a. remove b. improve c. approve d. move
238. There are doubts about the of the drug in treating the side effects of COVID-19..
a. insistence b. appearance c. effectiveness d. carelessness
239. Experts are looking the possibility of enhancing digital learning.
a. forward b. out c. up d. into
240. I hope I will the faculty of engineering when I finish secondary school.
a. go b. leave c. join d. enroll
241. I haven't to spend the holiday in Sharm El-Sheikh, yet. My father's vacation schedule will determine this!
a. considered b. enjoyed c. made d. decided

242. Rehab is , but that hasn't stopped her from working out.
a. disabled b. unable c. fit d. ready
243. In today's world, success is sometimes by how much money you make from your job.
a. refined b. defined c. refused d. appeared
244. My uncle is an assistant at the City Council.
a. administrative b. administration
c. administrate d. administrator
245. He can't move; he has a problem with his leg.
a. psychological b. physical c. chemical d. biological
246. Success in life is based on hard work and
a. aviation b. elimination c. deterioration d. determination
247. We need to work hard to the minds of foreign investors about the efficiency of Egyptian workers.
a. change b. charge c. check d. refuse
248. Which do successful people share, so they can keep making progress?
a. quantities b. qualities c. demerits d. obstacles
249. Please turn down the volume; I'm suffering a severe headache.
a. with b. from c. of d. by
250. The lecturer spoke about the effects of mental health problems.
a. negative b. positive c. talkative d. possessive
251. I'm glad that my neighbour and left hospital.
a. healed b. cured c. recovered d. discovered
252. You don't have to ; no one can hear us.
a. cry b. whisper c. shout d. speak
253. Sorrowfully, everything in some people's lives is measured in of money.
a. advance b. fact c. turn d. terms
254. The meeting is in ; it hasn't finished yet.
a. advance b. addition c. progress d. short
255. In your opinion, what to an increase in students' productivity levels?
a. hopes b. leads c. wants d. results
256. The champion was able to his physical disability and win the gold medal.
a. overcome b. overhear c. overdo d. oversleep
257. I am looking an internship at a car factory.
a. with b. forward c. for d. into
258. I'm a hard-working, and organized individual with a genuine interest in digital marketing.
a. motivate b. motivation c. motivated d. motivator
259. I've all necessary information in my CV to ensure thoroughness and to make it intriguing.
a. included b. excluded c. contained d. consisted
260. I'm able to build websites perfectly. "Build" here is similar in meaning to ".....".
a. sign b. appear c. do d. create
261. The Karnak dates back from around 2055 BC to around 100 AD.
a. temple b. oasis c. mountain d. river
262. The British museum is the most popular tourist in London.
a. destruction b. obstruction c. attraction d. distraction
263. I have got 3. advanced- qualifications at grade A in business studies.
a. mark b. level c. sign d. symbol
264. I am going to an internship at a nearby factory during the school holidays.
a. agree b. enroll c. do d. make
265. Hurricanes and tropical storms are different kinds of natural that threaten man.
a. disasters b. holidays c. celebrations d. festivals
266. You should your internship on something you really enjoy.
a. make b. base c. sit d. leave
267. He recently from the faculty of commerce and is currently an accountant at an international company.
a. joined b. left c. graduated d. studied
268. My brother started working in a factory and gained reasonable working of safety procedures.
a. ignorance b. suffering c. knowledge d. science

269. To improve my skills, I chose to enroll in a writing class.
a. creatively b. creative c. creation d. creator
270. You must continue to improve your skills in order to remain
a. employable b. unemployed
c. employer d. employment
271. He as he read the bad news; he gave a very angry expression.
a. cheered b. frowned c. frightened d. surprised
272. When I heard about the road accident, I for my friend's safety because he was driving that car.
a. considered b. feared c. blamed d. criticised
273. No one has declared the final result yet, so I can't.... that I have got the gold medal.
a. accept b. seem c. appear d. confirm
274. The real why he was angry is that he was insulted openly.
a. reason b. result c. merit d. opinion
275. You should stop smoking; it's a life-saving decision to
a. appear b. take c. make d. do
276. I need a day ; I need to relax outside of my home.
a. of b. off c. in d. out of
277. My sister usually has her hair every week.
a. appeared b. grown c. made d. done
278. We should in doing volunteer work to serve our community.
a. decide b. participate c. join d. take
279. We are by the development projects carried out in Egypt nowadays. These projects will provide more work chance for youth.
a. shocked b. fascinated c. struggled d. sad
280. I have very good skills; I'm sure my interviewer will be amazed!
a. organ b. organiser c. organisational d. organisation
281. My children don't like playing games; they always want to go out and play in the club.
a. outdoors b. indoor c. indoors d. outdoor
282. How will you decide what career to take?
a. decision b. section c. direction d. reflection
283. In Nubia and the Nile Valley, you will see monuments that famous Pharaohs like Khufu, Djoser, Amenhotep III and Khafre.
a. cultivate b. eradicate
c. commemorate d. communicate
284. Egypt has a rich history which back thousands of years.
a. pretends b. happens c. dates d. writes
285. Publishers suffer significant losses as a result of book...
a. accuracy b. privacy c. piracy d. literacy
286. Taher, my new colleague, is a 3.2- -old gentleman.
a. years' b. year's c. year d. years
287. I was astonished when I found out that I had won a medal in the poetry competition. "Astonished" is a synonym for "extremely".
a. happy b. surprised c. sad d. worried
288. What is your job ? - I am senior editor.
a. symbol b. rate c. title d. address
289. Due to the enthusiasm they have, young people can succeed in their jobs although they experience.
a. leak b. lack c. lock d. leach
290. Don't the opportunity to share in helping people as long as you can do this.
a. miss b. lose c. keep d. get
291. If you are dissatisfied the product, please return it within 1.5. days.
a. of b. by c. from d. with
292. Don't expect to immediate success because it could take a long time.
a. achieve b. relieve c. believe d. deceive
293. My long-term goal is to have a successful as a project manager.
a. employee b. employer c. work d. career
294. The ancient tomb contained the fossilised of extinct animals.
a. pillars b. remains c. temples d. forts
295. The museum is well visiting; it contains rare artefacts.
a. believed b. worth c. done d. made
296. Do you know where the of Qaitbey lies?
a. fort b. lighthouse c. ferry d. temple
297. In 1899., two archaeologists found many well- crocodile mummies in Umm el-Baragat.

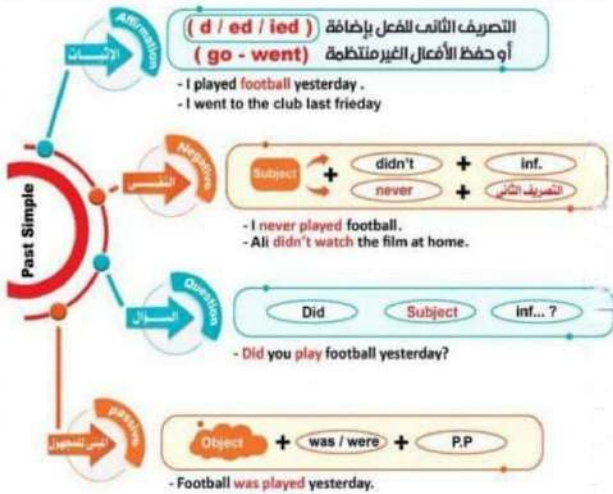
- a. reversed b. preserved c. cooked d. killed
298. What me to visit the museum is my desire to see the wonderful mummies of kings and queens.
a. inspires b. conspired c. respired d. realised
299. The statue of Ramesses II is colossal. "Colossal" is similar in meaning to "".
a. small b. huge c. little d. tiny
300. Safety inside the factory must be taken seriously.
a. measures b. manners c. chaos d. planes
301. My brother is bilingual; he speaks
a. one language b. two languages
c. three languages d. no language
302. The first language you learn as a baby is your
a. unknown language b. mother tongue
c. foreign language d. second language
303. What are the that give Egyptians a unique identity?
a. demerits b. characteristics
c. characters d. quantities
304. Knowing about your family's roots helps build a sense of and brings you closer to older relatives.
a. horror b. humour c. identity d. quality
305. The entire job experience I've gained has been life-
a. joining b. charging c. stealing d. changing
306. My brother ... the first prize in a short story competition.
a. beat b. earned c. won d. gained
307. She was offered employment in the sales department. "Employment" here is similar in meaning to "".
a. career b. job c. profession d. idleness
308. I'm fortunate to have two cultures in my family. "Fortunate" is a synonym for ".....".
a. lucky b. baggy c. unlucky d. miserable
309. Tourists leave the country fascinated by the places they visited and the hospitable people they met. This shows the tourists'
a. dissatisfaction b. infraction
c. over action d. satisfaction
310. is the way in which a society deals with cultural diversity, both at the national and community level.
a. Multilingualism b. Multiculturalism
c. Multimedia d. Multicourse
311. I'm proud that one of my shared in establishing the local museums hundreds of years ago.
a. ancestors b. fathers c. grandchildren d. sons
312. Despite living in a nice villa, I realised I was after I had spent a few months in London; I missed my family so much!
a. homeless b. homebuilt c. homemade d. homesick
313. The wound is gaping. The bandage must be enough to stop the bleeding.
a. baggy b. loose c. tight d. light
314. The witness said that the young man had hit the other car He damaged it on purpose.
a. deliberately b. deliberate
c. intentional d. unintentionally
315. The Nile no longer as it used to as a result of the high dam.
a. irrigates b. moves c. floods d. rains
316. The child was in horror because of the terrifying nightmare he had seen.
a. saying b. laughing c. appearing d. screaming
317. The government is trying to implement very means of communication so we can attract more foreign investme.
a. elaborate b. uncommon c. deliberate d. slow
318. I gave you my word. I will visit you next week. "I gave you my word," means:
a. I spoke with you.
b. I promised you.
c. You shouldn't expect me to come.
d. You should have believed me.
319. Sorrowfully, he lost his mind and wounded his neighbour in a of anger.
a. fat b. foot c. fit d. fete
320. Stop being talkative; I'm up with your lies!
a. made b. fed c. given d. looked
321. Our country will continue to make progress as long as sincere people do
a. disappear b. rest c. escape d. exist
322. Determination is one of the factors of success. "Determination" is similar in meaning to "".
a. expectation b. imitation c. resolution d. solution
323. Unfortunately, the accident left the young man disabled.
a. permanently b. permanent c. temporary d. temporarily

324. To is to extend your arms and legs.
a. stretch out b. cheer up c. break down d. look back
325. There should be a/an ... decline in the national birth rate to achieve more development and raise standards of living.
a. steady b. fluctuating c. instable d. trifle
326. Peter is an intelligent student, but he lacks
a. hesitation b. motivation c. retardation d. obstruction
327. Myths can be passed ... from one generation to another.
a. in b. into c. on d. to
328. I don't agree to judge success in of money.
a. tides b. turns c. terms d. teams
329. Earthquakes are one of the that can't be expected.
a. disasters b. blessings c. dreams d. hopes
330. The banking are so smooth that all clients are very satisfied with the service.
a. procedures b. restrictions c. limitations d. employers
331. I like stories that are and give us fun.
a. imaginary b. imaginatively c. imagine d. imagination
332. Ahmad: We like our friend Amin; he is modest.
Ali: I agree with you, he is
a. humble b. strong c. fit d. selfish
333. Baher speaks English, Italian, French and Russian.
He is
a. multilingual b. bilingual c. bicultural d. monoculture
334. The Gardens of Babylon are thought to have been built in the ancient city of Babylon.
a. Hungry b. Hanging c. Hinging d. Hanger
335. She warmly her son, who was afraid of the passing dog in the street.
a. hit b. threw c. embraced d. raced
336. The lighthouse of Alexandria is a very popular tourist
a. intention b. attention c. attraction d. interaction
337. I hope to take a five- holiday to have some rest and restore my energy.
a. days' b. day's c. day d. days
338. Some people believe that Cairo Tower is the most important in Cairo.
a. landfall b. landmark c. landfill d. land bridge
339. It is very important to money for charities to help the poor.
a. raise b. rise c. arise d. arose
340. Egypt is taking steps towards implementing the economic reform plan. Experts believe we are on the right track.
a. improper b. unsteady c. steady d. wrong
341. You should be to be multilingual; this is highly beneficial.
a. fortunate b. unfortunate c. deliberate d. unconfident
342. Scientists are trying to preserve some rare animals that are about to out.
a. die b. find c. run d. look
343. Everyone should their main goals in life and try to achieve them.
a. sit b. set c. suit d. side
344. Did you know that different amino acids ... to form proteins?
a. enroll b. separate c. combine d. leave
345. Young people usually lack the experience and .. of old people.
a. activity b. health c. enthusiasm d. wisdom
346. Who was charge of the department after Mr Adly had resigned?
a. on b. in c. of d. with
347. I'm passionate protecting the environment.
a. with b. about c. of d. by
348. Mohamed Salah is a talented player who has achieved marvellous success; he is really a living
a. lie b. legend c. superstition d. fable
349. To achieve more success, you will need a lot of perseverance. "Perseverance" is the synonym of "".
a. carelessness b. cleverness c. determination d. deterioration
350. It's incredible that he survived that serious accident. "Incredible" here means.....
a. common b. certain c. unbelievable d. unimportant
351. Peace is the backbone of stability and growth all across the world, so its spread is a topic of concern.
a. minor b. local c. limited d. universal
352. The police have strong that the factory worker is the killer.
a. evidence b. cleverness c. eagerness d. dizziness
353. A is a form of a language which is spoken only in one area, with words or grammar that are slightly different from other forms of the same language.
a. translation b. symbol c. dialect d. sentence
354. I miss you so much. I haven't seen you ages!

- a. ago b. since c. while d. for
355. He was able to achieve great success despite the he'd faced.
a. obstacles b. awards c. facilities d. ambitions
356. Still, the crime is mysterious; the police found no against the doorman.
a. proof b. roof c. innocence d. guilty
357. There is a plan to alter furniture in the meeting hall to make it more spacious. "Alter" here is similar in meaning to "".
a. repair b. change c. decorate d. modify
358. I am going to pick my aunt from the airport.
a. up on b. on c. out d. up
359. I think software from the Internet isn't easy as we have a poor internet connection in our office.
a. doing b. instilling c. installing d. uploading
360. We were shouting and to support our favourite football team.
a. sharing b. changing c. ignoring d. cheering
361. The place is It is not good for your lung disease.
a. dusty b. airy c. sunny d. funny
362. We had a virtual meeting online. "Virtual" is an antonym for "".
a. actual b. imaginary c. supposed d. temporary
363. Keep the fire; you are going to harm yourself!
a. away b. at c. of d. away from
364. I'm of what my country has accomplished. Being Egyptian is such an honour!
a. afraid b. proud c. envious d. jealous
365. Archaeologists have discovered ancient mummies, by a special process.
a. reversed b. observed c. deserved d. preserved
366. Don't make this mistake again. I will let you, but if you repeat it, I won't forgive you.
a. up b. out c. down d. off
367. The company is taking steps to improve the of goods and reduce costs.
a. deficiency b. deficient c. efficiency d. efficient
368. There are many... families in our villages. They produce hand-made local products
a. productively b. productivity c. production d. productive
369. Some women can hardly their home lives with their careers.
a. separate b. balance c. complete d. insulate
370. Our of the students' achievements resulted in some interesting conclusions.
a. reason b. analysis c. ignorance d. absence
371. Travelling to a foreign country is a experience.
a. daily routine b. working knowledge c. difficult lifestyle d. life-changing
372. During the meeting, there was an exchange of opposite views; it was a/an
a. agreement b. argument c. development d. replacement
373. are constantly searching for planets which may support human life.
a. Astrologers b. Astronomers c. Archaeologists d. Psychologists

B GRAMMAR B

1 - PAST TENSES



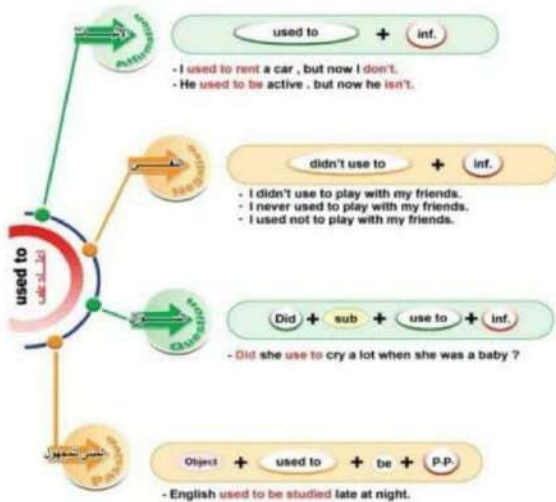
Key Words

Yesterday	أمس	Once/one day	مرة
Ago	منذ	How long ago	أزمن
Last	السابق	Used to	اعتاد ان
In.....	في (عام اسبق)		

Uses

- يعبر عن حدث بدأ وانتهى في الماضي
- يستخدم لوصف أحداث تتبع بعضها في الماضي
- يستخدم في سرد أحداث قصة حدثت في الماضي (first- then - next -) (at last - finally)
- يستخدم مع ظروف للتعبير عن عادات و أفعال متكررة في الماضي (Usually - always - sometimes - often - never - every)
- يستخدم مع التعبيرات الآتية ويعتبر ماضي غير حقيقي (I wish , It's time , I would rather)

Repeated past actions



Note

لاحظ يمكننا استخدام (was - were - got used to + ing) للتعبير عن عادة كانت

مألوفة في الماضي

Used to + inf. = Was / were + In the habit of used to + Ing.

- He **was used to** travelling up and down the country.

- He **was in the habit of** travelling up and down the country.

نستخدم used to للتعبير عن عادة أو موقف في الماضي ولا يحدث الان

* Mai **used to** get up early. This means

= Mai **no longer gets** up early.

= Mai **doesn't get up** early anymore.

= It **was** Mai's habit to **get up** early.

= Mai **always got up** early but now she **doesn't**.

إعتاد على Would

- نستخدم would + Inf بدلا من used to + Inf في حالة التعبير عن حدث متكرر في الماضي.

* Hotel companies **would (used to)** buy the best land in the town.

* Too many tourists **would (used to)** visit the diving centres.

- لا تستخدم would للحديث عن مواقف في الماضي ولم تعد موجودة

* There **used to be** a lot of tourists. (Not: There would be...)

- لا تستخدم would مع أفعال تعبر عن الحالة (أفعال الحواس والمعرفة والملكية والحب.....) مثل:

be / love / hate / like / know I dislike / prefer / have ...

* She **used to be** lazy, but now she isn't.

(Not: She would be lazy ...)

- لا تستخدم would في النفي للتعبير عن عادة في الماضي

* I **didn't use to** get up early on Saturdays.

(NOT: I wouldn't always get up early on Saturdays.)

- لا تستخدم would في السؤال عن عادة في الماضي

* **Did he use to** practise sports?

(Not: Would he practise sports?)

لا تستخدم would مع أفعال استمرت لفترة من الوقت في الماضي ، ولكن لم يعد كذلك يحدث.

* I **used to live** in Cairo, but I moved to Alexandria last year.

(Not: I would live in Cairo, but I moved to Alexandria last year)

Notes

- تستخدم هذه الصيغة للتعبير عن المضارع:

am - is - are + used to + Ing.

* He **is used to** having a cup of coffee every morning.

- يمكن استبدال be ب get (استخدام في التحدث بشكل رسمي)

am/is/are + Used to + Ing. = am-is-are + In the habit of + Ing.
get used to + Ing.

* I **am used to** playing football with my friends, = I **get used to** playing football with my friends.

= I **am in the habit of** playing football with my friends.

- وفي حالة السؤال

am - is - are + فاعل + used to + v-ing... ?

* **Is she used to** studying on her own?

ولكن لاحظ أن am - is - are + used to تأتي بمعنى (يستخدم ولكن يليها inf.)

am - is - are + used to + inf.
used for + ing.

* Wood **is used to** make paper.

= Wood **is used for** making paper.

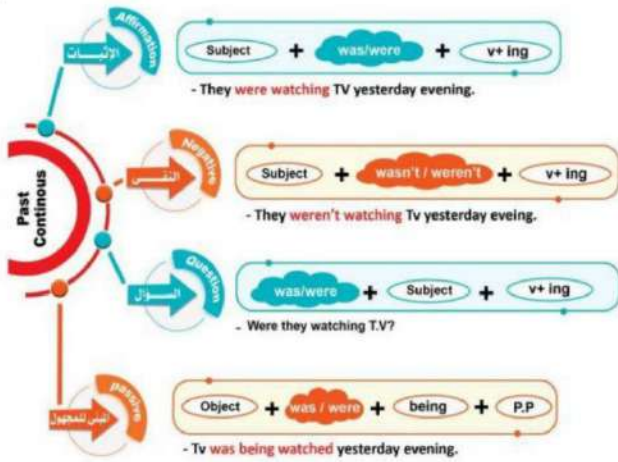
لاحظ : استخدام اسم أو ضمير بعد be used to

* I **am used to** hot weather.

اسم

* I **am used to** her.

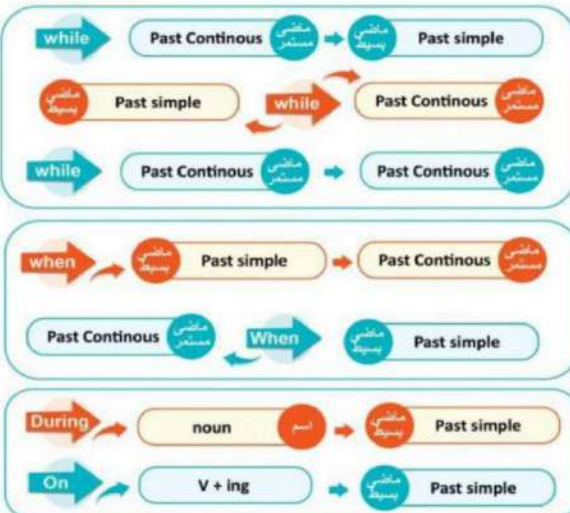
ضمير



Uses

- 1- التعبير عن حدث كان مستمرا في وقت معين في الماضي
He was playing at morning yesterday.
- 2- التعبير عن حدث كان مستمرا في الماضي عندما وقع آخر
While I was having lunch, the phone rang.
- 3- التعبير عن حدثين كانا مستمرين في نفس الوقت الماضي
While she was preparing dinner he was watching TV.

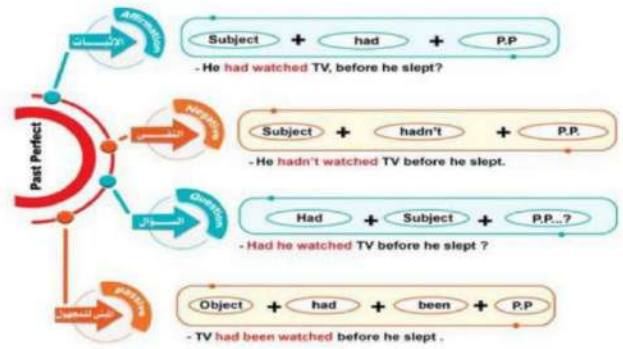
KEY WORDS :



Notes

while / on / during

- نستخدم بعد **while** ماضى مستمر والجملة الثانية ماضى بسيط ويمكن أن يأتي بعدها حرف جر
- حدث قطع آخر **While I was watching TV the light went out**
- While in my room I fell asleep**
- يمكن أن يكون الحدثين مع **while - when** في الماضي المستمر
- While Alia was watching TV, Haneen was studying English**
- حدثان مستمران
- إذا لم يأتي بعد **while** ففاعل يأتي بعدها (v+ing) بشرط أن يكون فاعل الجملتين واحد إلا في بعض الحالات
- While playing , I fell down**
- While going home, it rained.**
- يمكن استخدام الماضي البسيط بعد **while** إذا كان الفعل الأساسي verb to be
- While I was at street , I fell off my bike**
- يمكن استخدام **on** بدلا من **when** ويأتي بعدها v+ing
- On arriving, he found the light on**
- ويمكن استخدام **during** بدلا من **while** ويأتي بعدها noun
- During the game, he got hurt.**
- يمكن استخدام **because - as - since** في الماضي المستمر
- I couldn't answer the phone because I was having a shower.**



Uses

- يستخدم لترتيب الأحداث فيكون الحدث الأول ماضى تام والثاني ماضى بسيط
- I had locked my flat before we left
 - After she had cooked, she set the table
 - By 2015 we had published our first book

Key Words

After

- After he had read the novel , he watched TV.
(v+ing) في حالة عدم وجود فعل
- After reading the novel he watched TV.
او يمكننا أن نبدأ الجملة بـ Having + p.p
- Having read the novel , he watched TV.
يمكن أن يأتي الحدثين ماضى بسيط في حالة عدم وجود فاصل زمني
- After he saw the accident, he fainted.

As soon as Because Since - as When Before that

+ ماضى تام + ماضى بسيط

- As soon as he'd eaten his meal he drank tea .
- I didn't swim because I had forgotten my swimming suit .

Before

- Before he watched TV he had read the novel
(v+ing) في حالة عدم وجود فاعل
- Before watching TV he had read the novel
يمكن أن يأتي الحدثين ماضى بسيط في حالة عدم وجود فاصل زمني
- I called him before he entered

by the time when

+ Past Simple + Past Perfect

- By the time I arrived , the thief had escaped .
- When we arrived , the film had already started .

by until

+ Year + Past Perfect

- By 2015 we had published our first book .
- I hadn't finished my studies until 2020 .

Negative (Past Simple) + until - till + Past Perfect

- I didn't sleep until I had finished my work .



إذا بدأنا بهم الجملة يأتي بعدهم صيغة سؤال :

No Sooner Scarcely Hardly	+ had + subject + p.p.	Than When When	+ Past Simple
---------------------------------	------------------------	----------------------	---------------

- They **had no sooner finished** studying **than** they **went** to bed.
- No sooner** had they finished studying **than** they **went** to bed.

يستخدم مع التعبيرات الآتية في حالة وجود كلمة تدل على الماضي :

I wish / I'd rather / it was time + Subject + Past Perfect + كلمة ماضى

- I wish Ali **had studied** well last year
- I would rather he **had come** yesterday

It was only when / It was not until + Past Perfect + that + Past Simple

- It was only when** I had done my homework **that** I went to bed.

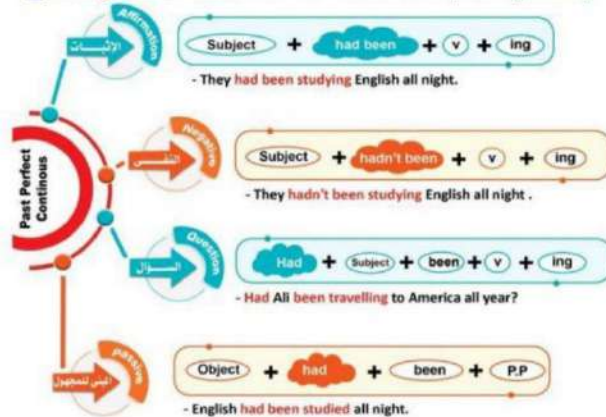
after that / before **before that / after**

- He **watched** TV **before that** he **had done** his homework
- He **had done** his homework **after that** he **watched** TV.

Note

Having + p.p or having been + p.p (passive)

- Having arrested** the thief the police took him to prison (active)
- Having been arrested** the thief was taken to prison (passive)



الاستخدامات

يستخدم الماضي التام المستمر ليعبر عن حدث استمر لفترة في الماضي قبل وقوع حدث آخر

- After Mona **had been studying** English from seven to nine she **slept**
- حالات لا يمكننا استخدام الأزمنة المستمرة فيها عموماً وهي أفعال (الشعور - الحواس - الملكية - المعرفة)
- Know - believe - owe - want - understand - wish - like - dislike - love - hate - prefer - enjoy - realize
- We **were** good friends we **had known** each other for 10 years
لا يستخدم الماضي التام المستمر مع الأفعال التي لا تستغرق عادة فترة طويلة في حدوثها
- Break down - stop - close - open - finish
- She **was** late for the meeting because her car **had broken** down
إذا ذكرنا مرات حدوث الفعل لا يستخدم الماضي التام المستمر ونستخدم الماضي التام
- One - two - many - a lot of - a few - plenty of
- When I **met** Ali, he **had finished** typing 3 reports
- He **had drunk** five cups of tea before leaving

Choose the correct answer from a, b, c, or d:

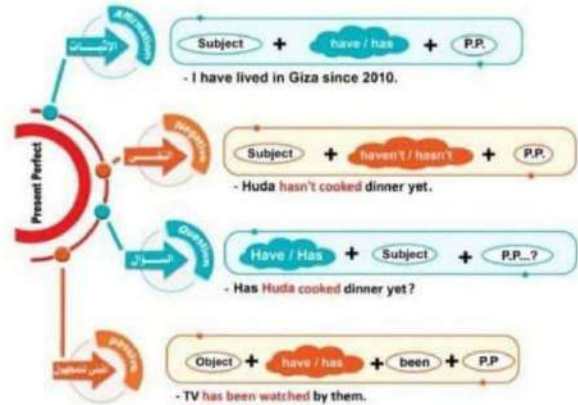
- Unfortunately, I got low marks; I wish I harder when I had had the time.
a. had studied b. studied
c. would study d. have studied
- She three lessons before she went to bed.
a. has revised b. had revised
c. has been revising d. had been revising
- I didn't send = (refused to send) the report until I....it.
a. was revising b. revise
c. have revised d. had revised
- Ithe house until the doctor had come and examined my friend's father.
a. haven't left b. wasn't leaving
c. didn't leave d. hadn't left
- As soon as I heard of my friend's success, I him.
a. had congratulated b. will congratulate
c. have congratulated d. congratulated
- Unfortunately, he missed the train. When he the station, the train.....
a. reached/has left b. had reached/left
c. reached/had left d. was reaching/has left
- The match when I reached the stadium; I missed the exciting start.
a. will begin b. had begun
c. was beginning d. have begun
- After her daily housework, she had some rest.
a. has done b. had done
c. doing d. had been doing
- Having my friend's telephone number, I contacted him.
a. finding b. found c. to find d. been found
-, the thief was sent to prison.
a. Arresting b. After arresting
c. To be arrested d. Having been arrested
- After Yasser..... two chapters of Great Expectations, he went to bed.
a. has been reading b. had been reading
c. had read d. had been read
- After I to quiet music for two hours, I felt relaxed.
a. had been listening b. listening
c. had listened d. was listening
- ready for the party before the guests arrived?
a. Had you got b. Have you got
c. Will you get d. Are you getting
- My uncle as a taxi driver for ten years. Now, he is a worker in a factory.
a. worked b. was working c. has worked d. works
- Have you received a reply to your complaint? Yes, I it yesterday.
a. received b. had received
c. was receiving d. have received
- I went to the company and..... the sales manager.
a. met b. had met c. have met d. will meet
- How long ago your father come back from London?
a. did b. has c. will d. had

18. I had heard the good news, I immediately congratulated my friend.

- Then b. so c. once d. before
- While I was doing my homework, Ola..... to loud music. So, I wasn't able to concentrate.
a. listened b. was listening
c. is listening d. had listened
- While..... for the school bus, I met one of my old friends.
a. being waited b. am waiting
c. was waiting d. waiting
- I..... dinner when Adel arrived, so I asked him to share the meal with me.
a. had b. am having c. was having d. had had
- There are always economic crises..... pandemics.
a. while b. as c. when d. during
- seeing the fire, the girl cried.
a. While b. On c. When d. During
- the street, he slipped on the ice and broke his arm.
a. Crossing b. Crossed c. Cross d. Was crossing

25. I used to play football when I was young, but now I
 a. am not b. don't c. didn't d. wasn't
26. I used to be active when I was young, but now I
 a. am not b. don't c. didn't d. wasn't
27. She ... lunch for two hours before her children returned home.
 a. had prepared b. has prepared
 c. has been preparing d. had been preparing
28. I was used to breakfast before I went to school.
 a. eat b. ate c. to eating d. eating
29. I am used to breakfast before going to school.
 a. eat b. ate c. to eating d. eating
30. I no longer play tennis as I
 a. am used b. am used to c. used to d. used
31. I'd rather you this car. It's a bargain.
 a. buy b. to buy c. bought d. will buy
32. The TV programme well for five years before it stopped suddenly.
 a. had been worked b. has been working
 c. had been working d. had worked
33. I that manager for years before I worked with him in that company.
 a. had been knowing b. had known
 c. have been knowing d. was knowing
34. My uncle for the company for ten years when he got the promotion.
 a. had been working b. has been working
 c. had worked d. will be working
35. My brother had been writing short stories for three years before he them.
 a. will publish b. had published
 c. published d. has published
36. What all evening by the time Tamer returned home?
 a. had you done b. are you doing
 c. had you been doing d. you had been doing
37. As soon as she returned home, she realised that she .. her watch in her office.
 a. had been left b. will leave
 c. has left d. had left
38. I was exhausted because I been working all day long.
 a. had been working b. have been working
 c. have worked d. had worked
39. He was overjoyed because he his final exam.
 a. will be passed b. had passed
 c. has passed d. had been passing
40. I revising all my lessons by last night.
 a. am finishing b. have finished
 c. had finished d. will be finishing
41. No sooner ... painting our new house than we moved into it.
 a. did he finish b. he had finished
 c. he finished d. had they finished
42. It was only I Ali that I gave him his book.
 a. until/had met b. when/met
 c. when/ had met d. after/had met
43. My aunt In Tanta for ten years only. Now, she is living in Mansoura.
 a. has lived b. had lived
 c. has been living d. lived
44. I in a small village, but I moved to live in Alexandria when I joined university.
 a. am living b. used to live
 c. would live d. will live
45. I up early on Fridays, but now I like to get up early every day.
 a. got b. won't get
 c. use to get d. didn't use to get
46. My father to work when he was young, but nowadays he uses his car.
 a. would always walk b. didn't use to walk
 c. is used to walking d. always walks
47. football when he was a child?
 a. Does he play b. would he play
 c. is he used to playing d. Did he use to play
48. He no longer smokes as he
 a. would do b. used to do
 c. is used to doing d. never used to do

2 – present tenses



Key Words

Just	توّا	for	لمدة
already	سبق أن (لغير الجملة أو السؤال) أو بين (have - has + p.p)	How long	كم المدة
ever	سؤال / نفى / (تستخدم في تفضيل)	still	مزال
never	أبداً / لم / لا	before...	من قبل
yet	حتى الآن - ليس بعد (نفى أو سؤال)	This year / month / week ...	
lately	مؤخراً	Today – tonight	
recently	حالياً - مؤخراً	Over the years....	
so far	حتى الآن	In recent years ...	
up till now	حتى الآن	In the last years ...	
since	منذ	It is the first / second	

الاستخدامات

- يستخدم المضارع التام للتعبير عن حدث بدأ في الماضي وما زال أثره موجود
 ❏ Mai **has made** an accident, she **is still** at hospital.
- يستخدم المضارع التام للتعبير عن انتهاء حدث في وقت قريب
 ❏ Nada **has just finished** her homework
- يستخدم المضارع التام للسؤال عن خبرة فرد أو التحدث عن خبرة سابقة
 ❏ **Have you ever travelled** abroad?

Notes



- ❏ **Have you ever tried** to write your name and address with your left hand?
- ❏ She's **never said** sorry for what she did
- ❏ I've **already booked** my flight home

since / for

مضارع تام have/has+P.P	since	2017 - 2010	2 O'clock - 7 O'clock ...
تستخدم في حالة بداية الحدث أو بداية الفترة الزمنية		October - May	حدث فترة زمنية the last
		Sunday - Friday	then / when
		marriage - childhood - graduation	
مضارع تام have/has+P.P	for	a year - two years	2 O'clock - 7 O'clock ...
تستخدم في حالة الفترة الزمنية		a month - three months ...	an hour - two hours
		a week - six weeks	فترة زمنية the last
		a long (short) time	ages

- ❏ Mr. Ahmed **has lived** here **for** ten years.
- ❏ I **have lived** here **since** my Childhood.
- ❏ She **has studied** French **since** last year.

- لاحظ ان بعض الأفعال منها تستخدم في الأزمنة المستمرة طبقاً للمعنى :

يمكن استخدام since ضامناً لربط



- I **have played** this game **since** I was five
- It is a year **since** I met Adham
- It is year **since** meeting Adham

كلمات تدل على المضارع التام وتأتي في نهاية الجملة أو السؤال :



- Sama **hasn't** registered for class **yet**
- I **have finished** my breakfast **already**
- Has** she emailed you **yet**?
- I **have studied** French **recently**

already / yet

يستخدم already في نهاية السؤال إذا كان المعنى دهشة أو الرد على السؤال إيجابياً

- Have you done your homework **already**?
- That's too fast

يستخدم yet في نهاية السؤال إذا كان الرد على السؤال سلبياً

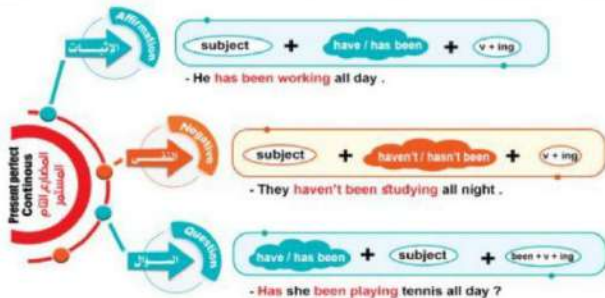
- Have you done your homework **yet**?
- You are too slow

Have gone to / have been to / have been in

- I **have been to** Alex (ذهبت و عدت)
- I **have gone to** Alex (ذهبت و مازالت هناك)
- I **have been in** Alex for 10 years متواجد ويعيش في الإسكندرية منذ 10 سنوات.

How long – how long ago

- How long ago** did you study English? ماضى بسيط
- (How long)** have you been studying English? مضارع تام



الاستخدامات Uses

- * I **have been studying** English all day. يعبر عن حدث بدأ في الماضي ومستمر في الحاضر .
- * I feel bored as I **have been waiting** for more than six hours. مع الأفعال التي لا تزال تحدث .

Key Words

* يأتي مع كلمات المضارع التام بالإضافة إلى :

All (morning / day / night / week / month / year...)
- for ... now / for ... not yet / How long ...

