

الملف النهائي level 2

الفروع المهنية

Read the following text carefully , and then in your ANSWER BOOKLET answer all the questions that follow. Your answers should be based on the text.

كيف تعمل عرض تسويقي How-to-make-a-sales-pitch

Whether you're selling a new type of toothpaste to a chain of pharmacies, the latest computer software to a school or a new kind of package holiday to a travel agency – you need to know ...
How to make a sales pitch

1 Do your research

Don't come away from a sales pitch wishing you had been better prepared. It is essential to know everything about your product. Do you know when it was developed, and where it is produced? You also need to know who the target market is – for example, the age group or income of the people who might buy it. Not only that, you should know all about the competition – that is, similar products on the market. Why is your product superior to others and why does it have better value? In addition, you should know exactly which people you are speaking to, and what their needs are.

For example, if they represent a middle-class department store in a humble neighbourhood, be ready to explain why your particular product would suit customers who do not have lots of money. What makes your product perfect for **them**? Most of all, you need to believe in what you're selling, and the best way to do that is to use it!

2 Prepare and practise

Plan your presentation carefully, not just what you will say, but how you will say it. Will you read it word by word, use notes or memorise it?

Whatever you decide, it is always a good idea to have a list of your main points, in case something interrupts you, or you simply freeze with nerves (it happens!). Then practise it, if possible in front of colleagues. Make changes and practise it again.

3 Be professional

Keep your presentation short and simple. Start with some friendly comments. For example, thank your hosts for allowing you to speak to them, and compliment their company. Remember to speak slowly and clearly. It is important to appear confident (even if you're nervous!). While you're speaking, don't keep your head down. Instead, look round the room and make eye contact with your audience. Smile! When you've finished speaking, invite questions. If you don't know the answers, don't pretend!

Thank the questioner and promise to find out the answer (and do it!).

Finally, have a summary of your presentation ready to hand out at the end of the session.

I wish I had known all this when I started out in business! Good luck!

الاسئلة Questions

1- There are many things you need to know about your product. Write down two of these things.

when it was developed, and where it is produced

2- What information do you need to know about people who might buy the product?

Their age and income

3- You need to know two things about your product if compared with other products. Write down these two things.

Why is your product superior to others and why does it have better value

4- You should do two things in advance to avoid the happening of unexpected things during your presentation. Write down these two things

You should have a list of your main points and practice your presentation.

5- What should you do if you don't know an answer for a question?

If you don't know the answers, don't pretend!

Thank the questioner and promise to find out the answer (and do it!).

6- Find a phrase in the text which means 'a large shop that sells many different types of things'.

Department store

7- What does the underlined word **them** refer to?

Customers

8- The article suggests many things to be a good sales person. Write down two of these things.

1- research 2- presentation

9- The article suggests many things to be a professional sales person. Write down two of these things.

1- Keep your presentation short and simple 2- start with some friendly comments 3- speak slowly and clearly

10- According to the article, write down three things that you should do to appear confident.

1- While you are speaking, don't keep your head down. Instead, look round the room and make eye contact with your audience. 2- smile 3- when you have finished speaking, invite questions.

11- A successful sales person needs to have certain qualities. Suggest three qualities for a successful sales person.

1- confident 2- daring 3- persuasive

12- Planning and hard work make a work successful. Think of this statement, and in two sentences, write your point of view.

I think good planning and hard work are the keys for any successful work. They help in spending time wisely.

13. The writer mentioned some examples of products that the sale person can sell. Write down two of these examples .

a new type of toothpaste, the latest computer software

14. Quote the sentence which indicates that using what you sell is the best way to believe in what you sell.

Most of all, you need to believe in what you're selling, and the best way to do that is to use it!

15. Give two examples of friendly comments.

thank your hosts for allowing you to speak to them, and compliment their company

قطرة المطر تحفر في الصخر، ليس بالعنف و لكن بالتكرار ***

The importance of Islamic achievements in history اهمية الانجازات الاسلامية في التاريخ

The Arab world has many famous chemists in its history, but the person who is known as the founder of chemistry is probably Jabir ibn Hayyan. He is most well known for the beginning of the production of sulphuric acid. He also built a set of scales which changed the way in which chemists weighed items in a laboratory: his scales could weigh items over 6,000 times smaller than a kilogram.

Ali ibn Nafi ' is also known as 'Ziryab' (or 'Blackbird', because of his beautiful voice). He was a gifted pupil of a famous musician from Baghdad, and it was his talent for music that led him to Cordoba in the ninth century CE. He was the guest of the Umayyad ruler there. He is the person who established the first music school in the world in Cordoba, Al-Andalus, teaching musical harmony and composition. He revolutionized musical theory, and is also the person who introduced the oud to Europe.

Al-Kindi was a physician, philosopher, mathematician, chemist, musician and astronomer – a true polymath. He made ground-breaking discoveries in many of these fields, but it is probably his work in arithmetic and geometry that has made him most famous.

الاسئلة

1. In which field was Jabeir ibn Hayyan famous for?

Chemistry

2. There are many important achievements of Jabir ibn Hayyan. Write down two of these achievements.

1. founder of Chemistry 2. He began the production of sulphuric acid

3. Why was Ali ibn Nafi called 'blackbird'?

Because of his beautiful voice

4. Why did Ali ibn Nafi go to Cordoba?

It was his talent for music that led him to Cordoba.

