

## • جميع معاني الكلمات في المستوى الرابع ( English – Arabic ) :

Keywords		
Word/spelling	English meaning	Arabic meaning
academic (adj)	connected with education, especially at college or university level academic.	اكاديمي
compulsory (adj)	- obligatory; required - Something that you have to do	اجباري / يجب عمله
contradictory (adj)	-if two ideas are contradictory they are completely different and thus unable to both be true - different sides of the argument.	على النقيض
developed nation (n)	-a rich country that has many industries, comfortable living for most people, and usually an elected government. - wealthy country	الامم المتطورة
fluently (adv)	speaking a language very well, like a native speaker	بطلاقة
optional (adj)	your choice	اختياري
Tuition (n)	teaching, especially in small groups - lessons	التدريس الخاص
tutorial (n)	- a period of intensive teaching and discussion given by a tutor to an individual student or a small group of students • tutor (verb and noun)	- البرنامج التعليمي / الدرس الخصوصي • معلم خصوصي
Agriculture (n)	- the science or practice of farming • agricultural (adj)	الزراعة زراعي
Astrophysics (n)	- the study of the chemical structure of the stars and the forces that influence them.	- الفيزياء الفلكية
Business Management (n)	- an area of study which involves learning about running a company, in areas like controlling, leading, monitoring, organising and planning • manage (v) • managerial (adj)	ادارة الاعمال • يدير • اداري
colloquial (adj)	- (of language or words) used mainly in informal conversations rather than in writing or formal	لغة عامية

	speech.	
degree (n)	- a qualification that is given to you when you have successfully completed a course of study.	درجة علمية
Economics (n)	- the study of the way in which money and goods are produced and used • economical (adjective) • economically (adverb)	علم الاقتصاد • اقتصادي • بشكل اقتصادي
Linguistics (n)	- the study of the grammar, history and structure of languages • linguist (noun) • linguistic (adjective)	علم اللغة • عالم لغة • لغوي
Marketing (n)	- the study of selling products to the appropriate customer • market (verb and noun )	- تسويق • سوق / باع
Pharmacy (n)	- the study and practice of preparing drugs or medicines • pharmaceutical (adjective)	علم الصيدلة • صيدلي / دوائي
pioneering (adj)	- Introducing new and better methods or ideas for the first time. • pioneer (verb and noun)	- الرائد • رائد
Psychology (n)	- the study of the mind and how it works • psychological (adjective)	- علم النفس • نفسي
public university (n)	- a university that is funded by public means, through a government	- جامعة حكومية
Sociology (n)	- the study of societies and the behaviour of people in groups • sociological (adjective)	- علم الاجتماع • الاجتماعي
halls of residence	- accommodation provided by a university or college: halls of residence	- سكن الجامعة
motive	- reason for doing something	يحفز
minority	- not many, the opposite of 'majority'	اقلية

fees	- costs, charges	رسوم / تكاليف
debt	- money you owe	دين / قرض
financial	- relating to money	- مالي
qualifications (plural noun)	- official records of achievement awarded upon the successful completion of a course of training or passing an exam  • qualify (verb) • qualified (adjective)	مؤهلات  - يؤهل - مؤهل
undertake (v)	- to commit yourself to do something and to start to do it  • undertaking (noun)	- يتعهد  - تعهد
tailor-made (adjective)	- Custom-made ; made to fit exactly	خياط صانع ثياب
lifelong (adjective)	- continuing or existing throughout your life	مدى الحياة
enroll (v)	- to officially arrange to join a school, university or course  • enrolment (noun)	يسجل  التسجيل
<p>• Majority is the antonym / opposite of Minority</p>		

### Keywords

academy (n)	اكاديمية
academically (adv)	اكاديمي
contradict (v)	يناقض
contradiction (n)	تناقض
fluency (n)	طلاقة
fluent (adj)	طليق
Maths	الرياضيات
Dentistry	طب الاسنان
Arabic Language and Literature	اللغة العربية و ادابها
Pharmacy	الصيدلة
Marketing	التسويق
Geology	علم الارض
Psychology	علم النفس
Translation	الترجمة
Visual Arts	الفنون البصرية
Chemistry	الكيمياء
Sociology	علم الاجتماع
Banking and Finance	العلوم المالية و المصرفية
History	التاريخ

Nursing	التمريض
Agriculture	الزراعة
Physics	الفيزياء
Engineering	الهندسة
Linguistics	علم اللغة
Economics	علم الاقتصاد
Business Management	ادارة الاعمال
Biology	الاحياء
Medicine	الطب
Geography	الجغرافيا
Sciences	العلوم
Arts and Humanities	الاداب و العلوم الانسانية
Business	الاعمال
law	القانون
Proficiency	اتقان
Lifelong	مدى الحياة
Abroad	خارج
Increasingly	بشكل متزايد
Prospects	توقعات / احتمالات
Global	عالمي
Fine arts	الفنون الجميلة
Banking and Finance	المصرفية والمالية
Secondary	ثانوي
Organization	منظمة
Development	تطوير
Achievement	الاتجاز
family life	الحياة العائلية
school subjects	المواد الدراسية
school rules	القوانين المدرسية
behaviour	السلوك / التصرف
values	القيم
free-time activities	انشطة وقت الفراغ
a typical school day	يوم مدرسي مثالي
after-school activities	انشطة ما بعد المدرسة