- * I **have been working** hard all day.
- * He **has been playing** for 3 hours now.
- * لاحظ : استخدام المضارع التام فقط وعدم استخدام المضارع التام المستمر في الحالات الآتية :
(1) الأفعال التي لا تستغرق فترة طويلة (نحوية) :
* I **have stopped** writing stories for 3 years now. (have been stopping x)
(2) إذا ذكرنا عدد مرات حدوث الفعل (لأن الحدث على فترة متقطعة):
* Ahmed **has finished** typing three reports. (have been finishing x)
(3) أفعال الحالة وهي أفعال الشعور والحواس والملكية والمعرفة :
* We are good friends. We **have known** each other for 10 years. (have been knowing x)

يمكن ان تستخدم في الاستمرار إذا جاءت بمعنى	لا تستخدم في الاستمرار إذا جاءت بمعنى
think يفكر في	think يعتقد
have يأخذ أو يتناول	have يمتلك
see يذبل أو يكون على علاقة به	see يري / يفهم
feel يشعر	feel يعتقد
taste يتذوق	taste ذو مذاق

* She **has thought** since she was born. (has been thinking x) هنا بمعنى يعتقد
* She **has been thinking** of solving this problem all day. هنا بمعنى يفكر

Choose the correct answer from a, b, c, or d:

- Rami is very happy; he a medal for writing poetry.
a. is winning b. won c. has won d. had won
- A terrible accident ... place on the Cairo.Alexandria desert road.
a. was taken b. has taken c. has been taken d. had taken
- Sorry for being late, Sir. Please, let me in; I in very bad traffic.
a. have been b. have gone c. was d. had
- The government a lot of villages recently.
a. has modernized b. had modernized c. was modernizing d. was modernised
- You needn't make food. I a good meal already.
a. was cooking b. have cooked c. was cooked d. had cooked
- It's been two months since we our uncle in the village.
a. had visited b. visited c. have visited d. visit
- My friend a health problem since he lived in that highly polluted area.
a. has had b. had had c. had d. has been
- My cousin has lived abroad..... his childhood.
a. for b. since c. while d. when
- I haven't seen Wael the last time we met in the village.
a. while b. when c. for d. since
- I haven't met the General Manager..... It's my first time to meet him.
a. yet b. before c. already d. never
- My pen friend arrived at Cairo Airport a moment ago. This means he
a. has just arrived b. just has arrived c. hasn't arrived d. will arrive
- Which of the following is structurally correct?
a. Have you already travelled to Aswan by ship?
b. Have you ever travelled to Aswan by ship?
c. I haven't already travelled to Aswan by ship.
d. I haven't travelled to Aswan by ship already.
- You the hall; it looks lovely!
a. were decorating b. will decorate c. have decorated d. had decorated
- I the movie you recommended. I'm enjoying it.
a. have watched b. had watched c. have been watching d. had been watching
- He ... three cups of coffee since he reached the office this morning.
a. had drunk b. has drunk c. is drinking d. has been drinking
- They in London since 2004. They are still living there.
a. had lived b. have lived c. have been living d. had been living
- I reading the book you recommended, so we can talk about it now.
a. had finished b. have finished c. have been finishing d. had been finishing
- I..... my friend, Kamel, since we were at school.
a. have known b. had known c. are knowing d. have been knowing
- I 2000 metres today.
a. have run b. had run c. have been running d. had been running
- Tamer his new car for five months now.
a. had had b. has had c. has been having d. had been having
- Please help me; I ... my passport. What can I do?
a. had lost b. will be losing c. has been losing d. have lost
- Your hands are really dirty. What ?
a. had you been doing b. had you done c. have you been doing d. will you be doing
- My grandfather abroad; he prefers to spend his time wandering round his hometown.
a. has ever travelled b. has never travelled c. has already travelled d. had never travelled

24. Since the beginning of the COVID.19 pandemic, the world economy

- a. has been greatly affected b. had greatly affected
c. had been greatly affected d. has greatly affected

25. I am still working; I doing that task yet.

- a. hadn't finished b. haven't finished
c. won't finish d. have finished

26. She a thorough cleaning of the house. Everything is sparkling.

- a. had done b. had been doing
c. has been doing d. has done

27. He hasn't been able to play tennis he broke his leg.

- a. since b. for c. go d. when

28. You can't meet Taher because he Cairo International Book Fair.

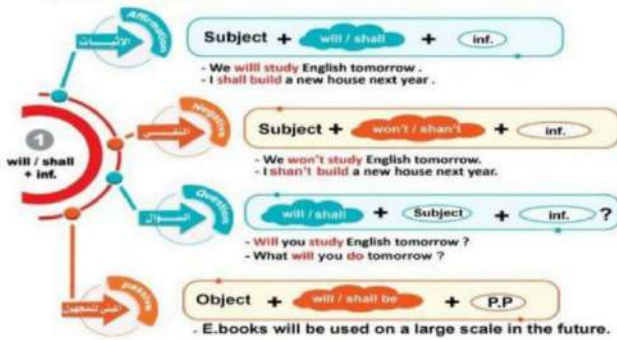
- a. has been to b. has gone to

c. has gone d. has been

29. I am exhausted because I all day long.

- a. had been working b. have been working
c. have worked d. had worked

3-Future forms and tenses



Key Words

Tomorrow	غدا	Soon	قريبا
Next	القادم	Shortly	قريبا
In the future	في المستقبل		
In a few (months – weeks – days – hours – minutes)			

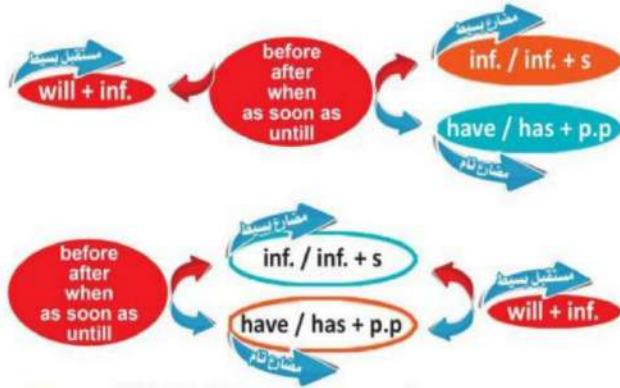
Uses

- 1- تنبؤات بدون دليل
I expect Mody and Omar will stay for lunch.
- 2- حقائق مستقبلية
Next year I will be 20 years old.
- 3- القرارات السريعة
It is raining I will take a taxi.
- 4- العرض
That bag looks heavy I'll help you with it.
- 5- الوعد
I promise I'll buy you a mobile phone.
- 6- الطلب
Will you shut the window?
- 7- للتحذير
Be careful or you will hurt yourself.
- 8- للتهديد
Be quiet or I will punish you.

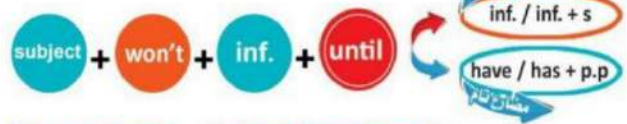
Notes

يستخدم المستقبل البسيط مع الروابط في أزمنة المضارع:

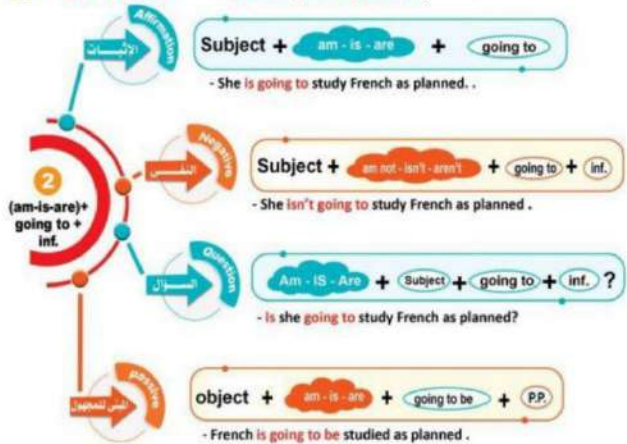
after – before – when – Until – as soon as....



- After I (do) have done my Homework, I'll go to bed
As soon as she arrives (has arrived) in London, She will call me



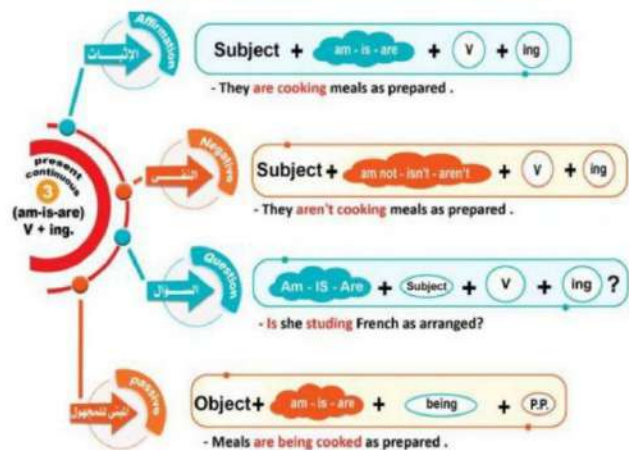
He won't come until I phone (have phoned) him.



Uses

- 1- تنبؤات مع وجود دليل
Look at those black clouds it's going to rain.
I feel terrible I think I'm going to be sick.
- 2- الخطط المستقبلية
plan – made a plan
I have a plan. I am going to start my project.
- 3- النوايا
intend – intention
He is going to visit London. He has intended that.
- 4- القرارات المسبقة
decide – make a decision – made up :mind
They have decided they are going to study.
She has made up her mind she is going to leave.
- 5- تحذير على وشك الحدوث
Watch out! you're going to fall.
Be careful you are going to break it.
- 6- الصفات الشخصية لا تعتبر دليل أما الصفات المؤقتة تعتبر دليل
My brother is clever, I think he will be a doctor.

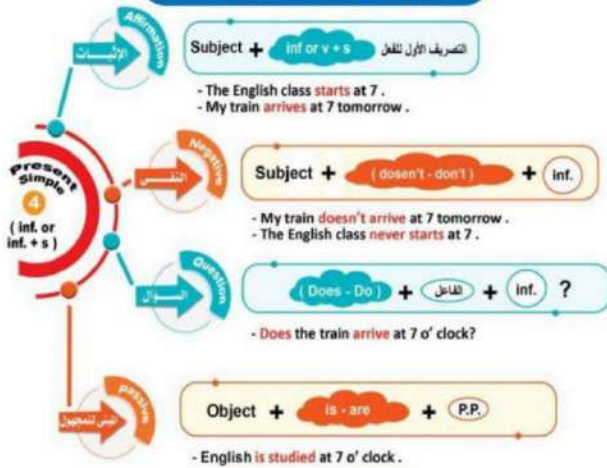
3- Present continuous



Uses

- لأحدث المرتب لها مع الكلمات : (arranged, booked, bought, made arrangements, prepared, all is okay)
- 1- He is visiting his uncle, He has arranged everything.
 - 2- He is catching the 3 o'clock train, He has made arrangements.
المناسبات الاجتماعية والأنشطة الرسمية من حفلات أوعية - سفر - زيارات - مواعيد شخصية - المصايفات
 - 3- He's getting married next Friday
 - 4- Our school is taking part in a competition next week
عدم مقدرة فعل شيء في المستقبل نتيجة الترتيب للفعل شيء آخر
 - 5- I can't meet you tomorrow as I am doing the shopping
 - 6- She can't call you tonight as she is visiting her uncle

4- Present simple

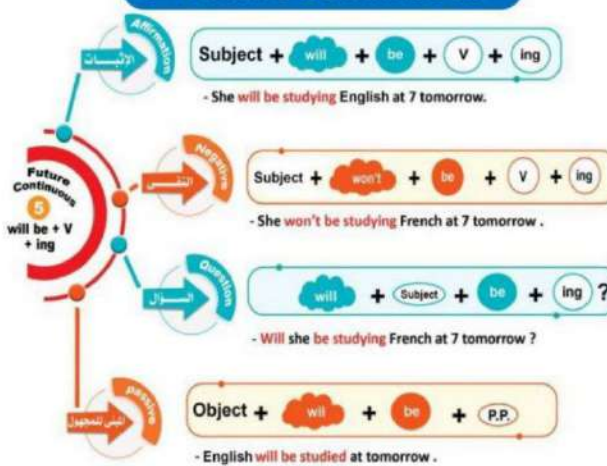


Uses

حدث في المستقبل طبقا لجدول أو تقويم (مواصلات / فتح أو غلق / بداية ونهاية / دراسة / سينما / مسرح) :

- The plane **takes off** at 9 a.m.
- Our lesson **starts** at 12 p.m.

5- Future continuous



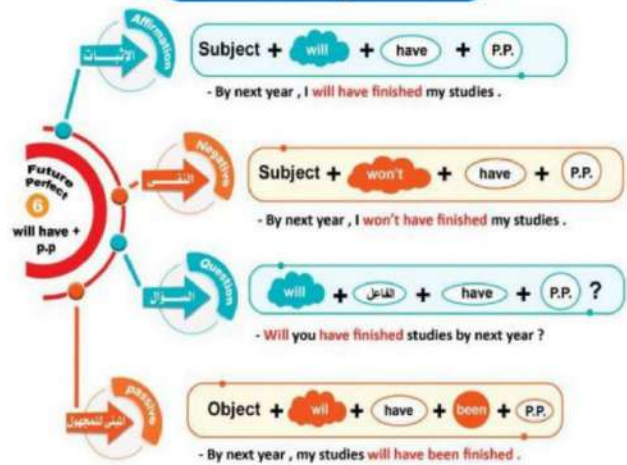
Key Words

At.....tomorrow	Fromto	Between.....and.....
At.....next	This time next.....	Tomorrow morning

Uses

- يستخدم للتعبير عن حدث سوف يكون مستمرا في نقطة معينة في المستقبل
- This time tomorrow I **will be sitting** in the cinema I **will be watching** a movie
- يستخدم مع حدث سوف يكون مستمر في وقت معين في المستقبل
- Don't phone between 7 and 8 we'll **be having** dinner
- للحديث عن أحداث تم ترتيبها وتخطيطها في وقت معين في المستقبل
- At 9.30 next Tuesday we **will be attending** her wedding party

6- Future perfect



Key Words

By (سنة قادمة) - next - tomorrow -	By the time
In في خلال فترة زمنية = بحلول	This time tomorrow
In (a year's - four months - five weeks - an hour's ten minutes') time	by...

Uses

- 1- يستخدم للتعبير عن حدث سوف يكتمل قبل وقت معين في المستقبل
- By the end of the year, I **will have finished** my study.
 - His new house **will have been built** by 2030.
- 1- يستخدم للتعبير عن حدث سوف يكون قد انتهى أو تم قبل حدث آخر في المستقبل
- Before our parents come , we **will have tidied** our room.
 - In five years a lot of books **will have been published**.

Choose the correct answer from a, b, c, or d:

- As soon as you push this button, the door
 a. going to open b. has opened
 c. open d. will open
- As soon as you see the criminal, the police at once.
 a. have telephoned b. telephone
 c. will telephone d. telephoned
- I will wait till my friend before I order food.
 a. had arrived b. arrived
 c. has arrived (arrives) d. was arriving
- I till my brother returns home to make sure he's well.
 a. left b. didn't leave
 c. won't leave d. am leaving
- Once I the meeting, I will go to the club.
 a. will finish b. finished
 c. have finished d. had started
- The moment I everything for the party, I will contact you.
 a. had prepared b. will prepare
 c. have prepared d. was preparing
- Do you think that Artificial Intelligence doctors and nurses?
 a. will be replaced b. will replace
 c. had replaced d. going to replace
- My little grandchild three next Friday.
 a. will be b. will have been
 c. is going to be d. would be
- I can't meet you since I my lessons all day.
 a. will revise b. had revised
 c. will be revising d. have revised
- By next October, I the university.
 a. have join b. will join
 c. am joining d. will have joined
- I can't meet you this afternoon. I the shopping.
 a. am doing b. do c. have done d. may do
- My plane at 10 o'clock tomorrow.
 a. is leaving b. will leave c. leaving d. leaves
- I think My plane at 10 o'clock tomorrow.
 a. is leaving b. will leave c. leaving d. leaves

14. There is a plane at 10 o'clock tomorrow

a. is leaving b. will leave c. leaving

15. I tennis with a friend. That's my plan.

a. am going to play b. play

c. will play d. should play

16. Don't worry. I you the money you need.

a. lend b. am lending

c. will lend d. should lend

17. Look at those black clouds. It

a. rains b. is raining

c. is going to rain d. isn't raining.

18. She has decided that she

a. is studying b. is going to study

c. was studying d. will be studying

19. Be careful! You your coffee.

a. will spill b. are spilling

c. are going to spill d. spill

20. Your bags look heavy. I you to carry them.

a. will help b. am helping

c. help d. will be helping

21. The bridge across the river by next January.

a. will be built b. will have been built

c. will build d. is built

22. They a party next week. Everything is arranged.

a. have b. are having

c. are going to have d. have had

23. Look out! The rock is loose. It on your head.

a. is going to fall b. falls

c. is falling d. will fall

24. We a film in the cinema. We 've booked the tickets.

a. will watch b. are going to watch

c. are watching d. watch

4- Phrasal Verbs

- مجموعة كلمات تتكون من اتحاد فعل مع حرف جر أو ظرف بحيث يكون لهما معنى مستقل ومن أهم هذه الأفعال الاصطلاحية:

Switch/turn on	يشغل	Switch/turn off	يطفى
Switch/turn up	يعلى الصوت	Switch/turn down	يخفض الصوت
Break down	يتعطل، يهدم	Make...up	يؤلف قصة
Break in/into	يقتحم	Make up for	يعوض عن
Take in	يقتنص/يخدع	Make into	يحول الي
Take off	يقطع، يخلع ملابس	Look into	يتحقق من
Take over	يتولى مسؤولية	Look up	يبحث عن معلومة
Take up	يشغل حيز/ وقت	Look after	يعتني به
Get on with	ينسجم مع	Look forward to	ينتظر الي
Get around	يتجول	Look up to	يحترم
Get together	يتقابل	Put off	يؤجل
Get rid of	يتخلص من	Put on	يرتدي، يزداد وزنا
Get over	يتغلب على	Put out	يطفى نار
Get on/ off	يركب، ينزل	Put away	يضع شيء في مكانه
Go off	ينطلق، انفجر	Run into	يقابل بالصدفة
Give off	ينبعث منه..	Run out (of)	ينفذ منه (شيء)
Give up	يقع عن/يسسلم	Bring up	يربي
Give out	يوزع شيء	Bring about	يحدث
Give away	يتبرع مجاناً	Hold on	ينتظر قليلاً
Keep on	يستمر في	Come across	يجد بالصدفة
Call on	يزور	Come down	ينخفض
Pull down	يهدم	Come out	يصدر ينشر
Sum up	يلخص	Let down	يخذل
Fall out with	يتشاجر مع	Work out	يحل، يحسب
Catch up with	يلحق بـ	Charge with	يتهم بـ
Find out (about)	يكتشف	Blow up	ينفجر، يفجر
Set off	ينطلق، يغادر	Log in/on	يدخل على موقع
Carry out	ينفذ	Log out/off	يسجل خروج
Pick up		يلتقط / يستقبل	

Gerund / infinitive.

1. أفعال وتعبيرات يتبعها (to + inf):

Agree	يوافق	Hope	يامل
arrange	يرتب	Intend	ينوي
Advise	ينصح	Learn	يتعلم
Allow	يسمح	Manage	يتمكن من
Decide	يقرر	Offer	يعرض
Expect	يتوقع	Plan	يخطط لـ
Promise	يعد	Refuse	يرفض
Want	يريد	Prepare	يعد
Afford	يتحمل نفقات	Seem	يبدو
Wish	يتمنى	Arrange	يرتب
Threaten	يهدد	Pretend	يتظاهر بـ
Encourage	يشجع	Attempt	يحاول

It's + صفة + to + inf

The first/ the last / the only + to + inf

Would (like/love/prefer/hate) + to + inf

2. أفعال وتعبيرات يتبعها (V + ing):

Admit	يتعرف بـ	Spend	يقضي
Avoid	يتجنب	Put off / postpone	يؤجل
Enjoy	يستمتع بـ	Suggest	يقترح
Mind	يمانع	practise	يمارس
Deny	ينكر	Keep	يواصل
Quit	يقطع عن / يترك	Finish	ينتهي
Risk	يخاطر	Miss	يفتقد / يفوت
Recommend	يوصي بـ	Consider	يفكر
Lead to	يؤدي الي	Adapt to	يتكيف يتأقلم مع

Look forward to

(be) (get) (become) used to

In addition to

Thanks to / due to / owing to

(Be) opposed to

Object to

Contribute to

(Be) worth

(Be) busy

It's no (good) (help) (use)

I feel like

Can't help / stand

Can't stand

It's waste of time (money)

Have difficulty in

Own up to

3. أفعال يتبعها (V-ing) أو (To+inf) بدون فرق:

Start	يبدأ	Like/love	يحب
Begin	يبدأ	Prefer	يفضل
Continue	يستمر	Hate	يكره

- لاحظ ان الأفعال (like/love/prefer) اذا اتى قبلها (would) فيتبعها فقط: (to+inf)

- I would like to go the stadium

4. أفعال يتبعها (V -ing) أو (To+inf) بفرق معني:

Stop	To + inf	يتوقف لكي يفعل شيء (لم يفعله بعد)
	V + ing	يتوقف عن فعل الشيء
Forget	To + inf	ينسى أن يفعل شيء (لم يفعله بعد)
	V + ing	ينسى أنه فعل الشيء
Remember	To + inf	يتذكر أن يفعل شيء (لم يفعله بعد)
	V + ing	يتذكر أنه فعل شيء
Regret	To + inf	يأسف أنه سيفعل شيء
	V + ing	نادم أنه فعل شيء
Go on	To + inf	ينتقل إلى فعل شيء جديد
	V + ing	يستمر في فعل الشيء
Try	To + inf	يحاول جاهدا أن يفعل شيء
	V + ing	يجرب طريقة جديدة ويرى النتيجة

5. أفعال يتبعها مصدر فقط بدون (To)

Let + مفعول + مصدر	يسمح لـ
Make + مفعول + مصدر	يجعل
Would rather	من الأفضل أن
Had better	ينبغي أن
Help + مفعول + (to) مصدر	يساعد

- لاحظ أن الأفعال التالية يليها (to + inf) إذا جاء بعدها مفعول أو كانت مبنية للمجهول، أما إذا لم يأتي بعدها مفعول تتبع بـ (V+ ing)

Suggest	يقترح	Advise	ينصح
Allow	يسمح لـ	Recommend	يوصي بـ
Permit	يسمح لـ	Encourage	يشجع
Forbid	يمنع		

- He advised me to buy a new car.
- I was advised to buy a new car.
- He advised buying a new car.

Choose the correct answer from a, b, c, or d:

- A lot of people still believe..... magic!
a. in b. with c. of d. at
- You shouldn't have told our secret to Aya; you let me.....
a. down b. off c. on d. at
- You have enabled me to solve the problem. Thanks..... your help!
a. to b. about c. for d. with
- You have enabled me to solve the problem thanks your help!
a. to b. about c. for d. with
- Companies are keen to hold The employees who have made adequate progress.
a. down b. back c. on to d. off
- I prefer reading TV.
a. to watching b. than watch
c. to watch d. more than watch
- Please, turn your camera ...; I want to see you. I miss you so much!
a. off b. down c. up d. on
- This research was done the request of the science teacher.
a. from b. at c. in d. for
- The sound was terribly loud, so I asked her to turn it
a. out b. down c. up d. on
- I usually turn my computer when I leave the office.
a. on b. of c. off d. in
- Please turn down the volume; I'm suffering a severe headache.
a. with b. from c. of d. by
- We should find ways of staying in..... with each other. For the time being, I think emails will be fine.
a. isolation b. separation c. touch d. catch
- Please, turn the sound I can't hear you clearly.
a. up b. on c. off d. over
- Don't give on your dreams. One day you will achieve them.
a. over b. up c. at d. of
- Which mobile phone have you decided Sir?
a. at b. up c. to d. on
- "You are doing well," my coach said. "I'm sure you will carry ... achieving more success!"
a. in b. on c. of d. at
- Experts are looking ... the possibility of enhancing digital learning.
a. forward b. out c. up d. into
- I'm enthusiastic the new post I occupy.
a. for b. about c. in d. with

- I didn't go out since I had to spend the weekend catching the lessons I had missed.
a. with b. up c. for d. up with
- Sorrowfully, everything in some people's lives is measuredterms of money.
a. by b. at c. on d. in
- Youth are looking for jobs that suit them . They applyany jobs that can develop their skills.
a.to b. for c. by d. at
- We should turnall the lights that we don't use to reduce the consumption of energy.
a. off b. on c. up d. at
- The grandfather wanted to give his wealth to his sons before his death.
a. out b. in c. at d. by
- My son looks forward success with high marks.
a. on b. out c. to d. with
- My friend Huda put a lot of weight. She has become too fat.
a.in b. up c. on d. for
- You must repeating these silly mistakes or you will get low marks.
a. arrange b. deny c. avoid d. enjoy
- The criminal was in disguise to avoid by the police.
a. be arrested b. arrest c. being arrested d. arresting
- I was made ... the composition again, as it was full of mistakes.
a. to revise b. revise
c. revising d. to revising
- Your suggestion appears..... logical; I agree with you.
a. is b. to be c. being d. to being
- You must using your mobile for a long time; it's harmful.
a. continue b. stop c. enjoy d. encourage
- My mother asked me to stop bread because we needed it for lunch.
a. buy b. to buying c. buying d. to buy
- I her to use my dictionary.
a. made b. let c. allowed d. refused
- The burglar admitted the lady's jewellery.
a. that he had stolen(stealing) b. that he has stolen
c. to steal d. to stealing
- I am sorry; I forgot ... your book. I am going to return it tomorrow.
a. to bringing b. bringing c. to bring d. bring
- I promise you overcome this problem.
a. I would help b. I will be helped
c. to help d. help
- Why didn't you return the book you had borrowed?
Oh! I remember it a week ago.
a. to returning b. return
c. to return d. returning
- When I train, I follow the coach's advice; I ... a break every 15 minutes to get some rest.
a. refuse to take b. avoid taking
c. stop to take d. stop taking
- Because of the bad weather conditions, Egypt Air regretsits flight to London.
a. to cancel b. canceling
c. cancel d. to canceling
- I ... eating late at night since it makes feel heavy in the morning.
a. forbid b. dislike c. enjoy d. hope
- She intended a new dress for her birthday party.
a. will buy b. would buy c. to buy d. buy
- I him to attend my sister's wedding.
a. decide b. hope c. made d. expect
- The convict ... stealing the lady's money, so he was imprisoned.
a. denied b. admitted c. decided d. hoped
- I will start my homework as soon as I have lunch.
a. doing b. to doing c. make d. making
- I can't.....on hard work for more than five hours;I'm afraid of making mistakes.
a. persist b. suggest
c. concentrate d. penetrate

5 - Suggestions

هنالك عدة طرق للتعبير عن الاقتراح مثل:

الإقتراح SUGGESTION	How about (v+ing).....?	Let's ... (inf) ...
	what about (v+ing).....?	Why don't we (inf)...
	I suggest (v+ing).....?	You could + ... inf
	Have you considered + ing ?	You should + ... inf
	Have you thought about + ing ?	We shall + ... inf

Notes

- I (would) suggest (Recommend)+ V-ing
- suggest/recommend/It's important(necessary)+that+sub+inf
- Perhaps we can / could / should + inf

Choose the correct answer from a, b, c, or d:

- start learning Chinese?
 - How about
 - Why don't you
 - Let's
 - Have you tried
- spending the weekend in Alexandria?
 - You could
 - Why don't you
 - Let's
 - Have you considered
- consult your dictionary or ask your teacher for help.
 - You could
 - What about
 - How about
 - Have you tried to
- Have you considered .. a report about the conditions in the company?
 - write
 - to write
 - writing
 - of writing
- Why you spend the weekend in the countryside? That's a good idea.
 - wont
 - don't
 - didn't
 - haven't
-giving up smoking? This is better for a healthy life.
 - Why don't you
 - Let's
 - Have you considered
 - I suggest
- It is important that she a degree to get the job.
 - has
 - have
 - to have
 - is having
- I suggest that Adel his father about the strange man he saw in the garden of the house.
 - would inform
 - informs
 - inform
 - informing
- I suggest the weekend in our village.
 - we spent
 - spending
 - spend
 - to spend
- treat yourself to a meal at the McDonalds'?
 - Why don't
 - Why not
 - Why we don't
 - How about
- Heba: Let's go to the library. This means that Heba to the library.
 - suggests going
 - lets us go
 - allows us to go
 - refuses to go

6 - Necessity

Present Necessity

- Must + inf
- Have/Has to + inf
- Have / Has got to + inf.
- Need(s) to + inf
- It's necessary (for+ obj) +to+ inf.

الفرق بين (Must) و (Have to)

Have / Has to	Must
1. تعبر عن إلزام خارجي (سلطة / هيئة أعلى) -I have to wear a uniform at work.	1. تعبر عن إلزام داخلي (مشاعر / المتحدث وليس سلطة خارجية) I must study hard.
2. القوانين بشكل خاص (الأشخاص ومواقف محددة) - Ali has to fasten seatbelts not to be fined .	2. القوانين بشكل القوانين العامة (الكل الناس / موقف عام) - Drivers must fasten seatbelts .
	3. النصيحة القوية 4. الدعوة بشدة 5. التذكير
3. السؤال -Do/Does + sub+have to+inf ?	6. السؤال Must + sub + inf ? ويعبر السؤال أحيانا عن الغضب

Past Necessity

- Had to + inf
- Needed to + inf
- It was necessary (for+ obj) to + inf

Future Necessity

- Will have to + inf
- Will need to + inf
- It will be necessary to + inf

lack of necessity

- Needn't + inf
 - (Don't/Doesn't) Have to + inf
 - (Haven't/Hasn't) got to + inf
 - Don't – Doesn't need to
 - It's not necessary for(obj)to+inf
- لاحظ أن (a must) قد تستخدم كاسم بمعنى ضرورة:
It's a must = It's a necessity
إنها ضرورة

Mustn't + Inf

- تعبر عن منع وتحريم شيء أو حظره بسبب مخالفته لقانون أو لضرر يترتب عليه وهناك عدة تعبيرات تدل على هذا المعنى:
- It is forbidden to + inf
 - It is prohibited to +inf
 - It's not allowed / permitted to + inf
 - It's against the law to+inf
 - It's banned to + inf
 - It's dangerous to + inf

lack of necessity (past)

- Didn't have to + inf
لم يكن مضطرا لفعل شيء ولم يفعل
- Needn't have + p.p.
لم يكن مضطرا أن يفعل شيء ولكنه علم متأخرا فكان فعله
- Didn't need to + inf
- it wasn't necessary (for + مفعول) to + inf.

lack of necessity (future)

- Won't have to + inf
- Won't need to + inf
- It won't be necessary to + inf

Advise and blame

1. Should / ought to + inf

1. تعبر عن النصيحة وتساوي عدة تعبيرات:

- It is advisable/ desirable (not) to + inf
- I advise you (not) to + inf
- If I were you, I would (not) + inf
- You had better (not) + inf
- You would rather (not) + inf
- It would be a good idea (not) to + inf

2. Should / Ought to Have + P.P

1. تعبر عن الندم والعتاب على شيء تم بشكل خاطئ في الماضي وتساوي الفعل (Regret + V+ing)
- I shouldn't (oughtn't to) have smoked. (= I regret smoking.)

Choose the correct answer from a, b, c, or d:

- I shouldn't have annoyed my brother. This means that I ... that.
 - hoped to do
 - regret doing
 - regret to do
 - was pleased to do
- "Don't park here; it is forbidden" .. The policeman said we ... park there.
 - should
 - shouldn't
 - mustn't
 - must
- You your composition: it is full of mistakes.
 - must have revised
 - should have revised
 - shouldn't have revised
 - had to revise revised
- I must leave now; I'm to be in the office in half an hour.
 - Imposed
 - supposed
 - refused
 - enclosed
- I regret arriving late; I on time.
 - must have come
 - needn't have come
 - should have come
 - had to come
- You another mobile phone. The one you have is just fine.
 - must have revised
 - should have bought
 - shouldn't have bought
 - had to buy
- I shouldn't have repeated that mistake. This means that I it.
 - didn't commit
 - repeated
 - ought to have repeated
 - had to repeat
- He oughtn't to have sent the email without enclosing the attachment. This means that he
 - sent the email and enclosed the attachment.
 - had to enclose the attachment with the email.
 - didn't send the email or enclose the attachment.
 - sent the email without enclosing the attachment.

9. Speaking to native speakers a way of improving your fluency. It is a good idea to do this.

- a. should be b. could be
c. should have been d. might be

10. It's probable that he won't come to the company today due to his illness; he cancel the meeting.

- a. must b. might c. should d. had to

11. The manager the meeting because he was seriously ill.

- a. had to postpone b. shouldn't have postponed
c. must postpone d. needn't have postponed

12. You behaved rudely with your friend; you have behaved yourself.

- a. might b. must c. should d. shouldn't

13. You could do this task with your friend if you wish. This shows....

- a. ability b. suggestion c. blame d. refusal

14. He's really beating himself up over failing the exam. This means....

- a. he has decided to try again
b. he wants to forget all about that event
c. he blames himself for failing the exam
d. he ignores that event

15. Which of the following doesn't express regret?

- a. I should have revised well for the exam.
b. I'm sorry for not revising well for the exam.
c. I should revise for the next exam.
d. I regret not revising for the exam.

16. You park here. It says a "No Parking area.

- a. mustn't b. needn't c. don't have to d. won't

17. I really go and get some bread before the shop closes. I don't have any bread left at home

- a. can b. must c. may d. might

18. We buy souvenirs four our friends while we're here.

- a. have to b. must c. mustn't d. needn't

19. You take that train. There's another one in ten minutes.

- a. don't have to b. mustn't c. can't d. don't need

20. You drive. You're too tired.

- a. needn't b. mustn't c. should d. ought to

21. You are wasteful; you more sugar. We already have a lot at home.

- a. can't have bought b. had to buy
c. didn't have to buy d. needn't have bought

22. Mona is economical; she more bread; she actually has much in the fridge.

- a. needn't have bought b. didn't have to buy
c. should have bought d. had to buy

23. Is it a/an to take this medicine?

- a. advice b. unnecessary c. necessary d. must

7 - Deduction

1. درجة التأكيد (بالإيجاب) (أكد)

presnet	past
مصدر + Must أكد (يكون/يفعل)....	Must + have + P.P أكد (كان/فعل)....

2. درجة التأكيد (بالنفي) (أكد لا)

presnet	past
مصدر + Can't أكد لا (يكون/يفعل)....	Can't + have + P.P أكد لم (كان/فعل)....

تعبيرات تشير الي التأكيد

Sure/certain/surely/certainly/definitely/impossible

- He has 3 cars and a villa, he must be rich.
- He has 3 cars and a villa, he can't be poor.
- He got the full mark. He must have studied hard.

2. درجة عدم التأكيد (ربما)

presnet	past
May مصدر + Might Could	May Might + have + P.P Could

تعبيرات تشير الي عدم التأكيد

**I'm not(certain) sure/likely/maybe /
Perhaps/expect/possible/ guess /I don't think (know) I
have no idea**

- I don't know where Ali is, he might be at home.
- Mr. M. Samy didn't come today. He might have been busy.

من الممكن أن يكون لكل الاستنتاج كالتالي للدلالة على الاستمرار

Must/may/can't/might/could	Be+ V - ing
	Have been + V - ing

- He didn't answer the phone; he must have been sleeping then.

لاحظ تكوين الاستنتاج في المبني للمجهول

Must/may/can't/might/could	Be + P.P
	Have been +P.P

- He didn't answer the phone; his mobile might have been stolen.

Choose the correct answer from a, b, c, or d:

1. Ann hasn't arrived yet. She the train. Who knows?

- a. should have missed b. might have missed
c. had to miss d. must have missed

2. I regret making that silly mistake; Ihave quarrelled with my friend.

- a. should b. must c. shouldn't d. can't

4. She be happy; she has just passed her final exam.

- a. must b. had to c. can't d. ought not to

5. Amin travelled to work by bus. He by train as usual.

- a. must have travelled b. had to travel
c. could have travelled d. might have travelled

6. Tamer did not attend the party. He..... invited. He's just had a heart attack and is in hospital.

- a. can't have b. can't have been
c. mustn't have been d. shouldn't have

7. My father left for work and he ... to take his mobile phone.

I found it in the living room.

- a. mustn't have remembered
b. had to remember
c. couldn't have remembered
d. must have remembered

9. Kamal by train yesterday. I'm uncertain.

- a. might travel b. might have travelled
c. should travel d. must have travelled

10. She the map. She found herself in a completely different town.

- a. had to follow b. can't have followed
c. may have followed d. mustn't have followed

12. Your answer is full of mistakes. You it well.

- a. needn't have checked b. must have checked
c. can't have checked d. had to check

13. He on time because he missed his usual early train.

- a. had to arrive b. must have arrived
c. won't have arrived d. couldn't have arrived

14. This temple.... be important; it's visited by hundreds of people every day.

- a. shouldn't b. can't
c. mustn't d. must

15. Everyone is putting their umbrellas up; it raining.

- a. had to start b. must have started
c. shouldn't have started d. mustn't have started

16. I had a lot of money. I ... that expensive T.shirt, but I don't like baggy clothes.

- a. must have bought b. shouldn't have bought
c. could have bought d. had to buy

8 - General Passive Form

Object + V. be + P.P. + by + Subject

am - is - are
was - were
be - been - being

التصريف الثالث للفعل
V + ed
أو الأفعال غير منتظمة

1) Present Passive Forms

Tense Active Passive

Present Simple
المضارع البسيط
{ v / v + s }
- Jana watches TV .
{ am - is - are } + p.p
- TV is watched by Jana .

Present continuous
المضارع المستمر
{ am - is - are } + v + ing
- Jana is watching TV .
{ am - is - are } + being + p.p
- TV is being watched by Jana .

Present Perfect
المضارع التام
{ have - has } + p.p
- Jana has watched TV .
{ have - has } + been + p.p
- TV has been watched by Jana .

2) Future Passive Forms

Tense Active Passive

Future Simple
المستقبل البسيط
will + inf.
Jana will watch TV .
will be + p.p
- TV will be watched by Jana .

Future continuous
المستقبل المستمر
will be + v + ing
- Jana will be watching TV .
will be + p.p
- TV will be watched by Jana .

Future Perfect
المستقبل التام
will have + p.p
- Jana will have watched TV .
will have been + p.p
- TV will have been watched by Jana .

3) Past passive forms

Tense Active Passive

Past Simple
الماضي البسيط
التصريف الثاني للفعل
- Jana watched TV .
{ was - were } + p.p
- TV was watched by Jana .

Past continuous
الماضي المستمر
{ was - were } + v + ing
- Jana was watching TV .
{ was - were } + being + p.p
- TV was being watched by Jana .