5. There are many important achievements made by Ali ibn Nafi. Write down two of these things.

a. He established the first music school in the world in Cordoba.

b. He introduced the oud to Europe.

6. How did Fatima al-Fihri use her money?

She used her father's inheritance to build a learning center in Fez, Morocco.

7. What was her major achievement?

She built a learning center in Morocco, which became a world famous university.

8. Why is Alkindi called a true polymath?

Because he was an expert in many fields.

9. Al-Kindi was brilliant at many fields. Write down two of these fields.

a. philosophy b. mathematics

10. What does the underlined word there refer to?

Cordoba

11. How did Ali ibn Nafi contribute to European music?

He introduced the oud to Europe.

12. Find a word in the text which means 'an expert in many subjects'.

Polymath

Stepping into the business world الدخول الى عالم الاعمال

Business Studies is a popular choice for students who are choosing a degree course in the UK. After graduating, some go on to further study, but most of them take up employment. Many large companies offer graduate training schemes, which are a kind of apprenticeship. We went to meet twenty-two-year-old Ricky Miles, who is about to graduate in the subject.

How long have you been studying Business Studies, Ricky?

It's a four-year course, including two periods of work experience. Each one lasted six months, but **they** weren't in the same year.

What exactly have you studied over those four years?

Quite a lot! Maths, of course, Accounting, Finance and Economics. Oh yes, Marketing and Sales, too. I also did a course in Management, which is about recruiting and managing staff, and how to deal with conflict, and a course in Advertising. We all had to do IT, too, because computer skills are essential.

What did you most enjoy about the degree?

The work experience, definitely. I learnt so much, both times, and of course it looks great on my curriculum vitae. One of the companies offered me paid work last summer, so I managed to get even more experience that way. Also, I wouldn't have had much money last year if I hadn't had that job!

What kind of company was that, and what did you do there?

It was a company that provides financial products – savings and pensions, mostly. At first I just 'shadowed' different people, watching what they were doing. Then I did quite a lot of checking for them – you know, checking their calculations. When I went back in the summer, I was in the sales department. My job was to follow up web enquiries, and send out further information to possible clients. I enjoyed it, and I wouldn't have had that opportunity if I hadn't done the work experience first.

What are you planning to do next? ماذا تخطط لان تفعل لاحقا؟

I've just applied for a job with a bank. I have the right qualifications, but I know there will be a lot of other applicants. I'll just have to wait and see if I get an interview. If I do, I'll have to prepare really carefully.

Questions الاسئلة

1- What is the name of Ricky's degree?

Business Studies

2- How did he spend a quarter of his time as a student?

Doing work experience

3- What kind of company did he work for last summer, and what was his job?

It was a company providing financial products, and his job was to follow up web enquiries.

4- What is he waiting to find out?

Whether or not he will get an interview

5- Would you like to do the same kind of degree course as Ricky? Why/Why not? Write two or three sentences.

Yes, because I will need work experience in the future. In addition, I'll get a better opportunity to get a stable job.

6- Where do graduates of Business Studies go?

Some go on to further study, but most of them take up employment.

7- How did Ricky Miles benefit from the summer job?

It was an addition to his curriculum vitae, and he had had much money last year.

8- Ricky Miles has three types of qualifications. Write down two of these qualifications.

1- Business Studies degree 2 the work experience and the summer job

9- What does the underlined word **they** refer to?

Two periods of work experience

10- Find a word in the text which means **finding suitable employees**.

recruiting

11- Ricky Miles has studied many subjects over those four years. Write down two of these subjects.

Maths, Accounting, Finance and Economics

12- It is important to have job experience to have a better chance for getting a job quickly.

Suggest three things you can do in order to get job experience.

1- voluntary work 2- training courses 3- part-time job

(Do your best, surely you will gain last)

Masdar City مدينة المصدر

Megaprojects are extremely large investment projects, which are designed to encourage economic growth and bring new benefits to cities. Although megaprojects vary in terms of size and cost, they are all, by definition, expensive, public projects that attract a high level of interest and media coverage. Projects range from motorways, airports, stations, tunnels, bridges, etc. to entire city complexes.

The concept of a megaproject is always based on the benefits **it** brings to a community. However, many megaprojects have been criticized because of their negative effects on a community or the environment. This essay will look at these issues with regard to Masdar City, a megaproject in Abu Dhabi.

Masdar City, which began its development in 2006 CE, will be the world's first carbon-neutral, zero waste artificially-created city. Covering an area of six square kilometres, when it is completed in 2025 CE, it is expected to house more than 40,000 residents, 50,000 commuters, and 1,500 businesses involved in mainly environmentally-friendly products.

The city will run entirely on renewable energy sources. It is built on an advanced energy grid which monitors exactly how much electricity is being used by every outlet in the complex. Furthermore, in order to reduce its carbon footprint, Masdar City will be a car-free zone, designed to be pedestrian and cycle-friendly. Electric, driverless cars will operate as public transport vehicles, and the city will be connected to other locations by a network of roads and railways.