### Keywords

Word/spelling	English meaning	Arabic meaning
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career advisor (noun)	<ul style="list-style-type: none"> <li>- someone who provides information to help people to make choices about their training and work</li> <li>• advise (verb)</li> <li>• advice (noun)</li> </ul>	<ul style="list-style-type: none"> <li>- مستشار وظيفي</li> <li>• ينصح</li> <li>• نصيحة</li> </ul>
Circulation (noun)	<ul style="list-style-type: none"> <li>- The movement of blood around the body when it is pumped by the heart; also air, the movement of air.</li> <li>• circulate (verb )</li> </ul>	<ul style="list-style-type: none"> <li>- الدورة الدموية</li> <li>• انتشر / وزع</li> </ul>
concentration (noun)	<ul style="list-style-type: none"> <li>- Attention, or attention span.</li> <li>* concentrate (verb)</li> </ul>	<ul style="list-style-type: none"> <li>- التركيز</li> <li>* يركز</li> </ul>
degree (noun)	<ul style="list-style-type: none"> <li>- A qualification that is given to you when you have successfully completed a course of study.</li> </ul>	<ul style="list-style-type: none"> <li>- درجة علمية / شهادة</li> </ul>
dehydration (noun)	<ul style="list-style-type: none"> <li>- The state of having drunk too little water</li> <li>* dehydrate (verb)</li> <li>* dehydrated (adjective)</li> </ul>	<ul style="list-style-type: none"> <li>- الجفاف</li> <li>• يجفف</li> <li>• جاف / مجفف</li> </ul>
diet (noun))	<ul style="list-style-type: none"> <li>- the kind of food that a person or animal eats each day</li> <li>• diet (verb)</li> <li>• dietary (adjective)</li> </ul>	<ul style="list-style-type: none"> <li>- حمية غذائية</li> <li>• تتبع حمية غذائية</li> <li>• له علاقة بالحمية</li> </ul>
diploma (noun)	<ul style="list-style-type: none"> <li>- either a document showing that someone has successfully completed a course of study or passed an examination, or the name of that course</li> </ul>	<ul style="list-style-type: none"> <li>- شهادة</li> </ul>
drop a course (verb)	<ul style="list-style-type: none"> <li>- to stop studying a certain subject at university</li> </ul>	<ul style="list-style-type: none"> <li>- يسقط مادة دراسية</li> </ul>
immerse (verb)	<ul style="list-style-type: none"> <li>- to be deeply involved in something and spend most of your time doing it</li> <li>• immersion (noun)</li> </ul>	<ul style="list-style-type: none"> <li>- يغمر</li> <li>• الغمر / الانغمار</li> </ul>
lifelong (adjective)	<ul style="list-style-type: none"> <li>- continuing or existing throughout your life</li> </ul>	<ul style="list-style-type: none"> <li>- مدى الحياة</li> </ul>
Master's degree (noun)	<ul style="list-style-type: none"> <li>- a period of one or two years of study which takes place after the completion of a Bachelor's degree</li> </ul>	<ul style="list-style-type: none"> <li>- درجة الماجستير</li> </ul>
memory (noun)	<ul style="list-style-type: none"> <li>- someone's ability to remember things, places and experiences</li> <li>• memories (verb)</li> <li>• memorable (adjective)</li> </ul>	<ul style="list-style-type: none"> <li>- ذاكرة</li> <li>• يحفظ</li> </ul>

		<ul style="list-style-type: none"> <li>● قابل للتذكر</li> </ul>
multilingual (adjective)	<ul style="list-style-type: none"> <li>- speaking, reading or writing in more than two languages</li> <li>● multilingualism (noun)</li> </ul>	<ul style="list-style-type: none"> <li>- تعدد اللغات</li> <li>● متعدد اللغات</li> </ul>
multitask (verb)	<ul style="list-style-type: none"> <li>- to do several things at the same time</li> </ul>	<ul style="list-style-type: none"> <li>- تعدد المهام</li> </ul>
online distance learning (noun)	<ul style="list-style-type: none"> <li>- a formalised teaching and learning system specifically designed to be carried out remotely by using electronic communication</li> </ul>	<ul style="list-style-type: none"> <li>- التعلم الالكتروني عن بعد</li> </ul>
<p><b>face-to-face learning is the opposite of online distance learning . ●</b></p>		
PhD (noun)	<ul style="list-style-type: none"> <li>- a doctorate; the highest degree awarded by a university faculty</li> </ul>	<ul style="list-style-type: none"> <li>- درجة الدكتوراة</li> </ul>
postgraduate (noun)	<ul style="list-style-type: none"> <li>- someone who has finished their first degree and is continuing to study either a Master's or a PhD; - degree a second degree of Master's or PhD level</li> </ul>	<ul style="list-style-type: none"> <li>- الدراسات العليا</li> </ul>
undergraduate (noun)	<ul style="list-style-type: none"> <li>- someone who has not yet completed their first degree</li> </ul>	<ul style="list-style-type: none"> <li>- الدراسة الجامعية</li> </ul>
private university (noun)	<ul style="list-style-type: none"> <li>- a university not operated by a government</li> </ul>	<ul style="list-style-type: none"> <li>- الجامعة الخاصة</li> </ul>
proficiency (noun)	<ul style="list-style-type: none"> <li>- a good standard of ability and skill</li> <li>● proficient (adjective)</li> </ul>	<ul style="list-style-type: none"> <li>- البراعة</li> <li>● متقن / بارع في</li> </ul>
simulator (noun)	<ul style="list-style-type: none"> <li>- any device or system that simulates specific conditions or the characteristics of a real process or machine</li> <li>● simulate (verb)</li> <li>● simulation (noun)</li> </ul>	<ul style="list-style-type: none"> <li>- محاكي / مقلد</li> <li>● يحاكي</li> <li>● محاكاة</li> </ul>
stand out [from the crowd] (phrasal verb)	<ul style="list-style-type: none"> <li>- to be much better than other similar people or thing</li> </ul>	<ul style="list-style-type: none"> <li>- يبرز</li> <li>- يتميز</li> </ul>
utterance (noun)	<ul style="list-style-type: none"> <li>- something that is said, such as a statement</li> <li>● utter (verb)</li> </ul>	<ul style="list-style-type: none"> <li>- الكلام</li> <li>● يقول</li> </ul>
vocational (adjective)	<ul style="list-style-type: none"> <li>- used to describe a particular job and the skills involved</li> <li>● vocation (noun)</li> </ul>	<ul style="list-style-type: none"> <li>- مهني / حرفي</li> <li>● مهنة / حرفة</li> </ul>
nutrition (noun)	<ul style="list-style-type: none"> <li>- the process of getting the right kind of food for good health and growth</li> <li>● nutritious (adjective)</li> </ul>	<ul style="list-style-type: none"> <li>- التغذية</li> <li>● مغذي</li> </ul>