Past Perfect
الماضي التام
had + p.p
- Jana had watched TV .
had + been + p.p
- TV had been watched by Jana .

Notes

1. يمكن استخدام **get** بدلا من **be** عند التحويل إلى المبني للمجهول مع أفعال معينة ولكن عند استخدام ضمير منعكس **get** فقط ولا تستخدم **be**.

- Our teacher punished Ali.
- Ali **was punished** by our teacher. = Ali **got punished** by our teacher.
- She **got herself** robbed while she was shopping.

2. بعض الأفعال لا تستخدم في المبني للمجهول مثل:

appear	يظهر	fall	يسقط	go	يذهب	stay	يقيم
disappear	يختفي	happen	يحدث	break down	يتعطل	arrive	يصل
come	يأتي	work	يعمل	belong	يخص	cost	يكلف
decrease	يتناقص	occur	يحدث	break	ينكسر	collapse	ينهار
increase	يزداد	rise	يرتفع	remain	يظل	lie	يكذب

3. والفعل **have** لا يبنى للمجهول ويحول إلى ما يساويه في المعنى.

= own - possess - suffer - eat - buy - spend - take

Active I have a car.

Passive A car is (possessed-owned) by me.

The Passive modal verbs and Infinitive

word	meaning	Active معلوم	Passive مجهول
must	يجب أن	must + inf	must be + p.p.
need to	يحتاج أن	need to + inf	need to be + p.p.
should / ought to	يجب أن	should / ought to + inf	should / ought to + be + p.p.
can / could	يستطيع / استطاع	can/could + inf.	can / could + be + p.p.
may / might	ربما	may / might + inf.	may / might + be + p.p.
(am-is-are) going to	سوف	(am-is-are) going to + inf	(am-is-are) going to + be + p.p.
have to / has to	يجب أن	have to / has to + inf.	have to / has to + be + p.p.
had to	كان يجب أن	had to + inf	had to + be + p.p.
will have to	سوف ينبغي أن	will have to + inf.	will have to + be + p.p.
am to / is to / are to	يجب أن	am to / is to / are to + inf.	am to/is to/ are to + be + p.p.
was to / were to	كان يجب أن	was to / were to + inf.	was to / were to + be + p.p.
أى فعل + to	الأفعال بعدها to والمصدر	V + to + inf.	V + to + be + p.p.
be able to	قادر على	be able to + inf.	be able to + be + p.p.
be about to	يكون على وشك	be about to + inf.	be about to + be + p.p.
used to	اعتاد أن	used to + inf.	used to + be + p.p.

Special cases

1. لاحظ أن **make** يأتي بعده مفعول ثم المصدر في المعلوم، وفي المبني للمجهول يأتي بعده **to + inf**.

- * Our teacher **made** Ali **do** his homework again. (Active)
- * Ali **was made to do** his homework again. (Passive)

2. لاحظ أن الأفعال التي تأتي بعدها مفعول ثم **to + inf** نستخدم في المبني للمجهول **to be + PP**.

- * He **asked** his father **to take** him to the club. (Active)
- * He **asked to be taken** to the club. (Passive)

3. لاحظ أن الأفعال التي تأتي بعدها **ing** نستخدم في المبني للمجهول **being + PP**.

- * I **like** people **telling** truth. (Active)
- * I **like being told** truth. (Passive)

4. لاحظ تحويل الجملة الأمرية المثبتة في المبني للمجهول

Let + object + be + pp

- * **Open** the door. (Active)
- * **Let** the door **be opened**. (Passive)

5. لاحظ تحويل الجملة الأمرية المنفية في المبني للمجهول

Don't Let + object + be + pp

- * **Don't open** the door. (Active)
- * **Don't let** the door **be opened**. (Passive)

6. لاحظ صيغ المجهول مع (like -love-hate - remember)

like
love
hate
remember

في المعلوم → مفعول + v + ing + مفعول

في المجهول → like / love / hate / remember + being + p.p + by

- * I **hate** people **telling** lies. (Active)
- * I **hate being told** lies. (Passive)
- * He **likes** his friend **visiting** him at home. (Active)
- * He **likes being visited** at home. (Passive)

Passive Constructions

تحول التركيبات الآتية في المبني للمجهول كالآتي:

people	say - know	1	وضع It محل المفعول
	believe - think - report - expect - predict - allege	2 <th>استخدام فاعل الجملة الثانية</th>	استخدام فاعل الجملة الثانية
	deny understand suppose announce	3 <th>استخدام مفعول الجملة الثانية</th>	استخدام مفعول الجملة الثانية

1 It (is - was - has been - had been) + p.p. that
2 Subject + (v.be) + p.p. + to + (inf.) المضارع
3 Subject + (v.be) + p.p. + to have + p.p. الماضي
4 object + (v.be) + p.p. + to + be + p.p المضارع
5 object + (v.be) + p.p. + to have been + p.p. الماضي

Present	Active	People expect that Ahmed will win a match.
	Passive 1	It is expected that Ahmed will win the match.
	Passive 2	Ahmed is expected to win the match.
	Passive 3	The match is expected to be won by Ahmed.

Past	Active	People said that Toka studied English.
	Passive 1	It was said that Toka studied English.
	Passive 2	Toka was said to have studied English,
	Passive 3	English was said to have been studied by Toka.

Choose the correct answer from a, b, c, or d:

- Unfortunately, the stolen money, yet.
a. hasn't been restored b. hasn't restored
c. hadn't been restored d. weren't restored
- Egyptian cotton clothes all over the world.
a. are sold b. are to sell
c. selling d. has been sold
- These trees need to regularly.
a. be watered b. water
c. be watering d. have watered
- By next September, a new secondary school .. in our village.
a. will be built b. will have been built
c. has been built d. will have built
- There has been a breakthrough in communication since the internet. .
a. was invented b. invented
c. has been invented d. is invented
- The car well; it no longer breaks down.
a. did not repair b. must have been repaired
c. can't have been repaired d. must have repaired
- After I returned home, I found that my clothes .. by my sister.
a. is being ironed b. was ironing
c. had been ironed d. had ironed
- I was doing my homework while dinner by my mother.
a. is prepared b. had been prepared
c. was preparing d. was being prepared
- Look! Our school now.
a. is painting b. is being painted
c. was painting d. have been painted
- I felt worried as soon as the plane off.
a. took b. had been taken
c. has taken off d. was taken
- The patient thoroughly before the serious operation.
a. was examining b. had to be examined
c. had examined d. had to examine
- What upsetting news! My friend's car
a. had damaged b. has damaged
c. had been damaged d. has been damaged
- What the manager said in the meeting
a. hasn't been expected b. wasn't expecting
c. hadn't expected d. hadn't been expected
- I'm hoping that this serious issue tomorrow.
a. is resolving b. will resolve
c. was resolved d. will be resolved
- I an email from the company every time the manager asks me to undertake a new duty.
a. send b. sent c. was sent d. am sent
- She of forging money.
a. was accused b. has accused
c. had accused d. was accusing
- It that food prices will increase.
a. has believed b. is believed c. is believing d. had believed

20. It that there are no survivors of the crash.

- a. is fearing b. has feared
c. will fear d. is feared
21. She is thought to from coronavirus.
a. be suffered b. being suffered
c. have suffered d. suffers
22. She let herself
a. cheated b. be cheated
c. be cheating d. cheat
23. I like to do my homework.
a. being helped b. people help
c. people helping d. help

9 - Causative

I had (got) my room cleaned - I cleaned my room
حصلت على غرفتي منظفة (شخص آخر قام بذلك) قمت بتنظيف الغرفة بنفسى

Active	have - let make	مفعول عاقل	inf.
--------	--------------------	------------	------

- The teacher had us do some extra work today.
Jana makes Toka do her homework before sleeping.

Active	get - allow - force - cause - permit	مفعول عاقل	to + inf.
--------	---	------------	--------------

- Ali got Ahmed to go with him to the club.
The bright light caused her to blink.

Passive	have - get	مفعول غير عاقل أوعائل في جملة مجهول	P.P.
---------	------------	--	------

- I have my hair cut. We always get our clothes washed.
I had my teeth checked yesterday. Ali is getting his car repaired.

Choose the correct answer from a, b, c, or d:

- My mother usually lets my elder sister .. lunch when she is away.
a. to make b. making c. makes d. make
- You shouldn't anyone to deceive you.
a. let b. make c. have d. allow
- I made Ali his mother as she was ill.
a. to help b. help c. helping d. helped
- Ali was made his mother as she was ill.
a. to help b. help c. helping d. helped
- At first, he insisted on his opinion, but I managed to him to change his mind.
a. allow b. get c. make d. let
- I got him to change his mind. This means that I .. change his mind.
a. forced him to b. let him
c. persuaded him to d. hoped he would
- Unfortunately, the bad weather us out.
a. made / to go b. allowed / to go
c. stopped / from going d. prevented / to go
- I let my friend use my mobile phone. This means that I them to use it.
a. made b. allowed c. forced d. suggested
- My mother usually gets me my bedroom at the weekend.
a. tidies b. tidy c. to tidy d. tidied
- The manager a technician install a new computer program.
a. got b. had c. have d. asked
- Can I borrow your bike? I can't use mine because I'm.....
a. having it repaired b. having to repair it
c. having repaired it d. repair it
- My mother was busy, so she got lunch by my brother.
a. made b. be made c. making d. to make
- I the shopping delivered because it was very heavy.
a. made b. get c. will have d. had
- Ali can't answer the phone now. He ... his hair cut.
a. has b. is having c. will have d. had
- Yesterday I went to the optician's to my eyes tested.
a. have b. make c. allow d. permit
- Ali stopped at the petrol station to
a. have filled the tank b. have the tank filled
c. fill the tank d. have to fill the tank
- Leila usually twice a year.
a. checks her teeth b. get her teeth checked
c. has her teeth checked d. has checked her teeth
- Wait there and I get Yasser you with those bags.
a. being helped b. to helping
c. to help d. help

10-Reported statements



هي جملة تتكون من فاعل وفعل ومفعول "Ahmed plays tennis" وللتحويل إلى كلام غير مباشر كما يلي: تحويل فعل القول كما يلي:

direct	indirect	direct	indirect
say	say	say to	tell
says	says	says to	tells
said	said - أي فعل لازم	said to	Told

- تحذف (علامات التنصيص) ويمكن استخدام that أو تحذف.
- تتحول الضمائر حسب المتكلم والمخاطب كما يلي:

direct	indirect	direct	indirect
I	he - she	you ضمير فاعل	he - she - they
we	they	you ضمير مفعول	him - her - them - us
our	their	your - ملكية	his - her - their - my

- تتغير الأزمنة كما يلي:

direct	indirect	لاحظ
play / plays	played	يتحول المضارع البسيط إلى الماضي البسيط
played	had played	يتحول الماضي البسيط إلى الماضي التام
(am/is/are) playing	(was/were) playing	يتحول المضارع المستمر إلى الماضي المستمر
(have/has) played	had played	يتحول المضارع التام إلى الماضي التام
(has/have) been playing	had been playing	يتحول المضارع التام المستمر إلى الماضي التام المستمر
(was/were) playing	had been playing	يتحول الماضي المستمر إلى الماضي التام المستمر
will play	would play	الأفعال الناقصة تحول إلى الماضي
shall play	would - should play	
may play	might play	
can play	could play	
must play	had to play	

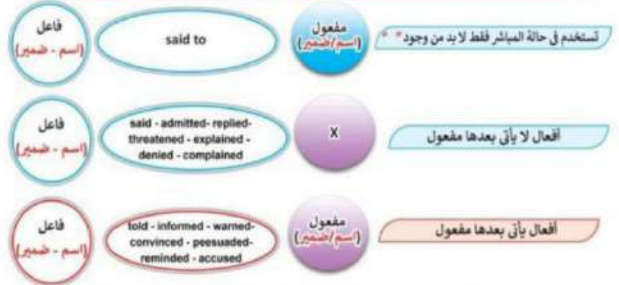
Notes

- لا تتغير الأزمنة في الحالات التالية:
1. لا تتغير الأزمنة وكذلك الظروف الزمنية إذا كان فعل القول في المضارع أو المستقبل:
* Mona says, "I don't believe this story."
Mona says she doesn't believe this story.
- لا تتغير الأزمنة إذا كانت الجملة تعبر عن حقيقة:
* Hoda said, "If water freezes, it changes into ice."
Hoda said that if water freezes, it changes into ice.
- لا تتغير الأزمنة إذا كانت الجملة قبلت منذ فترة وجيزة وبديل على ذلك كلمات مثل:
(now / just now / a minute ago / a short time ago / recently)
- لا تتغير الأزمنة مع بعض التعبيرات مثل:
* Ahmed said just now, "I have already done my homework."
Ahmed said just now he has already done his homework
- في حالة وجود if يتغير الزمن في الحالة الأولى فقط (لا يتغير في الحالة الثانية والثالثة):
* He said to me, "If you don't get into hospital, you won't get well."
* He told me if I didn't get into hospital, I wouldn't get well.
- في حالة وجود wish / if only للتعبير عن التمني أو الندم:
* He said, "I wish I traveled abroad."
He said that he wished he traveled abroad.
- في حالة وجود used to بمعنى اعتاد على:
* Seif said to Jana "I used to cry much when I was young."
Seif told Jana that he used to cry much when he was young.

تحويلات الأظرف الزمنية

الكلمة قبل التحويل	عند وجود تلك الكلمات في الجملة	لا بد أن تحتوي الجملة على
now	then	was, were + v + ing
at this moment	at that time (moment)	
ago	before	
yesterday	the day before the last day the previous day	had + p.p.
last week	the week before the last week the previous week	
month - year		
tomorrow	the day after the next day the following day	would + inf. was / were + going to + inf. was/ were + v + ing.
next week	the week after the next week the following week	
month - year		
tonight	that night	had + P.P.
today	that day	
yet	by then يمكن أن تبقى كما هي	

فعل القول



Reported Questions

السؤال في الغير مباشر



- يوجد نوعان من السؤال (السؤال بفعل مساعد والسؤال باستخدام أداة استفهام) وللتحويل إلى غير مباشر كما يلي:
- تحويل فعل القول كما يلي:

direct	indirect
said to	asked
said	wanted to know / wondered / inquired / asked

- تحذف (علامات التنصيص) وتستخدم if أو whether في السؤال بالفعل المساعد وتستخدم نفس أداة الاستفهام في السؤال بأداة استفهام.
- لا تتغير الأزمنة في حالات معينة كما في الجملة الخبرية.
- تتحول الأزمنة والأظرف الزمنية والضمائر كما في الجملة الخبرية.

- * "Where do you live?" asked Huda.
Huda asked me where I lived.
- * "Why are you laughing?" Sami asked her.
Sami asked her why she was laughing.
- * "What did you do in town?" Ola wanted to know.
Ola wanted to know what I had done in town.
- * "When will you be back?" asked their father.
Their father asked them when they would be back.
- * "How have you been feeling?" asked Azza.
Azza asked how I had been feeling.

فعل القول



ولاحظ أن asked ممكن أن تأتي بعدها مفعول ويمكن أن تأتي بدون مفعول.

Reported imperatives, suggestions and advice

الجملة الأمرية والاقتراح والنصيحة في الغير مباشر



- هي الجملة التي تبدأ بفعل في المصدر في الإثبات مثل "open this door" أو ب don't في حالة النفي مثل "Don't waste your time". وللتحويل إلى كلام غير مباشر كما يلي:
1. تحويل فعل القول كما يلي:

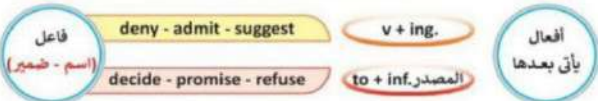
direct	indirect
said to	complained - warned - ordered - asked - told - advised - encouraged

2. تحذف وعلامات التنصيص، ونستخدم في الأمر المثبت تستخدم (المصدر + to)

- * Ali said to his son "Study hard."
 - * Ali advised (told - asked) his son to study hard.
- في الأمر المنفي نستخدم (المصدر + not to)

- * Seif said to Jana "Don't make noise."
 - * Seif advised (told) Jana not to make noise.
3. تتحول الضمائر حسب المتكلم والمخاطب كما في الجملة الخبرية
4. تتغير أظرف المكان والزمان كما في الجملة الخبرية.

فعل القول



- * He denied stealing any money.
- * She admitted doing this crime.
- * He refused to give Adel any money.
- * He decided to give up smoking.



- * He suggested going for a walk.
- * He suggested that we go (should go) for a walk.



- * She advised having fruits.
- * I recommended studying hard.
- * He advised me to sleep early.
- * I recommended him to study hard.

Choose the correct answer from a, b, c, or d:

- Samir says that he..... the summer holiday in Hurghada when he has finished exams.
a. has spent b. will spend
c. would spend d. had spent
- My father told me that we to the club until we finished our homework.
a. don't go b. won't go
c. hadn't gone d. wouldn't go
- Ali told me that he his lesson at that moment.
a. was revising b. has been revising
c. will revise d. was revised
- I was told that a secondary school ... in the neighbouring village.
a. has built b. has been built
c. had been built d. had built
- The manager declared the company efficient and punctual workers the next month.
a. had promoted b. is promoting
c. is going to promote d. was going to promote
- Tom said that he about that accident before he returned home.
a. hadn't told b. isn't told
c. hadn't been told d. won't tell
- She informed me that my friend Rami ... a terrible accident while he was driving to work.
a. have had b. had c. will be having d. is having
- I told her that she... a bad mistake and that she should be cautious later on.
a. had made b. is making c. would make d. has made
- Gaber he was ready for the interview.
a. told b. said c. wondered d. informed
- Gaber me he was ready for the interview.
a. told b. said c. wondered d. informed
- The teacher told us that water at 100 c
a. boiled b. boils c. has boiled d. will boil
- The interviewer said that they would inform me of the result of the interview
a. next week b. last week
c. the following week d. the week before
- Could you tell me why to London last month?
a. did you travel b. had you travelled
c. you travelled d. you had travelled
- I wanted to know why to London the month before
a. did you travel b. had you travelled
c. you travelled d. you had travelled
- Ali wanted to know..... I was ready for the exam or not.
a. whether b. why c. that d. when
- Tamer wonders when I ... home because he needs my help badly.
a. had returned b. going to return
c. would return d. will return
- My mother asked why that loud noise.
a. I was making b. was I making
c. I will make d. had I made
- I asked my mother if food
a. has prepared b. had prepared
c. had been prepared d. has been prepared
- My friend wanted to know how long for the car factory.
a. am I working b. I am working
c. had I been working d. I had been working
- Huda inquired or not I would accept that invitation.
a. if b. whether c. that d. which
- Please, tell me where meet tomorrow.
a. we were going to b. we are going to
c. will we d. are we going to
- The shop assistant asked why I to change that tie.
a. want b. was wanted c. have wanted d. wanted
- Samir me why I had chosen that T-shirt.
a. told b. inquired c. ordered d. asked
- Samir me why he had chosen that T-shirt.
a. told b. inquired c. ordered d. asked
- My friend recommends that I ... that mobile because it isn't a smartphone.
a. to buy b. not to buy c. don't buy d. buy
- My friend recommends that I ... that mobile because it is a smartphone.
a. to buy b. not to buy c. don't buy d. buy
- The policeman the rash driver not to drive so fast.
a. made b. wondered c. instructed d. said
- I suggested that Ali to the library with us.
a. went b. to go c. going d. go
- Rami: My brother said," Why consult a doctor?
Hatim: Surely, I will act upon his suggestion.
a. haven't you b. don't you c. didn't you d. you didn't
- My friend recommends..... "Oliver Twist" as it is interesting.
a. reading b. to read c. read d. not reading

11 - Conditional sentences

1- The zero conditional with " If " الحالة الصفرية للشرط



Uses

- تستخدم للتعبير عن العادات والموقف التي تحدث بصورة معتادة
- * If I **feel** bored I usually go for a walk
- * They **don't make** noise if their father is asleep
- تستخدم للتعبير عن حقائق علمية ثابتة (مثل قوانين الطبيعة والفيزياء والرياضيات)
- * If you **heat** water to 100 c it boils
- * Plants **die** if they **don't get** water
- تستخدم لاعطاء توجيهات وارشادات
- * If you **click** on the blue button the answer **appears**.

Notes

- من الممكن ان تستخدم when / whenever بدلا من if في الحالة الصفرية
- * If / when I **feel** bored I usually go for a walk
- * They **don't make** noise if / when their father is asleep
- من الممكن ان تستخدم unless مكان (if ... not) في الحالة الصفرية
- * People can't fish in this river unless they have a permit

2- The first conditional with " If " الحالة الاولى للشرط



Uses

- تستخدم للتعبير عن حدث محتمل في المضارع او المستقبل
- * If I **earn** some money, I'll **go** abroad
- تستخدم للتعبير عن وعد / تهديد
- * I **will** buy you a mobile if you get full mark in your exam
- * If you **don't come** to my birthday party, I'll never **speak** to you again

Notes

- من الممكن ان تستخدم unless مكان (if not) في الحالة الاولى
- * **Unless** you **study** hard, you **will fail** your exam
- * I **will go** for a walk **unless** it's hot
- يمكن ان يكون جواب الشرط امر او طلب او نهى
- * If you **call** your mother tonight, **tell** her I said, " Hello "
- * If anyone **calls** for me (**don't**) **tell** them I'm home .
- من الممكن استخدام p.p بعد unless / if / when في جملة الشرط
- * If **heated** to 100c, water boils
- يمكن ان يستخدم (it is + adj. + to + inf.) في جواب الشرط في الحالة الاولى
- * If you **don't study** hard, **it is possible** to fail.
- * If you **have** a test tomorrow, **it is necessary** to revise today.
- يمكن استخدام زمن مضارع (بسيط - مستمر - تام - تام مستمر) في الجزء الاول من الجملة بما يتفق مع المعنى المقصود
- * If you are studying, I **won't** make any noise
- * If she **hasn't finishing** cleaning ,y flat, I will help her

3- the second conditional with " If " الحالة الثانية للشرط



Uses

- تعبر عن حدث غير محتمل في المضارع او المستقبل
- * If I **had** enough money, I'd **travel** to paris.
- (I **don't** have enough money)
- * If he **trained** hard, he'd **win** the gold medal
- (he **doesn't** train hard)
- تستخدم الحالة الثانية لتقديم النصيحة
- * If I **were** you. I'd **look** for another job
- * I **wouldn't** stay up late if I **were** you

Notes

- يمكن احيانا استخدام بعض الافعال الناقصة في صيغة الماضي بجملة فعل الشرط حسب معنى الجملة
- * If I **could** contact them, I **would** tell them everything
- (If not) unless من الممكن ان تستخدم
- * I **wouldn't** be able sleep **unless** I **took** the medicine
- * I **wouldn't** go to that restaurant **unless** I **was** really hungry
- من الممكن استخدام if it weren't for ويليه اسم



- * If it **were**'t for his car, we **wouldn't** arrive in time

- احذر تصريفات بعض الافعال مثل cut / put / cost / beat / shut / read ... الخ حيث لا تتغير عند تصريفها

- * If he **shuts** the door, it **will be** hot in here
- * If he **shut** the door, it **would be** hot in here
- يمكن استخدام الماضي المستمر في فعل الشرط في الحالة الثانية اذا دلت الجملة على الاستمرار
- * If jhon **were sitting** here, we **would be** able to ask him that question
- * If the sun **were shining**, I **would go** to the beach

4- the third conditional with " If " الحالة الثالثة الشرط



Uses

- تعبر عن افتراضات مستحيلة الحدوث لانها قد فات اوان حدوثها
- * I the sky **had been** clear yesterday, I **would have seen** the eclipse (the sky **wasn't** clear)
- * If I **had had** protective glasses, I **could have watched** the eclipse (I **didn't** have protective glasses)
- تعبر عن الندم على ما حدث (امر لم يحدث) في الماضي
- * I **would have passed** my exam if I **worked** harder
- * If I **hadn't been** lazy, I **would have gone** to school early

Notes

- من الممكن ان تستخدم unless مكان (if not)
- * **Unless** I **had had** a computer, I **wouldn't have been** able to finish those tasks
- * I **wouldn't have** phone him **unless** you 'd **suggested** it
- يمكن استخدام الماضي التام المستمر في فعل الشرط في الحالة الثالثة اذا دلت الجملة على الاستمرار
- * If the driver **had been wearing** seat belt, he **would probably have survived** the accident
- * If I **hadn't been working** all day, I **would have gone** jogging
- من الممكن استخدام but for / without بدلا من unless ولكن يتبعهما اسم واحيانا v- ing
- * But for a computer, I **wouldn't have been** able to finish those takes.
- من الممكن استخدام If it hadn't been for



حالات حذف If

حذف If الحالة الأولى

نستخدم بدلا من (if) (should + + inf.) كالتالي:

- If Aya studies hard, she will succeed.
= Should Aya study hard, she will succeed.

حذف if الحالة الثانية

نستخدم بدلا من (if)

1- وإذا كانت (were) فعل أساسي في الجملة تأتي مكان (if) وتكون بمعنى لو كنت:

- If I were you, I'd help poor people.
= were I you, I'd help poor people.

2- إذا كانت (had) فعل أساسي في الجملة تأتي مكان (if) وتكون بمعنى لو امتلك:

- If I had much money, I'd buy a car.
= Had I much money, I'd buy a car.

4- إذا وجد فعل أساسي غير (were) تأتي (if) + subject + to + inf (كان (if))

- If Asmaa studied hard, she'd succeed.
= were Asmaa to study hard, she'd succeed.

حذف if الحالة الثالثة

نستخدم بدلا من (if) (Had + subject + P.P) كالتالي:

- If Toka had left earlier, she wouldn't have missed the train.
= Had Toka left earlier, she wouldn't have missed the train.

بدائل If

If = in case = providing (that) = provided (that) = on condition
that = supposing (that) = imagine (that) = as long as

- You can borrow my pen as long as you give it back.
- In case Toka left earlier, she wouldn't miss the train.
- Supposing/Imagine (that) you found a job, what would you feel?
- I'll leave my mobile phone switched on in case Jane calls.
- You should insure your bike in case it is stolen.

If (there is) = In case of = With = By + noun / v + ing

- In case of emergency, call 122.
- Toka wouldn't miss the train in case of /with/ by leaving earlier.

in case of ... = if there is....

- In case of fire, please leave the building as quickly as possible.
(= if there is a fire)
- In case of emergency, call this number.
(= if there is an emergency)

Choose the correct answer from a, b, c, or d:

- You can borrow this book as you look after it.
a. provided b. if c. as long d. on condition
- the children don't make too much noise, they can use the school library.
a. Unless b. Were c. Provided d. Should
- Were he not harder, he wouldn't pass the test.
a. studying b. had studied c. studies d. to study
- If you mix yellow and blue, you green.
a. would get b. are getting c. get d. may get
- OK if you look at the sun wearing sunglasses?
a. Would it be b. Could it be c. Is it d. Was it
- I know you were bringing your friends, I'd have prepared more food.
a. Had b. If c. Should d. Will
- there clouds, you would not be able to see the moon.
a. Were b. Had c. If d. Providing
- Don't smoke you will develop cancer.
a. or b. unless c. without d. but for
- he some free time, he would visit you.
a. Were b. Should c. Had d. Unless
- we started a book club after school, who would want to join it?
a. Supposed b. Supposing c. Supposes d. Support
- You need to work harder; you will get fired.
a. otherwise b. instead c. nevertheless d. moreover
- We wanted to go to Sharm Elsheik; we went to Alex.
a. instead b. otherwise c. accordingly d. according

- If he had known your problem, he you a hand.
a. will give b. would be giving c. could have given d. would give
- If ice is heated, it
a. will melt b. melts c. would melt d. may melt
- If it rains tomorrow, we at home.
a. will stay b. stayed c. stay d. might stay
- If water freezes, it into ice.
a. will turn b. turns c. would turn d. turned
- As long as you boil your food, it won't lose vitamins.
a. don't b. won't c. hadn't d. haven't
- Butter if you leave it out in the sun.
a. melts b. will melt c. would melt d. had melted
- He will visit you if he time.
a. has b. had c. had had d. will have
- I wouldn't get so angry with you if you more work done.
a. get b. got c. would get d. had got
- I it very much if they gave the job to Ali.
a. don't like b. didn't like c. won't like d. wouldn't like
- I'd have told you the news sooner if I you.
a. saw b. will see c. would see d. had seen

12 - Countable and Uncountable Nouns

Countable Nouns الأسماء المعدودة

1. الأسماء التي تعد يكون لها مفرد ويمكن ان يأتي قبلها

a - an - one - this - that - each - every...

ويأتي بعدها فعل مفرد:

Is - was - has - V + S

a book	this table	each student	one pen
an apple	that bus	every hero	one cup

is
was
has
V+S

2. الأسماء التي تعد يكون لها جمع باضافة (s/es/ies) في آخرها ويمكن ان يأتي قبلها:

these - those - many - few - a lot of - several - some
- any.... a number

- ويأتي بعدها فعل جمع:

are - were - have - infinitive...

books	these tables	few students	two pens
apples	those buses	any heroes	a lot of cups

were
have

3. الأسماء التي تعد قد يكون لها جمع غير منتظم مثل:

Singular مفرد	Plural جمع
man رجل	men رجال
women نساء	women نساء
child أطفال	children أطفال
tooth أسنان	teeth أسنان
foot أقدام	feet أقدام
OX ثيران	oxen ثيران
mouse فئران	mice فئران
oasis واحات	oases واحات
crisis ازمت	crises ازمت

4. هناك أسماء دائما في صيغة الجمع

People الناس	scissors مقص	jeans ملابس
Police الشرطة	stairs سلم	shorts ملابس
Clothes ملابس	remains بقايا	trousers ملابس
Glasses نظارة	public عامة / شعبي	pliers زراعية بسنة
Youth الشباب	cattle ماشية	goods بضائع

5. بعض الأسماء تكون مفرد أو جمع حسب المعنى المستخدم

Singular مفرد	Plural جمع
the people الشعب (مفرد / جمع)	people الناس (جمع)
a means وسيلة	means وسائل
a series سلسلة	series سلاسل
a species فصيلة	species فصائل
a craft صناعة	craft صناعات
a fish سمكة	fish سمك
a deer غزال	deer غزلان
a sheep خروف	sheep غنم
mathematics علم الرياضيات	mathematics حسابيات
statistics علم الإحصاء	statistics الإحصاءات

* Statistics show that women live longer than men.

* Statistics is an easy subject.

6. بعض الأسماء قد تنتهي ب (S) ولكنها مفرد

classics	دراسة اليونانية والرومانية	genetics	علم الوراثة	economics	علم الاقتصاد
politics	علم السياسة	statistics	علم الإحصاء	gymnastics	الغيمناستيكز
physics	الفيزياء	athletics	العاب القوى	linguistics	علم اللغويات
mathematics	الرياضيات	electronics	الإلكترونيات	mechanics	علم الميكانيكا

- * Physics **is** a hard subject
- * Athletics **is** my favourite sport.
- * Economics **helps** us to run any economic problem.

7. لاحظ الأسماء الكلية تعامل جمع (إذا أشير إلى عناصرها أجزاء متفرقة، وتعامل مفرد (إذا أشير إلى عناصرها كجزء واحد):

the public	العامّة	class	الفصل	government	الحكومة
people	الشعب	school	المدرسة	gang	عصابة
group	مجموعة	faculty	الكلية	cast	فريق التمثيل
team	فريق	navy	الأسطول	band	فرقة موسيقية
family	عائلة	army	الجيش	staff	هيئة عاملين
crew	طاقم سفينة أو طيارة	population	المسكان	herd (pack-flock)	قطيع حيوانات

- * The Egyptian team **is** playing well.
- * All team **are** leaving the pitch.

Uncountable Nouns

الأسماء غير المعدودة

- الأسماء التي لا تعد أسماء ليس لها جمع ولا يأتي قبلها

a = an - one - these - those

- ويأتي بعدها فعل مفرد :

is - was - has + V + s

أسماء مهمة لا تعد

information	معلومات	music	موسيقى	traffic	مرور
news	أخبار	equipment	المعدات	electricity	كهرباء
furniture	أثاث	cloth	قممات	jewellery	مجوهرات
advice	نصيحة	baggage	حقائب	rubbish	قمامة
money	مال	luggage	أمتعة	work	عمل
bread	خبز	travel	السفر	hair	شعر
time	وقت	clothing	الملابس	machinery	الآلات

- ويمكننا تقسيم الأسماء التي لا تعد كما يلي :

1. Liquids	السوائل	milk - Water - juice - tea - coffee - oil ... etc
2. Materials	الخامات	gold - wood - paper - iron - glass - stone - ... etc
3. Gases	الغازات	oxygen - hydrogen - carbon dioxide ... etc
4. School subjects	المواد الدراسية	history - physics - chemistry - biology etc
5. Meals	الوجبات	breakfast - lunch - dinner - supper
6. Languages	اللغات	Arabic - English - French - German ... etc
7. Sports	الرياضات	tennis - football - gymnastics - volleyball - squash - hockey - swimming - athletics .. etc.
8. activities	الانشطة	studying - reading - writing - shopping .. etc
9. Abstract nouns	الأسماء المجردة	advice - luck - honesty - hope - beauty - love - confidence - courage - patience - poverty - ...etc.
10. Natural phenomena	الظواهر الطبيعية	drought - heat - snow - thunder - light - rain. etc

Quantifiers

a lot of - many-much - a few - few - a little - little

a lot of = lots of = plenty of	تأتي قبل اسم جمع أو اسم لا يعد ويفضل استخدامها في الجملة الخبرية المثبتة. * I have got a lot of friends. * I have got lots of money.
many	تأتي قبل اسم جمع ويفضل استخدامها في النفي والاستفهام * Many unemployed people are interested in working with me. * Have you got many friends?
much	تأتي قبل اسم لا يعد ويفضل استخدامها في النفي والاستفهام * There isn't much work in factories for people to do at the moment. * Have you got much money?
a few	تأتي قبل اسم جمع وتشير إلى عدد قليل ولكن يكفي. a few =three or four = some, a small number * A few people wanted to start their own company. (enough) تأتي قبل اسم جمع وتشير إلى عدد قليل ولا يكفي (تتلى الجملة لذا لا تأتي في الجملة المنفية) few = a small number of people things = not many
few	* Few people understand how much work is involved in starting a company. (not enough)
a little	تأتي قبل اسم لا يعد وتشير إلى كمية قليلة ولكن تكفي. a little = a small amount of something = some, a small amount * I spend a little time talking to them. (enough) تأتي قبل اسم لا يعد وتشير إلى كمية قليلة ولا تكفي (تتلى الجملة لذا لا تأتي في الجملة المنفية)
little	little = a small amount with the negative meaning of not enough = not much * There's little chance that your idea will succeed. (not enough)
none	تأتي قبل اسم جمع وتشير إلى عدم وجود أي شخص أو شيء none = no members of a group of people or things * None of the entrepreneurs went back to their old jobs

لاحظ: يفضل استخدام (many - much) في النفي والاستفهام ولكن يمكن استخدامها في الجملة المثبتة إذا جاء قبلها (so - too - as) أو إذا أتوا قبل الفاعل:

- * He has **so much** money.
- * I have faced **too many** problems recently.

some - any

Some

- تأتي قبل اسم جمع أو اسم لا يعد في جملة خبرية مثبتة وفي سؤالي العرض والطلب

- * I've already thought of **some** ideas for my business. اسم يعد
- * I drank **some** water. اسم لا يعد
- * **Would you like some** tea? عرض
- * Can I have **some** of these oranges? طلب

Any

- تأتي قبل اسم يعد (مفرد أو جمع) أو اسم لا يعد في جملة استفهامية أو منفية.

- * We don't have **any** cars. اسم يعد
- * I didn't drink **any** juice. اسم لا يعد

- * Do you have **any** experience? سؤال
- * Let me know if you need **anything**. مع if في حالة الشك

- تأتي مع الكلمات الدالة على النفي مثل:

- hardly - scarcely - seldom - never - without - refuse - too .. to**
- * He **never** had **any** luck. = He had **no** luck.
- * We **hardly** had **any** money.

الاسم	المعنى	يعد أو لا يعد	مثال
a paper / papers	جريدة - جرائد	يعد	I'm going to buy a paper
paper	ورق الكتابة	لا يعد	I'd like some writing paper
an orange	برتقال فاكهة	يعد	There are two oranges on the table
orange	اللون البرتقالي	لا يعد	I don't like orange . I prefer red
an iron	مكواة	يعد	She bought an iron yesterday
iron	الحديد	لا يعد	This table is made of iron
a chicken	دجاجة	يعد	I'd like to buy a chicken
chicken	لحم الدجاج	لا يعد	Do you like chicken ?
a company	شركة	يعد	The law obliges companies to pay decent wages.
company	صحبة	لا يعد	You should be in good company .
a time / times	مرة / مرات	يعد	He went to London three times
time	الوقت	لا يعد	Don't hurry. There's plenty of time .
a hair / hairs	شعرة / شعر	يعد	I see two hairs on your jacket
hair	شعر (فص)	لا يعد	My hair is short
a school	مدرسة	يعد	The government built a school in our village.

school	دراسة	لا يعد	My brother started school at the age of 6.
a coffee	فنجان من القهوة	يعد	Could I have two coffees ? (cups of coffee)
coffee	قهوة (مشروب)	لا يعد	Have you got any coffee ?
a tea	كوب شاي	يعد	Could I have two cups of coffee and a tea , please?
tea	شاي (مشروب)	لا يعد	India grows tea for export
an experience	تجربة بالحياة	يعد	Travelling is an experience you will never forget.
experience	خبرة	لا يعد	This job needs experience .
a light	مصباح كهربى	يعد	We need two lights in this room
light	الضوء	لا يعد	the sun gives us light .
a cold	نزلة برد	يعد	I've got a bad cold .
cold	البرد عموماً	لا يعد	Don't go out in the cold without a coat.
a glass	كوب زجاجى	يعد	Would you like a glass of water?
glass	زجاج	لا يعد	The window's made of unbreakable glass .
a wood	غابة	يعد	We went for a walk in the woods after lunch.
wood	خشب	لا يعد	The house was built of wood but faced with brick.
a work	عمل فنى عمل انبى	يعد	We need to build a new work in this area.
work	العمل	لا يعد	I've got so much work to do.

يمكن تحويل الأسماء التي لا تعد إلى أسماء تعد كالتالى:

Kinds of Partitives

1) General Partitives

باستخدام a bit of - a piece of كلفظ تجزئة عامة وفي الجمع (bits of - pieces of)

- * I'd like a **piece** (a **bit**) of cloth / bread/advice.
- * I'd like **two pieces** (bits) of cloth/bread/advice.