Energy will be provided by solar power and wind farms, and there are also plans to build the world's largest hydrogen plant. A desalination plant will be used to provide the city's water, with 80% of water used being recycled. Biological waste will be used as an energy source too, and industrial waste will be recycled.

The current residents of Masdar City are all students at the Masdar Institute of Science and Technology, a university whose students are fully committed to finding solutions to the world's energy problems.

While the project has the support of many global, environmental and conservation organisations, there is some criticism of it. It is felt that, instead of building an artificial sustainable city, sustainability should be made a priority of existing cities.

In conclusion, the benefits of Masdar City for the community and the environment greatly outweigh any disadvantages. If the aims of the developers are realised, Masdar City will be a blueprint for future urban planning that will inspire similar megaprojects in other countries.

الأسئلة

1. What examples of megaprojects are provided in the essay?
Motorways, airports, stations, tunnels, bridges and entire city complexes.
2. What are the advantages of the creation of Masdar City? What are the disadvantages?
The advantages are: a. it will be the world's first carbon-neutral, zero-waste city. B. it will also be a car-free zone. C. It will bring new technology.
The disadvantages are: a. It's not fully environmentally clean. B. It costs a lot of money, which should be spent on existing cities.
3. Do you think that Masdar city is a beneficial project or not? Give your reasons.
Yes I think so. Masdar City is designed to encourage economic growth and bring new benefits to the community.

4. Write down five things that will make Masdar City environmentally-friendly city.
 - a. carbon-neutral
 - b. driverless cars
 - c. renewable energy sources
 - d. environmentally-friendly products
 - d. recycling
5. What's the opinion of those who criticize the project?

It is felt that, instead of building an artificial sustainable city, sustainability should be made a priority of existing cities.
6. When will Masdar city be a successful project?

If the aims of the developers are realized, Masdar City will be a blueprint for future urban planning that will inspire similar magaprojects in other countries.
7. Write down two renewable sources of energy which will be used in Masdar City.

Solar energy and wind farms
8. What's the only source of energy in Masdar City?

Renewable source of energy such as solar energy and wind farms
9. Megaprojects have positive and negative effects. Think of this statement and in two sentences write down your point of view.

I think some of them are good because they bring economic benefits to the community, although they are costly. Other megaprojects have negative effects on a community or the environment.
10. Find a word from the text which means 'reuse'.

Recycle
11. What does the underlined word it refer to?

a megaproject

Our country's imports and exports واردات بلدنا وصادراته

In this report, we will look at the countries that Jordan trades with and what goods **it** exports and imports. First, let's look at exports. Jordan is rich in potash and phosphate, and the extraction industry for these minerals is one of the largest in the world. Not surprisingly, two of Jordan's largest exports are chemicals and fertilisers. Pharmaceuticals and other industries represent 30% of Jordan's Gross Domestic Product (GDP), and 75% of Jordan's pharmaceuticals are exported. However, the majority (65%) of the economy is dominated by services, mostly travel and tourism. Most of Jordan's exports go to Iraq, the USA, India and Saudi Arabia.

Now let's look at imports. Unlike some other countries in the Middle East, Jordan does not have large oil or gas reserves. For that reason, Jordan has to import oil and gas for its energy needs. Its other main imports are cars, medicines and wheat. In 2013 CE, 23.6% of Jordan's imports were from Saudi Arabia. This was followed by the EU, with 17.6% of its imports. Other imports have come from China and the United States.

Jordan has more free trade agreements than any other Arab country, and it trades freely with many countries, including the USA, Canada and Malaysia. Which other areas are important for Jordan's trade? Jordan first signed a trade agreement with the EU in 1997 CE. It signed a free trade agreement with Egypt, Morocco and Tunisia in 2004 CE. In 2011 CE, another trade agreement was made with the EU, Egypt, Morocco and Tunisia. Trade with the EU and North Africa in particular is likely to grow.

Questions: الاسئلة

- 1- What does the article suggest that many of Jordan's fertilisers are made from?
They are made from potash and phosphate, as this is what Jordanian is rich in.
- 2- Why does Jordan import a lot of oil and gas?
Jordan imports a lot of oil and gas because it does not have enough of its own reserves for the needs of the country.
- 3- Which country supplies Jordan with most of its imports?
Saudi Arabia
- 4- Why is trade with the EU and North Africa likely to grow?
Trade with these areas is likely to grow because Jordan has signed trade agreements with both areas.
- 5- Jordan is rich in two products. Write down these two products.
Potash and phosphate
- 6- What are the two largest exports? Or: There are two important goods that Jordan exports. Write down these two goods
Chemicals and fertilisers
- 7- The economy of Jordan is dominated by many services. Write down two of these services.
Travel and tourism
- 8- Most of Jordan's exports go to many countries. Write down two of these countries.
Iraq, the USA
- 9- Jordan imports two goods (natural resources) for its energy needs. Write down these two resources (goods).

Oil and Gas

10- There are many main imports that Jordan has to import. Write down two of these imports.

Cars, medicines and wheat.

11- Jordan trades freely with many foreign countries. Write down two of these countries.

USA and Canada

12- Find a word in the text which means '**to be the most important feature of something**' dominated

13- What does the underlined word **it** refer to?

Jordan

14- Jordan needs to increase its exports in order to improve the economy. Suggest three ways to increase Jordan's exports.