public university (noun)	a university that is funded by public means, through a government	- جامعة حكومية
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<b>Keywords</b>		
<b>Word/spelling</b>	<b>English meaning</b>	<b>Arabic meaning</b>
come up with (phrasal verb)	Produce something (an idea), especially when pressured or challenged	يتعامل مع
pop (verb)	To burst, or to make something burst, with a short, explosive sound	فرقعة
Recall (verb)	To remember a particular fact, event or situation from the past	يتذكر
punish (verb)	to give someone an unpleasant task in response to bad behaviour	يعاقب
Blame (verb)	To say or think that someone or something is responsible for something bad. • blame (noun)	يضع اللوم على • يلوم
spill (verb)	Accidentally flow over the edge of a container • spill (noun)	يسكب • انسكاب
intentional (adjective)	Done on purpose • intend (verb) • intention (noun)	مقصود • ينوي • نية
Sociologists (noun)	A people who study human society and behavior.	علم الاجتماع
Psychologist (noun)	Someone who studies how people's minds work.	عالم نفس
Passive (noun)	A linguistic term that means the subject is not the person who carried out the action	المبني للمجهول
spectrum	The complete range of colours	طيف
dialect (noun )	a form of language which is spoken in only one area, with words or grammar that are slightly different from other forms of the same language • dialectal (adjective)	لهجة • ذو لهجة
Done on purpose	To mean to do something	يقصد
first language (noun)	the language that you first learn as a child.	اللغة المتعلمة

mother tongue (noun)	the first and main language that you learnt when you were a child	اللغة الام
<b>*First language and mother tongue have the same meaning</b>		
register (noun)	a technical term for the words, style and grammar used by speakers and writers in a particular situation or in a particular type of writing	يسجل
replicate (verb)	to produce a copy of something • replicate (noun)	يكرر
evolve (verb)	To develop gradually. • evolution (noun) • evolutionary (adjective)	يتطور • التطور • تطوري
Cryptophasia (noun)	the development by twins of a language that only they can understand.	لغة بين الاطفال التوأم
Influenced (adj)	changed the way of thinking	متاثر
in charge of	is responsible for something	مسؤول عن
have a great time	a great experience	تجربة جميلة
Related	relationship	ذو علاقة
Tempting (adj)	attractive, desirable	جذاب
experimental (adj)	part of an experiment	تجريبي
stimuli (noun)	things that make you interested	المحفزات
Pace (noun)	speed	سرعة
mimic (verb)	copy, make the same sound	تقليد
Absorbed (verb)	received	يمتص

Word	Arabic Meaning	Word	Arabic Meaning
food	طعام	meeting people	يقابل الناس
shopping	التسوق	school rules	قواعد المدرسة
eating out	تناول الطعام في الخارج	public transport	نقل عام
language	لغة	money	مال
travel	سفر	sightseeing	زيارة معالم المدينة
family	عائلة	free-time activities	أنشطة وقت الفراغ
friends	اصدقاء	holidays	العطلات
school studies	دراسات مدرسية	future studies	دراسات مستقبلية

### Keywords

Word/spelling	English meaning	Arabic meaning
be able to answer detailed questions (verb phrase)	to have the ability to understand complicated questions and respond to them appropriately	قادر على الاجابة على الاسئلة

do a deal (verb)	to arrange an agreement in business	يعقد صفقة
give a business card (verb phrase)	to give someone a card that shows a business person's name, position and contact details	يظهر بطاقة العمل
make small talk (verb phrase) *We never say make a small talk.	to have an informal chat with someone in order to start a conversation	يبدأ الحوار
negotiate (verb)	to discuss something in order to reach an agreement, especially in business or politics • negotiation (noun) • negotiable (adjective)	يفاوض
shake hands [with someone] (verb)	to move someone's hand up and down in a greeting	يصافح
tell a joke (verb)	to say something to make people laugh	يخبر نكتة
track record (noun)	all of a person's or organisation's past achievements, successes or failures which show how well they have done something	السيرة المهنية لشخص او مؤسسة
agreement (noun)	an arrangement or promise to do something, made by two or more people, companies or organisations • agree (verb)	اتفاقية • يوافق
import (noun)	goods bought from other countries • import (verb) • importation (noun) • imported (adjective)	يستورد
Export (noun) The prefix ( affixes ) - ex means out	goods sold to another country • export (verb) • exportation (noun)	التصدير • يصدر • تصدير
extraction (noun)	the process of removing and obtaining something from something else • extract (verb )	استخلاص • يستخلص
Gross Domestic Product (noun)	the value of a country's total output of goods and services	اجمالي الناتج المحلي
domestic (adjective)	relating to or happening in one particular country and not involving any other countries • domesticate (verb)	محلي

	<ul style="list-style-type: none"> <li>• domesticity (noun )</li> </ul>	<ul style="list-style-type: none"> <li>• تدجين</li> <li>• استدجان</li> </ul>
dominate (verb)	<p>to be the most important feature of something</p> <ul style="list-style-type: none"> <li>• dominance (noun)</li> <li>• dominant (adjective)</li> </ul>	<p>يهيمن</p> <ul style="list-style-type: none"> <li>• الهيمنة</li> <li>• مسيطر</li> </ul>
reserve (noun)	<p>something kept back or set aside, especially for future use</p> <ul style="list-style-type: none"> <li>• reserve (verb )</li> </ul>	<p>الحفظ</p> <ul style="list-style-type: none"> <li>• يحفظ</li> </ul>
fertiliser (noun)	<p>a substance that is put on the land to make crops grow</p> <ul style="list-style-type: none"> <li>• fertilise (verb)</li> <li>• fertilisation (noun)</li> <li>• fertile (adjective)</li> </ul>	<p>الاسمدة</p> <ul style="list-style-type: none"> <li>• تسميد</li> <li>• اخصاب</li> <li>• مسمد /</li> </ul>
knitwear (noun)	<p>clothing made from wool</p>	<p>ملابس صوف</p>
mineral (noun)	<p>a substance that is present in some foods and is needed for good health; a substance that is found naturally in the earth</p> <ul style="list-style-type: none"> <li>• mineral (adjective)</li> </ul>	<p>معادن</p> <ul style="list-style-type: none"> <li>• معدني</li> </ul>
pharmaceuticals (plural noun)	<p>companies which produce drugs and medicine</p> <ul style="list-style-type: none"> <li>• pharmaceutical (adjective)</li> </ul>	<p>المستحضرات الصيدلانية</p>
package holiday	<p>an organised trip with everything included in the price (travel, accommodation, food)</p>	<p>رحلة منظمة</p>
sales pitch (noun)	<ul style="list-style-type: none"> <li>- a presentation made by someone who is trying to sell a product</li> <li>- the statements and promises that someone makes to try to persuade someone to buy something</li> </ul>	<p>طريقة اقناع الزبون لشراء المنتج</p>
target market	<p>people who are identified as possible customers</p>	<p>السوق المستهدف</p>
age group	<p>a set of people of similar age</p>	<p>ناس بنفس العمر</p>
department store	<p>a large shop that sells many different types of things</p>	<p>مركز تسوق</p>
<b>Note that : EU stands for European Union الاتحاد الاوروبي</b>		
corporate (adjective)	<p>belonging to or relating to a corporation, a big company or a group of companies acting together</p>	<p>يتعاون</p>