2) Special Partitives

الكلمة	المعنى	تأتى مع
a cup of	فنجان من	(tea/water/ coffee .)
a glass of	كوب من	(juice / water / lemonade....)
a bottle of	زجاجة من	(water/juice / milk / oil /)
a jar of	برطمان من	(jam/honey.....)
a pair of	زوج من	(boots / shoes / gloves / scissors / socks.....)
a loaf of	رغيف من	bread
a bar of	قطعة من	(chocolate / soap/.....)
a kilo of	كيلو من	(sugar/ pasta/flour / cheese.....)
a bag of	كيس من	(pasta / flour/rice.....)
a tin of	علبة من	(beans / sardine.....)
a slice of	شريحة من	(bread / meat / cake)
a packet of	لغف من	(tea/coffee / biscuits)
a sheet of	فرغ من	(paper.....)
a tube of	انبوبة من	(toothpaste / cream / blood)
a dish of	طبق من	(chicken/ meat / rice)

- وعند الجمع تجمع لفظ التجزئة ولا تجمع اسم المادة

- * **two sheets** of paper - **two jars** of jam - **five cups** of tea - **two loaves** of bread - **two slices** of meat - **six bars** of chocolate

لاحظ الفعل بعد الفاظ التجزئة :

باتى بعده فعل مفرد	باتى بعده لعل جمع		
a kilo of sugar	is	six kilos of sugar	are
a jar of jam	was	two jars of jam	were
a cup of tea	has	five cups of tea	have
a pair of shoes	inf. + s	pairs of shoes	inf.

3. العبارات الدالة على الكمية والمبالغ المالية والزمن والنعمن والمسافة والوزن ودرجات الحرارة تعامل معاملة المفرد مع الفعل

- * Ten million pounds **is** a lot of money.
- * Five kilometers **is** a long way to walk.
- * Fifty liters of petrol **fills** my car.
- * Two hours **is** a long time to wait.

Notes

فعل مفرد + the number of | فعل جمع + a number of

- * The **number** of people in Egypt **is** in increase.
- * A **number** of boys **have** left their books.

Choose the correct answer from a, b, c, or d:

- I have hardly..... money left; I spent all of it on clothes.
a. no b. some c. any d. many
- I have read of your ideas and I like them all.
a. none b. some c. any d. much
- young people prefer to work in nearby places to their homes.
a. A lot of b. Lots c. A lot d. Every
- Ahmad: Have you bought much bread .Yasser: No, I bought only
a. few b. a few c. a little d. any
- of the students failed; all of them passed.
a. Each b. None c. Every d. All
- Which of the following is structurally correct?
a. All your answers is wrong.
b. Not of your answers are wrong.
c. A lot your answers are not correct
d. You haven't given any correct answers.
- We need to book a bigger hall; this one can hold guests only.
a. a few b. a lot of c. many d. no
- There is equipment in the new office, so we need to buy some more.
a. many b. few c. little d. much
- There is of furniture inside the flat, I feel it is rather crowded!
a. much b. a lot c. many d. little
- Would you like to have..... fresh fruit juice?. Yes, only , please?
a. some / a few b. some / a little
c. many / a little d. much / little
- I'm so sorry, I don't have..... time to help you.
a. some b. a lot c. many d. any
- There isn'twork to do today, so I can go out with you.
a. much b. a little c. many d. some
- I have almost sugar in the apartment. I need to buy
a. much / some b. no / some
c. many / a little d. any / some
- We have.... of petrol in the car, so it is enough to reach our destination.
a. a little b. lot c. plenty d. many
- There is..... meat left; we only have enough for three, and we've invited 12 people!
a. little b. a little c. more d. much
- A..... workers gathered outside the company to complain about the mistreatment of the manager.
a. many b. lots c. lot d. lot of
- The majority of students got ready for the final exam, but..... them lagged behind as they didn't revise well.
a. a few b. a lot
c. a few of d. lots
- The mobile phone cost so that I couldn't buy it.
a. many b. much c. few d. little
- The number of the girls in Egypt
a. is growing b. are growing c. grow d. grows

13 - Distributives

Each

- تركز **each** على الشخص أو الشيء داخل المجموعة
- تشير **each** إلى شخصين أو شئنين أو أكثر وتشير لكل فرد في المجموعة على حدا و يأتي الاسم والفعل بعدها مفرد.

فعل مفرد + اسم مفرد + each

- * **Each student here is clever.**
- * **We had five fingers in each hand**

Notes

1. يمكن أن تأتي **each** في نهاية الجملة وقبلها حرف جر.
- * **The school has 20 classrooms, with a smart board in each.**
2. يمكن أن تأتي **each** بعد فاعل جمع ويكون الفعل جمع.
- * **They each have different opinions.**
- * **Have you each signed the contract?**
3. يستخدم **each** اسم جمع لكن لاحظ أن الفعل يكون مفرد.
- * **Each of the horses has won major international races.**
4. نضع (their - his or her) كصفات ملكية تعود على الاسم العاقل بعد **Each**.
- * **Each teacher has their (his or her) office in the school.**
5. لاحظ عدم استخدام **each** مع اسم لا يعد ونستخدم بدلا منها (all إلا إذا وجد أداة تجزئة مفرد).
- * **I will lend you all money (each money x) I have.**
6. يمكن استخدام **each** مع ضمائر وصل مثل (غير عاقل each of which) (عاقل (each of whom
- * **I chatted with a lot of friends on the internet, each of whom was friendly.**

Every

- تركز **every** على الأشخاص أو الأشياء داخل المجموعة
- تشير **every** إلى ثلاث أو أكثر ويكون الاسم والفعل بعدها مفرد وتستخدم لتدل على مجموعة بالكامل وليس كل واحد على حدة.

فعل مفرد + اسم مفرد + every

- * **Every student here is clever.**
- * **Every player wants to be in a winning team.**
- تستخدم **every** للإشارة إلى أحداث متكررة بانتظام
(once - twice - three times...) **every (week/month / year...)**
- * **I visit my family once every week.**
- * **I leave the house every morning at 6 am.**

Notes

1. يمكن أن تأتي قبل **every** بعض الكلمات مثل (-not - nearly - almost)
- * **Nearly every student was lazy.**
- * **Not every noun has a plural form.**
2. تستخدم **every one** للأشخاص والأشياء وتستخدم **everyone** للأشخاص فقط.
- * **There are 107 two-letter words in the dictionary and I know every one of them.**
- * **Everyone enjoyed themselves.**
3. لا تستخدم **every** مع **of** إلا إذا جاء بينهم (one - part - member ...)
- * **Every week, I visited my relatives. Not: every of week.**
4. تستخدم **every** كضمير ولا تأتي بدون اسم أو كلمة **one**.
- * **There were five rooms. Every room was decorated in a different style.**
- Not: Every was decorated in a different style.**
5. لا تستخدم **every** مع الاسم الجمع أو الاسم الذي لا يعد.
- * **I go swimming every day. Not: I go swimming every days.**

None

- تستخدم **none** للنفى وتشير إلى ثلاثة فأكثر يمكن أن تأتي مع اسم يعد أو لا يعد

- * **My mother had two brothers. My father had none.**
- * **I'm always looking for inspiration. None ever comes.**
- تستخدم **none** مع اسم لا يعد ويكون الفعل مفرد أو اسم جمع ويكون الفعل جمع أو مفرد
- * **Indeed, none of his novels is well shaped or well written.**
- * **None of the products have been tested on animals and all the bottles are recyclable.**

Notes

1. لاحظ عدم استخدام **none** إذا تحدثنا عن اثنين فقط لابد أن يكون ثلاث فأكثر أما إذا كان اثنين نستخدم **neither**

- * **We sat down at the table, just the two of us. He carried on eating his food.**
- * **Neither of us (None of us X) said anything.**
- 2. نستخدم **none of** ضمير المفعول أو اسم الإشارة أو **me**
- * **None of that surprises me.**
- * **None of the children got up.**

All

- الاسم والفعل بعدها مفرد أو جمع طبقا هل يعد أو لا يعد

فعل مفرد + اسم مفرد / اسم لا يعد + all

- * **All the money was stolen.**

فعل جمع + اسم جمع + all / all of

- * **All (of) my students are lazy.**

All + ضمير || ضمير مفعول + all of

- * **All of them are intelligent. = They all are intelligent.**
- * **He bought gifts for all of us.**

Notes

1. يمكن استخدام **of** بشرط وجود **me / his / her / their** ومع صفات ملكية **his / her / my**

- * **All (of) these books belong to my father.**
- 2. يمكن استخدام **all** كضمير فاعل ويأتي بعدها الفعل مفرد أو جمع طبقا للفاعل المشير إليه.
- * **All are happy in feasts. (All people are...) All is well. (Everything is...)**
- 3. يمكن استخدام **almost ... / nearly all** للحال
- * **Nearly all the people in my district are very kind.**
- 4. يمكن استخدام **all** مع ضمائر وصل مثل (غير عاقل) / **all of which** (عاقل)
- * **I chatted with a lot of friends on the internet, all of whom were friendly.**

both

- الاسم والفعل بعدها دائما جمع وتشير إلى شخصين أو شئنين

فعل + اسم جمع + both(of)

- * **Both books are useful.**

فعل جمع + both ... and

- * **Both Jana and Toka are clever.**

فعل جمع + both + ضمير فاعل

فعل جمع + ضمير مفعول + both(of)

- * **Both of us are tall. = We both are tall.**

Notes

1- استخدام **(both)** بدون **(of)** كضمير فاعل

- * **I saw Jana and Toka. Both were sad.**
- 2- يمكن استخدام **both** مع ضمائر الوصل (غير عاقل) **both of which** / **both of whom**
- * **I chatted with two friends on the internet, both of whom were friendly.**
- 3- لا تستخدم **both** في النفي ونستخدم بدلا منها: **neither**
- * **Neither of my friends wants me to eat fatty food.**

half (of)

- الاسم والفعل بعدها مفرد أو جمع طبقا هل يعد أو لا يعد

فعل مفرد + اسم مفرد / اسم لا يعد + half / half of

- * **Half (of) the orange is enough.**

فعل جمع + اسم جمع + half / half of

- * **Half (of) the oranges are enough.**

Notes

1. مع الكميات الوزن - المسافة بدون. half a - an of.
- * half an hour - half a kilometre - half a loaf- one and a half year.
2. تستخدم half of مع ضمائر المفعول
- * Half of us were tired after the party.
3. لاحظ أن one and a half يأتي معها الفعل جمع
- * One and a half month were spent to collect all data.

either

- تعني (أما هذا أو ذاك) وتشير إلى أحد الاختيارين أو احتمالين يكون الاسم والفعل بعدها مفرد

فعل مفرد + اسم مفرد + either

- * Either book has useful information.

- لاحظ في حالة either of يكون الاسم جمع والفعل مفرد

فعل مفرد + اسم جمع + either

- * Either of my students gets the full mark.

- عند استخدام either... or في ربط فاعلين، فإن الفعل يتبع الفاعل الثاني:

الفعل يتبع الفاعل الثاني → **فاعل or فاعل + either**

- * Either Jana or her friends are active. = Either her friends or Jana is active.

either + فعل منفي

- * I didn't like either of my photos.

Notes

1. تستخدم either في نهاية الجملة المنفية بمعنى أيضا
- * My sister can't sing and I can't either.
2. لاحظ الفرق بين either و both في الجمل التالية
- * There are many cars on either side of the road **الاسم مفرد**
- = There are many cars on both sides of the road. **الاسم جمع**

neither

تعني (لا هذا ولا ذاك) تستخدم لنفي الجمل وتشير إلى نفي أو رفض الاختيارين أو الاحتمالين يكون الاسم والفعل بعدها مفرد

فعل مفرد + اسم مفرد + neither

- * Neither teacher earns much money.
- * Neither student is clever.

- يكون الاسم جمع والفعل مفرد neither of

فعل مفرد + اسم جمع + neither of

- * Neither of my daughters studies hard.
- * Neither of my students is clever.

- عند استخدام neither nor في ربط فاعلين، فإن الفعل يتبع الفاعل الثاني:

الفعل يتبع الفاعل الثاني → **فاعل + nor + فاعل + neither**

- * Neither Jana nor her friends are lazy.
- = Neither her friends nor Jana is lazy.

Notes

1. تستخدم neither لنفي فاعلين أو مفعولين أو فعلين
- * I like neither fish nor chicken.
- * Neither Jana nor Toka studies hard.
- * Seif neither played nor studied.
2. يمكن استخدامها كضمير
- * I phoned Mona and Mai, but neither was available.
3. لاحظ صيغة السؤال بعد neither في حالة ربط جملتين منفيتين وبهما نفس الفاعل
- * Jana didn't study. She didn't watch the film.
- * Neither did Jana study nor did she watch the film.
4. تستخدم neither للتعبير عن الموافقة بالنفي ويأتي بعدها صيغة استفهام:
- * Jana didn't study. Neither did Toka.

Choose the correct answer from a, b, c, or d:

1. He is very sad because his money has been lost.
a. neither b. all c. each d. every
2. In exams, student is given a question paper.
a. every b. all c. a few d. each of

3. Take care! The little child carried a glass bottle in hand.
a. neither b. all c. every d. each
4. The event was organised by two people. of them is a professional.
a. Every b. All c. Neither d. Half
5. None of my family coffee, but dad. He has more than ten cups a day.
a. drink a lot b. drink c. drinks many d. drink some
6. The exam was difficult, but fortunately of the students passed.
a. all b. neither c. none d. every
7. Two men wanted to marry her, but she accepted of their offers.
a. none b. each c. neither d. both
8. I don't like of the T-shirts.
a. neither b. every c. nor d. either
9. I don't go mountain climbing and I don't go mountain walking,
a. all b. either c. neither d. each
10. information about the new product is confidential.
a. All b. Each c. Every d. Both
11. that we had been told turned out to be untrue.
a. All b. Either c. Both d. Neither
12. Ali wasn't at the meeting and ... was his assistant.
a. both b. so c. neither d. either
13. Almost car pollutes the atmosphere.
a. each b. every c. both d. all
14. Lina has two brothers, but they are not good at basketball because tall.
a. either is b. both are
c. neither is d. neither are
15. A train leaves to Cairo four hours.
a. every b. half c. each d. either
16. I have no money left. the money I had was lent to my friend Kamal.
a. All b. A few of
c. None of d. A little

14 -Relative clauses

فعل **that** **who** عاقل

- بمعنى (الذي / التي) وتحل محل الفاعل العاقل (يأتي بعدها فعل)

- * An architect is someone **who (that)** designs buildings.
- * We know a lot of people **who (that)** live in the country.

فاعل **that** **who** عاقل

- بمعنى (الذي / التي) وتحل محل المفعول العاقل (يأتي بعدها فاعل ويمكن حذفه)

- * The woman, **who** I wanted to see, was away on holiday.
- * Do you know the woman **who (that)** Ali is talking to?

فاعل **that** **whom** مفعول عاقل

- بمعنى (الذي / التي) تحل محل المفعول العاقل ويمكن حذفها ولا بد أن يأتي بعدها فاعل ويمكن أن يأتي معها حرف جر

- * The man **whom** you saw in the party is my brother.
- * I like the people **with whom** I work.
- * Ali is a person **whom (that)** I admire very much.

فعل **that** **which** غير عاقل أو مكان يعامل كشيء

- بمعنى (الذي / التي) وتحل محل فاعل غير عاقل.

- * I bought a car **which** is new.

فاعل **that** **which** غير عاقل أو مكان يعامل كشيء

- بمعنى (الذي / التي) وتحل محل مفعول غير عاقل (ويمكن حذفها).

- * The food, **which** you cook, tastes delicious.
- * We stayed at the Park Hotel, **which** a friend of ours recommended.

جملة **where** = (in - at) which
= which ... (in - at)

مكان أو شيء يستخدم كمكان
- بمعنى "حيث" وتعود على المكان ولا بد أن يأتي بعدها فاعل (لا يأتي بعدها فعل).

- * This is the room **where (in which)** I sleep (**which** I sleep in).
- * The restaurant, **where** we had lunch, was near the airport.

اسم عاقل أو غير عاقل ← whose ← اسم عاقل أو غير عاقل

- تحل محل الملكية للعاقل وغير العاقل ويتبعها اسم (أي لا يأتي بعدها فعل مطلقاً).

- * A widow is a woman **whose** husband is dead.
- * What's the name of the man **whose** car you borrowed?

جملة

إشارة زمنية

when

(on - in - at) which

فاعل

- بمعنى "حين / حينها" ولا بد أن يأتي بعدها فاعل أو مفعول.

- * Friday is the day **when** (on which) we get up late.
- * June is the month **when** (in which) we don't go to school.

Note :

the day / the year / the timeetc. (something happens)

- * The last time (that) I saw Anna, she looked great.
- * I haven't seen Jack and Helen since the year (that) they got married.

فعل

what

فاعل

- بمعنى "ما / ماذا" و تربط بفعل.

- * Do you understand **what** I am saying?
- * We'd better decide **what** we need to buy.

عاقل / غير عاقل

that

فاعل / فعل

- * Do you know anyone **who / that** speaks French and Italian?
- * Ali works for a company **which / that** makes furniture.
- لا تستخدم (that) في الجمل الاعتراضية بعد (,)
- * John, **who (not that)** speaks French and Italian, works as a tour guide.
- * Cairo, **which** is the capital, is very crowded.

- هناك حالات لا بد أن نستخدم فيها: (that)
أ- إذا كانت أي من الكلمات التالية تصف الاسم الذي يعود عليه ضمير الوصل

all - any - some - every - many - much - few

- * **Everything that** they said was true.
- * I gave her **all** the money **that** I had.

ب- مع صفات التفضيل

- * The fox is **the cleverest** animal **that** I have ever seen.
- ج- إذا كانت تعود على عاقل وغير عاقل في نفس الوقت:
- * I told him about **the leaders and the places that** I admired.

Omission of relative pronouns

1. يتم حذف كل من (who - which - whom) عندما يحلوا محل مفعول (أي إذا جاء بعدهم فاعل):

- * This is the woman **who** I helped.
- = This is the woman, I helped.
- 2. يمكن حذف كل من (who - which) إذا جاء بعدهم فعل في الحالات التالية
أ- إذا جاء بعدهم صيغة معنوم في هذه الحالة يتم حذف الضمير و (be) ويتبقى (ing)
* The girl **who** is eating ice cream comes first.
- = The girl, **eating** ice cream comes first.
- ب- إذا جاء بعدهم صيغة مبني للمجهول وهنا نحذف أيضا الضمير و (verb to be)
ويبقى التصريف الثالث للفعل.
- * The man **who** is called Omer helps the poor.
- = The man, **called** Omer helps the poor.

Notes

1. تحل **which** محل المكان إذا استخدم كشيء أو وصف.

- * This is my house **which** I bought.
- * This is my house **which** is quite big.
- 2. يمكننا استخدام حرف جر قبل (which) مثل (for) وهنا بمعنى (why)
* Can you tell me the reason for **which** (why) you were absent yesterday?
- 3. تعود على المكان ولا بد أن يأتي بعدها فاعل (أي لا يأتي بعدها فعل مطلقاً) وتساوي **which** مع حرف جر

- * This is the city. I live in it.
- = This is the city **where** I live.
- = This is the city **which** I live in.
- = This is the city **in which** I live.
- 4. يمكن استخدام (to + inf) بدلا من عبارة الوصل إذا كان ضمير الوصل في الجملة يحل محل الفاعل مع كلمات مثل

- The first second / last.....
- * I was the first person who left the ship.
- = I was **the first person to** leave the ship.
- 5. لا يمكن استخدام **that** بدلا من **which** إلا إذا وضعنا حرف الجر بعد الفعل
- * The train arrived late. I came by it.
- = The train **by which** I came arrived late.
- = The train **that** I came by arrived late.

6. كيفية اختيار حرف الجر المناسب

- * He said something (for-at-on) **which** he should apologize.
- في المثال نختار for لوجود آخر الجملة كلمة apologize.
- * He said something (for-on-about) **which** I was excited.
- في المثال نختار about لوجود آخر الجملة كلمة excited.
- * He said something (for-with-on) **which** I was pleased.
- في المثال نختار with لوجود آخر الجملة كلمة pleased.
- * she went to meeting (in-on-at) **which** she learnt how to read and write
- ننظر للكلمة التي تسبق حرف الجر نجد أنها meeting تأخذ حرف جر at.

Choose the correct answer from a, b, c, or d:

- Luxor, monuments are famous everywhere, attracts tourists from all over the world.
a. what b. which c. that d. whose
- My uncle works for the company, has developed a vaccine against COVID.19.
a. which b. what c. where d. whose
- Mr. Kareem, . lives in Luxor, assures that tourists going there will experience hospitality and an amazing history.
a. who b. that c. whom d. which
- These famous sonnets are poems by William Shakespeare on a variety of themes.
a. were written b. written c. which written d. writing
- In the past, Britain had a great empire the sun never set on.
a. what b. where c. which d. whose
- Al Azhar Park, we used to go, is currently being renovated.
a. where b. that c. which d. who
- Mr Amin, retired, enjoys spending a lot of time with his grandchildren.
a. whom b. that c. who's d. whose
- My neighbour's baby, I am caring for, is currently in the hospital.
a. whose b. that c. who's d. whom
- This is the interesting novel I wanted to lend you.
a. what b. that c. where d. who
- Do you know the manager with I work?
a. who b. that c. whom d. whose
- The accountant we employed last month is really efficient.
a. what b. which c. whose d. no relative pronoun
- The person acts are irresponsible is usually unreliable.
a. whom b. who c. whose d. which
- The TV I bought last month has started to give a very low sound.
a. who b. that c. what d. when
- She forgot to bring back her friend's camera,she had to apologise.
a. which b. at which c. for which d. that
- He showed me all he had brought from the book fair.
a. what b. where c. which d. that
- I don't know this strange man is coming from.
a. who's b. who c. where d. that
- Do you know your uncle is coming back from Algeria?
a. where b. when c. who d. whose

19. you say is unbelievable: the sun is not a planet!
 a. Which b. What c. That d. Who
 20. Our civilisation, ... is the oldest in the world, is our source of pride.
 a. where b. what c. that d. which
 21. I don't know ... making this noise, but all of you must keep quiet.
 a. whose b. who's c. that d. who
 22. Which of the following is structurally correct?
 a. I read the book which you lent it to me.
 b. I read the book you lent me.
 c. I read the book what you lent me.
 d. I read the book you lent it to me.
 23. I don't know the name of the factory in..... he works.
 a. what b. which c. where d. who

15 - Adjectives الصفات

1- الصفة هي كلمة تصف الاسم والضمير وتأتي الصفة قبل الموصوف أو الأفعال التالية
 v. to be - look - seem - sound - appear - go - come - become
 - stay - feel - taste - smell - touch - fall - grow - how

- He bought a **new** flat He is **lazy**
 Toka seems **ill** He get **tired** quickly

لا تتغير الصفة سواء كان الموصوف مفردا أو جمعا مذكر أو مؤنثا

- He is **clever** she is **clever** They are **clever**

لاحظ أن الصفة قد تكون :

Hope (hopeful - hopeless) friend (friendly)	suffix من اسم بالإضافة لاحقة
Interesting - exciting - boring - amazing	اسم فاعل
Interested - excited - bored - amazed	اسم مفعول
World news school girl - girls school - horse race	اسم يستخدم لصفة لا يجمع الاسم في هذه الحالة
A forty - year man - a tow - day	رقم ويعد اسم فيكون الرقم صفة للاسم

لاحظ أن يمكننا عكس الصفة بإضافة بادئة prefix

un	im	in	il	dis	ir
lucky	polite	correct	legal	loyal	regular
unlucky	impolite	incorrect	illegal	disloyal	irregular

يمكننا تقسيم الصفات من حيث القوة إلى نوعين

1. صفات عادية يمتحن أن يأتي قبلها كلمة **very**

hot cold bad large tired angry

2. صفات قوية - صفة عادية **very** يمتحن أن يأتي قبلها كلمة **very**

boiling freezing awful huge exhausted furious

- He had been working all day. He was **very** tired (exhausted)
 - Because of his **awful** marks , his parents were **very** angry (furious)

يمكننا تقسيم الصفات من حيث القوة إلى نوعين

1. صفة واحدة تفتحن من مقطع واحد عند النطق مثل

hot cold bad large tired angry

2. صفة طويلة تفتحن من أكثر من مقطع عند النطق مثل

expensive comfortable dangerous valuable wonderful important

1- Positive degree

وهي الدرجة العادية أو البسيطة التي تبين درجة الصفة مثل :

Lucky	محظوظ	Nice	لطيف
happy	سعيد	Rich	غني

تستخدم الدرجة البسيطة لكي تعبر عن المساواة في الصفة :

as + Adjective + as

- Mona is **as** clever as Hoda Ahmed is **as** strong as a horse

تستخدم الدرجة البسيطة لكي تعبر عن عدم المساواة في الصفة :

not as / so + Adjective + as

- Ali is **not as** clever as Ahmed
 He is **not as** (so) rich as his brother

2- Comparative degree

تستخدم المقارنة بين اثنين عندما نريد إظهار تفوق شخص أو شيء على شخص أو شيء وتتكون كالآتي:

Short Adj. + er + than

- Ali is **taller** than Ahmed Ahmed is **shorter** than Ali

more + Long Adj. + than
 less

- Mona is **more** beautiful than Nada
 Nada is **less** beautiful than Mona

3- Superlative degree

وهي تستخدم عندما نريد إظهار تفوق شخص أو شيء على مجموعة من الأشخاص أو الأشياء وتتكون كالآتي :

the + Short Adj. + est

- Ali is **the tallest** student in the class She is **the shortest** one

The most + Long Adj.
 The least

- Mona is **the most** beautiful girl I have ever seen

Irregular Adjectives

Notes

1- لاحظ أنه يوجد طرق أخرى للتعبير عن المساواة وعدم المساواة :

as + Adjective + as
 - Mona **as old** as Ola.

be + the same + Noun + as
 - Mona is **the same** age as Ola.

Noun + and + Noun + Verb
 - Mona **and** Ola **are** the same age .

... be similar to ...
 - Mona is **similar to** Ola .

2- يمكن استخدام **less** قبل الصفة القصيرة

- Ali is **less** fat than Adel

3- يمكن أن نحدد مقدار صفة المقارنة بأن يسبقها كلمات مثل

Much - a lot - a bit - a little - slightly

- Mona is **much more** intelligent than Ola.

4- كلما كلما :

the + Adjective + the + Adjective + the + Noun

- The **more** I study, the **higher** marks I get

- The **harder** you study, the **more** marks you get

5- لاحظ هذا التركيب :

the + Adjective + er + of the two + noun

- Farida is **the taller** of the two girls

6- لاحظ استخدام **best** بدون **the** وهنا تكون بمعنى (very)

- I have all my family but my mum **most** of all

- I have all my classmates but I love Ibrahim **most**

7- لاحظ استخدام **older- oldest** مع الأشخاص والأشياء ولكن نستخدم **elder- eldest** عند المقارنة داخل نطاق الأسرة.



He is my **elder** brother. Farida is **older than** Alia.

8- نستخدم **farther** عند مقارنة المسافات ولكن نستخدم **further** بمعنى أكثر من ذلك

Aswan is **farther than** Beni Suef

Have you anything **further** to add

عادية	قوية	عادية	قوية
ordinary	strong	ordinary	strong
Clever	brilliant	old	ancient
angry	furious	frightening	terrifying
bad	terrible	hot	boiling
big	enormous	tired	exhausted
happy	delighted	unusual	incredible

9- لاحظ الظروف التالية قبل الصفات العادية - **very - rather - quite - extremely - little**

I'm **very** (extremely) tired

Mr. Ahmed is a **very** good teacher

لاحظ أن **fairly - quite** تعطي معنى ايجابي بينما **rather** تعطي معنى سلبي

It is **quite** cold (I can bear it.)

It is **rather** cold (I can't bear it.)

لاحظ استخدام الظروف التالية قبل الصفات القوية - **absolutely - completely - entirely - totally**

The man was **completely** amazing teacher

Mr. Ahmed is an **absolutely** amazing teacher

لاحظ استخدام الظروف التالية قبل كل من الصفات القوية والضعيفة - **really - pretty**

This building is **really big / enormous**

Compound adjectives

Compound adjectives are made up of two or more words.

- تتكون الصفات المركبة من كلمتين أو أكثر.

These are often:

Adverb + Past Participle	Adjective + Past Participle
well-balanced	متوازن في حالة/ التزان
well-known	مشهور / معروف
well-educated	مؤلف متعلم جيدة
widely spoken	يتحدث على نطاق واسع
deeply-rooted	لواصول عريقة
highly-respected	يحظى باحترام كبير
open-minded	متفتح العقل
absent-minded	شارد الذهن
clear-cut	واضح
deep-seated	عسق الجذور / متاصل
old-fashioned	موضة قديمة
strong-willed	قوي الإرادة

Notes

- Use a hyphen to link the words together if the adjective is before the noun:

- استخدم الشرطة لربط الكلمات ببعضها البعض إذا كانت الصفة قبل الاسم

* It is a **well-known** fact that languages can improve some brain functions.

* This fact is **well known**.

Don't use a hyphen if it follows the noun it describes:

- لا تستخدم الشرطة إذا كانت الصفة المركبة تتبع الاسم الذي تصفه (في حالة عدم وجود اسم بعدها):

* English is **widely spoken** all over the world.

* English is one of the most **widely-spoken** languages in the world.

When compound adjectives contain numbers.

- عندما تحتوي الصفات المركبة على أرقام

Usually, compound adjectives that contain numbers need a hyphen.

- عادة ما تحتاج الصفات المركبة التي تحتوي على أرقام إلى شرطة.

* The insular culture retained **twentieth-century** sensibilities.

* We ate a **second-rate** meal at the dinner.

But when the number comes second in the compound adjective, it does not need a hyphen.

- ولكن عندما يأتي الرقم في المرتبة الثانية في الصفة المركبة، فإنه لا يحتاج إلى واصلة.

* My brother has **Type two** diabetes.

Kinds of compound adjectives

1. Adj + P.P.

Old-fashioned	قديم الطراز	Absent-minded	شارد الذهن
Clear-cut	محدد معين	Strong-willed	قوى العزيمة
Deep-seated (rooted)	متصل، متجذر	Middle-aged	في منتصف العمر
Kind-hearted	طيب القلب	Open-minded	متفتح العقل
Blue-eyed	أزرق العينين	Quick-witted	سريع البديهة

2. Adj + V-ing

Good-looking	حسن المظهر	Long-lasting	يدوم طويلا
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3. Adj + اسم

High-quality	عالي الجودة	Long-distance	بعد المسافة
Second-hand	مستعمل	Long-term	طويل المدى

- Starting with adverb :

1. Adv + P.P.

Well-rounded	متوازن شامل	Well-paid	أجر جيد
Well-balanced	متوازن	Well-organised	حسن التنظيم
Well-behaved	حسن السلوك	highly-qualified	ذواتهليل عالي
Well-informed	مطلع	Badly-written	مكتوب بشكل سيء
Well-educated	متعلم جيدا	brightly-lit	ساطع الإضاءة
Well-known	مشهور	well-mannered	ذواخلاق جيدة
Widely-recognized			معروف على نطاق واسع
Highly-respected			يحظى باحترام كبير
Widely-spoken			يتم التحدث بها على نطاق واسع
Densely-populated			كثيف السكان
Genetically-modified			معدل وراثيا

2. Adv + V-ing

Never-ending	دائم
Ever-lasting	دائم
Forward-thinking	سابق عصره

- Starting with noun :

1. Noun + P.P.

Sun-dried	مجفف بالشمس	Sun-baked	مجفف بالشمس
Petrol-powered	يعمل بالبنزين	Left-handed	أعصر
Wind-powered	يعمل بالرياح	Heart-broken	منظور القلب

2. Adv + V-ing

Record-breaking	محطم الرقم القياسي
Mouth-watering	مسيل لللعاب/ لذيذ
Thought-provoking	مثير للتفكير
French-speaking	متحدث بالفرنسية
Time/Labour-saving	موفر للعماله / للوقت

3. Noun + P.P.

World-famous	مشهور عالميا	Self-reliant	معتمد على نفسه
Fat-free	خالى من الدهون	Self-centered	اناني
Smoke-free	ممنوع فيه التدخين	Self-confident	واثق

4. Noun + noun

Bullet-proof	مضاد للرصاص	Part-time	بدوام جزنى
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Adverb (الظرف)

* Use an adverb to describe an action. An adverb usually comes after a verb: it can also come before a verb to emphasize the verb.

نستخدم الظروف لوصف الفعل أو الصفة ويأتي غالبا الحال بعد الفعل ويمكن أن يأتي قبل الفعل للتأكيد على الفعل.

* Nobody treats her **differently** to the other employees.

* I wasn't sure if I could **successfully** combine my job with playing handball.

الحال أو الظرف غالبا ما يكون مشتق من الصفة عن طريق إضافة (y / ly / ily) إلى الصفة :

- quiet	→	quietly
- quick	→	quickly
- slow	→	slowly
- happy	→	happily

لاحظ ان الصفة المنتهية بـ (ly) تتحول عن طريق (in a way... manner) :
Friendly → **in a friendly way - manner** وندود
 هناك بعض الكلمات تعامل كظرف وصفة :

hard	جاد / بجهد	daily	يومي / يوميا	high	مرتفع / على مستوى مرتفع
fast	سريع / بسرعة	weekly	اسبوعي / اسبوعيا	late	متأخر / في وقت متأخر
early	مبكر / في وقت مبكر	nearby	مجاور / بالقرب	low	منخفض / على مستوى منخفض

- * I found a job very **fast**.
 * Heba can swim **well**.
 * Ahmed has always worked **hard**.
 * I won the race **easily**.
 هناك ظروف غير منتظمة مثل :

good	جيد	→	well	بشكل جيد
everyday	يومي	→	every day	كل يوم
indoor (outdoor)	داخلي / خارجي	→	indoors (outdoors)	داخل المنزل / خارج المنزل

Adverb Kinds (أنواع الظرف)

Adverbs of manner (ظروف الكيفية)

يصف كيفية حدوث الفعل ويوجب عن السؤال بـ (كيف How) يأتي قبل الفعل أو بعده

- * How did you do in the exam? - I did very **well**.
 * What did the police do? - They **quickly** closed the area.

well	بطريقة جيدة	bravely	بشجاعة	badly	بطريقة سيئة
quickly	سريعا / بسرعة	slowly	بطيئا / ببطء	wisely	بحكمة

Adverbs of place (ظروف المكان)

يستخدم ظروف المكان لتحديد مكان أو اتجاه أو بعد حدوث الفعل مثل :

- * I will meet **her outside**. * There is a big factory **nearby**.

here	هنا	in	في	outside	بالخارج	near	قريبا
there	هناك	out	خارجا	inside	بالداخل	far	بعيدا
under	تحت	up	أعلى / فوق	above	فوق / أعلى	abroad	في الخارج
between	بين	down	أسفل	around	حول	about	حوالي

Adverbs of time (ظرف الزمان)

تشير ظروف الزمان إلى وقت وقوع الحدث وتأتي بداية أو نهاية الجملة .

- * I met him **yesterday**. * I will meet you **soon**.

yesterday	أمس	today	اليوم	late	متأخرا
tomorrow	غدا	still	لا يزال	yet	حتى الآن
now	الآن	soon	حالا / قريبا	for	لمدة
ago	منذ	Every	كل	already	بالفعل
before	قبل	last	السابق	early	مبكرا

Adverbs of frequency (ظرف التكرار)

تشير إلى عدد المرات وتأتي في بداية أو نهاية الجملة أو قبل الفعل مثل :

- * I visited my uncle **every week (weekly)** * I meet my friend **once** a week.

once	مرة	always	دائما	every	كل
twice	مرتين	usually	عادة	daily	يوميًا
three times	ثلاث مرات	often	غالبًا	weekly	اسبوعي
occasionally	أحيانا	sometimes	أحيانا	monthly	شهري
frequently	غالبًا	seldom / rarely	نادرا	yearly	سنوي
never	مطلقا	hardly	بالكاد / بصعوبة	little	قلما

تستخدم بعض ظروف التكرار قبل الفعل الأصلي أو بعد (V.be) :

- * I **always** get up early. * She is **never** lazy.

Adverbs of affirmation (ظرف الإثبات أو النفي)

ظرف تستخدم لإثبات أو نفي الحدث:

- * **Surely**, I will come. * **Indeed**, I hope to come.

yes	نعم / أجل	indeed	واقعا / في الواقع	not	لا
certainly	يقينا / بالتأكيد	by all means	بكل السبل	any	أي
surely	بالتأكيد / تأكيدا	undoubtedly	لا شك في	no	كلا
verily	يقينا / حقا	obviously	بوضوح	never	لا أبدا
definitely	بالتأكيد			truly	صدقا

Notes

عند استخدام الظروف التي تكل على النفي في بداية الجملة فإن الفعل المساعد يتقدم على الفاعل (صيغة سؤال)

Inversion after negative adverbs

seldom	نادرا	Not only ... But also ..	ليس فقط ... بل أيضا ...
Rarely	نادرا	Scarcely When	لم يكذ ... حتى أن ...
Little	على الإطلاق	Hardly When	لم يكذ ... حتى أن ...
only when	فقط عندما	No sooner....than....	لم يكذ ... حتى أن ...
only then	في هذه اللحظة	On no account	تحت أي ظرف

- * She **never** visits Luxor. = **Never does** she visit Luxor.
 * He had **no sooner** studied than he slept. = **No sooner had** he

Choose the correct answer from a, b, c, or d:

- She had acted she was dismissed immediately.
 a. more unprofessionally than b. as unprofessionally as
 c. so unprofessionally that d. unprofessionally enough
- You shouldn't climb the stairs
 a. careful b. care c. carefully d. carelessly
- I love all Liverpool's players, but I love Mohammed Salah ..of all.
 a. more b. much c. the most d. most
- We didn't go out because it was raining
 a. heavily b. slowly c. quite d. quietly
- We had to wait a long time, but we didn't complain. We waited
 a. patiently b. impatiently c. impatient d. patient
- This tea tastes a bit I can't enjoy it..
 a. strange b. strangely c. usual d. usual
- There's no point in doing a job if you don't do it
 a. proper b. properly c. correct d. wrong
- This girl behaves in away.
 a. quietly b. quickly c. friendly d. slowly
- I'm tired because I've been working
 a. quick b. hardly c. hard d. quietly
- My father.....gets home late. He is punctual.
 a. quick b. hardly c. hard d. quietly
- Do you think French is all over Africa?
 a. speaking b. speaking widely
 c. widely spoken d. widely-spoken
- It is a fact that being bilingual can improve some brain functions.
 a. knowing b. widely knowing
 c. well known d. well-known
- I think reading a novel is more interesting than watching a movie.
 a. as b. much c. many d. a lot of
- Who is the of the two boys?
 a. tallest b. taller c. more tall d. a tall
- Adel is as tall as Nada. They are the same.....
 a. age b. height c. length d. strength
- Yesterday was hot and today is
 a. hotter b. hotter c. hotter than d. hottest
- Yesterday was hot and today is
 a. colder b. cold c. hotter than d. colder
- Perhaps I looked bad this morning, but she looked
 a. worse b. the worst c. more worse d. badly
- The shorter the queue is, the.....the service is.
 a. fast b. fastest c. faster d. less fast
- Water is the.....expensive, but the most needful, of all liquids.
 a. most b. least c. less d. more
- Are you sure you want to go there today? It's a drive.
 a. hundreds-kilometre b. hundred-kilometres
 c. hundreds-kilometres d. hundred-kilometre
- You aren't to lift this heavy box; I will help you.
 a. strong enough b. such strong
 c. too strong d. such a strong
- Everybody congratulated him for the event.
 a. well-organized extremely b. extremely well-organised
 c. extreme well-organised d. well-extremely organised
- Omar's sisters are both very They are always friendly and smiling.
 a. good natured b. good nature c. good-natured d. moody
- I am sure bamboo is a plant.
 a. grow fast b. growing fast
 c. fast growing d. fast-growing
- Are there jobs for citizens in this company ?
 a. Arabic-speaking b. Arabic spoken
 c. Arabic speaking d. Arabic-spoken
- The company is for its wonderful products and excellent services.
 a. well-known b. a well-known
 c. well known d. none of the

16- Question tag

السؤال يكون عكس الجملة في الإثبات والنفى
-في السؤال المذيل نستخدم دائماً ضمير فاعل

- You like horror films, don't you? She hasn't got a brother, has she?
- They should start now, shouldn't they? He's a student, isn't he?
- He hasn't got any money, has he?