1- Supporting local industries 2- supporting agriculture 3- reducing taxes

15- A successful country eats what it grows and wears what it weaves. Think of this statement, and in two sentences, write your point of view.

I think if a country depends on itself for its needs, it becomes stronger and richer. Also it becomes more secure.

Question Number Two مفردات

A . Choose the suitable item form of those given in the box to complete each of the following sentences and write it down in your ANSWER BOOKLET.

physician , public transport, interpret, compromise , negotiate , renewable

1. If we take more often, there will be fewer cars on the roads, which will result in cleaner air in our cities.

2. You must not take in medicine without consulting a

3. Wind farms are an example of energy.

4. When each side changes their position a little so that they can agree, they have managed to

5. My uncle is fluent in several languages. He is often able to for us during conversations with foreigners.

1. public transport 2. physician 3. renewable 4. compromise 5. interpret

مفردات اختيار من متعدد

1. We learn about shapes, lines and angles when we study

a) geometry **b) arithmetic** c) philosophy d) chemistry

2. By working hard, you will the respect of your boss.

a- cause b- shake c- join **d- earn**

3. When you talk about business and try to do a deal , you

a-prepare b- join c- qualify **d- negotiate**

4. During business meetings , it is not acceptable to as this could cause offence.

a)ask questions **b) tell a joke** c)shake hand d) reputation

5. Mr. Shahin is a trueworking in all kinds of creative scientific fields.
 a)physician b- geometry c- laboratory **d-polymath**
6. Before the serious discussion starts, we always.....; it's often about the weather!
 a)make a mistake b) cause offence **c) make small talk** d) shake hands
7. Pollution has some serious on the environment, such as the death of wildlife and plant life. a. carbon footprint **b. negative effect** c. urban planning
8. We can all work hard to reduce our by living a more environmentally friendly lifestyle. **a. carbon footprint** b. negative effect c. public transport
9. If we take more often, there will be fewer cars on the roads, which will result in cleaner air in our cities.
 a. carbon footprint b. negative effect **c. public transport**
10. Hospitals need to dispose of a lot of, and it should be carefully managed because it can be dangerous. a. economic growth **b. biological waste** c. public transport
11. The need for more effective is evident when we consider modern day problems like traffic a. economic growth b. negative effect **c. urban planning**
12. We learn about shapes, lines and angles when we study
 a. **geometry** b. polymath c. physician
13. If a city recycles everything and doesn't throw anything away, it is zero-
 a. footprint b. power **c. waste**
- 14.Be very careful when you answer the questions, and try not to.....
 a. cause offence **b. make a mistake** c. earn respect
15. If you are polite, you won't.....or upset anybody.
 a. **cause offence** b. shake hands c. make a small talk
16. Nasser has applied to..... the company where his father works .
 a. **join** b. ask c. make
17. In business, when you meet someone for the first time, it's polite to.....
 a. cause offence b. make a mistake **c. shake hands**
18. After the talk, there will be a chance for you to about anything you don't understand . a. cause offence b. make a mistake **c. ask questions**
19. When you are ready for something, you are for it.
 a. patient b. previous **c. prepared**
20. When you can prove that you have experience, you have a
a. track record b. conflict c. patient
21. When two sides disagree and argue, there is
 a. previous **b. conflict** c. patient

22. When each side changes their position a little so that they can agree, they have managed to..... a. **compromise** b. prepared c. negotiate
23. When you stay calm and take your time, you are being a. **patient** b. previous c. prepared
24. Nada made a successful presentation at a in Irbid last month. a. career b. headphones c. **seminar**
25. Doing volunteer work can be a very experience. a. translation b. regional c. **rewarding**
-

- Complete each of the following sentences.

1. Al-Jazari invented the mechanical clock in the twelfth century.
The person
2. Jabir Ibn Hayyan did his research in a laboratory in Iraq.
The country
3. Ali Ibn Nafi' established the first music school in the world.
It
4. Al-Kindi is especially famous for **his work in geometry**.
It
5. Petra was made a World Heritage Site in 1985 CE.
The year
6. I like Geography most of all.
The subject
7. London is a huge city. It's the capital of the UK.
London
8. I regret going to bed late last night.
I wish I
9. Sultan forgot to do his Science homework.
If only
10. Our team didn't play very well yesterday.
If only
11. I didn't research Chinese culture before I visited the country
I wish
12. Ali left his camera at home, so he wasn't able to take pictures of the parade.
If
13. I didn't prepare better for the competition, so I didn't win the first prize.
(might)
If.....
- 14- If you don't drive fast, you won't make an accident.
Unless
15. You had a brightly-coloured T-shirt on. That's how I noticed you in the crowd.
If
16. Unless you are clever, you will fail.
If

17. I should have studied hard before the exam.

I wish

18. I had a headache yesterday, and I didn't do well in the Maths test.

If

19 I didn't know your phone number, so I wasn't able to contact you.

If.....

20. I didn't come to this school, so I didn't take English.

If

21. I got top marks because I worked really hard the day before the exam.

..... **If , might not)**

22. **You shouldn't** look too casual.

If

- Choose the suitable item to complete each of the following sentences.