	as a single organisation • corporation (noun )	• التعاون
evolve (verb)	to develop gradually • evolution (noun) • evolutionary (adjective)	يتطور • التطور • متطور
extensively (adverb)	in a way to cover or affect a large area • extensive (adjective) • extend (verb)	بشكل واسع • واسع • يتوسع
goods (plural noun)	things that are produced in order to be sold	بضائع
machinery (noun)	machines, especially large ones; a system or set of processes for doing something.	الآلية الاتت كبيرة
Compromise	When each side changes their position a little so that they can agree	حل وسط
Conflict	When two sides disagree and argue	صراع
patient	To stay calm and take your time	صبور
prepared	To be ready for something	يجهز / يحضر
Entrepreneur	A word meaning someone who sets up a business	رجل اعمال

### Keywords

Word/spelling	English meaning	Arabic meaning
translation (noun)	the process of converting documents from one language to another • translate (verb) • translator (noun)	ترجمة • يترجم • مترجم
	<ul style="list-style-type: none"> <li>• Translator: a person who translates information</li> <li>• Point out that personal nouns can end in -er (interpreter) or -or.</li> </ul>	
adaptable (adjective)	able to adapt to new conditions or situations • adapt (verb) • adaptation (noun )	متكيف • يتكيف • التكيف
ambitious (adjective)	having a strong desire for success or achievement • ambition (noun)	طموح • الطموح
attribute (noun)	a quality or feature that is considered to be good or useful (in a	مساهم

	<p>person)</p> <ul style="list-style-type: none"> <li>• attribute (verb)</li> <li>• attribution (noun)</li> </ul>	<ul style="list-style-type: none"> <li>• يساهم</li> <li>• مساهمة</li> </ul>
competent (adjective)	<p>having enough skill or knowledge to do something to a satisfactory standard</p> <ul style="list-style-type: none"> <li>• competence (noun)</li> </ul>	<p>مختص</p> <ul style="list-style-type: none"> <li>• الاختصاص</li> </ul>
conscientious (adjective)	<p>showing a lot of care and attention ( to a task)</p> <ul style="list-style-type: none"> <li>• conscience (noun)</li> </ul>	<p>لديه الضمير</p> <ul style="list-style-type: none"> <li>• حي الضمير</li> </ul>
curriculum vitae (noun)	<p>CV a short, written description of a person's qualifications, skills and work experience that they send to potential employers</p>	<p>السيرة الذاتية</p>
enclosed (adjective)	<p>surrounded, especially by a fence or wall</p> <ul style="list-style-type: none"> <li>• enclose (verb)</li> </ul>	<p>مرفق</p> <ul style="list-style-type: none"> <li>• يرفق</li> </ul>
enthusiastic (adjective)	<p>showing a lot of interest and excitement about something</p> <ul style="list-style-type: none"> <li>• enthusiasm (noun)</li> </ul>	<p>متحمس</p> <ul style="list-style-type: none"> <li>• الحماسة</li> </ul>
fond of (adjective)	<p>having an affection or liking for someone or something</p>	<p>مهوس بعمل شيء</p>
full-time [of a job] (adjective)	<p>happening or working for the whole of the working week, and not only part of it</p>	<p>وظيفة بوقت كامل</p>
Headphones (plural noun)	<p>a piece of equipment that you wear over your ears to listen privately to the radio, music, etc</p>	<p>سماعات</p>
intern (noun)	<p>someone who works for a short time in a particular job in order to gain experience</p> <ul style="list-style-type: none"> <li>• intern (verb)</li> <li>• internship (noun)</li> </ul>	<p>المتدرب</p> <ul style="list-style-type: none"> <li>• يتدرب</li> <li>• فترة التدريب</li> </ul>
Interpreter (noun)	<p>someone who translates spoken words from one language into another</p> <ul style="list-style-type: none"> <li>• interpret (verb)</li> <li>• interpretation (noun)</li> </ul>	<p>مترجم فوري</p> <ul style="list-style-type: none"> <li>• يترجم</li> <li>• الترجمة الفورية</li> </ul>
keen (adjective)	<p>having or showing eagerness or interest (in something)</p>	<p>مهوس بعمل شيء</p>
reference (noun)	<p>a person who provides information about your character and abilities</p>	<p>مرجع</p>

	• refer (verb)	• يرجع الى
regional (adjective)	relating to a particular region or area • region (noun)	اصلي • منطقة
rewarding (adjective)	giving personal satisfaction • reward (verb and noun )	يكافىء • يكافىء
secure (adjective)	safe; free from danger • secure (verb) • security (noun)	امن • يؤمن • امان
seminar (noun)	a class on a particular subject, usually given as a form of training	جلسة دراسية
surveyor (noun)	a person whose job is to measure the conditions of a building or to record the details of an area of land • survey (verb and noun)	مساح اراضي • يمسح الارض
Voluntary (adjective)	done or given by choice • volunteer (noun and verb)	• التطوعي • متطوع
work experience (noun)	a period of time that someone spends working in a particular place	الخبرة العملية
pensions	money you save over your lifetime to pay for your old age	المعاشات
web enquiries	online questions	استبانه
calculations	maths; work with numbers	حسابات
recruiting	finding suitable employees	توظيف
marketing	promoting your product; finding customers	تسويق