إذا كانت الجملة إثبات وسؤالها نفى تكون الإجابة بـ yes إذا كانت الجملة نفى وسؤالها إثبات تكون الإجابة بـ No

English isn't easy, is it? No it isn't
Maha is wonderful, isn't she? You, she is

special cases

1. تعبر let عن الاقتراح أما let us فتعبر عن طلب الإذن:

Let's shall we?
Let us will you?
Let's go, shall we? Let us stay here, will you?

2. في حالة وجود am نستخدم في السؤال aren't وفي حالة وجود am not نستخدم am:

I am a teacher, aren't I?
I am not a lawyer, am I?

3. لاحظ أن الكلمات everyone/ somebody/ everybody/ someone/ nobody يأتي بـ no بدلاً منها في السؤال they:

Everyone has done the homework, haven't they?
Everybody's at the match, aren't they? Nobody saw the robbers, didn't they?

4. الكلمات something / everything / nothing يأتي بـ something بدلاً منها في السؤال it:

Something has happened, hasn't it?

5. الكلمات الآتية تعبر عن النفي ولذلك يكون السؤال مثبت:

Seldom / never/ scarcely/ neither / little / few / hardly / rarely/ no longer
He no longer comes early, does he? There's hardly any food, if there?
Heba neither cooked nor the house, did she?

6. في حالة الأمر المنفي نستخدم في السؤال will you:

Don't open the door, will you?

7. في حالة الأمر المثبت نستخدم عادة (won't / can't you) ويمكن أيضاً (will / can / would):

Close that door, won't you?

8. لاحظ أن الجمل التي تبدأ بـ I think / I believe يكون السؤال المذيل على الجزء الثاني ولكن الجملة التي تبدأ بـ I don't think / I don't believe يكون السؤال المذيل على الجزء الأول:

I think Hala will win the race, won't she? I don't think they are lazy, are they?

9. لاحظ أننا دائماً نستخدم الاختصار في السؤال don't/didn't / doesn't: في حالة وجود have كفاعل أساسي

He has a car, doesn't he? Everyone had a special uniform, didn't they?

10. لاحظ استخدام it بدلاً من this / that في السؤال عندما تشير لغير العاقل: This is not right, is it?

11. لاحظ استخدام it بدلاً من this / that في السؤال عندما تشير للعاقل: This is a boy, isn't he?

12. في حالة وجود (IF) أو أي رابط زمني يكون السؤال على الجزء الثاني من الجملة التي لا تحتوي على الرابط

If she doesn't have a map, she'll get lost, won't she?
After he had finished, he went home, didn't he?

13. لاحظ استخدام Question tag مع الجمل الآتية:

You'd better leave, hadn't you?	You'd rather go. Wouldn't you?
Hala read English carefully, didn't she?	He's punished her, hasn't he?
You dare not hit my brother, dare you?	He's punished by us, isn't he?
There isn't any milk in the fridge, is there?	I needn't go out, need I?
I ought to get up early, oughtn't I?	The weather isn't too cold to go out, is it?

Choose the correct answer from a, b, c, or d:

- Few people attended the conference,?
a. wouldn't they b. didn't they c. hadn't they d. did they
- So, you don't think I can do it,?
a. do you b. don't you c. can I d. can't I
- You'd better go,?
a. had you b. hadn't you c. wouldn't you d. would you
- I'd rather go home,?
a. would I b. wouldn't I c. hadn't I d. had I
- I'd come before he left,?
a. hadn't I b. wouldn't I c. didn't he d. hadn't he
- I'd come if he left,?
a. wouldn't I b. hadn't I c. didn't he d. wouldn't I
- It's made in Egypt,?
a. isn't it b. hasn't it c. wasn't it d. haven't it
- It's rained a lot recently,?
a. isn't it b. hasn't it c. wasn't it d. has it

17 - Definite and Indefinite articles

indefinite articles: A & An

نستخدم a / an = one بمعنى واحد وتأتي قبل الاسم المفرد النكرة (غير محدد).
نستخدم (a) قبل الاسم المفرد الذي يبدأ بحرف ساكن كتابة ونطق:

a boy - a girl - a man - a woman - a hand - a lion - a bus

a farmer - a university - a uniform - a useful.... a European

نستخدم (an) قبل الاسم المفرد الذي يبدأ بحرف متحرك نطقاً (a, e, i, o, u)
an orange - an egg - an insect - an apple - an hour - an umbrella - an honest

Usage

- 1- نستخدم a / an قبل الاسم المفرد عند ذكره لأول مرة يكون نكرة أي غير محدد
- I read a story and an adventure novel last week.
- 2- نستخدم a / an لنشير إلى الوظائف
- She is an engineer. - He works as a teacher.
- 3- نستخدم a / an لنشير إلى واحد من عدد أو إلى النوع
- I bought a pen. - I ate an apple.
- 4- نستخدم a / an قبل الجسديات إذا جاء بعدها اسم مفرد يع
- She is an Egyptian woman. - He is an English man.
- 5- نستخدم a / an قبل الصفات إذا جاء بعدها اسم مفرد يع
- Ali is a clever boy. - Toka is an intelligent girl
- 6- نستخدم a / an مع تعبيرات السرعة والتمن والنسبة.

once a day	eighty kilometers an hour
twice a week	sixty meters a minute
three times a month	twenty pounds a kilo

7- نستخدم What a / an للتعجب.

What a - an +

صفة +

اسم يع مفرد

- What a pretty girl.

- What a hard question!

8- نستخدم a/an قبل أدوات التجزئة المفرد

a cup of	فنجان من	a loaf of	رغيف من	a tin of	علبة من
a glass of	زجاجة من	a tube of	أنبوبة من	a slice of	شريحة من
a bottle of	كوب من	a pair of	زوج من	a packet of	لفه من
a jar of	برطمان من	a bag of	كيس من	a sheet of	فرخ من

9- نستخدم a / an (عند الإشارة إلى شخص واحد)

- She decided to become a Muslim.

لاحظ عدم استخدام (a / an) مع:

- They are clever students.
- Yesterday, we bought nice furniture.
- Honesty is one of his traits.

الأسماء الجمع
الأسماء التي لا تعد
الأسماء المعنوية

The definite article: The

نستخدم (the) قبل الاسماء التي تد مفرد أو جمع ومع الاسماء التي لا تد والاسماء المعنوية للتعريف أو للتحديد:

the boy - the boys - the car - the cars - the news - the bread - the money

Usage

1- نستخدم the عند التعريف بغرض التحديد.

- The little girl who is wearing a dress is Toka.

2- نستخدم the عند ذكر الامر مرة ثلثية (يكون في الجملة الاولى تكرة وفي الجملة الثانية معرفة)

- She gave me a present. The present was nice.

3- نستخدم the مع الصفة في الدرجة الثالثة (التفضيل)

the best	the tallest	the biggest	the shortest
the most	the least	the newest	the oldest

4- نستخدم the قبل الصفة للتشير الى الجمع (بأني يقدم فعل جمع)

the poor	the young	الغنى	the dead
the rich	الاجتهاد	the old	الاجتهاد

- The poor are in a bad need to the help of the rich.

5- نستخدم the مع جمل العارضة: كلما كلما

- The more you study, the higher marks you get.

6- نستخدم قبل الصفات التي تد على الجنسية لتدل على الشعب.

الشعب المصري	the Egyptian	الشعب الانجليزي	the English
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7- نستخدم the مع الاسماء المفردة من نوعها.

السماء	the sky	القمر	the moon
ابوالهول	the sphinx	الارض	the earth

8- نستخدم قبل الآلات الموسيقية بعد افعال معينة

listen-play - learn - teach

- He teaches me the drum. - Jana plays the guitar.

9- نستخدم the مع الاكتشافات والاخرعات لكن بيع او شراء او اصلاح فلا تأخذ (the)

- The computer is the most useful invention.

- I bought a computer yesterday.

10- نستخدم للإشارة الى هذه الأشياء بسلامة علم مع المفرد:

العاصمة	the capital	الحطة	the station
المدينة	the city	الطقس	the weather

11- نستخدم the مع اسماء الهيئات والمنظمات البنوك والقطاعات والأندية:

الملك	the king	الشرطة	the police
السينما	the cinema	الطقس	the weather

12- نستخدم the مع اسماء البلاد العربية والتي تحوى على republic - state - union -

- the Kingdom of Saudi Arabia. - the United Arab Emirates.

- the Republic of China - the USA

13- نستخدم قبل سلاسل الجبال والأنهار والبحار والمحيطات والمصاري والجزر والمنطق الجغرافية:

البحر الاحمر	the Red Sea	النيل	the Nile
الشرق الاوسط	the Middle East	البحر الابيض المتوسط	the Mediterranean

14- نستخدم the مع التغيرات الزمنية

في الصباح	in the morning	في المساء	in the evening
في الحاضر	in the present	في الماضي	in the past

15- نستخدم the مع الاتجاهات وقبل اسماء الصحف والكتب المقدسة.

في شرق	in the east	الشرق	the north of ...
جريدة التايمز	the times	الانجيل	the Bible

16- نستخدم the قبل الامكان عند استخدامها لغرضها (إذا كان الذهاب لغرض الاساسي منه لا نضع the)

- She was sent to prison because of her crimes.

- We went to the prison with our father to visit a relative of ours.

17- نستخدم مع الأعداد الترتيبية والفظ (فترة 10 سنوات):

الاول	the first	التالي	the next
الثاني	the second	الآخر	the last

Notes

1- لا نستخدم أي من أدوات التكرار أو المعرفة مع الاسماء المعنوية (الا أو فصد شي معين):

Beauty	Love	Freedom	Happiness	Peace	Evil
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2- لا نستخدم أي من أدوات التكرار أو المعرفة قبل هذه الاسماء (إذا كان الذهاب لغرض الذي اشنت من أجله)

School	Prison	Church	University	Mosque	Hospital
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لاحظ في حالة اختلاف الغرض نضع the:

- We go to school for learning.

- He went to the school to ask about his son.

3- لا نستخدم أي من أدوات التكرار أو المعرفة مع الاسماء المعنوية والغير معنوية بوجه عام (جمع يشير للكل)

Women	Men	Animals	Birds	Water	Bread
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4- لا نستخدم أي من أدوات التكرار أو المعرفة مع الألعاب الرياضية والأنشطة بوجه عام وغير متحدد.

Basketball	Football	Tennis	Volleyball	Handball
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5- لا نستخدم أي من أدوات التكرار أو المعرفة مع الألعاب الرياضية والأنشطة بوجه عام وغير متحدد.

Wood	Glass	Iron	Plastic	Wool	Silk
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6- لا نستخدم أي من أدوات التكرار أو المعرفة مع أسماء الطعام والشراب بوجه عام وغير متحدد.

Juice	Rice	Milk	Meat	Bread	Tea
-------	------	------	------	-------	-----

لاحظ في حالة التحديد نضع the:

- I like to drink tea.

- The tea you bought was very tasty.

7- لا نستخدم أي من أدوات التكرار أو المعرفة مع المواد الدراسية

Science	History	English	Arabic	Art	Chemistry
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8- لا نستخدم أي من أدوات التكرار أو المعرفة مع أسماء اللغات

French	Spanish	Japanese	English	German	Arabic
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9- لا نستخدم أي من أدوات التكرار أو المعرفة مع الوجبات

Breakfast	Lunch	Dinner	Supper
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لاحظ في حالة التحديد نضع the:

- I have dinner with my parents.

- I invited my friend to the dinner which we made yesterday.

10- لا نستخدم أي من أدوات التكرار أو المعرفة قبل الأيام والشهور وفصول السنة

Spring	Winter	Autumn	Summer	May	Sunday
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11- لا نستخدم أي من أدوات التكرار أو المعرفة قبل أسماء القارات والبلدان والعن والاسماء العظم:

Egypt	Africa	Cairo	Ahmed	King Farouk
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12- لا نستخدم أي من أدوات التكرار أو المعرفة مع وسائل المواصلات في حالة وجود حرف الجر by:

- He always goes to school by taxi.

Choose the correct answer from A.B.C.D

- I hope exam we are going to have tomorrow will be easy.
a. an b. a c. the d. no article
- My father is engineer in a steel factory.
a. a b. the c. no article d. an
- women play an important role in society.
a. No article b. The c. An d. A
- I read useful book yesterday.
a. no article b. the c. an d. a
- We can't live without water.
a. the b. no article c. an d. a
- He is last letter of the English alphabet.
a. no article b. an c. the d. a
- Spain is European country.
a. an b. the c. no article d. a
- Did you know that sun is a big star?
a. no article b. an c. the d. a
- I always have breakfast with family at home.
a. No article b. the c. an d. a
- Pacific Ocean is the largest and deepest of the world ocean basins.
a. A b. The c. An d. No article
- mobile I bought yesterday is smart.
a. The b. A c. An d. No article
- Nothing in life is better than peace of mind.
a. a b. an c. no article d. the

Linking words

1- Showing addition رابطة الإضافة

2- Showing reason رابطة السبب

3- Showing result رابطة النتيجة

4- Showing contrast رابطة التناقض

5- Showing Purpose رابطة الغرض

6- Showing Time رابطة الزمنية

1) Linking Words showing addition

بالإضافة إلى (ترابط بين جملتين) and = in addition

- We went shopping and watched a film.

- We went shopping. In addition, we watched a film.

بالإضافة إلى (v+ing) + as well as = in addition to = besides

- In addition to going shopping, we watched a film.

- Besides going shopping, we watched a film.

لاحظ إذا كان الفاعل واحد والجملتين إذا استخدم (=) as well as = in addition to (=) في ربط جملتين يختلف فيهما الفاعل. فإن الفعل يتبع الفاعل الأول: (besides)

- I as well as my brother am keen on music.

- My brother as well as I is keen on music.

ليس فقط .. ولكن أيضا but also

ليس فقط .. ولكن ... أيضا as well not only but

- We not only went shopping, but also we watched a film.

- We not only went shopping, but we watched a film as well.

إذا بدأت الجملة بـ Not only يستخدم بعدها صيغة سؤال.

- Not only did we go shopping, but also we watched a film.

2) Linking Words showing reason

because	because of - owing to
since +	- due to - on account of - + v-ing / noun
as	thanks to

- We didn't enjoy the day because the weather was cold.

= We didn't enjoy the day because of the cold weather.

3) Linking Words showing result

لكنني / وبالتالي / consequently / لذلك / thus / for this reason / as a result

- He was ill so he was absent.

- It was raining, that's why we didn't go out.

4) Linking Words showing Purpose

لكي to / so as to / in order to + inf.

- Toka goes to school to learn.

- Jana studies hard in order to join an engineering faculty.

لكي in the hope of + v + ing

- Jana studies hard in the hope of joining an engineering faculty

جملة تضمنت will - may - can ...

جملة تضمنت would - might - could ...

- He studies hard so that he can get full marks.

- He studied hard so that he could get full marks.

5) Linking Words showing contrast

بإعتراف من although / though / even though / even if / whereas

- Although he is 70, he is energetic.

ترابك العزم مع although / though / even though حين ان العزم تدرك بالرغم من العزيمة التالية.

in spite of →

Despite →

- Despite being 70, he is energetic. - He isn't happy in spite of being rich.

جملة + جملة

Despite the fact that → جملة + جملة

but / however / yet

- He is 70 but, however, yet he is energetic. - He is rich but, however he isn't happy.

However + adj. or adv. + subject + verb

إذا بدأت الجملة بـ However يأتي بعدها صفة أو الحال ثم الفاعل والفعل.

- However rich he is, he isn't happy. - However hard he studied, he got low marks.

- However rich he is, he isn't happy. - However hard he studied, he got low marks.

- Rich as he is, he isn't happy. - Hard as he studied, he got low marks.

Whatever اسم + subject + verb

- Whatever wealth he has, he isn't happy.

- Whatever hardships he faced, he could win.

C Writing C

WRITING أهم كلمات

Introduction	مقدمة	Transition words	كلمات الربط
Introductory paragraph	فقرة المقدمة	Modal Verbs	الأفعال الناقصة
Topic sentence	الجملة الرئيسية	Stative Verbs	أفعال الحالة غير مستمرة
Thesis	الأطروحة	Phrasal Verbs	الأفعال الاصطلاحية
Body-Bulk	جسم المقال (الموضوع)	Prepositions	حروف الجر
Hook-grabber	الجملة الجاذبة	silent letter	حرف غير منطوق
Supporting sentence	الجملة الداعمة	Active Voice	مبني للمعلوم
Conclusion	الخاتمة	Passive Voice	مبني للمجهول
Closing sentence	الجملة الختامية	Causative	السببية
Formal Language	اللغة الرسمية	Direct Speech	الحديث المباشر
Informal Language	اللغة الغير رسمية	Indirect Speech = Reported Speech	الحديث غير المباشر
Slang	اللغة العامية	Conditionals	حالات الشرط
Academic	دراسي	Sender	الراسل
Unity	الوحدة	Receiver/ Recipient	المرسل إليه
Brevity	الإيجاز	Subject	الموضوع
Narrative	روائي / قصصي	Salutation	التحية
Descriptive	وصفي	Signature	التوقيع
Expository	تفسيري	Comma	الفاصلة
Argumentative	نقاشي / جدلي	Colon	النقطتان الرأسيتان
Persuasive	إقناعي	Semi-colon;	الفاصلة المنقوطة
Paraphrase	يعيد صياغة	Full stop - Period	النقطة
Summarize	يلخص	Exclamation mark	علامة التعجب
Oral	شفوي	Question mark	علامة الاستفهام
Written	تحريري	Punctuation marks	علامات الترقيم
Synonym	مرادف	Quotation marks	علامات التنصيص
Antonym	مضاد	Singular	المفرد
Verb	المفعول	Plural	الجمع
Noun	الاسم	A series of	سلسلة من
Adjective	الصفة	Background	الخلفية
Adverb	الظرف / الحال	Direct Quote	اقتباس مباشر
Prefix	البادية	Moral	المعزى
Suffix	اللاحقة	Proverbs	الأمثال
Transitive Verb	فعل متعد يأخذ مفعول	Contrast	التناقض
Intransitive Verb	فعل لازم لا يأخذ مفعول	Addition	الإضافة
Pronoun	الضمير	Cause and effect	السبب والنتيجة
Proper noun	اسم علم	Necessity	الضرورة
Concrete noun	اسم جامد / آلة	Logical deduction	استنتاج منطقي
Abstract noun	اسم معنوي	Recommendation	النصح / الاستطاعة
Common noun	اسم عام	Prohibition	المنع
Ordinal number	رقم ترتيبى	Question Tag	السؤال المذيل
Numeral number	رقم صحيح	Ability	القدرة / الاستطاعة
Infinitive = bare = Plain	مصدر بدون to	Possibility	الاحتمال
Full infinitive	مصدر + to	Suggestion	الاقتراح
Gerund (Present Participle)	اسم الفاعل V+ing	Request	الطلب
Past Participle	اسم المفعول	Order	الأمر
Imperative	فعل الأمر	Indent	المسافة الخالية أول الفقرة
Definite article	أداة التعريف the	Opposite	عكس
Indefinite articles	أدوات التكرار a / an	Distributives	الموزعات
Conjunctions	الروابط	Determiners	المحددات
Linking words	كلمات الربط	Messaging Language	لغة الرسائل

Punctuation

1- Capital letters

1. أول الكلمة في كل أنواع الجمل
 - Most people like ice cream.
 - Where do you come from?
 - Are you OK? - Don't smoke. - Study hard.
 2. أول الكلمة أو حرف في الجملة المقتبسة بين علامات التنصيص
 - Rasha said, "My father is a doctor".
 3. أول حرف من اسم الشخص أو لقبه
 - They say that Dr Mustafa is clever.
 4. أول حرف من اسم الدول والعواصم والمدن
 - The capital of Egypt is Cairo.
 - I want to visit Luxor and Aswan.
 5. أول حرف من أسماء البحار والمحيطات والأنهار والقارات
 - The Red Sea is in the east of Egypt.
 - I visited Lake Nasser which is in Aswan.
 - I know that France is in Europe.
 6. أول حرف من أسماء الجنسيات
 - He is Egyptian. - She is British
 7. أول حرف من أسماء اللغات
 - I speak English and French well.
 8. أول حرف من أسماء أيام الأسبوع وشهور السنة
 - I was born in September (Sp.).
 - We do not go to school on Friday (Fri.).
 9. في الاختصارات
 - TV-UK-OK-CD-USA-NASA - Mr.
 - ARE (Arab Republic of Egypt)
 - SOS = Save our soul - LOL = Laugh out loud
 10. أول حرف في الجملة بعد (- 1-)
 - My father is a teacher. He works hard.
 - What a lovely dress! It is great on you.
 11. الاسم العلم (proper noun)
 - We visited the Cairo Tower last week.
 - The Sphinx is in Giza
 12. أول حرف من أسماء الأعياد
 - Eid Alfitr / Eid Al-Adha
 - Sham El-Nesim / Christmas
 13. أول حرف من الكتب المقدسة
 - The Holy Qur'an - The Bible
 14. أول حرف من الكلمات الدالة على الفترات الاحداث التاريخية الهامة
 - I studied the Ice Age
 - 15 - أول حرف من الكلمات الهامة في عناوين الكتب والمقالات والأفلام
 - Have you read "The Pearl" or "The King Lear"
- الضمير أنا (I) والصفات المشتقة من الاسم العلم
- I play football every week.
 - Emad and I are friends.

Punctuation marks علامات الترقيم

Sentence endings

1. Full stop = Period (.) النقطة (علامة التوقف)

We can use a full stop (.) at the end of declarative,

1) Imperative and conditional sentences:

آخر الجمل الخبرية / الأمرية

-Yasser and Peter went to the club an hour ago.

2) After abbreviation:

بعد الاختصارات

-My grandson Ahmad was born in Jan. 2020.

3) In initials for personal names:

في الحروف الأولى للأسماء الشخصية

-T.S. Eliot (Tomas Stearns Eliot) was a great poet.

-Let's find an A.T.M. so I can withdraw some money.

-In British English, full stops are placed outside the final quotation mark.

-The general manager said, "This is a great day for the company".

2. Question Mark (?) علامة الاستفهام

We can use a question mark (?) at the end of questions

في نهاية السؤال

When did Amani leave for the supermarket?

At the end of tag question

في نهاية السؤال المذيّل

-You seem busy now, don't you?

Pauses of breaks

1. Comma (,) الفاصلة السفلية

1) We can use a comma (,) after yes and no

بعد نعم ولا

-Yes, it's a quarter past three, Samir.

2) Before please in sentences and after please at the beginning of a sentence.

قبل كلمة please لو في آخر الجملة أو بعدها إذا جاءت في أول الجملة

- Could I have more cake, please? Please, allow me to use your camera.

3) Before or after the name of the person you are speaking to.

عند مخاطبة الشخص

-Omar, you have done an excellent job.

4) To separate two complete sentences:

لفصل جملتين كاملتين

-When I was doing the housework, a stranger knocked on the front door.

5) To separate lists or elements within sentences.

لفصل القوائم أو العناصر داخل الجمل

-He bought two kilos of sugar, a packet of tea, a bottle of oil and five loaves of bread.

6) To separate a list of similar words, adjectives or phrases.

لفصل قائمة الكلمات أو الصفات أو العبارات المتشابهة

-It's important to write in clear, simple, accurate words.

7) To separate words or phrases that mark where the voice would pause, (after transitions.)

لفصل الكلمات أو العبارات التي تحدد مكان توقف الصوت، (بعد الروابط)

-I can't tell you now. However, all will be revealed tomorrow at midday.

8) To separate the direct speech from the rest of the sentence. The comma comes before the quotation mark.

لفصل الكلام المباشر عن باقي الجملة، تأتي الفاصلة قبل علامة الاقتباس

-Tamer said, "I have already tidied my room".

9) To mark non-defining clauses. (The clauses which add extra / non-essential information).

لتمييز شبة الجملة الغير محدد. شبة الجملة التي تضيف معلومات إضافية / غير أساسية (الجملة الاعتراضية)

-The police officer, who arrived after just five minutes, arrested the criminal.

10) To set off a tag question.

لتكوين سؤال مذيّل.

-She is your sister, isn't she?

11) To separate parts of the date

لفصل أجزاء من التاريخ (لا تأتي بين الشهر واليوم)

-Tuesday, May 2, 2016, was when I graduated.

12) Put a comma at the end of the direct sentence in case the speaker is placed after that sentence.

في نهاية الجملة المباشرة إذا جاء المتحدث في آخر الجملة

- "I'm coming home late tonight," my father said.

13) With words that are not part of the sentence as in the case at the beginning of the sentence.

توضع مع الكلمات التي ليست جزء من الجملة مثل الحال في أول الجملة

-Unfortunately, he missed his flight.

14) To show a separation of ideas or elements within the structure of a sentence.

لإظهار فصل الأفكار أو العناصر داخل بنية الجملة

-Ali went by bus, and Ahmed took a train.

2. Apostrophe (') الفاصلة العليا

1) We can use an apostrophe (') to show who owns something. The 's is added after singular nouns or names.

لإظهار من يملك شيئاً. تتم إضافة s بعد أسماء الأشخاص أو الأسماء المفردة

-This is our aunt's house.

2) When a name or a singular noun ends in -s, either add an apostrophe or an apostrophe as well as another's.

عندما ينتهي اسم شخص أو اسم مفرد بـ -s، قم بإضافة فاصلة عليا أو فاصلة عليا بالإضافة إلى s أخرى

-This is Charles's phone.

-My father is at his boss's party.

-These are James' books.

3) For plural nouns that end in -s, put the apostrophe after the -s.

بالنسبة إلى أسماء الجمع التي تنتهي بـ -s، ضع الفاصلة العليا بعد الحرف s

-Miss Leila is marking her pupils' work.

4) When plural nouns do not end in -s, just add 's to these plural nouns.

عندما لا تنتهي أسماء الجمع بـ -s، ما عليك سوى إضافة s إلى أسماء الجمع هذه

-Doctors look after people's health.

5) To make a possessive form of two people joined by and, such as Rami and Sameh put 's only after the second name.

لعمل ملكية لشخصين بينهم and، مثل رامي وسامح، ضع 's بعد الاسم الثاني فقط

-We were at Eman and Ahmad's party.

6) The apostrophe can also be used to show that one or more letters in a contraction have been left out.

يمكن أيضاً استخدام الفاصلة العليا لإظهار أنه تم استبعاد حرف واحد أو أكثر في الاختصار.

-We'll come to your party, but Aya won't be able to come. She's meeting her uncle.

Notes

لاحظ أن الفاصلة العليا (s) في (it's) عبارة عن اختصار، لكن (its) تدل على الملكية

-I can't buy this shirt because it's very expensive.

-Look at that horse! Its hair is blue. ملكية
الفاصلة العليا لها صيغتان: الدمج وإظهار الملكية :

1. الدمج (حيث تقوم بدمج كلمتان وتكون الفاصلة العليا هنا بمثابة الحروف المحذوفة). وتكون صيغة مختصرة لأحد أفعال to be وهي:

(am - is - are) والأفعال المساعدة مثل: has, have, had will :

Word	abbreviation	Word	abbreviation
I have	I've	I am	I'm
It has	It's	They are	They're
Who is	Who's	She is	She's
does not	doesn't	He would	He'd
I would	I'd	It is	It's
cannot	can't	I will not	I won't

3 Colon (:)

We can use a colon (:)

1) to introduce lists

لتقديم القوائم

- There are three main reasons for the success of the government: challenging work, determination and patience.

2) Between sentences when the second sentence explains or justifies the first sentence.

بين الجمل عندما تشرح الجملة الثانية أو تبرر الجملة الأولى

-Try to keep calm during the interview: this will cause a good impression.

في العناوين الوصفية والتعريفات وللفصل بين العنوان، وما يوصف به

-The Prisoner of Zenda: A fictional Novel.

للتعبير عن النسبة والفصل بين الساعة والدقائق

-The ratio of women to men becomes 5:1. It is 12:30.

4. Semi colon (;) الفاصلة المنقوطة

1) We can use a semi colon (;) between two independent clauses linked by a transitional expression (e.g., accordingly, consequently, for example, nevertheless, so, thus).

بين جملتين مستقلتين مرتبطتين بتعبير انتقالي

-Heavy rain had continued to fall at the airport, consequently, all flights were canceled.

لربط جملتين بينهما علاقة بدون وجود كلمة (ربط):

It was raining; the game was cancelled. (=, so)

لإضافة تفاصيل لعناصر القائمة

-I read; novels, poems, stories, plays.

5. Quotation marks (" ") علامات التنصيص

1) We can use quotation marks (" ") In direct speech

-Wael said, "I haven't put those shelves up yet".

-She said, "Where is the nearest fish restaurant?"

-"I'm coming home late tonight," my father said.

2) We can put quotation marks around titles.

-Have you watched the famous film 'Titanic'?

3) We can use quotation marks when we mention a word or phrase in a sentence.

-What does 'punctuation' mean?

6. Hyphen (-) الوصلة

1) We can use a hyphen (-) to join two or more words together into a compound term. Do not separate the words with spaces.

-My eight-year-old boy loves reading.

-Do you have sugar-free cookies?

2) To link prefixes to words.

-These things happened before the pre-enlightenment era.

3) Don't use a hyphen if the compound adjective follows the noun it describes.

-English is widely spoken.

-We use a widely-spoken language.

Choose the correct answer from a, b, c, or d:

1. Which of the following is punctuated correctly?

a. Did you know that I'd been working from home for two months, Hatim

b. Did you know that I'd been working from home for two months Hatim?

c. Did you know that I d been working from home for two months, Hatim?

d. Did you know that I'd been working from home for two months, Hatim?

2. Which of the following is punctuated correctly?

a. Amani said "What a wonderful surprise. It's nice to see you here, Adel."

b. Amani said, "what a wonderful surprise! It's nice to see you here, Adel.

c. Amani said, "What a wonderful surprise! It's nice to see you here, Adel."

d. Amani said, "What a wonderful surprise It s nice to see you here, Adel.

3. Which of the following is punctuated correctly?

a. Tamer, have you read Great Expectations by Charles Dickens

b. Tamer, have you read Great Expectations by Charles' Dickens'?

c. Tamer have you read Great Expectations by Charles Dickens?

d. Tamer, have you read Great Expectations by Charles Dickens?

4. Which of the following is punctuated correctly?

a. The headmaster said, Rami, could you tell me why you don t pay attention to your teacher?"

b. The headmaster said, "Rami, could you tell me why you don't pay attention to your teacher?"

c. The headmaster said, "Rami could you tell me why you don t pay attention to your teacher"

d. The headmaster said "Rami could you tell me why you don t pay attention to your teacher?"

5. Which of the following sentences is punctuated correctly?

a. "He's coming home late tonight," my father said.

b. "He's coming home late tonight, my father said.

c. "He's coming home late tonight" my father said.

d. "He s coming home late tonight," my father said.

6. 40. We use the exclamation mark (!)

a. to show surprise or excitement

b. to show certainty

c. at the end of a statement

d. at the end of a question

7. Which of the following is punctuated correctly?

a. I won't tell you now. however, all will be revealed tomorrow at midday.

b. I won t tell you now. However, all will be revealed tomorrow at midday.

c. I won't tell you now. However all will be revealed tomorrow at midday.

d. I won't tell you now. However, all will be revealed tomorrow at midday.

8. Which of the following is punctuated correctly?

a. My friend said, "Have you read Oliver Twist Rami?"

b. My friend said, "Have you read Oliver twist, Rami?"

c. My friend said, "Have you read Oliver Twist, Rami?"

d. My friend said "Have you read Oliver Twist, Rami?"

9. Which punctuation mark is used when something is directly said by someone?

- a. A question mark
c. A semicolon
b. Speech marks
d. An exclamation mark

10. Which of the following is punctuated correctly?

- a. Do you have sugar free cookies, Huda?
b. Do you have sugar-free cookies, Huda.
c. Do you have sugar, free cookies Huda?
d. Do you have sugar-free cookies, Huda?

11. Which of the following is punctuated correctly?

- a. "Look out, there's a car behind you, Tamer" Amani yelled.
b. "Look out! There's a car behind you, Tamer." Amani yelled.
c. "Look out? There's a car behind you, Tamer." Amani yelled.
d. "Look out! There's a car behind you Tamer!" Amani yelled.

12. Which of the following isn't punctuated correctly?

- a. She said, "Why don't you accompany us to the summer camp?"
b. "Follow my instructions to stay safe," said my father.
c. Sami is a thirty year old employee.
d. You're doing an amazing job, Aisha.

13. Which of the following is punctuated correctly?

- a. "I'm visiting you tonight, my friend said".
b. "I'm visiting you tonight" my friend said.
c. "I'm visiting you tonight," my friend said.
d. "I m visiting you tonight," my friend said.

14. Which of the following is punctuated correctly?

- a. You ve to improve your English it's a widely-spoken language.
b. You've to improve your English: it's a widely-spoken language.
c. you've to improve your English: it's a widely spoken language.
d. You've to improve your English: it's a widely spoken language

15. Which of the following is punctuated correctly?

- a. Rami it will be nice to see you again at my sister's wedding party next Thursday.
b. Rami, it will be nice to see you again at my sister s wedding party next Thursday
c. Rami, it will be nice to see you again at my sister's wedding party next Thursday.
d. Rami, it will be nice to see you again at my sister's wedding party next thursday.

16. A colon (:) can be used to

- a. end a sentence
c. express a result
b. show explanation
d. express exclamation

17. Which of the following is punctuated correctly?

- a. Her son, Jack Jones Jr., was born on nov. 6, 2010.
b. Her son, Jack Jones Jr, was born on Nov. 6, 2010.
c. Her son Jack Jones Jr., was born on Nov. 6, 2010.
d. Her son, Jack Jones Jr., was born on Nov. 6, 2010.

18. Try to keep your car clean and well maintained; it will sell more easily. We use semi-colons instead of full stops to

- a. show exclamation
b. introduce unexpected events
c. separate two main clauses
d. compare two main clauses

19. Which of the following is punctuated correctly?

- a. "I haven't put those shelves up yet" said Walid.
b. "I haven t put those shelves up yet", said Walid.
c. "I haven't put those shelves up yet," said Walid.
d. "I haven't put those shelves up yet, said Walid.

20. A full stop can't be used

- a. at the end of reported questions
b. at the end of imperative sentences
c. before the person you are talking to
d. at the end of a statement are speaking to

21. Which of the following is punctuated correctly

- a. You don't know your 20 year-old neighbour well, do you?
b. You don't know your 20-year-old neighbour well, do you?
c. You don't know your 20-year old neighbour well do you?
d. You don t know your 20-year old neighbour well, do you?

22. Which of the following is punctuated correctly?

- a. What! I can't believe you did this to your brother's friend!
b. What! I can't believe you did this to your brother's friend?
c. What I can't believe you did this to your brother's friend!
d. What! I can't believe you did this to your brother's friend!

23. Which of the following is punctuated correctly?

- a. I said to Eman, Don't waste your time watching too much television, Eman".
b. I said to Eman "Don't waste your time watching too much television, Eman".

c. I said to Eman, "Don't waste your time watching too much television, Eman".

d. I said to Eman, "Don t waste your time watching too much television, Eman.

24. Which of the following isn't punctuated correctly?

- a. She asked, "Why didn't you return Samar's camera?"
b. The new manager is only a thirty-eight-year-old engineer.
c. Why are you making so much noise Sherif?
d. Let's discuss Amin's proposal next Sunday.

25. To make the following sentence correctly punctuated,....

- "I d have visited you if I had known you were ill," said Amir.
a. add a comma before if
b. add an apostrophe between I and d
c. remove the comma after ill
d. insert the quotations marks after Amir and not before said

26. Which of the following is punctuated correctly?

- a. We're invited to the birthday party of our friends ten-year-old child.
b. We re invited to the birthday party of our friend's ten year-old child.
c. We're invited to the birthday party of our friend's ten-year-old child.
d. We're invited to the birthday party of our friend's ten-year old child.

27. To make the following sentence correctly punctuated,

We're going to spend a five day holiday in Alexandria when we finish exams.

- a. insert a dash between day and holiday
b. add a comma before when
c. remove the apostrophe before re
d. insert a dash between five and day

28. We use a/an to list more than two items or names in the same sentence.

- a. hyphen b. comma c. apostrophe d. semi-colon

29. Which of the following sentences is punctuated correctly?

- a. Father said "Tamer, when you go to Port Said, will you meet Rami?"
b. Father said, "Tamer, when you go to port Said, will you meet Rami."
c. Father said, "Tamer when you go to Port Said, will you meet Rami?"
d. Father said, "Tamer, when you go to Port Said, will you meet Rami?"

30. Which of the following sentences is punctuated correctly?

- a. Yes I'm going to return from Hurghada with my friends Rami Tamer and Adel.
b. Yes, I'm going to return from Hurghada with my friends Rami, Tamer and Adel.
c. Yes, I m going to return from hurgada with my friends Rami, Tamer and Adel.
d. Yes, i'm going to return from Hurghada with my friends Rami, Tamer and Adel.