1. Ali did not pass his exams. If only he..... harder last year.

(**studied has studied had studied studies**)

2. I feel ill. I wish I so many sweets!

(**didn't eat ate hadn't eaten has eaten**)

3. Ziad is not very good at basketball. He wishes he..... taller!

(**is were was had been**)

4. I can't do this exercise. I wish I it.

(**understood understand understanding**)

5. Ali does not understand the Chinese businessman. If only he.... Chinese.

(**speak spoke had spoken**)

6. Jordan needs to import a lot of oil. If only it larger oil reserves.

(**has had had had**)

7. Unless you have a language degree, you able to become an interpreter.

(**is won't be wouldn't be are**)

8. If you get an interview for a job, youto show that you have good listening skills.

(**needed will need needs would need**)

9. If you are successful, ita secure and rewarding job.

(**is am are had been**)

10. Even if Omar..... his driving test this afternoon, he won't have his own car.

(**pass passes passed will pass**)

11. you heat water to 100°C, it boils.

(**When Unless even if**)

12. You will not pass your examsyou study hard.

(**as long as unless if**)

13. you don't water the plants, they will die.

(**If Unless when**)

14 If Huda ill yesterday, she wouldn't have missed the exam.

(**wasn't hadn't been hasn't been**)

15. If my father had gone to university, he been a teacher.

(**can could could have**)

16. Jameel might not have become a musician if his parents.....encouraged him.
(**haven't hadn't hasn't**)
17. If youcomputer games all day, you won't have time to study.
(**plays play doesn't play didn't play**)
18. He wrote the bookbecame the most famous medical textbook ever.
(**who where which when**)
19. His friends were worried about his health advised him to relax.
(**who which when where**)
20. It was in June 1037 CEIbn Sina died.
(**who which when where**)
21. We need to decide a place to meet.
(**into as on at**)
22. Can you translate this Arabic English for me, please?
(**of in into on**)
23. If plants enough sunlight, they die.
(**don't get doesn't get gets got**)
24. I didn't know more about the company.
If only I some research.
(**a. has done b. have done c. had done d. do**)
25. After a long we managed to do a deal.
(**rewarding agreement secure meeting**)
26. Do you usually go home or meet your friends when school
(**finishes finish finishing finished**)
27. Provided that it doesn't rain we will have a picnic next week.
(**, . ! ?**)
28. Compromise is reached by a process of
(**negotiate negotiation negotiated negotiable**)
29. Children are often more than adults.
(**adaptable adapt adapted adaptation**)
30. Choose the correctly spelt word from A, B, C OR D to complete the following sentence.
-Please listen to the music through (خطأ املائي)
(**headphones headbhones headphonez heedphones**)
31. If you get an an interview for a job, you to show enthusiasm for the industry.
(**needs needed would need will need**)
32. We should always be polite even if we tired.
(**felt feeling feel feels**)
33. The majority of Jordan's economy is by services, mostly travels and tourism.
(**reserved exported dominated imported**)
34. I regret my new watch.
(**broke had broken break breaking**)
35. If I More careful in the test, I wouldn't have made such silly mistakes.
(**were was had been is**)
36. Rama doesn't understand French. If only she French.
(**hadn't learnt learnt learn learns**)

37. I regret going to bed late last night. I wish I to bed earlier.
(**went** **had gone** **go** **goes**)
38. Our flat is very small. If only we in a big house.
(**live** **had lived** **lived** **lives**)
39. Prices in some shops aren't
(**negotiation** **negotiable** **negotiate** **negotiated**)
40. Jordan needs to import a lot of oil. If only it larger oil reserves.
(**had had** **has** **had** **have**)
41. I couldn't understand anything. I'd studied Chinese.
(**if only** **if** **wish** **provided**)
42. Be very careful when you answer the questions, and try not to a **mistake**.
(**ask** **make** **cause** **earn**)
43. That's the restaurantwe met for the first time.
(**when** **where** **who** **which**)
44. I remember the day we first met.
(**when** **where** **who** **which**)
45. A mathematician is someone works with numbers.
(**when** **where** **who** **which**)
46. Geometry and arithmetic are subjects are studied by mathematicians.
(**when** **where** **who** **which**)
47. 'Physician' is an old-fashioned word means 'doctor'.
(**when** **where** **who** **which**)
48. A chemist is a person works in a laboratory.
(**when** **where** **who** **which**)
49. The stars and planets are things astronomers study.
(**when** **where** **who** **which**)
50. Al-Kindi is especially famous for his work in geometry.
It his work in geometry which Al-Kindi is specially famous for.
(**is** **was** **were** **had been**)
51. Petra was made a World Heritage Site in 1985 CE.
The year Petra was made a World Heritage Site in 1985 CE.
(**when** **where** **who** **which**)
52. **I regret driving so fast.**
a. I wish I had driven so fast b. I wish I hadn't driven so fast
c. I wish I drove so fast d. I wish I have driven so fast
53. **I didn't do more revision, so I failed my exam**
a. If only I did more revision b. If only I have done more revision
c. If only I hadn't done more revision d. If only I had done more revision
54. **I am sorry that I didn't read that book.**
a. I wish I had read that book b. I wish I read that book
c. I wish I hadn't read that book d. I wish I didn't read that book
55. **My father has influenced me most.**
a. The person who has influenced me most is my father.
b. The person which has influenced me most is my father.
c. The person who has influenced me most was my father.