Word/spelling	Arabic meaning	Word/spelling	Arabic meaning
advertising	علان	banking	مصرفي
career advisor	مستشار الوظيفي	doctor	دكتور
ICT	تكنولوجيا المعلومات والاتصالات	lawyer	محام
surveyor	مساح اراضي	teacher	مدرس
achievements	الإنجازات	contact details	تفاصيل الاتصال
adaptable	قابل للتكيف	enthusiastic	متحمس
competent	مختص	keen	متحمس
conscientious	الضمير	personal attributes	سمات الشخصية
qualifications	المؤهلات العلمية	reference	مرجع
training	تدريب	work experience	خبرة في العمل

• جميع المصطلحات و التعابير و الافعال الثلاثية :

• Body idioms

The idioms	English Meaning	Arabic Meaning
put my back into it	- tried extremely hard - to put a lot of effort into something	يبذل جهدا في عمل شيء
get it off your chest (verb phrase) [idiom]	to tell someone about something that has been worrying you	تخبر شخصا بشيء يقلقك
get cold feet (verb phrase) [idiom]	to lose your confidence in something at the last minute	تفقد الثقة بشيء في اللحظة الاخيرة
play it by ear (verb phrase) [idiom]	to decide how to deal with a situation as it develops	يقرر التعامل مع موقف
keep your chin up (verb phrase) [idiom]	to remain cheerful in difficult situations; an expression of encouragement	يبقى سعيدا في الاوقات الصعبة
have a head for figures (verb phrase) [idiom]	to have a natural mental ability for maths/numbers	قدرات عقلية في الحساب و الارقام

• Collocations

Word/spelling	English meaning	Arabic meaning
draw up a timetable	write a schedule	عمل جدول
do exercise	keep fit	اجراء التمارين
make a start	begin	يبدأ
take a break	relax	يستريح
do a subject	study	يدرس مادة
make a difference	change something	يغير شيء

gender-neutral words  
كلمات محايدة بين الجنسين

gender specific words	gender-neutral words	Arabic meaning
chairman	chairperson	رئيس
seaman	sailor	بحار
spaceman	astronaut	رجل فضاء
mankind	humans	البشر
postman	postal worker	رجل بريد
stewards and stewardesses	flight attendants	مضيف طيران
His / her	their	له او لها
he / she	they	هو او هي
police woman	police officer	شرطية
fireman	firefighter	رجل اطفاء

Businessman businesswoman	business person	رجل اعمال سيدة اعمال
Salesman saleslady	sales assistant / salesperson	رجل مبيعات بانعة
Headmaster headmistress	head teacher	مدير مديرة

• Phrasal Verbs :

The phrasal verb	English meaning	Arabic meaning
eat out	eat away from home, especially in a restaurant.	ياكل في الخارج
carry out	To do something	يعمل شيء
come about	- Happen - Take place	يحدث
come up with	To think of	يفكر
get away with	not be blamed for something - To do something wrong without being discovered or with only a minor punishment	لا يتحمل مسؤولية ما يفعل
grow up	spend the childhood	ينمو / يكبر
leave out left out	Not have to include omit	لا يشمل لا يتضمن
look at	*****	ينظر الى
look into	investigate	يتفحص
point [something] out (phrasal verb)	To show something to someone by pointing at it	يشير الى
Speed up	hurry	يسرع
Find out	Discover something	يكتشف

الافعال الثلاثية التالية يجب معرفة كيفية استخدامها بسياق الجملة

The phrasal verb	طريقة الاستخدام في السياق	Arabic meaning
look up	a word in a dictionary	يبحث في كتاب
look for	something you've lost	يبحث عن شيء
look forward to	something exciting	يتطلع الى
get over	an illness and feel better	يتجاوز حالة مرض
get up	in the morning	يستيقظ
get on	with your work and complete it	يستمر في العمل
take up	a new hobby	يبدأ هواية
take away	some fast food	ياخذ سفري
take off	your shoes when you get home	يخلع حذاؤه
go away	from home for a holiday	يذهب لاجارة
go back	to where you started	يعود الى
go ahead with	a plan, and do it	يمضي قدما

## collocations with the verbs

Word	Arabic meaning
make a mistake	يرتكب خطأ
ask questions	يسال
cause offence	يتسبب في الاحراج
earn respect	يكسب احترام
join a company	ينضم لشركة
make small talk	يجري حديث
shake hands	يصافح

## Collocations

Word/spelling	Arabic meaning
taking a course	ياخذ دورة
get a feeling of satisfaction	يشعر بالفتاعة
Make sure your sth is secure	تتاكد من ان شيء امن
to be very responsible	ان تتحمل المسؤولية
To get a job	يحصل على عمل
After a long meeting	بعد اجتماع طويل

## • Prepositions

## حروف الجر

work <u>as</u>	يعمل ك
decide <u>on</u>	يقرر
Translate <u>into</u>	يترجم الى
Talk <u>about</u>	يتحدث عن
Ask <u>about</u>	يسال عن
Good <u>at</u>	جيد ب

## • Giving advice (advice structures )

- 1) Have you thought about + ing ?
- 2) I would + inf
- 3) you could + inf
- 4) why don't you + inf ?
- 5) You should + inf no doubt about it.
- 6) If I were [*coming to Jordan for the first time*], I would + inf
- 7) My main recommendation is that you should + inf
- 8) How about + ing .