31. Which of the following sentences is punctuated correctly?

- a. Wael did you understand why I had travelled to luxor alone?
b. Wael, did you understand why I had travelled to Luxor alone
c. Wael, did you understand why I had travelled to Luxor alone.
d. Wael, did you understand Why I had travelled to Luxor alone?

32. Which of the following is punctuated correctly?

- a. I said, "Why don't you come to my sisters wedding, Nada?"
b. I said, "Why don't you come to my sister's wedding, Nada?"
c. I said "Why don't you come to my sister's wedding, Nada?"
d. I said, "Why don't you come to my sister's wedding, Nada?"

33. Which sentence is punctuated correctly?

- a. What a wonderful idea! Let's add it to our options.
b. What a wonderful idea! Lets add it to our options.
c. What a wonderful idea? Let's add it to our options.
d. What a wonderful idea. Lets add it to our options.

34. Which sentence is punctuated correctly?

- a. Whatever you do in life; do it with passion.
b. Whatever you do in life, Do it with passion.
c. Whatever you do in life. Do it with passion.
d. Whatever you do in life, do it with passion.

35. Which can be used in the blanks:

Wow.....You really obtained a gold medal in the Olympics.

- a. comma
c. full stop
b. exclamation mark
d. question mark

36. Which can be used in the blanks: I found

Claire..... s jacket on the chair.

- a. a full stop b. a hyphen c. a comma d. an apostrophe

37. Which can be used in the blanks: Jack... the carpenter... made a cupboard.

- a. comma b. hyphen c. brackets d. semi-colon

38. Which can be used in the blanks: I haven't seen Carol today, said Tom.

- a. commas b. brackets c. hyphens d. quotation marks

Writing Skills

1. Paragraph writing كتابة الفقرة
2. Essay writing كتابة المقال
3. Email writing كتابة البريد الإلكتروني

1) Paragraph

A paragraph is a series of sentences that talk about one subject.

الفقرة هي مجموعة من الجمل التي تتحدث عن موضوع واحد. اترك مسافة بادئة indentation في أول سطر من موضوعك بما يعادل خمسة أحرف.

Parts of a paragraph

1. Topic sentence
2. supporting sentences
3. conclusion

1) Topic sentence الجملة الرئيسية

- * It is the first sentence of a paragraph. هي الجملة الأولى من الفقرة
- * It states the main idea. توضح الفكرة الرئيسية
- * It introduces what the paragraph will say تقدم ماذا ستقول الفقرة

2) Supporting sentences الجمل الداعمة

- * They form the body of the paragraph. تكون جسم الفقرة
- * They explain more about the main idea. تشرح الكثير عن الفقرة الأساسية
- * They give examples, details, facts or statistics to support the main idea. تقدم أمثلة تفاصيل، حقائق، أو إحصائيات لتدعيم الفكرة الرئيسية
- * It is the last sentence in the paragraph. آخر جملة في الفقرة X
- * It emphasizes the main idea. آخر جملة في الفقرة تؤكد الفكرة الرئيسية
- * It restates the topic sentence or the main idea of the paragraph. تعيد صياغة الجملة الرئيسية أو الفكرة الرئيسية للموضوع
- * It summarises the paragraph. تلخص الفقرة

3) Concluding sentence الجملة الختامية

- It is the last sentence in the paragraph. آخر جملة في الفقرة X
- It emphasizes the main idea. آخر جملة في الفقرة تؤكد الفكرة الرئيسية
- It restates the topic sentence or the main idea of the paragraph. تعيد صياغة الجملة الرئيسية أو الفكرة الرئيسية للموضوع
- It summarises the paragraph. تلخص الفقرة

Characteristics of a good paragraph

خصائص الفقرة الجيدة

Unity وحدة الموضوع

All the sentences develop the main idea. جميع الجمل تطور الفكرة الرئيسية.

Coherence الترابط (التسلسل المنطقي)

All the sentences should be related to the topic sentence and organized logically, and stick together. يجب أن ترتبط جميع الجمل بالفكرة الرئيسية وأن تكون منظمة بشكل منطقي، وتتعلق ببعضها البعض.

Emphasis توكيد الأولويات

All the sentences should be well-organised and well-ordered to show all the important ideas. الجمل منظمة ومرتبطة لتوضيح الأفكار المهمة.

Focus التركيز

Each paragraph or essay should have a clear central idea. يجب أن يكون لكل فقرة أو مقالة فكرة مركزية واضحة.

2) Essay

An essay is a series of paragraphs that talk about one subject. المقال هو مجموعة من الفقرات التي تتحدث عن موضوع واحد. يتكون المقال من ثلاثة أجزاء رئيسية:

1. Introduction المقدمة
2. Body الموضوع
3. Conclusion الخاتمة

1) The Introduction

المقدمة هي أول فقرة في المقال the first paragraph وتكون عبارة عن فقرة واحدة.

Give the reader background. Catch the reader's attention. تجذب انتباه القارئ للموضوع.

Thesis statement. تقدم المقدمة الأطروحة (العبارة الافتتاحية).

A) Hook = Attention grabber

جملة جذب الانتباه
A hook is an opening statement in an essay that attempts to grab the reader's attention so that they complete reading.

هي الجملة الافتتاحية في المقال وتهدف إلى جذب انتباه القارئ ليستمر في القراءة.

B) Background الخلفية / المعلومات الأساسية

All information that the reader requires to increase his awareness of the topic.

C) Thesis Statement الأطروحة (العبارة الافتتاحية)

تشمل كل المعلومات التي يحتاجها القارئ لزيادة وعيه بالموضوع
The thesis statement states the main idea of the essay. It sets limits on the topic.

توضح الجملة الرئيسية الفكرة الرئيسية للمقال، وهي تضع حدودا للموضوع. وغالبا تكون في نهاية المقدمة وتسمى الأطروحة وقد تحتوي: جملة عامة، حكمة، مثل شعبي

2. Body

The body is the middle paragraphs between the introduction and the conclusion.

جسم الموضوع هو الفقرات الوسطى بين المقدمة والخاتمة

They are paragraphs of support for the thesis.

فقرات تدعم الموضوع

They contain facts, data, evidences, comments, analysis, examples, pros and cons.

جسم المقال يحتوي على حقائق، بيانات، دلائل، تعليقات تحليل، أمثلة، ومميزات وعيوب.

تحتوي كل فقرة من فقرات جسم الموضوع على:

1. Topic Sentence **الجملة الرئيسية**
2. Supporting Sentences **الجمل الداعمة**
3. Concluding Sentence **الجملة الختامية**

3. Conclusion= Commentary

The conclusion is the last paragraph of the essay.

الخاتمة هي الفقرة الأخيرة من المقال. تكون عبارة عن برجراف واحد فقط

The conclusion restates the introductory paragraph.

تؤكد الخاتمة على صياغة الفقرة التمهيديّة.

The conclusion summarises the ideas of body and introduction.

تلخص الخاتمة أفكار جسم الموضوع والمقدمة.

يمكننا القول أن الخاتمة هي نفسها المقدمة لكن بصياغة مختلفة.

Restatement of the thesis and thoughts

Types of Essay أنواع المقال

1. persuasive **مقال إقناعي**
2. reflective **مقال تأملي**
3. descriptive **مقال وصفي**
4. narrative **مقال قصصي**
5. expository information **مقال تفسيري**

1. Narrative Essay / سردى مقال قصصي

- * It narrates / tells a story. **يروى قصص**
- * It includes a sequence of actions. **يشمل سرد تسلسل من الأحداث**

2. Persuasive Essay / مقال الإقناعى

- * The writer seeks to persuade / convince the reader to support his specific point of view about a topic. **يسعى الكاتب إلى اقناع القارئ ليدعم وجهة نظره في موضوع ما.**
- * It needs facts and evidences on the topic. **يحتاج الى حقائق ودلائل**

3. Descriptive Essay / مقال وصفي

- * It describes the topic. **يصف الموضوع**
- * It appeals to the five senses (touch, smell, sight, sound, and taste) and use sensory details. **يخاطب الحواس الخمس ويستخدم تفاصيل حسية**
- * It uses personifications, metaphors, similes and creative styles. **يستخدم التجسيدات والاستعارات والتشبيهات والأساليب الابداعية.**

4. Expository / Informative Essay / مقال تفسيري

- * It defines something or gives information. **إنه يعرف شيئاً ما أو يعطى معلومات**
- * It explains a process and gives instructions. **يشرح عملية أو يعطى تعليمات**
- * It needs research and the writer's knowledge. **يحتاج لبحث ومعرفة الكاتب**

5. Reflective Essay / مقال تأملي

- * It may be a real experience, imagined event, special object, or place, something you read, watched or heard. **قد يكون المقال التأملي خبرة حقيقية أو حدث تخيلي أو موضوع خاص أو مكان أو شيء قرأته أو شاهدته أو سمعت عنه.**
- * The writer analyses his experiences and explain how they created personal change. **يحلل الكاتب تجربة، ويشرح كيف كونت اختلاف شخصي.**

Email

FORMAL AND INFORMAL EMAILS

	FORMAL الإيميل الرسمي	INFORMAL الإيميل غير الرسمي
STYLE الأسلوب	less detailed أقل تفصيلاً Usually written in passive عادة ما يكتب بصيغة المبني للمجهول	Uses descriptive Words يستخدم كلمات وصفية Usually written in Active عادة يكتب بصيغة المبني للمعلوم
GREETING التحية	Dear sir, Dear Madam, Dear + Title + اسم الشخص	Hello, Hi, Hey,
LANGUAGE اللغة	No contractions. لا اختصارات للحروف..... No abbreviations لا اختصارات للكلمات..... No Imperative. لا استخدام لصيغة الأمر....	Contractions يمكن استخدام اختصارات للحروف abbreviations. يمكن استخدام اختصارات للكلمات Imperative. يمكن استخدام صيغة الأمر
CONCLUSION الإنهاء	Regards Yours sincerely Yours faithfully Best wishes	Bye See you later Talk to you later

Linking (transition) words

الروابط: عبارات تستخدم لإظهار العلاقة بين جملتين:

Phrases are used to show the connection between two sentences.

Linking words (transitions)	يأتي بعدهم جملة	يأتي بعدهم اسم أو
Showing addition روابط الإضافة	and = in addition = moreover = furthermore not only... but also ...	as well as = in addition to = besides
Showing reason روابط السبب	because = since = as	because of = due to owing to thanks to on account of
Showing contrast روابط التناقض	although = though = even if = even though = nevertheless ويأتي في وسط جملتين تناقض but = however = yet = whilst يمكن استخدام however أول الجملة صفة + However يمكن استخدام whatever أول الجملة اسم + Whatever	despite = in spite of
Showing result روابط النتيجة	so = that's why = therefore = consequently = as a result = thus = for this reason	
Showing purpose روابط الغرض	to / so as to in order to + inf. so that = in order that + جملة	in the hope of + ing
Showing conclusion روابط الخاتمة	to summarize, = to sum up, in conclusion, = to conclude, in short, = in summary, finally, = all in all = on the whole	

Choose the correct answer from a, b, c, or d:

1. Which of these transitions is used to show two events happening at the same time?

- a. Consequently
c. Meanwhile
b. Personally
d. Due to

2. Which of these transitions is used to show an opinion?

- a. Due to
c. Meanwhile
b. Personally
d. Consequently

3. Reading widens our horizons. Moreover, it enriches our culture. Moreover, here shows

- a. addition
c. reason
b. contrast
d. cause

4. Which of the following doesn't express contrast?

- a. He contacts us although he is busy
b. He is busy, so he can't contact us.
c. He is busy, but he contacts us.
d. Despite being busy, he contacts us.

5. A/An essay depends on opinions and emotions.

- a. argumentative
c. persuasive
b. narrative
d. descriptive

6. Which of the following can be used in a formal email?

- a. Bye
c. Yours sincerely
b. Dear friend
d. Love from

7. practising a lot of sport, he also likes reading. Which of the following completes the sentence, showing addition?

- a. Despite
c. Regardless of
b. As well as
d. Because of

8. An argumentative essay

a. recounts an incident that either you or others have experienced.

b. requires you to investigate an idea, evaluate evidence and set forth an argument concerning that idea.

c. tells readers a story, often about an experience that resulted in a powerful life change

d. is a form of academic writing that is built around a detailed description of a person, building, place, situation, notion, etc.

9. The main purpose of a/an essay is to describe your point of focus in a vivid and particular manner, so that readers can easily picture the described object, person, or state in their mind.

- a. narrative
c. argumentative
b. formal
d. descriptive

10., we can say that studying in the morning appears to be the most beneficial time to study. This was confirmed by experts through their approved research.

- a. In doubt
c. In turn
b. In conclusion
d. In vain

11. In an informal email, you can conclude with

- a. Bye
c. a and b
b. See you later
d. Yours sincerely

12. Which of these transitions is used to show a conclusion?

- a. In short
b. Due to
c. In addition
d. Consequently

13. Which of the following is important to include in the introduction of a biography?

- a. That person's minor achievements
b. What the person is known for
c. What that person did after retiring
d. How that person died

14. A narrative essay

a. recounts an incident or experience that either you or others have experienced

b. requires you to investigate an idea, evaluate evidence, and set forth an argument concerning that idea in a clear and concise manner

c. is a form of academic writing in which you argue for a point or an opinion you support clearly

d. is a form of academic writing that is built around a detailed description of a person, building, place, situation, notion, etc.

15. Which of the following is part of a persuasive essay on the negative impact of the news on social media?

a. To start with, we should consider the possible benefits of the current news we follow all over the world

b. Moreover, the constant cycle of news, which is mostly bad, can make people stressed and worried.

c. On the other hand, we can't ignore that a lot of people aren't keen on following current events.

d. In summary, social media plays an important role in spreading public awareness concerning the challenges we face.

16. Each essay contains

- a. a topic sentence
b. conclusion
c. introduction and body paragraphs
d. b & c

17. One of the following sentences CAN'T be used when you CONCLUDE writing an essay on the merits of mass media:

a. To sum up, mass media could be a window to the whole world.

b. In my opinion, the mass media has a lot of disadvantages if we use it badly.

c. In my view, mass media is very useful to all of us.

d. In conclusion, mass media has made the world a small village.

18. Which of the following can be used to end this sentence to express contrast?

- Rami was unable to accomplish the task
- a. because of the technical points he ignored.
 - b. in addition to causing heavy losses to the company.
 - c. due to the lack of information he needed.
 - d. despite the support he had received.

19. The sentence that gives the reader examples or evidence in the paragraph is called

- a. a topic sentence
- b. an introduction
- c. a conclusion
- d. a supporting sentence

20. If you are writing a persuasive essay, you should

- a. state facts about the topic
- b. try to convince the reader of your opinion
- c. state your opinion clearly with examples
- d. b & c

21. "I agree that modern technology has made our lives better in many ways." This sentence be included in an article as a

- a. thesis statement
- b. supporting sentence
- c. topic sentence
- d. concluding sentence

22. Which of the following is used to reflect contrast?

- a. Ahmad doesn't read stories because he has no free time.
- b. In addition to reading, I like swimming.
- c. While Ahmad likes reading, I prefer swimming.
- d. Amir, as well as Ahmad, like reading.

23. The last sentence of a paragraph is

- a. the conclusion sentence
- b. the exclusive sentence
- c. the topic sentence
- d. the introduction sentence

24. In which of these essays, the writer arrives at a conclusion by logical reasoning?

- a. Argumentative essays
- b. Narrative essays
- c. Reflective essays
- d. Descriptive essays

25. What are the two paragraphs where you should put your thesis?

- a. You only need to state it once
- b. Body paragraph
- c. Introduction and conclusion
- d. Introduction and body paragraph

26. Which of the following is the essay that you should use settings?

- a. Expository essays
- b. Argumentative essays
- c. Descriptive essays
- d. Narrative essays

27. "The cake called my name." This sentence has an example of and this language feature could be found in a poem.

- a. possibility
- b. an order
- c. a request
- d. personification

28. "I look forward to hearing back from you soon."

This sentence can be considered a part of of an essay.

- a. a summary
- b. an introduction
- c. an ending
- d. a body

29. Which of these transitions is used to show addition?

- a. Furthermore
- b. Consequently
- c. Whilst
- d. Due to

30. Which of these transitions is used to show an example?

- a. In addition
- b. Whilst
- c. However
- d. Forinstance

31. "To sum up, changing your habits is the result of many several tiny changes to your daily life." This sentence can be considered a part of of an essay.

- a. a start
- b. a conclusion
- c. an introduction
- d. a body

32. "Moreover, it is not a good idea to skip breakfast as it has several health benefits."

This sentence can be considered a part of of an essay.

- a. a body
- b. a conclusion
- c. an introduction
- d. a summary

33. On ending an essay on unemployment, you can use ..

- a. Firstly, we should know what causes unemployment.
- b. Moreover, a lot of young people insist on having a job in the city where they live.
- c. In conclusion, we should all do our best to solve this problem which hinders stability.
- d. Above all, we need to encourage the private sector to provide more work chances for young people.

34. Which of the following is used when ending an essay?

- a. In conclusion
- b. To start with
- c. First of all
- d. Moreover

35. We use "However" in a paragraph or an essay to express

- a. summary
- b. contrast
- c. addition
- d. introduction

36. You summarise the content of your essay when you

- a. develop the main idea
- b. write the elements of your essay in detail
- c. make the end open
- d. write the conclusion of your essay

37. When writing an essay or a paragraph, you start with a/an sentence.

- a. ending
- b. closing
- c. introductory
- d. conclusion

38. We use "....." when we want to introduce the summary.

- a. first of all
- b. not at all
- c. above all
- d. all in all

39. When you conclude your essay, you should

- a. review your supporting ideas.
- b. ask the reader to choose the end.
- c. exclude your supporting ideas.
- d. refer to the sentence of introduction.

40. Messaging language doesn't require rules of writing.

- a. formal
- b. informal
- c. former
- d. comfortable

41. We use "Consequently," in a paragraph or an essay to

- a. introduce the result of something
- b. give a reason for something
- c. give contrasting information
- d. introduce a summary of the main points

42. Your essay introduction should

- a. let the reader miss the topic
- b. include an opening hook to catch the reader's attention
- c. refer to the end
- d. ask the reader for help

43. When concluding an essay about cleanliness, we can use one of the following.....

- a. Firstly, we should know what causes diseases
- b. Moreover, cleanliness is a key to avoid diseases
- c. To sum up, we should follow the rules of hygiene and sanitation
- d. Nevertheless, we need to spread national awareness

44. We live in a polluted environment. We are still suffering from air, water and noise pollution. This shows.....

- a. a comparison of all forms of pollution.
- b. the causes of all forms of pollution.
- c. a focus on the problem of pollution and its forms.
- d. how to solve the problem of pollution.

45. Which of the following sentences can be used to start an essay on overpopulation:

- a. To sum up, facing overpopulation is the responsibility of the government as well as individuals
- b. It is taken for granted that overpopulation is one of the biggest challenges we need to face
- c. However, some people still insist on having big families
- d. In addition, it is not easy to provide jobs for the increasing numbers of graduates

46. Which of the following can't be used to show contrast?

- a. because
- b. although
- c. in spite of
- d. despite

47. One of the following sentences CAN'T be used when you CONCLUDE writing an essay on the merits of the internet:.....

- a. To sum up, the internet is one of the most useful inventions
- b. In my opinion, the internet has a lot of disadvantages in case we use it badly
- c. In my view, the internet is very useful to all of us
- d. In conclusion, the internet has made the world a small village

Writing a CV (a resume)

Name of the Person

Contact Information (Contact Details)

Home address:	Street, city, country.
Phone:	Phone number
E-mail:	Email address
DOB:	Day / month / year
Nationality:
Your personal statement (Why do you want the job) تكتب عن مهاراتك وسبب تقدمك للتوظيفة وأهدافك المستقبلية خلالها.	
EDUCATION and academic achievements	هنا تكتب مراحل تعليمك وإنجازاتك الأكاديمية بها
WORK EXPERIENCE and duties	هنا تكتب الوظائف التي شغلتها من قبل ومهامك خلالها
SKILLS: هنا تكتب المهارات التي تتمتع بها وهي تنقسم إلى: 1. مهارات فنية (hard / technical) - مهارات تتعلق بالتوظيفة كاللغات التي تتقنها واملاكك لرخصة قيادة ومهارات الحاسوب والبرمجة. 2. مهارات شخصية: (soft / personal / common) - مهارات سلوكية تخص القيادة والعمل الجماعي والتعامل مع الآخر والتواصل معه. هنا تكتب عن هواياتك وإهتماماتك	
INTERESTS AND HOBBIES:	

- When writing a CV, use positive language that shows your interest in the job opportunity.
عند كتابة السيرة الذاتية استخدم لغة إيجابية تبين اهتمامك بالفرصة الوظيفية.

An online professional profile

- It is a profile in which people put information about their education and works experience online.

ملف شخصي يضع فيه الناس معلومات عن تعليمهم وخبراتهم العملية على الإنترنت

- An online professional profile should include:

ينبغي أن يشمل الملف الوظيفي:

- * The career goal of the person.
الهدف الوظيفي للشخص
- * Why he/she wants to achieve this goal.
لماذا يرغب في تحقيق هذا الهدف.
- * What he/she is trying to do to help achieve his/her goal
ماذا يحاول أن يفعل ليحقق هدفه .
- * Why he/she thinks he/she can become successful in the career he/she wants to have.
لماذا يعتقد أنه قد يصبح ناجحاً في المجال الذي يود العمل به.
- * What he/she has achieved at school, including in their classes and in other school activities.
ماذا حقق خلال فترة المدرسة بما فيه ذلك إنجازاته داخل الفصل وفي بقية الأنشطة المدرسية .
- * A profile must be clearly and appropriately written
ينبغي كتابة الملف بشكل واضح ومناسب.
- * An online professional profile highlights your qualifications, skills and professional experience.
ملفك المهني يبرز مؤهلاتك ومهاراتك وخبراتك المهنية.
- * Write clear and concise sentences.
اكتب جمل واضحة ومختصرة.
- * It suggests also what benefits you will bring to the job you apply for.
كما أنه يقترح المنافع التي سوف تجلبها لك الوظيفة التي تتقدم إليها.
- * Write in bullets or in short paragraphs.
اكتب في هيئة نقاط أو فقرات قصيرة.
- * Focus on the specific skills you have and expertise you think are relevant to the job you apply for.
ركز على المهارات الخاصة التي تملكها والخبرة التي تظنها مرتبطة بالوظيفة التي تتقدم إليها.

Choose the correct answer from a, b, c or d:

- Another name for a CV is a/an
(A) resume (B) course (C) activity (D) opportunity
- The home address comes in the "....." category in a CV.
(A) contact details (B) achievements (C) interests (D) experience
- In the personal statement, include information on your skills, the reason you are applying for the position and your future
(A) goals (B) careers (C) jobs (D) academies
- Being able to design websites is one of an applicant's
(A) experiences (B) certificates (C) achievements (D) skills

- If an applicant wants to say they are good at playing the violin, they write this under "....."
(A) achievements (B) skills (C) interests (D) experiences
- An online professional is one in which people put information about their education and work experience.
(A) CV (B) resume (C) letter (D) profile
- A Curriculum vitae (CV) is a Latin phrase that means
(A) season of work (B) job chance (C) course of life (D) work opportunity
- Which of the following tells us about a person's career objectives?
(A) I also have very good organizational skills and I'm a great team player.
(B) My long-term goal is to have a successful career as a project manager.
(C) While I was at school, I was given a prize for excellence in foreign languages.
(D) I've had some experience of working on and managing projects at school.
- In an online profile, you can talk about your school days.
(A) worker (B) working (C) professional (D) goal
- What mustn't be included in a CV?
a. Contact Information.
b. Work Experience.
c. Education and skills.
d. Relative's names.

Blogs and Blog Comments

- When writing comments on blogs, the comments focus on the advantages and disadvantages (positive and negative effects) of the issue written about.

عند كتابة تعليقات على المدونة تركز تلك التعليقات على مزايا وعيوب (الإيجابيات والسلبيات)

القضية المكتوب عنها وعند كتابة التعليقات، نستخدم التعبيرات التالية

Expression	Function
On one hand	من ناحية to introduce a statement followed by another contrasting statement.
On the other hand	من ناحية أخرى to introduce a statement that contrasts with a previous statement or presents a different point of view.
On the whole	على العموم to take everything into account.
On a big scale	على نطاق واسع involving many people or things, or happening over a large area.
On a small scale	على نطاق ضيق to a small degree.
On balance	في توازن when all factors are taken into consideration.

* Blog commenting is a relationship between blogs, bloggers and blog readers.

- التعليق على المدونة هو علاقة بين المدونين والمدونين وقراء المدونة.

* It is a way to exchange ideas, thoughts or opinions about what people feel for a topic.

- إنه طريقة لتبادل الأفكار والآراء عن شعور الناس تجاه موضوع.
- Blog comments help the blog to attract traffic and makes it social.
التعليقات على المدونة تساعد في جذب الزوار للمدونة وجعلها منتشرة أكثر على مواقع التواصل .

Choose the correct answer from a, b, c or d:

- I invited 300 people to my sister's wedding. The party was on
a. the whole b. balance c. the other hand d. a large scale
- We considered all factors;, the project has achieved high profits.
a. on demand b. on the one hand
c. on balance d. on the other hand
- On the whole, I think that technology is a double-edged weapon. "On the whole" is similar in meaning to "....".
a. on purpose b. on duty c. in general d. in particular
- "Since I was a child, I have always struggled with mathematics, which is why the following post is so close to my heart."
This sentence can be considered to a blog.
a. a conclusion b. a body c. an introduction d. a summary

D Essay Writing D

How to Write a correct sentence

* إن والمفعول المطلق ليس لهما ترجمة في اللغة الإنجليزية

1) Translate into English

* تسعى الحكومة جاهدة لرفع مستوى المعيشة لمواطنيها وزيادة الدخل القومي

Notes

1. تبدأ الجملة في اللغة الإنجليزية بالفاعل أولاً ثم يأتي بعده الفعل
2. جميع حروف الجر أكبر يتبعها (v+ing) ولكن نستخدم بعد (to) غالباً المصدر
3. يتم تقديم المضاف على المضاف إليه أو نضم قبل المضاف (the) وبعده (of)
4. لكل ضمير في العربية مقابل في اللغة الإنجليزية ويترجم كما يلي:

Personal	Objective	Possessive	Reflexive
I	me	my	myself
You	you	your	yourself
He	him	his	himself
She	her	hers	herself
It	it	its	itself
We	us	our	ourselves
They	them	their	themselves

5. العطف يتم المعطوف عليه بالفعل بعد (and) غالباً مثل الفعل قبل (and)
6. الصفة دائماً تأتي قبل الموصوف في اللغة الإنجليزية
7. الاسم الجرم والاسم الذي لا بعد لا يأتي قبلهم أداة نكره أو معرفه (a/an/the) إذا كان الكلام بوجه عام ولكن عند التخصيص نستخدم (the)
- *Women are half the sky * The women in Egypt, are intelligent *
8. الاسم المفرد إذا كان معرف بـ (ال) نستخدم (the) وإذا كان نكره نستخدم (a) أو (an) ((an → a - e - i - o - u))
- * an important role * دور هام * a vital role * دور حيوي * the national Project المشروع القومي

Answer

The government seeks hard to raise the standard of living for its citizens and increase national income.

2) Translate into English:

* التعليم هو حجر الزاوية للمجتمع حيث أنه يبنى جيل واء قادر على مواجهة التحديات الحالية ولذا يجب علينا أن نشجع على تطويره بكل السبل

Notes

- 1- في حالة عدم وجود فعل بعد الفاعل يتم استخدام (am-is-are/was-were)
- أو إذا وجد ضمير بعد الفاعل أيضاً نستخدم (am-is-are/was-were)
- 2- الكلمات (حيث إن - بما إن - ف - ك - لأن - مثل) تترجم ((as))
- 3- إذا كان الفاعل مستتر في اللغة العربية يجب إظهاره في اللغة الإنجليزية
- 4- الأفعال الناقصة (should-must- can-could-would-may) يتبعها دائماً (inf)

Answer

Education is the corner stone for the society as it builds an aware generation who is able to face the current challenges, so we should encourage it by all ways

3) Translate into English:

* إن إنشاء مشاريع جديده له اهمية كبرى ولذا علينا أن نهتم بها اهتماما كبيرا كما يجب على الحكومة أن تقوم بتشيد الكثير منها كل عام مع مراعاة أن الشعب يعاني كثيرا بسبب الأزمة الاقتصادية الراهنة

Notes

- 1- إن التوكيد (في بداية الجملة) ليس لها ترجمة في اللغة الإنجليزية
- 2- غالباً الاسم في اللغة الإنجليزية مشتق من الفعل وغالباً بإضافه (ing-ment-tion) في نهاية الفعل
- 3- الكلمات (له - به - يملك - عندها - يتحلى - يتمتم - ل (ملكه) - يتسم) تترجم Present (have-has) Past (had)
- 4- الكلمات (علينا - لابد أن - يجب أن - ينبغي أن) غالباً تترجم Sub → should / must + inf
- 5- المفعول المطلق لا يترجم في اللغة الإنجليزية وتحول بعده الصفة إلى حال
- 6- الكلمات (كما / كما أن) تترجم (and)
- 7- الأفعال (تعمل على - تقوم ب) لا تترجم في اللغة الإنجليزية وتأتي بفعل مناسب
- 8- كلمة أن تترجم (to) إذا جاء بعدها (verb) وتترجم (that) إذا جاء بعدها (noun)

Answer

Constructing (setting up) new projects has great importance, so we must give a great intrest to them, so the government has to establish a lot of them every year with taking into consideration that people suffers a lot due to the current economic crisis.

4) Translate into English:

* من حقك أن تعبر عن رأيك بحرية فالحرية من اهم الهبات التي وهبها الله للبشر. ولقد اصبحت حرية الرأي احدى اهم عناصر الديمقراطية وقد تبنى اجبالا واعدة

Notes

- 1- من + اسم تترجم (it's)
- 2- الحال هو في الغالب (adj+ia) وهنا (ly) يعطى معنى بشكل او ب
- 3- يتم التعويض عن كلمة لقد بـ (Sub + have/has + P.P.)
- 4- من + صيغة تفضيل تترجم (Be + one of the ...)
- 5- قد + فعل مضارع تترجم (may + inf.)

Answer

It's your right to express your opinion freely, as freedom is one of the most important gifts that God has gifted for humans, also the freedom of opinion has become one of the most important factors of democracy and it may build promising generations.

5) Translate into English:

* لن نتقدم الا بسواعد شبابنا وحتى نعمل ذلك سنستغرق وقت و لابد من دعم شبابنا ليحققوا النجاح المرجو وذلك بدعمهم بكل الطرق الممكنة.

Notes

- 1- كلمة لن تترجم (won't + inf.) بينما كلمة لم تترجم (didn't + inf.)
- 2- كلمة إلا تترجم (without) بينما كلمة وإلا تترجم (or)
- 3- كلمة (حتى) إذا كان المقصود بها (لكي) تترجم (to / in order to / so as to)
- وإذا كان المقصود بها (إلا بعد) تترجم (until) وإذا كان المقصود بها (حتى) تترجم (even)
- 4- كلمة سوف وحرف(س) غالباً تترجم (will + inf.)
- 5- كلمة (لابد) يمكن أن تترجم (It's necessary to + inf.)
- 6- الكلمات (لكي - لام التعليل) تترجم (to + inf.)
- 7- الكلمات (ذلك ب / هذا ب / ب) تترجم (by / with)

Answer

Egypt won't make progress without the hands of our youth and to do that, we will take time and it's necessary to support our youth to achieve the hoping success and that's by supporting them with all possible means

Essay Writing

1. About positive topic:

A) Introduction

- Fancy holding my pen to write about اسم الموضوع I'm sure that everyone will tackle it from a different angle, but I will focus on the main points.

B) body

Its good effects on :

us / the youth / economy / society / education / culture

How to develop it?

The role of individuals / the government / the youth / society / mass media

C) Selected conclusion

- Finally, I would like to point out that what I have just written about this topic is just like adding a drop of water to an ocean.

Model Essay

(Tourism)

Effects:	How to develop it?
- increasing national income.	(for the government)
- developing our society.	- encouraging tourists to visit Egypt.
- saving hard currency.	- building comfortable hotels.
- creating job opportunities.	- paving the roads.
	- the role of Mass media.
	(for the individuals)
	- treating the tourists well.
	- being friendly with tourists.
	- keeping Egypt clean.

Before I say anything about this topic, I would like to mention that tourism plays a vital role in our life; this is simply because the progress of any country depends on it.

It is the second main source of national income after petroleum products. Tourists come to Egypt for many reasons. Firstly, Egypt has many famous sights and tourist attractions. Secondly, tourists also enjoy the fine weather in Egypt.

Tourism has a lot of good effects on us and the society as it is considered a very important source of our national income. It also saves hard currency which helps the state to carry out important projects. Moreover, it creates a lot of job opportunities for the youth to help them to resist the temptations of the terroristic groups. الجماعات الإرهابية.

We should do great efforts to develop tourism by all means and this is the responsibility of the government and the individuals as well. As individuals, we should treat the tourists well and be friendly with them. Also, we should keep our country clean to attract tourists. The government should encourage tourists to visit Egypt by building comfortable hotels and paving the roads. Mass media also should shed the light on tourism and its effect on society.

At the end, I think that we should unite, co-operate and stand shoulder to shoulder to improve tourism because it is good for us.

2. About a problem عن مشكلة

A) Selected introductions

- (اسم الموضوع) is one of the worst and most complicated

B) Body : طلب الموضوع

يمكن استخدام الافكار التالية:

الاسباب Reasons

- What are the reasons for this problem?

النتائج Results

- What are the results of this problem?

الحلول Solutions

- What are the solutions to this problem?

Selected conclusions

- At the end, I think that we should unite, co-operate and stand shoulder to shoulder to find quick solutions to this problem.

Model Essay

(Terrorism)

Reasons	Results	Solutions
• unemployment.	• economic impact.	• education
• illiteracy	• social impact.	• eliminate the root of terrorism
• ignorance.	• political impact.	• mass media.
• poverty.		
• social injustice.		
• political injustice.		

Terrorism

Terrorism is one of the worst and most complicated problems. I don't exaggerate when I say that it has made our life like a hell. Let's shed light on some of the main aspects of this thorny problem.

What are the reasons for this problem? Unemployment is one of the main reasons for this nasty problem. Also, illiteracy and ignorance are two important factors which help to spread terrorism. Furthermore, there is a connection between terrorism and poverty. Social and political injustice are two important elements which spread terrorism.

Terrorism has a lot of negative effects on us and the society. Firstly, the economic impact such as the loss of infrastructure which makes the government spend money on security. Secondly, the social impact as it creates atmosphere of panic and fear. Thirdly, the political impact which makes world politics more complicated and difficult.

Here are some suggested solutions to this nasty problem for example, education which is a primary solution to terrorism. The government should educate the people to understand the differences in culture, religion and beliefs. All world countries should unite to eliminate the root of terrorism. Also, mass media should play its role to make people aware of this dangerous problem.

In my opinion, we should do our best to get rid of this problem which affects our country and the whole world negatively.

3. Advantages and Disadvantages

المزايا والعيوب

A) introduction

- There is no doubt that (اسم الموضوع) has a lot of advantages and disadvantages.
- Let's shed light on the main aspects of this subject.

B) Body

يمكن استخدام الافكار التالية:

Advantages

- Firstly, let's discuss its advantages for example,

Disadvantages

- Secondly, let's discuss its disadvantages for example,

C) Selected conclusion

- Finally, one can say that (اسم الموضوع) is a double edged weapon. We should make use of the advantages and avoid the disadvantages.

(Advertisements)

Advantages	Disadvantages
<ul style="list-style-type: none"> attract customers. help the manufacturers. create competition. give the viewers ideas. 	<ul style="list-style-type: none"> way out from taxes. give a false picture. don't reflect our culture. cause raising in prices.

Advertisements

There is no doubt that advertisements have a lot of merits and demerits. Let's shed light on the main aspects of this subject. Firstly, let's discuss its advantages for example; they attract a big number of customers to buy goods. Also, they help the manufacturers to advertise their goods. Moreover, they create competition among the different manufacturers which in turn as a good effect on enhancing the quality of goods. In addition to that, they affect TV viewers greatly as they give them ideas about the products and its prices.

Secondly, let's discuss its disadvantages for example; some companies' owners take advertisements as a way out from paying their taxes. Meanwhile, these advertisements give us a false picture about the taste of people and their culture. Above all they lead to raising the prices of the products as TV makes a lot of money from these advertisements.

In brief, we sometimes buy a particular product because we think it is the best, but we usually think so because the advertisements say so.

Model Essay

The person I admire most

Every one of us should have an example to follow in our life. As for me, I admire my brother most. He is a role model father. He was born in 1988 in Egypt. He is fit, hard-working and strong. And also, he is a champion at weightlifting. He participated in three championships and won three medals. In the first championship, he became third and won the bronze medal. After that, he won two gold medals.

E-mail writing

في البداية عليك أن تعرف الشكل العام للرسالة الإلكترونية، وهي كالتالي

New message	
To	عنوان البريد الإلكتروني للمرسل إليه
From	عنوان البريد الإلكتروني لكتّاب الرسالة
Subject	موضوع الرسالة (الغرض من الرسالة باختصار)
Dear اسم المرسل اليه	
How are you? I want to tell you that/about (Subject)	
..... Sincerely, looking forward to hearing from you.	
Best wishes	
..... اسم الراسل	
SEND	

Exercise

Write an email of about 180 words to your older cousin, Tamer, asking him to give you useful tips on good study habits. Your name is Atef.

Your email address is atef.2020@yahoo.com.

Your cousin's email address is tamerhelmi@gmail.com.

To	Alimohamed@gmail.com
From	Fouad.2020@yahoo.com
Subject	Giving useful tips on good study habits

Dear Ali,

I hope this email finds you well. I am reaching out to you because I am currently in the process of trying to improve my study habits and I thought you would be the perfect person to turn to for advice.

As my older cousin, I have always admired your work ethic and dedication to your studies. I am currently struggling to balance my academic workload with my other responsibilities, and I am looking for tips on how to manage my time more effectively and get the most out of my study sessions.

I was wondering if you could share some of your personal study strategies with me, as well as any resources or tools you have found particularly helpful. I would also appreciate any advice you have on staying motivated and avoiding distractions during study sessions.

Thank you in advance for your time and help. I value your advice and guidance greatly, and I know that with your help, I can develop good study habits and achieve my academic goals.