56. **Queen Rania opened the Children’s Museum of Jordan in 2007CE.**
 a. It was Queen Rania who opened the Children’s Museum of Jordan in 2007CE.
 b. It is Queen Rania who opened the Children’s Museum of Jordan in 2007CE.
 c. It was Queen Rania which opened the Children’s Museum of Jordan in 2007CE.
57. **Sultan forgot to do his math homework.**
 a. If only he has forgotten to do it b. If only he hadn’t forgotten to do it
 c. If only he didn’t forget to do it d. If only he forgot to do it
58. **Saeed left his camera at home, so he wasn’t able to take pictures of the parade.**
 a. If Saeed hadn’t left his camera at home, he could have been able to take pictures of the parade
 b. If Saeed had left his camera at home, he could have been able to take pictures of the parade
 c. If Saeed hadn’t left his camera at home, he couldn’t have taken pictures of the parade
59. **Jabir Ibn Hayyan did his research in a laboratory in Iraq.**
 a. The country where Jaber Ibn Hayyan did his research in a laboratory was Iraq.
 b. The country which Jaber Ibn Hayyan did his research in a laboratory was Iraq.
 c. The country when Jaber Ibn Hayyan did his research in a laboratory was Iraq.
 d. The country who Jaber Ibn Hayyan did his research in a laboratory was Iraq.
60. **Petra was made a World Heritage Site in 1985 CE.**
 a. The year where Petra was made a World Heritage Site was in 1985 CE.
 b. The year which Petra was made a World Heritage Site was in 1985 CE.
 c. The year when Petra was made a World Heritage Site was in 1985 CE.
 d. The year who Petra was made a World Heritage Site was in 1985 CE.
61. **It stopped working at 11 p.m.**
 a. It was it when stopped working at 11 p.m.
 b. It was at 11 p.m. when it stopped working
 c. It was at 11 p.m. where it stopped working
 d. It was at 11 p.m. which it stopped working
62. **I didn’t prepare better for the competition, so I didn’t win the first prize.**
 a. If I had prepared better for the competition, I might have won the first prize.
 b. If I hadn’t prepared better for the competition, I might have won the first prize.
 a. If I have prepared better for the competition, I might have won the first prize.
63. **You had a brightly-coloured T-shirt on. That’s how I noticed you in the crowd.**
 a. If you hadn’t had a brightly-coloured T-shirt on, I might not have noticed you in the crowd.
 b. If you had had a brightly-coloured T-shirt on, I might not have noticed you in the crowd.
 c. If you hadn’t a brightly-coloured T-shirt on, I might not have noticed you in the crowd.
64. If you arrive at the station next Saturday, we there to meet you.
 a. will be b. would be c. is d. has been
65. Nasser will come out with us tomorrow unless he..... help his father.
 a. have to b. had to c. has to d. haven’t
66. The teacher will be pleasedI write a good essay.
 a. unless b. even if c. when d. if
67. In the Middle East, it is a learning experience for young people.
 (criticism critical critically creticise)
68. My dream is to be in Arabic one day
 (fluency fluent fluently)

69. The Middle East is famous for the of olive oil.
 (**production** **produce** **productive** **productively**)
70. My father bought our house with an from his grandfather.
 (**inherit** **inheritance** **inheritably** **inherited**)
71. Scholars have discovered an document from the twelfth century.
 (**originally** **origin** **original**)
72., the whole process is done by hand, from the washing of the wool to the finish article.
 (**traditional** **tradition** **traditionally**)
73. In our exam, we had to a text from Arabic into English.
 (**translation** **translate** **translated**)
74. If you are polite, you won't **offence** or upset anybody.
 a. make b. cause c. join d. ask
75. Nasser has applied to the **company** where his father works.
 a. make b. cause c. join d. ask
76. By working hard, you will the **respect** of your boss.
 a. make b. cause c. join d. earn
77. Would you like to **work** a teacher in a big school?
 a. on b. as c. about d. at
78. I'd like to **talk** the film I've just seen; it was brilliant!
 a. on b. as c. about d. at
79. The teacher **asked** us our favourite books.
 a. on b. as c. about d. at
80. My sister is really **good** drawing and painting.
 a. on b. as c. about d. at
81. Could you explain what you mean by frequent breaks, please
 a. , b. . c. ! d. ?
82. Scientists have successfully invented a prosthetic hand with a sense of touch
 a. , b. . c. ! d. ?
83. Nutrition is very important You should try to eat as much fresh fruit as you can.
 a. , b. . c. ! d. ?
84. If you arrive at the station we will be there to meet you.
 a. , b. . c. ! d. ?
85. He's the man daughter I met in Jordan.
 a. whose b. who c. which d. where
86. I bought a new car is very fast.
 a. who b. which c. where d. when
87. The Sahara desert, is in Africa, is very hot.
 a. who b. which c. where d. when
88. There are also about twenty-three stables horses may have been kept.
 a. who b. which c. where d. when
89. A mathematician is someone works with numbers.
 a. who b. which c. where d. when
90. If only it the summer holiday. (but it isn't – I'm at school.
 a. is b. are c. was d. be