## Derivation الاشتقاق

( الكلمات المطلوبة في الاشتقاق للمستوى الرابع ) :

<u>Verb</u> الفعل	<u>Noun</u> الاسم	<u>Adjective</u> الصفة	<u>Adverb</u> الظرف
	calmness	calm	calmly
Confide	confidence	confident	confidently
	enthusiasm	enthusiastic	
		unapologetic	unapologetically
	worry	worried	
educate	Education	Educational Educated	Educationally
succeed	success	Successful	Successfully
Achieve	Achievement Achiever	Achievable Achieved	
organise	Organisation Organiser	Organised	
develop	Development Developer	Developed Developmental Developing	
circulate	circulation	circulated	
Dehydrate	dehydration	Dehydrated	
advise	Advice advisor	Advised	
Revise	revision	Revised	
concentrate	Concentration	concentrated	
qualify	Qualification	Qualified	
recommend	Recommendation	Recommended	
	Youth	young	
	Awareness	aware	
experience	experience	experienced	
dominate	Dominance dominant	dominant	Dominantly
depend	dependence	dependent	dependently
repeat	repetition	repeated	repeatedly
correct	correction	Correct Corrected	correctly

<b>memorise</b>	<b>memory</b>	<b>Memorable memorised</b>	
	<b>Nutrition Nutrient ( s )</b>	<b>nutritious</b>	<b>Nutritiously</b>
<b>Particularize</b>	<b>Particularity</b>	<b>Particular</b>	<b>Particularly</b>
<b>Compete</b>	<b>Competition Competitor</b>	<b>Competitive</b>	<b>Competitively</b>
<b>Know</b>	<b>Knowledge</b>	<b>Known</b>	<b>Knowingly</b>
<b>Idealise</b>	<b>Idea Ideality</b>	<b>ideal</b>	<b>Ideally</b>
<b>Create</b>	<b>Creation Creativity</b>	<b>Created Creative</b>	<b>Creatively</b>
<b>Teach</b>	<b>Teaching</b>	<b>Teaching Taught</b>	
<b>Busy</b>	<b>Business</b>	<b>Busy</b>	<b>Busily</b>
<b>Economies</b>	<b>Economy</b>	<b>Economic Economical</b>	<b>Economically</b>
<b>Criticise</b>	<b>Creation Critic</b>	<b>Critical Creative</b>	<b>Critically</b>
	<b>Nerve</b>	<b>Nervous</b>	<b>Nervously</b>
<b>Deepen</b>	<b>depth</b>	<b>deep</b>	<b>Deeply</b>
<b>care</b>	<b>care</b>	<b>Caring Careful careless</b>	<b>Carefully Carelessly</b>
<b>instruct</b>	<b>Instruction ( s ) Instructor</b>	<b>Instructive Instructed</b>	<b>Instructively</b>
<b>answer</b>	<b>Answer answerer</b>	<b>answered</b>	
		<b>Previous</b>	<b>Previously</b>
<b>Discuss</b>	<b>Discussion</b>	<b>Discussed</b>	
<b>Frighten</b>	<b>Fright</b>	<b>Frightening Frightened</b>	<b>Frighteningly</b>
<b>Design</b>	<b>Design Designer</b>	<b>Designed Designing</b>	

## شرح قاعدة الاشتقاق

1. استخدام الفعل (Verb):

يستخدم الفعل المجرد عادة بعد ما يلي :

أ. بعد الأفعال والكلمات التالية :

(to / do/ does/ did/ will/ would/ shall/ should/ can/ could/ may /might / ought to / must/ have to/ has to/ had to)

ادرس الأمثلة التالية :

1. The aim of the exam is <sup>فعل</sup> to **assess** how much you have learned.2. <sup>فعل</sup> Did Mary **mix** with her neighbors?3. Fadia <sup>فعل</sup> will **participate** in the contest.

ب. ويقع الفعل بعد الفاعل مباشرة:

1. Some students <sup>الفاعل</sup> <sup>فعل</sup> **volunteer** to help farmers.ج. يستخدم الفعل المجرد بعد الافعال التالية ( let , make , help )1. Yazan always lets his friends use his mobile phone.2. Could you please help me do this exercise?3. Tom always makes me carry his bag.د. يستخدم الفعل المجرد في بداية جمل الامر والطلب . يستخدم الفعل بعد **Don't - Never**1. **Fill** in the blanks with the correct verb between brackets.

2. 4. استخدام الظرف :

أ. عادة يقع الظرف في نهاية الجملة ، أو في بدايتها . والظرف يصف كيف تم الفعل .

1. The man <sup>ظرف</sup> <sup>فعل</sup> **walked quickly**.

ب. يقع الظرف قبل التصريف الثالث (p.p) مباشرة.

2. The food was <sup>ظرف</sup> <sup>p.p</sup> **badly cooked**.

ج. يقع الظرف قبل الصفات .

3. The book is <sup>ظرف</sup> <sup>صفة</sup> **extremely difficult**.

د. ويقع الظرف في بداية الجملة للتوكيد، وعادة يقع بعده فاصلة.

4. **Interestingly**, they couldn't prove their claims.

3. استخدام الاسم (Noun):

أ. يُستخدم الاسم بعد الكلمات التالية :

-- much/many/a few/ a little/other/ another/ one, two, three ....

-- a/ an/ the/

-- your/my/his/our/their/her/ its /'s (ضمائر الملكية)

-- on/ at/ of/ from ..... (حروف الجر)

1. We need <sup>اسم</sup> your <sup>ملكية</sup> participation in the meeting.

The <sup>اسم</sup> assessment you made for the situation is reasonable.

ب. يُستخدم الاسم كفاعل الجملة أو في موقع المفعول به:

1. <sup>فاعل الجملة</sup> Participation in the programme will increase your self-confidence.

2. The government encourages <sup>مفعول به</sup> investment in the sector of agriculture.

1. He is a clever student

ج. يستخدم الاسم بعد الصفة مباشرة :

د. قد يأتي الاسم معطوفاً على اسم آخر

1. Health and strength are important for everyone.

- بعد الكلمات التالية : Because of / through / due to / Despite / in spite of

- بعد الكلمات التالية : This / That / Those / These

4. 3. استخدام الصفة (Adjective):

أ. تستخدم الصفة عادة لوصف اسم . وعادة تقع قبل الاسم.