Best regards,

Fouad

SEND

E Great Expectation E

Main vocabulary

A broken heart	حزين	handcuffs	أصفاد يد
a fortune	ثروة	Handle	مقبض باب
A good heart	طيب القلب	handsome	وسيم
A pile	كوم	haunt	يلزم / شبح
Accused of	متهمة ب	Have a place in my heart	مكان في القلب
acquit	بريء من تهمة	Hold on to	يتعمس ب
admire	يعجب ب	homeless	مشرد
admirer	معجب	horror	رعب
adopt	يتبنى	housekeeper	مديرة منزل
adore	يهيب / يعشق	I couldn't put my finger on	لم أفهم ما هو
affectionately	يحب	In debt	مديون
anxious	قلق	Incredible	لا يصدق
apart	بعيدا / منفصل	Influence	يؤثر / تأثير
Apart from	ما عدا	Inherit	يرث
apprentice	صبي	inheritance	ميراث
apprenticeship	تلمذة / صغرة	interrupt	يقاطع
arrogant	متكبر / متعجرف	Jealous of	غيور من
ashamed	خجلان	Jump out of my skin	يخاف بشدة
astonished	مدهش	Keep away from	يبعد عن
at the request	بناء على طلب	lamb	حمل
bandage	ضمادة	lawyer	محامي
beg	يتوسل	leave it to me	اترك الأمر لي
Behave yourself	تأدب	leg irons	أصفاد قدم
benefactor	محسن	Life sentence	مؤبد
blacksmith	خداد	lodgings	سكن / إقامة
boast	يتباهى	luggage	امتعة / حطاب
Boots	حذاء	marsh	مستنقع
elegant	النيق	shake	يهز
embarrassed	مخرج	share	تصيب
enthusiasm	حماس	shine	يلمع
enthusiastic about	متحمس	shiny	لامع
expectations	امال / توقعات	sigh	يتهد / تتهيدة
extravagant	مبذر / مسرف	sink	يلرق / يلوغص
funeral	جنازة	take revenge on	ينتقم من
gate	بوابة	tears	الدموع
gatekeeper	يواب	That's yours	هذا يعني لك
get away	يهرب	lot	الكثير
Get engaged	مخطوبة	Tie up	يربط
get my breath back	استعيد انفاسي	tight	محكم
Gloomy	كئيب	torch	كشاف
Good-natured	لطيف / أنيس	trick	يخدع / خدعة
grab	بمسك	ugly	قبيح
grateful	شاكر	unpleasant	غير لطيف
grave	قبر	upset	مزعج
graveyard	مدافن	veil	حجاب
bored	متطابق	merchant	تاجر
Break into	يقدم	mist	ضباب
Break-in	اقتحام	murder	يقتل / جريمة
bride	عروسة	My heart sank	اصبت بدمية ان
broken heart	قلب حزين	nervous	عصبي
call on	يؤر شخص	nod	يومن
candle	شمعة	object to	يغرض على
ceremony	احتفال	orphan	يتيم

clerk	موظف	Pale skin	جند صاحب
clients	زبائن / عملاء	Pay off	يسدد
coincidence	صدفة	Pay with is life	قتل
cold-hearted	قلب قاسي	permanent	دائم
commit	يرتكب	pie	قطيرة
common	وضيع	pretty	جميلة
confirm	يوكد	proof	دليل / اثبات
consider	يفكر في	property	ممتلكات
convict	ممسجون / مدان	protagonist	بطل الرواية
couch	عريه	proud	متكبر
court	محكمة	purse	كيس نقود
crime	جريمة	rattle	صليل
criminal	مجرم	recognise	يتعرف على
crouch	ينحني	recover	يتعافى
curtains	ستائر	relate	مرتبط
dare	يجرؤ	relief	راحة
Deliberately	عمدا	remarkable	لافت للنظر
delighted	مبهج	revenge	انتقام / ثار
desert	يهجر	rough	خشن / هائج
grumpy	متكاف / حد الطبع	warp	يقلب
Guide	يرشد / دليل	watchman	حارس / خفير
guilty	متنب	whisper	بهيم
half-brother	اخ غير شقيق	workshop	ورشة
hammer	شكوش	worth the effort	تستحق العناء
hand	يسلم باليد	wound	جرح
Faint	يفسي عليه	sleeves	الكمام
Fair hair	شعر اشقر	smooth	ناعم
fascinate	يبهر	soldier	جندي
Fear for	يقلق على	spark	شرارة
Fiancé	خطيب	Spider's web	نسيج عنكبوت
Flancée	خطيبة	spoil	يفسد
fiercely	بغف	steamer	بالخرة
file	ميرد	stir	يقلب
fond of	مقرب ب	struggle	يتناضل
footsteps	خطوات اقدام	survive	يبقى حيا
forgive	يسامح	suspect	يشك في
From now on	من الآن فصاعدا	Take my mind off	يصرف ذهنه عن

Summary in points

Pip: the hero and the narrator of the novel

- Pip was an orphan who lived with his sister Mrs Joe and her husband Joe (the village blacksmith).
- He had a miserable life as no one cared for him except Joe who treated him like a friend unlike his sister who always complained about him.
- One day, he met a convict who escaped from a prison. This man threatened Pip that he would kill him if Pip didn't bring him food and a file to cut off the leg-irons.
- Pip helped the convict. However, the man was arrested with another convict.
- Pip worked with Joe until one day his sister told him to go with Mr Pumblechook to Miss Havisham's house.
- Miss Havisham was a wealthy lady who suffered alone. Her fiancé left her on her wedding day 25 years ago.
- She adopted a girl called Estella. She taught Estella to break men's heart and her first victim was Pip.
- Estella was proud and rude but beautiful. Pip couldn't stop loving and thinking about her each time he saw her.
- He even wanted to change his position in life and be a gentleman so that Estella might love him.
- He worked hard and learned a lot with the help of Biddy.
- One day, Pip knew that the escaped convict sent someone to him with a coin wrapped in a pound note.
- **This frightened Pip for two reasons:**
- He didn't tell Joe the truth, so he might lose his friendship with Joe.
- Pip thought that the convict might hurt him.

- Pip's life changed when he accepted Mr Jaggers' offer to leave his village and go to learn and live in London to get a fortune.
- This would happen in one condition not to ask who his benefactor was.
- Pip soon went to London and got to know Herbert Pocket who became his friend, Startop and Bentley Drummule who was his rival for the love of Estella.
- Life changed a lot for Pip. He was always ashamed of Joe and Biddy.
- When his sister died after suffering from Orlick's attack, he wasn't sad but angry because Orlick wasn't arrested.
- Estella had a great influence on Pip's acts and thoughts. She was cruel and proud. She didn't reply the same feeling to Pip's love. Instead, she married Bentley Drummule.
- Surprisingly, Pip knew from Magwitch (Provis) that he was his real benefactor not Miss Havisham which scared him and made him feel ashamed.
- This made him angry with Miss Havisham. He realized then everything and she told him that she wasn't responsible for what he thought about her at first, but soon she regretted all what she had done to him, Estella and her family.
- Orlick tried to kill Pip because Pip was the reason for losing his job at Miss Havisham's house and making Biddy feel afraid of him. Pip was saved by Herbert Pocket.
- He tried to help Magwitch (Provis) escape for two reasons:
- Magwitch (Provis) was still a convict with a life sentence.
- Compyson who Magwitch (Provis) knew everything about his crimes, wanted to kill him.
- While they were trying to escape the police tried to stop them, Finally, Magwitch (Provis) died at prison. He knew that Estella was his daughter.
- Molly who worked at Mr Jaggers' house was Estella's mother.
- Miss Havisham died after serious burns. She asked Pip forgiveness. She left everything for Estella.
- At last, Pip thought that Biddy was a suitable person for him, but he was late. She married Joe and she was happy.
- Pip travelled to Egypt with Herbert Pocket where both became managers in Mr Clarriker's business.
- Estella was an old widow with less beauty and sad eyes. But, she still fascinated Pip.
- She regretted treating Pip badly and neglecting his love.
- She sold Miss Havisham's house. She asked Pip to be friends.
- Pip still had hope that she would be with him after all.

Questions With Answer

- 1) Do you feel pity / sympathise with Estella's character? Why? Why not?
Yes, I feel pity towards her. She was born to two criminals, a thief and a murderer. Besides, her mother left her to be brought up by another woman who in turn raised her in a wrong way.
- 2) What and Who helped Compyson succeed in deceiving Miss Havisham?
His appearance and style and Arthur, Miss Havisham's half brother.
- 3) Do you think Arthur was a kind / faithful brother? Why? Why not?
I think Arthur was not an honest brother as he helped Compyson to deceive her to take her money. To Arthur, money was more important than his sister's feelings.
- 4) Do you admire Mr. Jaggers' character. Give your reasons.
Yes, I admire him very much. Mr. Jaggers is a clever lawyer. He does his work well. He is also a secretive lawyer who keeps his clients' secrets.
- 5) 'We need a blacksmith to mend some handcuffs, please.' Why do the soldiers need handcuffs, do you think?
They want to find the convicts and put handcuffs on them.
- 6) 'I hope we don't find the convicts, Joe.' Why do you think Pip says this?
Perhaps he fears them, or perhaps because he feels sorry for them.
- 7) How did Pip feel when he stole the food and the file? Did he do anything to relieve himself? Why? Why not?
He felt guilty about this, but he didn't do anything to relieve himself. He was afraid that Joe might not like to be his friend anymore.
- 8) Why do you think Miss Havisham wears a wedding dress? Because she has never recovered from not getting married.
- 9) Why do you think the clock had stopped at Miss Havisham's house?
Because time stopped for Miss Havisham on the day she didn't get married.
- 10) Who is the man Pip meets in the inn? Do you think he knows more than he pretends?
A strange man who Pip had never seen before. The questions he asks, and the file he stirs his tea with suggests that he knows more. Also, the way he looked at Pip and the way he asked about escaped convicts.
- 11) Why do you think the man in the inn had Joe's file? He must know the convict. / To make Pip sure that he knew the convict. / The Knight's Series Third Year Final Revision

- 12) "I'd rather she hit me than you!" What does this tell you about Joe's personality?
It tells us that Joe is kind and cares about Pip's feelings.
- 13) Estella described Pip as being "common". Why does she do this?
She is proud and rude and doesn't want to play with him because she thinks he is beneath her.
- 14) Do you feel sorry for Miss Havisham at all? Why?
No, I don't feel sorry for her as she is psychologically ill woman whose life stopped on her wedding day.
- 15) Why do you think Miss Havisham still kept the wedding cake?
It was prepared for Miss Havisham's wedding, but the wedding did not take place.
- 16) Miss Havisham is a strange, unhappy woman. Illustrate.
Miss Havisham never leaves her house. Pip meets her and she's wearing an old wedding dress. Miss Havisham shows Pip her wedding cake, in a room that's covered in spiders' webs and mice. This is all strange.
- 17) Pip has a powerful conscience. Discuss.
Pip felt guilty for taking the food and the file. He wanted to tell Joe, but he was afraid that Joe might not want to be his friend anymore.
- 18) Estella is cold and cruel. Illustrate.
Estella is very rude to Pip when she first meets him. Estella smiles when her unkind behaviour makes Pip cry.
- 19) Why do you think Miss Havisham was always asking Pip about his opinion of Estella?
She wanted him to like Estella so she can break his heart.
- 20) Why do you think the dining room had not changed for many years?
It was prepared for Miss Havisham's wedding, but the wedding did not take place.
- 21) Why do you think there were spiders and mice everywhere in the dining room?
People did not use the room anymore. They were free to live there.
- 22) Why do you think Estella refused to speak to Pip when Miss Havisham asked them to play?
Because she thinks he is just a poor working boy and is not good enough for her.
- 23) 'I'll never cry again.' Who says this and why?
Pip says this to Estella. He probably wants to show her that he is not a child now, so she cannot make him cry.
- 24) 'And everything is still here.' What does Miss Havisham mean by 'everything'?
Everything for a wedding celebration: there was a table-cloth, plates and a wedding cake.
- 25) 'This is all you will get from me, Mr Gargery!' What does Joe get and why does Miss Havisham say this?
Joe gets a bag of money from Miss Havisham to pay for Pip's apprenticeship, but she tells him he will not get anything else from her.
- 26) Do you think Pip is becoming a better person after meeting Miss Havisham? Why?
Pip now wants to learn as much as he can, which is good. However, he only wants to do this because he thinks Estella will like him more. He is becoming ashamed of his home and family because they are poor, and Joe is just a blacksmith. This does not make him a better person.
- 27) If Miss Havisham's fiancée hadn't deceived her, how do you think her life would have been? Support your answer with your justifications.
She wouldn't have adopted Estella to revenge on people. Estella might have admired Pip. Miss Havisham would have lived a normal life.
- 28) "We are not free to do what we want, you know; we have to follow our instructions." Whose instructions do you think Estella is talking about, and why are they not free?
We think that it must be Miss Havisham who is telling her and Pip what to do. They are not free because they need to do what she says.
- 29) Pip and Magwitch proved that they had human feelings. Explain with evidence.
They were kind somehow. When Magwitch wanted food and the file. Pip helped him and when Pip felt sorry for what happened to Magwitch in his life.
- 30) "You know that I want to trick all of my admirers. All of them, apart from you!" Why do you think Estella says this to Pip?
It seems that Estella wants Pip to believe that he is special. Perhaps Miss Havisham wants her to do this.
- 31) "I have never forgotten what you did for me that day, Pip?" Why does Magwitch say this?
He remembers how Pip helped him in the graveyard, when he was a boy.
- 32) "I've worked hard in Australia ever since, so that you won't need to work." Why did Magwitch want to do this?
He wanted to help Pip because Pip had helped him as a child.

33) "Yes, Pip, I've made a gentleman of you!"

Who made Pip a gentleman? How did Pip become a gentleman?

Magwitch made a gentleman out of Pip. He went to London and had a fine education and new friends.

34) What do you think it's like to dislike someone and feel like you should help them at the same time?

It's like a love-hatred relationship.

35) Are you surprised that Miss Havisham seems to feel sorry for Pip? Explain your answer.

Miss Havisham feels guilty that Estella has been cruel to Pip in the past, we know because she asks Pip for forgiveness.

36) How would you describe the relationship between Pip and Estella at the end of the book? What do you think might happen?

At the end of the book Pip and Estella are finally being themselves. They tell each other that they are friends now. They might stay friends, or perhaps they will marry.

37) In view of Pip's hopes and expectations at the beginning of the novel. Pip seems to end the novel as a failure. Discuss.

Pip dreamt of being a rich gentleman and he dreamt also of being married to Estella but he couldn't achieve any of his dreams at the end of the story.

38) Little favour can lead to a big fortune. Illustrate.

When Pip helped the convict Magwitch in the marshes by bringing him food and a file, Magwitch, in return, decided to make a gentleman of Pip and he (Magwitch) had become Pip's benefactor.

39) Joe and his wife treated Pip differently. Discuss.

Although Mrs Joe was Pip's sister, she treated him badly whereas her husband, Joe, treated Joe as his brother and friend.

40) What would you do if you were in the place of Miss Havisham when her fiancé left her on her wedding day?

If I were Miss Havisham, I would learn from my mistake and I would pick myself up and continue my life normally. Life would not stop on people or actions.

41) Miss Havisham's fiancé proved to be imposter and swindler. How?

Miss Havisham's fiancé could deceive her by the name of love and took most of her money. He promised her of marriage but he didn't come to the wedding.

42) Do you think Pip was right to feel ashamed of Joe?

I think Pip was not right to do so because Joe was a common kind man who loved and cared much about Pip.

43) Why do you think Miss Havisham's relatives are jealous of Pip?

Because they thought that Miss Havisham would give all her wealth to Pip.

44) What mistake did Miss Havisham make when she was engaged to Compyson?

When Miss Havisham was engaged to Compyson she trusted him fully without judging him well. She was deceived by his appearance and sweet words.

45) Do you think that Pip and Herbert are true friends? Illustrate.

Yes Pip and Herbert are good friends as both of them helped each other in times of need. Both proved to be a good friend.

46) If you were Pip, would you love Estella? Why? Why not?

Sure no, because Estella is cruel and arrogant. She has cold-blooded feelings

47) Why do think Pip felt ashamed/ was embarrassed when he knew that Magwitch is his real benefactor or founder?

Because his real benefactor was Magwitch, an escaped convict.

48) What do you think the moral of the novel Great Expectations is?

What do you learn from reading the novel Great Expectations?

What is the main theme of Great Expectations?

I think the moral theme of Great Expectations is:

Affection, loyalty, and conscience are more important than social advancement, wealth, and class.

Or Good people are always rewarded and bad people are always punished.

49) How does Miss Havisham feel about her behaviour at the end of her life?

By the end of her life, Miss Havisham is ashamed and regretful at how she has shaped Estella's character and used the young woman as a tool for revenge. She realizes it was

wrong of her to try to use Estella as a way to get revenge on men. Miss Havisham shows her regret by repeating phrases such as "What have I done!" and by pleading for forgiveness after she has been badly burned.

50) Do you think Pip could achieve any of his great expectations at the end of the story?

Yes, he helped Herbert and his father by asking Miss Havisham to help them. He (Pip) could find Estella and reconciled with her.

51) Good people are rewarded and evil/ bad people are punished. Illustrate.

Good people like Pip, Joe, Miss Biddy, Herbert and Estella were rewarded at the end of the novel whereas bad people like Magwitch, Miss Havisham, Arthur, Compeyson, Orlick and Drummle were punished for their bad deeds.

52) Do you think Estella would be a different character if she was brought up / raised by her real parents? Why? Why not?

Yes, I think so because her real parents were a convict and a murderer.

53) Do you think Estella was a victim of society? Why? Why not?

Yes because her parents were a convict and a murderer. Even Miss Havisham who adopted her, brought her up to be a heartbreaker.

54) Why do you think Miss Havisham had had a bad end?

Miss Havisham was sinful when she manipulated Estella to break men's hearts. For this sin/ guilt, she got burnt and died.

55) Do you feel sympathy/ pity for Miss Havisham's life story?

No, I don't feel any sympathy or pity because if the one was deceived or tricked, they should stand up again and complete their life.

56) Why do you think Miss Havisham asked Pip to forgive her?

Because she used Estella to break his heart.

57) Love is blind. How does this statement match with Pip?

Pip knew that Estella was cruel and self-conceited. However, he loved her so much.

58) Do you think Estella was lucky to be adopted by Miss Havisham? Why? Why not?

Although Miss Havisham made Estella an attractive young lady, she brought her up to take revenge on men. However, I think Estella was lucky because Miss Havisham was better than her parents who were a convict and a murderer.

59) Why do you think Estella's marriage to Drummle was a failure?

Because it was a marriage which was not based on real love. Estella married Drummle because he was rich whereas Drummle married Estella because she was a pretty woman.

60) Pip owed his life to Herbert. How?

When Orlick was about to kill Pip in the old house in the marshes, Herbert arrived on time and saved Pip.

61) Why do you think Joe and Biddy named their child after Pip?

Because both loved Pip so much. Their boy's name would always remind them of Pip

62) Compyson's appearance helped him a lot to earn his living. Illustrate.

Compyson manipulated his pretty appearance to trick people and deceive them. He convinced Miss Havisham by the name of love. Besides, all the judges gave him little sentences because of his appearance as a good gentleman.

63) Why do you think Miss Havisham manipulates and misleads Pip into thinking she is his secret benefactor?

To make him near her. Consequently, he would see Estella more and love her more.

64) Why do you think makes Pip change his opinion of his benefactor Magwitch from one of initial repugnance to one of deep and abiding respect and love?

At first Pip judged Magwitch apparently but when he knew his life story, he felt pity and sympathized with him. Magwitch lived a hard miserable childhood.

65) 79) Do you think Miss Havisham was right to take revenge on all men? Why? Why not?

I don't think she was right at all as her fiancé doesn't represent all the men in the world, if I were her, I would take revenge on him only, instead.

66) They started as enemies and end as friends. About whom are these words? Give examples.

These words are about Pip and Herbert. When they first met, they fought each other and Pip won. After that, they met in London and became good friends.

67) What were Pip's expectations at the beginning of the novel?

Pip expected to be a rich gentleman who would live upper-class people's life. Moreover, he expected to marry Estella.

72) Why do you think Miss Havisham asked for a boy to play with Estella?

To help her practise love on him.

73) If Pip and Estella got married, do you think their marriage would be a success? Why? Why not?

Sure it would be a successful marriage as both of them, Pip and Estella, had an affection towards the other. I think they would try to forget their painful past and start a new happy life full of love and happiness.

74) Why do you think that no criminal would dare to enter/ rob Mr. Jaggers' house?

Because Mr Jaggers is a barrister/ lawyer and he does his work well. If any criminal tried to rob or attack his house, he would be put in prison.

75) Why do you think Molly left her own daughter, Estella, to be raised by another woman?

Because Molly had a criminal past and she wanted her daughter to be brought up well in better conditions than hers.

76) If you were Molly, would you leave your daughter to be raised by another person?

No, because kindness and motherhood cannot be bought with money. However my conditions are, I would not leave my own daughter to be brought up away from me.

77) Why do you think Orlick left an iron leg next to Mrs. Joe after attacking her?

I think Orlick is a cunning person. He wanted to make the police think that the doer of action was one of the convicts.

78) What do you think the fire symbolizes in the novel?

I think it symbolizes punishment. Miss Havisham was burnt as a punishment for what she had done (making Estella a heartbreaker).

F Translation F

Choose the correct Arabic translation:

1. It is quite clear that modern culture and civilisation have become dependent on science and technologies; they have become an integral part of life according to the needs and requirements of the people.

A	من الواضح تماماً ان المعلومات والحضارة الحديثة تعتمدان على العلم والتقنيات. لقد أصبحوا جزءاً لا يتجزأ من الثقافة وفقاً لاحتياجات ومتطلبات الناس.
B	من الواضح تماماً ان الثقافة والحضارة الحديثة أصبحت تعتمد على العلم والتقنيات، لقد أصبحوا جزءاً لا يتجزأ من الحياة وفقاً لاحتياجاتنا ومتطلباتنا.
C	من الواضح تماماً ان الثقافة والمعرفة الحديثة تعتمدان على المعلومات والتقنيات. لقد أصبحوا جزءاً لا يتجزأ من الحياة وفقاً لاحتياجاتنا ومتطلباتنا.
D	من الواضح تماماً ان الثقافة والحضارة الحديثة تعتمدان على العلم والتقنيات. لقد أصبحوا جزءاً كبيراً من الحياة وفقاً لموارثنا ومتطلباتنا.

2. The Ministry of Transport is currently implementing the ring road expansion on a large scale. It aims at providing distinguished services and reducing traffic congestion on the ring road.

A	تقوم الحكومة حالياً بتنفيذ توسعة الطرق السريعة على نطاق واسع، فهي تهدف إلى تقديم خدمات مميزة وتقليل الازدحام المروري على الطرق الدائرية.
B	تقوم وزارة النقل حالياً بتنفيذ ترميم الطرق الدائرية على نطاق واسع، فهي تهدف إلى تقديم خدمات جديدة وتقليل الازدحام المروري على الطرق الدائرية.
C	تقوم وزارة النقل حالياً بتنفيذ توسعة الطرق الدائرية على نطاق واسع، فهي تهدف إلى تقديم خدمات مميزة وتقليل الازدحام المروري على الطرق الدائرية.
D	تقوم وزارة النقل حالياً بتنفيذ توسعة الطرق الساحلية على نطاق واسع، فهي تهدف إلى تقديم خدمات مميزة وتقليل الحوادث على الطرق هناك.

3. The new city of El Alamein is one of the most important tourist projects in Egypt. Besides, it's a new city that could provide housing for many people in that area.

A	تعتبر مدينة العلمين الجديدة واحدة من المشروعات السياحية في المنطقة الغربية. إلى جانب ذلك، إنها مدينة جديدة يمكن أن توفر السكن للعديد من الناس في تلك المنطقة.
B	تعتبر مدينة العلمين القديمة من أهم المشروعات السياحية في المنطقة الغربية. إلى جانب ذلك، إنها مدينة جديدة يمكن أن توفر السكن لبعض الناس في تلك المنطقة.
C	تعتبر مدينة العلمين الجديدة من أهم المشروعات السياحية في مصر. إلى جانب ذلك، إنها مدينة جديدة يمكن أن توفر السكن للعديد من الناس في تلك المنطقة.
D	تعتبر مدينة العلمين الجديدة من أهم المشروعات الصناعية في مصر. إلى جانب ذلك، إنها مدينة ساحلية يمكن أن توفر السكن للعديد من الناس في تلك المنطقة.

4. The increase in prices is a problem from which a lot of people all over the world suffer. This increase leads to a lot of social and economic problems, which we all need to face.

A	الزيادة في السكان مشكلة يعاني منها الكثير من الناس في معظم أنحاء العالم. تؤدي هذه الزيادة إلى الكثير من المشاكل الاجتماعية والاقتصادية التي يجب أن نواجهها.
B	الزيادة في الأسعار مشكلة يعاني منها الكثير من الفقراء في جميع أنحاء العالم. تؤدي هذه الزيادة إلى الكثير من المشاكل الاجتماعية والاقتصادية التي يجب أن نواجهها.
C	الزيادة في الأسعار مشكلة يعاني منها الكثير من الناس في جميع أنحاء العالم. تؤدي هذه الزيادة إلى بعض المشاكل الاجتماعية والاقتصادية التي يجب أن نواجهها.
D	الزيادة في الأسعار مشكلة يعاني منها القليل من الناس في جميع أنحاء العالم. تؤدي هذه الزيادة إلى بعض المشاكل الاجتماعية والاقتصادية التي يجب أن نواجهها.

5. Technology plays a vital role in modern lives and profoundly affects the course of human civilisation. Technological advancement has made all aspects of life easier and faster than before.

A	تلعب التكنولوجيا دوراً حيوياً في الحياة الحديثة وتؤثر بعمق على مسار الحضارة الإنسانية. لقد جعلت الحياة الحديثة التقدم التكنولوجي في جميع جوانب الحياة أسهل وأسرع من ذي قبل.
B	تلعب التكنولوجيا دوراً حيوياً في الحياة الحديثة وتؤثر بعمق على مسار الحضارة الإنسانية. لقد جعل التقدم التكنولوجي جميع جوانب الحياة أسهل وأسرع من ذي قبل.
C	تلعب التكنولوجيا دوراً حيوياً في الحياة الحديثة وتؤثر بعمق على مسار الثقافة الإنسانية. لقد جعل التقدم التكنولوجي جميع جوانب الحياة المعنوية أسهل وأسرع من ذي قبل.
D	تلعب الحياة الحديثة دوراً حيوياً في التكنولوجيا وتؤثر بعمق على مسار الحضارة الإنسانية. لقد جعل التقدم التكنولوجي جميع جوانب الحياة أسهل وأسرع من ذي قبل.

6. Women work alongside men to make progress in different fields of life everywhere. Yet, do you think that women can occupy jobs that have a risk factor as efficiently as men?

A	تشارك المرأة في مساعدة الرجل لإحراز تقدم في مجالات الحياة المختلفة في كل مكان. ومع ذلك، هل تعتقد أن النساء يمكن أن يشغلن وظائف تنطوي على عامل خطر بكفاءة مثل الرجل؟
B	تعمل النساء جنباً إلى جنب مع الرجل لإحراز تقدم في مجالات الحياة المختلفة في كل مكان. ومع ذلك، هل تعتقد أن النساء يمكن أن يشغلن وظائف تنطوي على عامل خطر بكفاءة مثل الرجل؟
C	تعمل النساء جنباً إلى جنب مع الرجل في تحقيق الرفاهية في مجالات الحياة المختلفة في كل مكان. ومع ذلك، هل تعتقد أن النساء يمكن أن يشغلن وظائف تنطوي على عامل خطر بكفاءة مثل الرجل؟
D	تعمل النساء جنباً إلى جنب مع الرجل لإحراز تقدم في مجالات الحياة المختلفة في كل مكان. ومع ذلك، هل تعتقد أن المرأة قادرة على الاستمرار ووظائف تنطوي على عامل خطر بكفاءة مثل الرجل؟

7. Burnout is a mental problem that affects more people today. Therefore, we must take some rest to get rid of burnout, which affects the accuracy of the work we do.

A	الإرهاق مشكلة ذهنية تؤثر على المزيد من الناس اليوم. لذلك يجب أخذ قسط من الراحة للتخلص من الإرهاق الذي يؤثر على دقة العمل الذي نقوم به.
B	الإرهاق مشكلة ذهنية تؤثر على المزيد من الناس اليوم. لذلك يجب أخذ قسط من الراحة للتخلص من الإرهاق الذي يؤثر على كمية العمل الذي نقوم به.
C	الإرهاق مشكلة ذهنية تؤثر على المزيد من الناس اليوم. لذلك يجب أخذ قسط من الراحة للتخلص من الإرهاق الذي يؤثر على دقة العمل الذي نقوم به.
D	الإرهاق مشكلة ذهنية تؤثر على المزيد من الناس اليوم. لذلك يجب أخذ قسط من الراحة لتقليل الإرهاق الذي يؤثر على دقة العمل الذي نقوم به.

8. Scientists believe that work conditions will be quite different in the future. Artificial Intelligence is one of the most important factors that will decrease the number of people working in different fields.

A	يعتقد العلماء أن ظروف العمل ستكون مختلفة تماماً في المستقبل. يعد الذكاء الصناعي من أهم العوامل التي ستزيد من عدد العاملين في المجالات المختلفة.
B	يعتقد العلماء أن شروط العمل ستكون مختلفة تماماً في المستقبل. يعد الذكاء الاصطناعي من أهم النتائج التي ستزيد من عدد العاملين في المجالات المختلفة.
C	يعتقد العلماء أن ظروف العمل ستكون مختلفة تماماً في المستقبل. يعد الذكاء الاصطناعي من أهم العوامل التي ستقلل من عدد العاملين في المجالات المختلفة.
D	يعتقد علماء الاقتصاد أن ظروف العمل ستكون مختلفة تماماً في المستقبل. يعد الذكاء الاصطناعي من أهم النتائج التي ستقلل من عدد العاملين في المجالات المختلفة.

9. Online employment has contributed largely to providing a lot of work opportunities in different fields. However, some types of jobs can't be done online because they require face-to-face contact.

A	لقد ساهم التنسيق عبر الإنترنت إلى حد كبير في توفير الكثير من فرص العمل في مختلف المجالات. ومع ذلك، لا يمكن أداء بعض أنواع الوظائف عبر الإنترنت لأنها تتطلب الاتصال وجهاً لوجه.
B	ساهم التوظيف عبر الإنترنت إلى حد كبير في توفير الكثير من فرص العمل في القليل من المجالات. ومع ذلك، لا يمكن أداء بعض أنواع الوظائف عبر الإنترنت لأنها تتطلب الاتصال وجهاً لوجه.
C	ساهم التوظيف عبر الإنترنت إلى حد كبير في توفير الكثير من فرص العمل في مختلف المجالات. ومع ذلك، لا يمكن أداء كل أنواع الوظائف عبر الإنترنت لأنها تتطلب الاتصال وجهاً لوجه.
D	لقد ساهم التوظيف عبر الإنترنت إلى حد كبير في توفير الكثير من فرص العمل في مختلف المجالات. ومع ذلك، لا يمكن أداء بعض أنواع الوظائف عبر الإنترنت لأنها تتطلب الاتصال وجهاً لوجه.

10. The Climate Change Conference is held yearly to discuss the consequences resulting from climate change. During the Sharm El-Sheikh conference, experts suggested that industrialised countries limit their greenhouse gas emissions.

A	يعقد مؤتمر تغير المناخ سنوياً لمناقشة العواقب الناتجة عن تغير المناخ خلال مؤتمر شرم الشيخ، اقترح الخبراء أن تحد الدول البروتولية من إنتاجها للوقود المسبب للاحتباس الحراري.
B	يعقد مؤتمر تغير المناخ سنوياً لمناقشة العواقب الناتجة عن تغير الطقس. خلال مؤتمر شرم الشيخ، اقترح الرؤساء أن تحد الدول الصناعية من انبعاثاتها من الغازات المسببة للاحتباس الحراري.
C	يعقد مؤتمر تغير المناخ شهرياً لمناقشة العواقب الناتجة عن تغير المناخ خلال مؤتمر شرم الشيخ، اقترح الخبراء أن توقف الدول الصناعية من انبعاثاتها من الغازات المسببة للاحتباس الحراري.
D	يعقد مؤتمر تغير المناخ سنوياً لمناقشة العواقب الناتجة عن تغير المناخ خلال مؤتمر شرم الشيخ، اقترح الخبراء أن تحد الدول الصناعية من انبعاثاتها من الغازات المسببة للاحتباس الحراري.

11. Workplace engagement and productivity are influenced by several factors. As a result, many people do not feel engaged at work when they work in an inappropriate environment.

A	تتأثر المشاركة في مكان العمل والإنتاجية بعدة عوامل نتيجة لذلك، لا يشعر الكثير من الناس بحب العمل عندما يعملون في بيئة غير حارة.
B	يتأثر الاندماج في مكان العمل والإنتاجية بعدة عوامل نتيجة لذلك، لا يشعر الكثير من الناس بالاندماج في العمل عندما يعملون في بيئة غير مناسبة.
C	تؤثر التواهي النفسية وعوامل أخرى في مكان العمل نتيجة لذلك، لا يشعر الكثير من الناس بالاندماج في العمل عندما يعملون في بيئة غير مناسبة.
D	يتأثر الاندماج في مكان العمل والإنتاجية ببعض العوامل. نتيجة لذلك، يشعر الكثير من الناس بالاندماج في العمل عندما يعملون في بيئة مناسبة.

12. Without motivation in life, it's hard to strive for success and achieve happiness. You should try to achieve more success for yourself first before trying to please other people.

A	بدون مشاعر الحياة من السهل السعي لإحراز الطموح وتحقيق السعادة. يجب أن تحاول تحقيق المزيد من النجاح لإرضاء نفسك أولاً قبل محاولة إرضاء الآخرين.
B	بدون الدافع في الحياة، من الصعب السعي لتحقيق النجاح وتحقيق السعادة. يجب أن تحاول تحقيق المزيد من النجاح لنفسك أولاً قبل محاولة إرضاء الآخرين.
C	بدون الدافع في الحياة، من السهل السعي لتحقيق النجاح وتحقيق الذات. يجب أن تحاول تحقيق المزيد من النجاح لنفسك أولاً قبل محاولة إرضاء الآخرين.
D	بدون الدافع في الحياة، من الصعب السعي لتحقيق النجاح وتحقيق السعادة مع الآخرين. يجب أن تحاول تحقيق المزيد من النجاح لإثبات ذلك أولاً قبل محاولة إرضاء الآخرين.

13. An ambitious person is someone who is always striving to reach their goals in life. These goals are usually endless, as long as a person is determined and has a strong will.

A	الشخص الطموح هو الشخص الذي يسعى دائماً للوصول إلى أهدافه في الحياة. عادة ما تكون هذه الأهداف لا نهائية لأنها تكون مضمماً ولديه إرادة قوية.
B	الشخص القوي هو الشخص الذي يسعى دائماً للوصول إلى أهدافه في الحياة. عادة ما تكون هذه الأهداف لا نهائية لأنها عندما يكون الشخص مضمماً ولديه إرادة قوية.
C	الشخص الطموح هو الشخص الذي يسعى دائماً للوصول إلى الأهداف في المستقبل. عادة ما تكون هذه الأهداف لا نهائية لأنها عندما يكون الشخص مضمماً ولديه إرادة قوية.
D	الشخص الطموح هو الشخص الذي يسعى دائماً للوصول إلى أهدافه في الحياة. عادة ما تكون هذه الأهداف غير متناهية عندما عندما يكون الشخص مضمماً ولديه إرادة قوية.

14. If you want to achieve more success in life, you'll need a lot of determination. So, if you fail at the beginning, never lose hope or give up.

A	إذا كنت تحاول تحقيق المزيد من النجاح في الحياة، أنت في حاجة إلى الكثير من التصميم. لذا ، إذا فشلت في البداية، لا تفقد الأمل واطلب نصيحة الآخرين.
B	إذا كنت ترغب في تحقيق بعض النجاح في الحياة، فستحتاج إلى الكثير من المجهود. لذا ، إذا فشلت في البداية، لا تفقد الأمل أو تستسلم أبداً.
C	إذا كنت ترغب في تحقيق المزيد من النجاح في الحياة، أنت في حاجة إلى الكثير من التصميم. لذا ، إذا فشلت في البداية، لا تفقد الأمل أو تستسلم أبداً.
D	إذا كنت ترغب في تحقيق المزيد من النجاح في المستقبل، فستحتاج إلى بعض التصميم. لذا ، إذا فشلت في البداية، لا تفقد الأمل أو تستسلم أبداً.

15. The government adopts a sustainable development strategy, which represents a roadmap for the future. This plan will help us achieve the dreams and aspirations of Egyptians in a dignified life.

A	تتبنى الوزارة استراتيجية تنموية موفقة تمثل خارطة طريق للمستقبل. ستساعدنا هذه الخطة في تحقيق أحلام وتطلعات المصريين في حياة كريمة.
B	تتبنى الحكومة استراتيجية تنموية مستدامة تمهد الطريق للمستقبل. ستساعدنا هذه الخطة في تحقيق أحلام وتطلعات المصريين في كل أنحاء البلاد.
C	لقد تبنت الحكومة استراتيجية تنموية مستدامة تمثل خارطة طريق للمستقبل. ستساعدنا هذه الخطة في تحقيق أحلام وتطلعات الموظفين في حياة كريمة.
D	تتبنى الحكومة استراتيجية تنموية مستدامة تمثل خارطة طريق للمستقبل. ستساعدنا هذه الخطة في تحقيق أحلام وتطلعات المصريين في حياة كريمة.

16) Innovation is endless. The more man seeks progress and welfare, the more he invents things that make life easier. However, do you think all inventions don't have negative aspects?

A	الابتكار لا نهاية له ، فكما ابتكر الإنسان أشياء تجعل الحياة أسهل ، كلما سعى إلى التقدم والرعاية ، ومع ذلك ، هل تعتقد أن كل الاختراعات ليست لها جوانب إيجابية؟
B	الابتكار لا نهاية له ، فكما سعى الإنسان إلى التقدم والتطور ، كلما اشترى أشياء تجعل الحياة أسهل . ولذلك ، هل تعتقد أن كل الاختراعات ليست لها جوانب سلبية؟
C	الابتكار لا نهاية له ، فكما سعى الإنسان إلى التقدم والرعاية ، كلما ابتكر أشياء تجعل الحياة أسهل . ومع ذلك ، هل تعتقد أن كل الاختراعات ليست لها جوانب سلبية؟
D	الرعاية لا نهاية لها ، فكما سعى الإنسان إلى التقدم والرعاية ، كلما ابتكر أشياء تجعل الحياة أسرع . ومع ذلك ، هل تعتقد أن الرعاية ليست لها جوانب سلبية؟

17) I am bilingual, not only because my parents speak different languages, but also because I have lived in two countries. I grew up in Brazil, where they speak Portuguese, but I went to university in Egypt.