7. won't be 8. will need 9. is 10. passes 11. When 12. unless 13. If
 14. hadn't been 15. could have 16. hadn't 17. play 18. which 19. who
 20. when 21. on 22. into 23. don't get 24. c. had done 25. meeting
 26. finishes 27. , 28. negotiation 29. adaptable 30. headphones 31.
 will need 32. feel 33. dominated 34. breaking 35. had been 36. learnt 37.
 had gone 38. lived 39. negotiable 40. has 41. if only 42. make 43. where
 44. when 45. who 46. which 47. which 48. who 49. which 50. is 51. a 52.
 b. 53. d. 54. a. 55. a. 56. a. 57. b. 58. a. 59. a. 60. c. 61. b. 62. a. 63. a.
 64. a. 65. c. 66. d. 67. critical 68. fluent 69. production 70. inheritance
 71. original 72. traditionally 73. translate 74. b. 75. c. 76. d. 77. b. 78. c.
 79. c. 80. d. 81. d. 82. b. 83. b. 84. a. 85. whose 86. Which 87. Which
 88. Where 89. Who 90. c 91. a 92. C 93. C 94. D 95. C 96. A 97. C
 98. b 99. a 100. C 101. C 102. B 103. C

Texts القطع اختيار من متعدد

1- Energy will be provided by solar power and wind farms, and there are also plans to build the world's largest hydrogen plant. A desalination plant will be used to provide the city's water,

- Two renewable sources of energy will be used in Masdar City
- a. Solar energy and solar power**
 - b. Solar power and wind farms**
 - c. Solar power and gas**

2- Don't come away from a sales pitch wishing you had been better prepared. It is essential to know everything about your product. Do you know when it was developed, and where it is produced? You also need to know who the target market is – for example, the age group or income of the people who might buy it.

1. You need to know many things about your product, such as

 - a. when it was developed, and where it is produced**
 - b. when it was developed, and where it is bought**
 - c. when it was developed, and why it was good**

2. The information you need to know about the people who might buy the product is.....

 - a. age group and their need**
 - b. age group and characters**
 - c. age group and income**

3- It is important to appear confident (even if you're nervous!). While you're speaking, don't keep your head down. Instead, look round the room and make eye contact with your audience. Smile! When you've finished speaking, invite questions.

- According to the article, the two things that you should do to appear confident are:
- a. **don't keep your head down and smile**
 - b. **don't keep your head down and speak loud**
 - c. **keep your head down and smile**
-

4- My name is Fatima Musa and I have worked as an interpreter for five years. Many students have emailed me about my work because they want to know what it would be like to do my job. So here is my reply.

- The underlined word they refer to.....
- a. **many students**
 - b. **people**
 - c. **interpreter**
 - d. **Fatima**
-

5- My job now involves going to important conferences and seminars around the world. When a person speaks in English at a conference, I listen to what they say through headphones.

- Fatima Musa's job involves going to
- a. **important conferences and schools .**
 - b. **important conferences and universities.**
 - c. **important conferences and seminars.**
-

6- If you get an interview for a job, you will need to show that you have good listening skills and a clear speaking voice. You will also need to show that you can think quickly and that you are able to concentrate for long periods of time. If you are successful, it is a secure and rewarding job.

1. The word in the text which means '**giving personal satisfaction**' is
 - a. **rewarding**
 - b. **concentrate**
 - c. **secure**
 - d. **seminars** 2. Many things you should show in an interview for the job of an interpreter.....
 - a. **good listening skills and good English**
 - b. **good listening skills and good appearance**
 - c. **good listening skills and a clear speaking voice**
-

Answers الاجابات للقطع

1- **b. Solar power and wind farms**

2- 1. **a. when it was developed, and where it is produced** 2. **c. age group and income**

3- **a. don't keep your head down and smile**

4- **a. many students**

5- c. important conferences and seminars.

6- 1. a. rewarding 2. c. good listening skills and a clear speaking voice

الوظائف اللغوية Functions

الوظائف اللغوية على القواعد Functions

1. Giving Advice : a. You could + V-inf. ... b. Why don't you + V-inf.?

c. If I were you, I would ... / It would be a good idea for you to)

- **If I were you, I would study hard.**

The underlined sentence is used for

a. Recommendation b. conclusion **c. giving advice** d. showing result.

2. cleft sentence: - to emphasize certain pieces of information

The year when Petra was made a World Heritage Site **was 1985 CE.**

We use cleft sentence to

a . to emphasize certain pieces of information b. to emphasize all information

3. **Defining relative clauses** : - to identify which particular person, place or thing is being talked about.

The **man who** is standing there is a famous writer.

4. **Non-defining relative clauses:** - to give more detail about a particular person, place or thing that is being talked about.

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

5. Zero conditional : - Describe something that always happens.

- **If plants don't** get enough sunlight, **they die.**

6. First conditional : - Describe a future outcome of a certain future action or event.

- **If I save** money, **I will buy** a car

7. Third conditional : - To imagine past situation.

- **If I had studied** harder, **I'd have passed** the exam.

8. wish + had + v3 : - To express regrets about the past.

I wish I had done more work for my exam.

9. wish + simple past : - To express wishes about the present.