1. Leena is a <sup>اسم</sup> fit <sup>صفة</sup> doctor.

ب. تقع الصفة عادة بعد كلمات مثل :

-- too / very /so/ Be (is,am,are,was,were,be,been)

-- /feel/become/get/look/seem

3. The car is <sup>صفة</sup> very expensive.

ج. تستخدم الصفة بعد ( a , an , the ) عندما نوصف اسماً معيناً :

1. Last night, I met a handsome man walking down the street.

د. قد تكون الصفة معطوفة على صفة أخرى ( يمكن تكرار الصفات ) :

1.What a spacious modern house !

بعد الافعال التالية : Seem , look , appear , feel , find , become , sense , smell , taste , Sound , get , grow , make

**A- Complete the sentences with the correct form of the words in brackets.**

1. Before you apply for a job, check that you have the correct ----- . (qualify)
2. The company is pleased with your work and is happy to give you a -----  
(recommend)
3. Congratulations on a very ----- business deal. (succeed)
4. We should always be ready to listen to good ----- (advise)
5. My father often talks about what he did in his ----- (young)
6. It's important to have an ----- of different countries' customs. (aware)
7. The graduation ceremony was a very ---occasion for everyone. (memory)
8. Nuts contain useful -----such as oils and fats. (nutrients )

**B- Choose the correct form of the corresponding words in the table to complete the sentences.**

experienced	dominance	depend	repeat	correction
-------------	-----------	--------	--------	------------

1. Have you had any ----- of learning another language?
2. Is one side of the brain more ----- than the other?
3. Whether or not you remember something that you have learnt in the past ----- on the experience you had while you were learning it.

**1- Complete the text using the correct form of the words in capitals at the end of each line**

<p>On the day of the exam, you need plenty of time to do everything. Have breakfast but don't drink too much; arrive on time, but not too early, or you may find yourself getting more and more -----(1) while you wait to start. In the exam, you can keep calm by breathing -----(2) and thinking positively. Read the exam questions ----- (3) and underline all of the key -----(4) that tell you how the questions should be -----(5) . If possible, start with the ones that you can do easily to give you -----(6) ..</p>	<p>NERVE DEEP CARE INSTRUCT ANSWER CONFIDENT</p>
--	--

• شرح جميع قواعد المستوى الرابع :

• قواعد الوحدة الاولى :

## Quantifiers to make comparisons

### • Comparative : المقارنة

1. More +  $\left[ \begin{array}{l} \text{صفة طويلة} \\ \text{ظرف} \\ \text{اسم معدود} \\ \text{اسم غير معدود} \end{array} \right] + \text{than}$

2. Less +  $\left[ \begin{array}{l} \text{صفة طويلة} \\ \text{ظرف} \\ \text{اسم غير معدود} \end{array} \right] + \text{than}$

3. Fewer + اسم معدود + than

4. + er + صفة قصيرة + than

- جميع هذه الادوات تستخدم للمقارنة بين شيئين متساويين ( شخص مع شخص ، منزر مع منزل .. الخ )
- تذكر ان **more** معناها أكثر و انها تستخدم مع جميع الحالات .
- تذكر ان **less** معناها اقل و انها تستخدم لتعكس معنى **- more -** لكنها تستخدم فقط مع الصفات و الاسم المعدود و الظرف .
- تذكر ان **fewer** معناها اقل و انها تستخدم لتعكس معنى **- more -** لكنها تستخدم فقط مع الاسم المعدود .
- تذكر ان الصفات القصيرة ( اقل من 5 حروف ) تستخدم للمقارنة بين شيئين باضافة **er** للصفة القصيرة .

التفضيل Superlative	
The most	الاكثر
The least	الاقل
The best	الافضل
The worst	الاسوأ
+ est + صفة قصيرة	The longest - الاطول

### • Examples :

- Our new house by the beach is more luxurious than your house.

Your new house is less luxurious than our new house by the beach.

- Maher drives more carefully than Hani.

Hani drives less carefully than Maher.

- I do spend more money than your mother does.

A. Rewrite the following sentences so that the new one has the meaning to the one before it.

1- Malak is able to drink more water than Heba.

Heba drinks -----.

2- You know fewer English words than me.

I know -----.

3- My house is very small comparing with your house. Your house is very big.

Your house is -----.

4- My English teacher is very famous . He knows more friends than your father.

Your father knows -----.

انتبه لهذا الترتيب عندما تقوم بحل هذا النوع من الاسئلة

1. Noun + verb +  $\left[ \begin{array}{c} \text{more} \\ \text{less} \\ \text{fewer} \end{array} \right]$  +  $\left[ \begin{array}{c} \text{countable noun} \\ \text{Uncountable noun} \\ \text{Long adjective} \\ \text{Adverb} \end{array} \right]$  + than + noun

2. Noun + verb + adj + er + than + noun → في حالة مقارنة شيئين باستخدام الصفة القصيرة

3. Noun + verb + adj + est + Complement → في حالة مقارنة شيء مع مجموعة ( التفضيل )

□ تذكر ان هنالك بعض الصفات الشاذة ويتم تحويلها كما يلي

Adjective	Comparative	Superlative
Good	Better than	The best
Bad	Worse than	The worst
Far	Farther than ( المسافة )	The farthest
	Further than ( المسافة او الوقت )	The furthest
Little	Less than	The least
Many	More than	The most

5- He lives far away from your house.

His house is -----.

6- No one is taller than Mark.

Mark is -----one in the class.

• المقارنة باستخدام as ... as

1.	اسم / فعل مساعد	+ as	+ صفة	+ as + Noun
2.	فعل	+ as	+ ظرف	+ as + Noun
3.	فعل / فعل مساعد	+ as many	+ اسم معدود	+ as + Noun
4.	فعل / فعل مساعد	+ as much	+ اسم غير معدود	+ as + Noun

• Examples :

- Mahmoud works as hard as his brother.
- I can't run as fast as you.
- There are not as many people in our class as in yours.
- I don't eat as much fast food as my brother.
- I don't like running as much as I like swimming.
- We practice English as often as possible.

B. Rewrite the following sentences so that the new one has the meaning to the one before it.

1- I have more friends than Sham.

Sham doesn't have -----.

2- You spend less money than me.

You don't spend -----.

3- He is taller than you.

You aren't -----.

4- That car goes faster than my car.

My car doesn't go -----.

5- Your speech is far better than my speech.

My speech isn't -----.