A	أنا متحدث اللغات ، ليس فقط لأن والدي يتحدثان لغات مختلفة ، ولكن أيضاً لأنني عشت في ثلاث دول ، نشأت في البرازيل ، حيث يتحدثون البرتغالية ، وذهبت إلى الجامعة في الخارج.
B	أنا ثنائي اللغة ، ليس فقط لأن صديقي يتحدثون لغات مختلفة ، ولكن أيضاً لأنني عشت في بلدين ، نشأت في البرازيل ، حيث يتحدثون الفرنسية ، لكني ذهبت إلى الجامعة في مصر.
C	أنا ثنائي اللغة ، ليس فقط لأن والدي يتحدثان لغات مختلفة ، ولكن أيضاً لأنني عشت في بلدين ، نشأت في مصر ، حيث يتحدثون العربية ، لكني ذهبت إلى الجامعة في البرازيل.
D	أنا ثنائي اللغة ، ليس فقط لأن والدي يتحدثان لغات مختلفة ، ولكن أيضاً لأنني عشت في بلدين ، نشأت في البرازيل ، حيث يتحدثون البرتغالية ، لكني ذهبت إلى الجامعة في مصر.

18) Success in life is measured in terms of the achievements one could carry out throughout their lives. Therefore, many ambitious people aspire to achieve higher levels of success.

A	يُقاس الطموح في الحياة من حيث النجاح الذي يمكن المرء أن يحققه طوال حياته. ولذلك ، يتطلع العديد من الأشخاص الطموحين إلى تحقيق المزيد من الأهداف الشخصية في الحياة.
B	يُقاس النجاح في الحياة من حيث الإنجازات التي يمكن المرء أن يحققها طوال حياته. ولذلك ، يتطلع العديد من الأشخاص الطموحين إلى تحقيق مستويات أعلى من النجاح.
C	يُقاس التقدم في الحياة من حيث الطموحات التي يمكن المرء أن يحققها طوال حياته . ومع ذلك ، يتطلع القليل من الشباب إلى تحقيق مستويات أعلى من النجاح.
D	يُقاس النجاح في الحياة من حيث الإنجازات التي يحاول المرء أن يحققها طوال حياته. ولذلك ، يتطلع بعض الأشخاص الطموحين إلى تحقيق المزيد من النجاح طالما أنهم يحملون ذلك.

19) Recently, Hassan has been spending all of his time studying for his exams. However, he has not stopped helping at the local charity, which helps elderly people.

A	في الأونة الأخيرة ، كان حسن يقضي كل وقته في الدراسة من أجل امتحانه ، ومع ذلك ، لم يتوقف عن المساعدة في الجمعية الخيرية المحلية ، التي تساعد الأشخاص الكبار.
B	في الأونة الأخيرة ، قضى حسن كل وقته في الدراسة من أجل امتحانه ، ولذلك ، توقف عن الدراسة لكي يساعد في الجمعية الخيرية المحلية ، التي تساعد الأشخاص الكبار.
C	قضى حسن كل وقته في الدراسة من أجل امتحانه في العام الماضي ، ومع ذلك ، لم يتوقف عن المساعدة في الجمعية الخيرية المحلية التي تساعد الأيتام.
D	في الأونة الأخيرة ، كان حسن يقضي كل وقته في أداء امتحانه ، ومع ذلك ، لم يتوقف عن المساعدة في الجمعية الخيرية المحلية التي تساعد الشباب.

20) Egypt has wonderful great monuments that reflect its great civilisation throughout history. This magnificent heritage must be a source of pride for us as well as a motivator to achieve great things.

A	تمتلك مصر الحضارة الفرعونية العربية التي تبرز آثارها العظيمة عبر التاريخ. يجب أن يكون هذا التاريخ الرابع مصدر فخر لنا وكذلك دافعا لتحقيق أحلام عظيمة.
B	تمتلك مصر العديد من الآثار العظيمة التي تؤثر على حضارتها العظيمة عبر التاريخ. يجب أن يكون هذا التاريخ الرابع مصدر فخر لكل العالم وكذلك دافعا لتحقيق أشياء عظيمة.
C	تمتلك مصر العديد من الآثار الرائعة التي تعكس حضارتها العظيمة عبر التاريخ. يجب أن يكون هذا التراث الرابع مصدر فخر لنا وكذلك دافعا لتحقيق أشياء عظيمة.
D	تمتلك مصر الحضارة المعاصرة الرائعة التي تعكس تاريخها المجيد عبر التاريخ. يجب أن تكون هذه الحضارة النادرة مصدر فخر لكل العالم وكذلك دافعا لتحقيق أشياء عظيمة.

21) Culture and language are inextricably linked: you can't understand a culture without first learning a language. Therefore, it is better to be bilingual to know more about other cultures.

A	ترتبط الثقافة واللغة ارتباطاً وثيقاً ، لا يمكنك فهم حضارة ما دون تعلم اللغة أولاً ، من الأفضل أن تكون ثنائي الثقافة لمعرفة المزيد عن تاريخ الشعوب الأخرى.
B	ترتبط الثقافة واللغة ارتباطاً وثيقاً ، لا يمكنك فهم حضارة ما دون دراسة تاريخها أولاً ، من الأفضل أن تكون ثنائي اللغة لمعرفة المزيد عن تاريخ الدول الأخرى.
C	ترتبط الحضارة والتاريخ ارتباطاً وثيقاً ، لا يمكنك فهم حضارة ما دون دراسة التاريخ أولاً ، لذلك من الأفضل أن تكون ثنائي اللغة لمعرفة المزيد عن تاريخ الدول الأخرى.
D	ترتبط الثقافة واللغة ارتباطاً وثيقاً ، لا يمكنك فهم ثقافة ما دون تعلم اللغة أولاً ، لذلك من الأفضل أن تكون ثنائي اللغة لمعرفة المزيد عن الثقافات الأخرى.

22) Education is one of the most important forms of investment. This, in turn, enables the ministry of education to create productive and creative citizens.

A	بعد التعلم من أهم أشكال الاستثمار. وهذا بدوره يمكن الدولة من خلق مواطنين منتجين ومبدعين.
B	يعتبر التعليم من أهم أشكال الاستثمار. وهذا بدوره يمكن وزارة التربية والتعليم من خلق مواطنين منتجين ومبدعين.
C	إن التعليم من أهم نتائج الاستثمار. وهذا بدوره يحفز الحكومة من خلق مواطنين منتجين ومبدعين.
D	التعليم من أقل أشكال الاستثمار. وهذا بدوره يعوق وزارة التربية والتعليم من خلق مواطنين منتجين ومبدعين.

23) Reading is very useful. It stimulates the memory centres of your mind and arouses your imagination. Also, it helps recall information and stabilise your emotions.

A	القراءة شديدة جدا فهي تحفز مراكز الذاكرة في عقلك وتثير خيالك . كما أنها تساعد في استدعاء المعلومات وكذلك استعراض عواطفك.
B	القراءة مفيدة جدا فهي تحفز مراكز الذاكرة في عقلك تثير خيالك . كما أنها تساعد في استدعاء المعلومات وكذلك استقرار عواطفك.
C	القراءة شديدة جدا فهي تبنى مراكز الذاكرة في عقلك وتثير خيالك . كما أنها تساعد في زيادة المعلومات وكذلك استمرار عواطفك.
D	القراءة مفيدة جدا فهي تحفز مراكز الذاكرة في خيالك تثير عقلك . كما أنها تساعد في استدعاء المعلومات وكذلك استمرار عواطفك.

24) Encouraging people to work from home is very useful in times of epidemics. This, in turn, helps us to save time and effort and keeps us away from infection.

A	إن تشجيع الناس على الإقامة في المنزل مفيد للغاية في وقت انتشار الأوبئة وهذا بدوره يساعدنا على توفير الوقت والابتعاد عن العدوى.
B	إن تشجيع الناس على العمل من المنزل مفيد للغاية في وقت انتشار الأوبئة وهذا بدوره يساعدنا على توفير المال والابتعاد عن العدوى.
C	إن تشجيع الناس على العمل من المنزل مفيد للغاية في وقت انتشار الأوبئة وهذا بدوره يساعدنا على توفير الوقت والجهد والابتعاد عن العدوى.
D	تشجع الحكومة الناس على العمل من المنزل لأنه مفيد للغاية في وقت علاج الأوبئة . وهذا بدوره يساعدنا على توفير الوقت والجهد لتقليل العدوى.

25) There are a lot of jobs that can be done online. These jobs vary according to the tasks required and suit a lot of people who are currently unemployed.

A	هناك القليل من الوظائف التي يمكنك القيام بها عبر الإنترنت. تختلف هذه الوظائف وفقا للراتب الذي يدفع لك ، وهو الشيء الذي يناسب الكثير من الأشخاص الذين ليس لديهم وظائف للقيام بها.
B	هناك الكثير من الوظائف التي يمكنك القيام بها عبر الإنترنت. تختلف هذه الوظائف وفقا للمهام التي يتطلبها العمل ، وهو الشيء الذي يناسب الكثير من الأشخاص الذين ليس لديهم وظائف في الوقت الحالي.
C	هناك الكثير من الوظائف التي يمكنك القيام بها عبر الإنترنت. تختلف هذه الوظائف وفقا للمهام التي يتم التعامل معها ، وهو الشيء الذي يناسب الكثير من الشباب الذين تركوا وظائفهم.
D	هناك الكثير من الوظائف التي تبحث عنها عبر الإنترنت. تختلف هذه الوظائف وفقا للمهام التي يتم التعامل معها ، وهو الشيء قد لا يناسب الكثير من الأشخاص الذين ليس لديهم وظائف للقيام بها.

26) One's well-being is high priority to maintain health and social care. Therefore, we should pay more attention to our well-being, so we can have an influential role in life.

A	تعد الرعاية الصحية أولوية قصوى في الحفاظ على الرعاية الاجتماعية . ومن ثم يجب أن تولي ذلك العناية الواجبة ليكون لنا دور مؤثر في الحياة.
B	تعد الرعاية الاجتماعية أولوية قصوى في الحفاظ على الناحية الصحية . ولهذا السبب من ثم يجب أن تولي ذلك العناية الواجبة ليكون لنا دور مؤثر في الحياة.
C	تعد الرعاية الاجتماعية أولوية عالية في الحفاظ على الصحة النفسية . ومن أجل هذا يجب أن تولي الكثير من الاهتمام للرعاية الصحية ليكون لنا دور مؤثر في الحياة.
D	يعد الاهتمام بالنفس أولوية عالية في الحفاظ على الرعاية الصحية والاجتماعية . ولذلك يجب أن تولي المزيد من الاهتمام لانفسنا ليكون لنا دور مؤثر في الحياة.

27) Production must go side by side with global quality. We should increase and improve our local products so that we can compete in the global market.

A	لا بد أن يسير الإنتاج جنباً إلى جنب مع الجودة العالمية. وعلينا زيادة وتحسين منتجاتنا المحلية للمنافسة في السوق العالمية والوطن العربي.
B	لا بد أن يسير الابتكار جنباً إلى جنب مع الجودة العالية. وعلينا زيادة تصدير منتجاتنا المحلية لمواجهة المنافسة في السوق العالمية.
C	لا بد أن يسير الإنتاج جنباً إلى جنب مع الجودة العالمية. وعلينا زيادة وتحسين منتجاتنا المحلية للمنافسة في السوق العالمية.
D	لا بد أن يسير الإنتاج جنباً إلى جنب مع الكمية العالية. وعلينا زيادة وتحسين منتجاتنا المصرية لمواجهة المنافسة في كل مكان.

28) Productivity is one of the most necessary qualities useful citizens should have. It enables them to share effectively in development projects as well as in most fields of work.

A	تعتبر الإنتاجية من أهم السمات التي يجب أن يتمتع بها المواطنون الصالحون ، فهي تمكنهم من المشاركة بفعالية في مشروعات التنمية وكذلك في معظم مجالات العمل.
B	تعتبر الإنتاجية من أهم الموهلات التي يجب أن يتمتع بها المواطنون الصالحون ، فهي تاركنهم من المشاركة بفعالية في خطط التنمية وكذلك في معظم مجالات العمل.
C	تعتبر الإنتاجية من أهم السمات التي يجب أن يتمتع بها أي مواطن ، فهي تاركنه من المشاركة بفعالية في مشروعات الاستثمار وكذلك في معظم مجالات العمل.
D	تعتبر جودة الإنتاج من أهم السمات التي يجب أن يتمتع بها المواطن المصري ، فهي تاركنه من المشاركة بفعالية في مشروعات التنمية وكذلك في معظم مجالات العمل.

29) A lot of people worked from home during the COVID-19 pandemic. Many employees say this has increased their efficiency and saved time and effort.

A	عمل الكثير من الناس من المنزل خلال جائحة كوفيد - 19 ويقول العديد من العلماء إن هذا زاد من رفاقتهم ووفر الوقت والجهد.
B	عمل الكثير من الناس من المنزل خلال جائحة كوفيد - 19 ويقول العديد من الموظفين إن هذا زاد من كفاءتهم ووفر الوقت والجهد.
C	عمل الكثير من الناس من المنزل بعد جائحة كوفيد - 19 ويقول العديد من أصحاب العمل إن هذا زاد من نشاط الموظفين ووفر الوقت والجهد.
D	أظم الكثير من الناس في المنزل خلال جائحة كوفيد - 19 ويقول القليل من الموظفين إن هذا زاد من كفاءتهم ووفر الوقت والجهد.

30) Women have played a pivotal role in the renaissance of ancient and modern societies. Through this role, they demonstrated their ability to achieve positive change in those societies.

A	لقد ظهرت المرأة دورا محوريا في نهضة المجتمعات القديمة والحديثة ، واستعرضت في تلك الفترة قدرتها على تحقيق التغيير النسبي في تلك المجتمعات.
B	لقد لعبت المرأة دورا محورا في بناء المجتمعات القديمة والحديثة ، وظهرت من خلال هذا الدور رقيتها في تحقيق التغيير الإيجابي في تلك المجتمعات.
C	لقد لعبت المرأة دورا عاديا في نهضة المجتمعات القديمة والحديثة ، وظهرت من خلال هذا الدور قدرتها على تحقيق التغيير الإيجابي في تلك الحضارات.
D	لقد لعبت المرأة دورا محورا في نهضة المجتمعات القديمة والحديثة ، وظهرت من خلال هذا الدور قدرتها على تحقيق التغيير الإيجابي في تلك المجتمعات.

31) Some employers prefer experience to the enthusiasm of youth, while many business owners tend to prefer a mix of both to carry out more achievements in any enterprise.

A	يفضل بعض أصحاب العمل حماس الشباب على الخبرة ، بينما يريد العديد من أصحاب الأعمال كثيرا من الخبرة لتحقيق المزيد من الإنجازات في أي مؤسسة.
B	يفضل بعض أصحاب العمل الخبرة على توظيف الشباب ، بينما يريد القليل من أصحاب الأعمال مزيجا من الاثنين لتحقيق المزيد من الأهداف في أي مصلحة حكومية.
C	يفضل بعض أصحاب العمل الخبرة على حماس الشباب ، بينما يريد العديد من أصحاب الأعمال مزيجا من الاثنين لتحقيق المزيد من الإنجازات في أي مؤسسة.
D	يفضل الكثير من أصحاب العمل الخبرة على حماس الشباب ، بينما يريد القليل من أصحاب الأعمال توظيف الشباب.

32) You should be ambitious. You must always have some targets and a role model to motivate you to do your best to accomplish all your dreams in life.

A	يجب أن تكون طموحا . فلا بد أن يكون لديك دائما مجموعة من الأهداف ونموذج يتذى به لتحفيزك على بذل قصارى جهدك لتحقيق كل أهدافك في الحياة.
B	يجب أن تكون صاعدا . فلا بد أن يكون لديك دائما مجموعة من الأهداف ونموذج عالمي لتحفيزك على بذل قصارى جهدك لتحقيق كل أهدافك في الحياة.
C	يجب أن تكون طموحا . فلا بد أن يكون لديك دائما كمية من الأموال ونموذج يتذى به لتحفيزك على بذل قصارى جهدك لتحقيق بعض أهدافك في الحياة.
D	يجب أن تكون طموحا . فلا بد أن يكون لديك دائما مجموعة من الأهداف ونموذج يتذى به لتحفيزك على بذل قصارى جهدك لتحقيق كل أهدافك في الحياة.

Choose the correct English translation:

1. يهدف منتدى شباب العالم المقام في مصر سنويا إلى الدعم الكامل للشباب ، وتحديد كل المشكلات التي تواجههم وحلها للاستفادة بشكل فعال من مهاراتهم وإمكانياتهم في تطوير المجتمع وتحقيق التنمية الشاملة.

A	The International Men Forum, which is held in Egypt annually, aims to fully support young people and identify and solve all the problems they face, to effectively benefit from their skills and capabilities in developing society and achieving comprehensive improvement.
B	The World Youth Forum, which is annually held in Egypt, aims to fully support youth and identify and solve the problems they face, to effectively benefit from their skills and capabilities in developing society and achieving comprehensive development.
C	The International Youth Forum, which is held in Egypt annually, seems to fully care for young people and simplify and solve the problems they face to effectively benefit from their skills and capabilities in improving society and achieving comprehensive development.
D	The local Youth Forum, which is held in Egypt annually, aims to fully look for young people and identify and postpone all the problems they face to effectively benefit from their skills and capabilities in developing society and achieving comprehensive development.

2. تلعب الصحافة دورا بارزا في تناول القارئ من القضايا والتصدى للمشكلات التي تواجه المواطنين، بالإضافة إلى نشر الوعي القومي لدى المواطنين لمواجهة تلك المشكلات والمساهمة في حلها.

A	The press plays a prominent role in showing many issues and solving the problems facing citizens, in addition to spreading national awareness among citizens to avoid these problems or contribute to solving them.
B	The press plays a prominent role in dealing with many issues and addressing the problems facing citizens. In addition, it spreads national awareness among citizens to confront these problems and contribute to solving them.
C	The press plays a prominent role in addressing many issues and solving the problems facing the government, in addition to spreading national awareness among the high class to confront these problems and contribute to solving them.
D	The press plays a prominent role in hiding many issues and solving the problems facing citizens. In addition, it spreads national awareness among most people to confront these problems and contribute to solving them.

3. بالمقارنة مع الجولات السابقة، حققت الرياضة المصرية نجاحا كبيرا في دورة الألعاب الأولمبية الصيفية لعام 2020، حيث أصبحت فريال أشرف أول لاعبة مصرية تفوز بmedالية ذهبية في حدث السيدات + 61 كجم.

A	Like previous rounds, Egyptian sports have achieved a great deal of success at the 2020 Summer Olympics. Feryal Ashraf became the first Egyptian player to win a gold medal in the women's +61 kg event.
B	In comparison to previous rounds, Egyptian sports have achieved a great deal of success at the 2020 Winter Olympics. Feryal Ashraf became the first Egyptian player to win a gold medal in the women's +61 kg event.
C	In comparison to previous rounds, Egyptian sports have achieved a great deal of success at the 2020 Summer Olympics. Feryal Ashraf became the second Egyptian player to win a silver medal in the women's +61 kg event.
D	In comparison to previous rounds, Egyptian sports have achieved a great deal of success at the 2020 Summer Olympics. Feryal Ashraf became the first Egyptian player to win a gold medal in the women's +61 kg event.

4. لعبت المرأة دورا محوريا في نهضة المجتمعات القديمة والحديثة في مختلف الميادين، حيث أثبتت من خلال هذا الدور قدرتها على التغيير الإيجابي في تلك المجتمعات.

A	Women played a pivotal role in the renaissance of ancient and modern societies in some fields. They improved through this role their ability to positively change those societies.
B	Women played a pivotal role in the renaissance of ancient and modern societies in various fields; they demonstrated through this role their ability to positively change those societies.
C	Women played an ordinary role in the renaissance of ancient and modern societies in various fields; they proved through this role their desire to positively change those societies.
D	Women played a pivotal role in the renaissance of ancient and modern societies in all fields, as they demonstrated through this role their ability to positively share in those societies.

5. لقد برزت التجارة الإلكترونية على الكثير من الناس عملية البيع والشراء إلكترونيا، وهذا بدوره يوفر الوقت والجهد فضلا عن خلق مناخ تنافسي يصب في صالح المستهلك أولا.

A	E-commerce has made it easier for many people to buy and trade electronically. This, in turn, saves time and effort in addition to creating a competitive climate that benefits the producer first.
B	E-learning has made it easier for many people to buy and sell electronically. This, in turn, saves time and effort in addition to creating a complete climate that benefits the consumer first.
C	E-commerce has made it easier for many people to buy and sell electronically. This, in turn, saves time and effort in addition to creating a competitive environment that benefits the consumer first.
D	E-commerce has made it easier for many people to buy and sell electrically. This, in turn, saves time and effort in addition to creating a competitive environment that fits the consumer first.

6. تُعد الزيادة المستمرة في عدد السكان من أهم التحديات التي تواجه مصر، حيث تسفر عن العديد من المشاكل التي تتلهم فدرا كبيرا من ميزانية الدولة مثل مشكلة البطالة والإسكان.

A	The gradual increase in the population is one of the most important challenges facing Egypt, as it results in many problems that devour a large number of the state budget, such as the problems of unemployment and housing.
B	The continuous increase in the population is one of the most important challenges facing Egypt, as it results in many problems that devour a large amount of the state budget, such as the problems of unemployment and housing.
C	The continuous increase in the population is one of the most important merits helping Egypt, as it results in many problems that saves a large amount of the state budget, such as the problems of unemployment and housing.
D	The continuous increase in the population is one of the most important challenges facing Egypt, as it results in many problems that devour a large amount of the state income, such as the problems of unemployment and illiteracy.

7. يعتبر الأتوبيس الترددي السريع "BRT" هو أحد أهم المشاريع لتحديث وسائل النقل العام، حيث يهدف إلى الجمع بين سرعة المترو مع المرونة المطلوبة، والتكلفة المنخفضة، وبساطة نظام الحافلات.

A	Bus rapid transport "BRT" is one of the most important projects for replacing public means of transport. It aims to improve the capacity and speed of a metro with the claimed flexibility, lower cost and simplicity of a bus system.
B	Bus rapid transport "BRT" is one of the most expensive projects for modernising public means of transport. It aims to combine the capacity and speed of a metro with the claimed flexibility, lower price and simplicity of a bus system.
C	Bus rapid transport "BRT" is one of the most famous projects for modernising private means of transport. It aims to combine the capacity and speed of a metro with the claimed flexibility, lower cost and simplicity of a bus system.
D	Bus rapid transport "BRT" is one of the most important projects for modernising public means of transport. It aims to combine the capacity and speed of a metro with the claimed flexibility, lower cost and simplicity of a bus system.

8. تهدف مبادرة "حياة كريمة" إلى التخفيف عن كاهل المواطنين بالمجتمعات الأكثر احتياجًا في الريف والمناطق العشوائية، وتسمى هذه المبادرة لضمان حياة كريمة لتلك الفئة وتحسين ظروف معيشتهم.

A	The "Decent Life" initiative aims to stop the burden of citizens in the neediest communities in the countryside and slums. This initiative seeks to ensure a decent life for this group of citizens and improve their living conditions.
B	The "Decent Life" initiative aims to relieve the burden of citizens in communities in the countryside and villages. This the neediest initiative seeks to ensure a decent life for this group of citizens and improve their living conditions.
C	The "Decent Life" initiative aims to relieve the burden of citizens in the neediest communities in the countryside and slums. This initiative seeks to ensure a decent life for this group of citizens and improve their living conditions.
D	The "Decent Life" initiative aims to relieve the burden of citizens in the neediest communities in the countryside and slums. This initiative seeks to improve a decent life for this group of citizens and improve their living conditions.

9. عليك أن تكون عضوًا فعالًا في المجتمع، فلا تكن سلبيًا وتكتفي بمجرد الشكوى وانتقاد الآخرين، لا بد أن تكون موضوعيًا ونسعي للتقدم البناء وقبول الآخر مهما كان مختلفًا عننا في التفكير.

A	You have to be an active member of society, so don't be negative and just complain and criticize others. We must be objective and seek subjective criticism and acceptance of others, no matter how different they are in thinking.
B	You have to be an active member of society, so don't be negative and just complain and criticize others. We must be objective and seek constructive criticism and acceptance of others, no matter how different they are in thinking.
C	You have to be an active member of society, so don't be negative and just complain and criticize others. We must be objective and seek constructive criticism and acceptance of others, no matter how different they are in position.
D	You have to be a consumer member of society, so don't be negative and just complain and criticize others. We must be objective and seek constructive criticism and acceptance of others, no matter how different they are in thinking.

10. يمكن أن يكون الإنترنت ضارًا لأنه عالم افتراضي يجعل الشخص يستمتع به ولا يريد الابتعاد عنه. ونتيجة لذلك، فإنه يجعل الأفراد يتغاضون عن التزاماتهم في العمل وفي حياتهم الشخصية.

A	The internet can be harmful because it is a virtual world that makes a person enjoy it and not want to move away from it. As a result, it causes individuals to overlook their relations at work and in their personal life.
B	The internet can be harmful because it is a virtual world that makes a person enjoy it and not want to do their own tasks. As a result, it causes individuals to overlook their obligations at work and in their personal life.
C	The internet can be harmful because it is an actual world that makes a person enjoy it and not want to move away from it. As a result, it causes individuals to overlook their obligations at work and in their personal life.
D	The internet can be harmful because it is a virtual world that makes a person enjoy it and not want to move away from it. As a result, it causes individuals to overlook their obligations at work and in their personal life.

11. في سوق العمل لم تعد الخبرة وحدها هي العامل الأساسي الذي يضعه أصحاب الأعمال في الاعتبار؛ هناك مهارات العمل والسمات الشخصية التي لا تقل أهمية عن الخبرة.

A	In the labour market, experience alone is no longer the main factor that business owners consider. There are work skills and personnel qualities that are no less important than experience.
B	In the labour market, experience alone is no longer the main factor that business owners consider. There are work skills and personal attributes that are no less important than experience.
C	In the labour market, experience alone is no longer the main factor that business workers consider. There are work skills and personal quantities that are no less important than experience.
D	In the labour competition, experience alone is no longer the main factor that business owners consider. There are work scales and personal qualities that are no less important than experience.

12. تحظى مصر بثراث ثقافي هائل، والذي يعد مصدر فخر للمصريين، بالإضافة إلى كونه مصدر الإلهام للأجيال القادمة لتحقيق المزيد من التنمية والنجاح في شتى المجالات.

A	Egypt has a marvellous social heritage, which is a source of pride for the Arabs, in addition to being a source of inspiration for future generations to achieve more development and success in various fields.
B	Egypt has a marvellous cultural heritage, which is a source of pride for the Egyptians, in addition to being a source of inspiration for future generations to achieve more development and success in various fields.
C	Egypt has a tremendous cultural heritage, which is a source of wealth for the Egyptians, in addition to being a source of inspiration for the present generations to achieve more development and success in various fields.
D	Egypt has a tremendous cultural heritage, which is a source of pride for the Egyptians, in addition to being a source of power for future generations to keep this heritage and achieve success in various fields.

13. تولي الحكومة المصرية اهتمامًا عظيمًا ما لتحسين معيشة المواطنين في كل أنحاء مصر وخاصة الريف والعشوائيات، وتعتبر مبادرة حياة كريمة خير دليل على ذلك.

A	The Egyptian organisations pay great attention to improving the lives of citizens in all cities of Egypt, especially the countryside and slums, and the Decent Life Initiative is the best proof of that.
B	The Egyptian government pays great intention to improving the lives of employees in all parts of Egypt, especially the countryside and slums, and the experiment for a Decent Life Initiative is the best proof of that.
C	The Egyptian government pays great attention to moving the lives of citizens in upper Egypt, especially the countryside and slums, and the Decent Life Initiative is the best proof of that.
D	The Egyptian government pays great attention to improving the lives of citizens in all parts of Egypt, especially the countryside and slums, and the Decent Life Initiative is the best proof of that.

14. لا تشغل نفسك بانتقاد الآخرين بدون موضوعية. كن إيجابيًا واعمل بجد، وتقبل الآخر، فلا أحد بدون عيوب والمهم أن نتعلم من أخطائنا.

A	Do not concern yourself with criticizing others with objectivity. Be positive, work hard and respect others. No one is without flaws, and the important thing is for us to learn from our mistakes.
B	Do not concern yourself with attacking others without objectivity. Be positive, work hard and agree with the other. No one is without flaws, and the important thing is for us to learn from our mistakes.
C	Do not concern yourself with criticizing others without creativity. Be positive, work hard and accept the other. No one is without flaws, and the important thing is for us to teach from our mistakes.
D	Do not concern yourself with criticizing others without objectivity. Be positive, work hard and accept the other. No one is without flaws, and the important thing is for us to learn from our mistakes.

15. الماء أساس حياة الإنسان والحيوان والنبات، واستخدامه لا يقتصر على الشرب فقط، بل هو أساس الأمن الغذائي بالنسبة للإنسان والحيوان، لذلك لابد من استخدامه بعناية كبيرة.

A	Water is the basis of human, animal and planet life, and its use is not limited to drinking only, but is the basis of food security for humans and animals. Therefore, it must be used with great care.
B	Water is the basis of human, animal and plant life, and its use is not limited to drinking only, but it is also the basis of food security for humans and animals. Therefore, it must be used with great care.
C	Water is the basis of humane, animal and plant life, and its use is not limited to drinking only, but is the basis of food safety for humans and animals. Therefore, it must be used with great care.
D	Water is the basis of human, animal and plant life, and its use is not limited to cooking only, but is the basis of food security for humans and animals. However, it must be used with great care.

G Passages G

Read the passage and choose the correct answer from a, b, c or d:

People like to make predictions. What life will be like in the future is one area that a particularly large number of people make predictions about. As we make predictions about the future from our point of view today, it can be interesting to look back at what people in the past predicted and notice which predictions were accurate and which were not and the reasons why this is.

Fifty years ago, there was a sense that people in the future would become more concerned about protecting the environment than they were at the time. However, all those years ago, when people thought of protecting the environment, they tended to see this in terms of picking up litter and recycling bottles. This contrasts with attitudes to environmental protection today which focus on not traveling at all or as far by aeroplane or petrol-fuelled cars and trying to reduce the amount of clothes or plastic packaging you consume.

Regarding transport, some people living fifty years ago expected that we would be driving in the air instead of the roads now. There were indeed plans to create a flying car back then, but the idea never really took off and seemed impractical. The idea that flying cars would spell an end to traffic jams also seems somewhat unrealistic today.

There were predictions that technology in general would become a more important part of our everyday lives, and these have proven to be correct. People living fifty years ago expected that items such as computers would become lighter and more compact in the future, for example, and this has happened. On the other hand, however, there was a belief that everyone would have a robot to do all their housework in their home and this has proven to be incorrect.

Choose the answer from a, b, c or d:

1. According to the passage, a particularly large number of people like to make predictions about

- a. the future aspects of life.
- b. the difference between life now and in the future.
- c. the same issues people predicted in the past.
- d. what we won't be able to do in the future.

2. According to the passage, today's attitudes, which aim at protecting the environment, focus on

- a. using ships instead of planes.
- b. preventing the production of new cars.
- c. avoiding travelling by petrol-fuelled means of transport.
- d. prohibiting cutting down more trees.

3. According to the passage, we should reduce the amount of clothes or plastic packaging we consume to

- a. avoid recycling.
- b. decrease consumption.
- c. save more money.
- d. protect the environment.

4. But the idea never really took off and seemed impractical. In this sentence, "take off" means

- a. the opposite of "land."
- b. the opposite of "put on"
- c. make a great success.
- d. cause heavy losses.

5. According to the passage, driving in the air instead of on the roads.....

- a. proved to be the only solution to protect the environment.
- b. was not a practical solution to protect the environment.
- c. was completely successful
- d. was not suggested by anyone

6. What is the main idea of the second paragraph?

- a. Fifty years ago, people's concern about the environment was the same as today.
- b. The amount of clothes or plastic packaging we consume is the primary cause of pollution.
- c. Fifty years ago, people's concern about keeping the environment clean was based on the focus on not travelling at all or as far by aeroplane or petrol-fuelled cars.
- d. Fifty years ago, people's concern about the environment was different from today's attitude, which focused on not travelling at all or as far by aeroplane or in petrol-fuelled cars.

Read the following passage, then choose the answer from a, b, c or d:

Energy experts believe that the world is running out of oil and that there could be serious shortages in ten years' time. The population explosion means that each year many more people will be using oil. Governments neglected other sources of energy. Electricity was generated from oil and power stations were fired by it. Governments are searching for a suitable alternative; they have found that neither coal nor natural gas can take the place of oil in their economies.

Coal is not a popular fuel with environmentalists. Coal itself is a heavy pollutant coal mines are ugly and have a serious effect on plant life. Natural gas is also the most limited.

The only solution lies in nuclear power stations. They need very little fuel to produce enormous amounts of power and they do not pollute the atmosphere.

Their dangers are so great and the costs of building are so high that some governments are unwilling to invest in them. Are there any other alternatives to nuclear power? Scientists have turned their attention to the sun, the sea, the wind and hot springs, but so far in vain. The sun seems the most promising source for the future. Houses are heated entirely by solar energy which is acceptable to environmentalists. The sea is not a very promising solution to the energy crisis because a lot of energy is needed to generate energy from the sea. The wind is not a solution because the amount of energy generated from wind would satisfy only a small percentage of a nation's needs.

Choose the answer from a, b, c or d:

1. The main idea of the passage is.....

- a. overpopulation problem
- b. how to keep our environment clean
- c. alternative sources of energy
- d. saving our planet

2. The synonym of the underlined word "alternative" is.....

- a. pollutant
- b. product
- c. substitute
- d. planet

3. Environmentalists believe that.....

- a. either the sea or the wind is a promising solution to the energy crisis.
- b. neither the sea nor the wind is a promising solution to the energy crisis.
- c. only the sea is a promising solution to the energy crisis.
- d. only the wind is a promising solution to the energy crisis.

4. Some governments refuse to invest in nuclear power stations because.....

- a. they are costly to build
- b. their dangers are so great
- c. they pollute the atmosphere
- d. both a & b

5. The antonym of "serious" is

- a. distant
- b. safe
- c. dangerous
- d. significant

6. The underlined pronoun "them" refers to.....

- a. coal and natural gas
- b. coal mines
- c. nuclear power stations
- d. governments

Read the following passage, then choose the answer from a, b, c or d:

Whales are large, magnificent, intelligent, aquatic mammals. They breathe air through blowholes into lungs (unlike fish that breathe using gills). Whales have streamlined bodies that move easily through the water. They are the only mammals that live their entire lives in the water, and the only mammals that have adapted to life in the open oceans. The biggest whale is the blue whale, which grows to be about (29 m) long - the height of a 9-storey building. These enormous animals eat about 4 tons of tiny krill each day.

Adult blue whales have no predators except man. Many whales are very acrobatic, even jumping high out of the water and then slapping the water as they come back down.

Sometimes they twirl around while jumping. Breaching may be purely for play. Some whales stick their tail out of the water into the air, swing it around, and then slap it on the water's surface; this is called lob tailing. It makes a very loud sound. The meaning or purpose of lob tailing is unknown. Whales are very social creatures that travel in groups called "pods." They use a variety of noises to communicate and socialize with each other.

The three main types of sounds made by whales are clicks, whistles, and pulsed calls.

Clicks are believed to be for navigation and identifying physical surroundings.

Choose the answer from a, b, c or d:

1. Which of the following describes the way whales breathe?

- a. they breathe like all other fishes
- b. they breathe through nose
- c. they breathe through a long trunk
- d. They breathe air through blowholes into lungs

2. Which sentence is correct about whales?

- a. Whales live only part of their lives in water.
- b. Whales never live in oceans.
- c. Whales are the only mammals that live their entire life in water.
- d. Like other mammals, whales live most of their lives in water.

3. The underlined word "storey" means a / an

- a. novel
- b. block
- c. floor
- d. flat

4. The blue whale is

- a. smaller than other whales
- b. as big as other whales
- c. not as big as other whales
- d. bigger than any other whales

5. "Pods" are

- a. lob tailing
- b. sounds of whales
- c. acrobatic jumping
- d. groups of whales

6. Whales communicate with each other by

- a. slapping water
- b. jumping high out of the water
- c. producing variety of sounds
- d. sticking their tail out of the water

Read the following passage, then choose the answer from a, b, c or d:

The reward of friendship is itself. The person who hopes for anything else does not understand what true friendship is. To have a good friend is one of the highest delights of life; to be a good friend is one of the noblest and most difficult things.

Nowadays it's really hard to find good friends. One who is true and not the so-called 'seasonal' friend or fair-weather friend. Good friends don't leave you in times of problems or dilemmas. They are willing to tell you about your negative traits, they are your true mirror knowing that you might be hurt but want you to change. Those who are not afraid to reveal their secrets to you. They trust you and are honest to you. They show their real selves to you and accept you whoever you are. They are your friends through thick and thin. They are willing to share with you everything they have, and they want you to be a better person.

They want everything good for you. A good friend is a person who will always be by your side regardless how bad the situation is. A good friend will not criticize you but advise you to correct your mistakes, make you laugh when you're down, and be the shoulder you lean on when you're tilting.

Choose the answer from a, b, c or d:

1. Which of the following phrases best describes a true friend?

- a. a fair-weather friend
- b. a seasonal friend.
- c. a true mirror
- d. a double-faced friend

2. The main idea of this passage is

- a. Revealing secrets
- b. Cheating
- c. True friendship
- d. Mistrusting others

3. The underlined word "delight" means.....

- a. a feeling of pressure
- b. a feeling of pleasure
- c. a feeling of anger
- d. a feeling of disappointment

4. The underlined pronoun "they" refers to.....

- a. True friends
- b. false friends
- c. fair-weather friends
- d. seasonal friends

5. True friends are willing to

- a. mistrust you
- b. cheat you
- c. reveal your secrets
- d. tell you about your negative traits

6. A good friend must be the shoulder you lean on. This sentence shows

- a. determination
- b. support
- c. frustration
- d. failure



أقوي بوت ملخصات

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شارك البوت مع الأصدقاء

كل من اخصصات تليخصصات



ابحث

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