If only I knew how to use zoom application for meetings.

10- As , since, because of, due to : to show cause/ reason

11- therefore, so, as a result, because of that , Consequently : to show result

1-Consequence نتيجة

- In this way, Therefore

- Therefore, people can communicate more quickly and conveniently.

The function of the underlined word is

او The underlined word is used for.....

- a. Opposition b. consequence c. introduction d. giving advice
-

2- opposition / contrasting تناقد

- However, Despite, Whereas,

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

The function of the above sentence is

او The underlined word is used for.....

- a. Opposition b. consequence c. introduction d. giving advice
-

3- Introduction مقدمة

- The aim of this report

- This report examines / in this report

The aim of this report is to examine the advantages and disadvantages of internet.

The function of the above sentence is

او The underlined word is used for.....

- a. Opposition b. consequence c. introduction d. reporting information
-

4- Reporting information

- There are more than ...

- Almost three quarters of/ The number of

There are more than 98% of Jordainan children are immunized.

The function of the above sentence is

او The underlined word is used for.....

- a. Opposition b. consequence c. introduction d. reporting information
-

5- Conclusion/Recommendations

- It appears that ... / The best course of action would be to

- This results in ... / - It is recommended that ...

It appears that complimentary medicine has a common vision from all doctors.

The function of the above sentence is

او The underlined word is used for.....

- a. Opposition b. consequence c. conclusions or recommendation d. introduction
-

- Choose the suitable items to complete each of the following sentences.

1- Al-Kindi was a physician, philosopher, mathematician and astronomer – a true.....

- a. Polimath b. Polemath c. Polymeth d. Polymath

2- However..... many have been criticized.

- a. ,/Megoprojects b. ,/Megaprojects c. ,/Migaprojects d. ,/ Megaprojekts

3- Finally..... learning a foreign language can also improve your ability to use your mother tongue more effectively.....

- a. ,/? b. ,/. c. ,/! d. ?/ ,

4- Could you explain what you mean by frequent breaks please

- a. ?/ , b. ./? c. ,/! d. ,/?

5- His work in and geometry that has made him most famous.

- a. arethmetic b. arithmetik c. erithmetic d. arithmetic

6- Nutrition is very importantYou should try to eat as much fresh fruit as you can

- a. ,/. b. ./ . c. !/ . d. ./ ,

7- If you arrive at the station we will be there to meet you.....

- a. ,/. b. ./! c. ./ . d. ,/?

8- Before you find a full –time jobwhy don't you consider doing voluntary work.....

- a. ,/! b. ,/. c. ./ , d. ,/?

9. The sentence which has the correct order of the words and phrases below is

(sources, renewable, energy, run, entirely, will, city, the, on)

- a. Renewable energy sources run will entirely on the city.
b. The city will run entirely on renewable energy sources.
c. The energy renewable sources entirely will run on city.
d. The city sources will run on energy entirely city.

10. The sentence that has been written correctly is

- a. A place where no cars are allowed is a pedestrian – free zone, and it is car friendly.
b. A place where a pedestrian no cars are allowed is - free zone, and it is car friendly.
a. A place where no free cars and a pedestrian are allowed is a–zone, it is car friendly.
a. A place where no allowed cars is a pedestrian are – free zone, and it is car friendly.

Answers :

1. d 2. b 3. b 4. d 5. d 7. d 6. b 7. a 8. d 9. b 10. a

Best wishes

Teacher

Emad sawalha

0780770316

“SMILE”

NO ONE CARE HOW YOU FEEL

هناك بعض الصعوبات التي يمكن أن تعوقك عن الدراسة و التي يجب عليك أن تحاول التغلب عليها حتى تستطيع أن تدخل في الدراسة الفعالة ، و تكتشفها وأهم هذه الصعاب:
عدم القدرة على التركيز أثناء الدراسة ، فتفقد وقتك في التنقل من درس الى اخر ومن مادة الى اخرى دون ان تدرس شيئا.
تراكم الدروس و عدم القدرة على تنظيم وقتك للإنتهاء منها
كراهية بعض المواد الدراسية ، و تصديق الفاشلين الذين يخوفونك منها والقلق والتوتر الناتجان عن المشكلات الخاصة أو العاطفية و التي تشتت الذهن وتضعف من قدرتك على الاستذكار الجيد والتقدم الدراسي.
ثق في نفسك و في عقلك و قدراتك ، و تأكد أنك قادر على النجاح و التفوق
فأنت لست أقل ممن سبقوك على طريق النجاح.
اجتهد في دراستك و تأكد أن كل مجهود تبذله سيعود عليك بالنفع و الخير
حدد هدفك في الحياة و ضعه نصب عينيك ، و اجتهد في الوصول إليه.

Best wishes

Teacher Emad Sawalha

0780770316

*مع تحيات الاستاذ عماد صوالحة
اتمنى لجميع الطلاب النجاح والتوفيق*

ثلاث نصائح لتحقيق النجاح

THREE TIPS FOR SUCCESS

اعرف اكثر من الاخرين

1. KNOW MORE THAN OTHERS

اعمل اكثر من الاخرين

2. WORK MORE THAN OTHERS

توقع الاقل من الاخرين

3. EXPECT LESS FROM OTHERS