6- There are not as many people in our class as in yours.

Your class has -----.

7- He knows ----- information ever. ( little , important )

## • قواعد الوحدة الثانية :

## Indirect questions &amp; impersonal passive

## A. Indirect Questions :

## Function :

- We can use indirect questions to ask questions in a polite, formal way.

اتبع الجدول التالي عند الحل	
Could you tell me	+ Wh + Sub + h.v.
I wonder	
Do you mind telling me	
Could you explain	
Do you know	
Would you happen to know	
	+ If + sub. + h.v.
	whether

## • Examples :

A

فاعل + فعل مساعد + Wh
فعل مساعد + فاعل + Wh

1. What are the students reading at the moment ?

He wanted to know what the students are reading at the moment ?

B

فاعل + فعل مساعد
فعل مساعد + فاعل + If
Whether
( تستخدم whether اذا جاء بالسؤال or )

1. Are we allowed to stop here ?

I wonder if we are allowed to stop here ?

2. Is he cleaning the room or painting the kitchen ?

Do you know whether he is cleaning the room or painting the kitchen ?

## C

<del>Do</del>	<del>Does</del>	<del>Did</del>
V- inf	V+ s	V2

1. What time does the train leave ?

Do you know what time the train leaves?

2. What do the students do during their summer holiday?

Could you tell me what the students do during their summer holiday?

3. Did you enjoy the party?

Could you tell me if you enjoyed the party?

## D

Don't	doesn't	didn't
لا تحذف و لكن نعكسها مع الفاعل كما في السابق		

1. Why doesn't she arrive on time ?

Could you explain why she doesn't arrive on time ?

## E

Do you mind ....
Do you mind + <b>الفعل</b> + ing

1. Could you help me , please ?

Do you mind helping me ?

2. Please, tell me the time ?

Do you mind -----.

• **General questions :**

1. How can I get to Queen Alia Airport by public transport ?

Could you tell me how-----

2. What does she want to buy ?

Could you tell me -----

3. How much sleep do teenagers of our age need?

Do you know -----

4. Could you explain how you solved this puzzle?.

How -----

5. Where should I revise for exams?

Do you know -----

6. What should I do on the day before the exam?

I wonder -----

7. Please help me to plan my revision.

Do you mind -----

8. How can I relax?

----- you explain-----

9. Are we allowed to eat sweets during the exam?

----- you know -----

10. Does the exam start at ten or half past ten?

Could you tell me -----

**B. Rearrange the words to make indirect questions.**

1. if / revise / you / explain / I / the / could / best / wonder / to / way

-----

2. should / much / I / do / could / you / revision / me / tell / how / ?

-----

## B. The impersonal passive.

- **Function:**
  - Is a formal way of reporting thoughts, sayings, beliefs and opinions.
- We can use the impersonal passive with :

يتم التحويل حسب الجدول التالي في الحالة العادية و في حالة التحويل العكسي			
الحالة الاولى		الحالة الثانية	
Active	Passive	Active	Passive
Say	it is said	Said	it was said
Claim	it is claimed	Claimed	it was claimed
Believe	it is believed	Believed	it was believed
Think	it is thought	Thought	it was thought
Know	it is known	Knew	it was known
Consider	it is considered	Considered	it was considered
في حالة التحويل العكسي اذا كان الفاعل مفرد نضيف S للفعل : Says , claims			

### Examples:

1. People thought that dinosaurs lived in that forest.  
It -----.
2. They believe that learners will absorb the grammar as they learn the vocabulary.  
It -----.
3. It was known that the man was telling the truth.  
They-----.
4. Scientists believed that the Earth was flat.  
It -----.
5. It is believed that language learning can also improve your decision-making skills.  
She -----.

### ملاحظة

It + used to be + V3 + that

1. They believed that the Earth was flat.  
It used to be believed that the earth was flat.

الحالة الثالثة			
المفعول به	Is	Said	باقي الجملة + مجرد + to +
		Believed	
	Are	Thought	
		Known	
	Was	Considered	
	were	Claimed	

• Examples :

1. People believe that eating almonds reduce the risk of heart disease.  
Eating almonds is believed to reduce the risk of heart disease.
2. They know that the exam is very easy.  
The exam -----.

في هذه الحالة اذا جاء بالجملة :	
Is am are	To be
Was were	To Have been

Examples :

1. They believe that the story is true.  
The story is believed to be true.
2. The students though that the exam was easy.  
The exam was thought to have been easy.
3. They said that they have known the answers.  
The answers were said to have known.
4. Samar believes that he is telling the truth.  
He is believed to be telling the truth.

حالة خاصة	
Has proved	It has been proved that .....
	مجرد + to + has been proved + مفعول به مفرد
Have proved	It has been proved that .....
	مجرد + to + have been proved + مفعول به جمع

1. Experts have proved that exercise is good for concentration.

It -----.

Exercise -----.

• **General questions :**

**A. Rewrite the sentences. Use the impersonal passive.**

1. They say that fish is good for the brain.

It -----.

Fish -----.

It used -----.

2. People think that we only use a small percentage of our brain power.

It -----.

We -----.

It used -----.

3. They claimed that they remember things they heard in their sleep.

It -----.

They -----.

4. People think that learning a new language also presents the brain with unique challenges.

It -----.

Learning a new language -----.

5. They say that students who study foreign languages do better, on the whole, in general tests.

It -----.

Students who study foreign languages -----.

**B. Correct the verb between brackets.**

1. New project scheme is claimed ----- innovative ideas. ( introduce )
2. Eating almonds is thought -----the risk of heart disease. (reduce )
3. It is ----- that language learning can also improve your decision-making skills. (believe )
4. It ----- that learning a new language also presents the brain with unique challenges. ( think )

**C. Correct the mistakes in the following sentences.**

- 1- We are claimed remember things we hear in our sleep.

-----

- 2- It said that students who study foreign languages do better, on the whole, in general tests.

-----

**D. Rewrite the following sentences in the active form.**

1. It was thought that we only use a small percentage of our brain power.

People -----

2. It is claimed that we remember things we hear in our sleep.

People -----

3. It is believed that solving puzzles keeps the brain active.

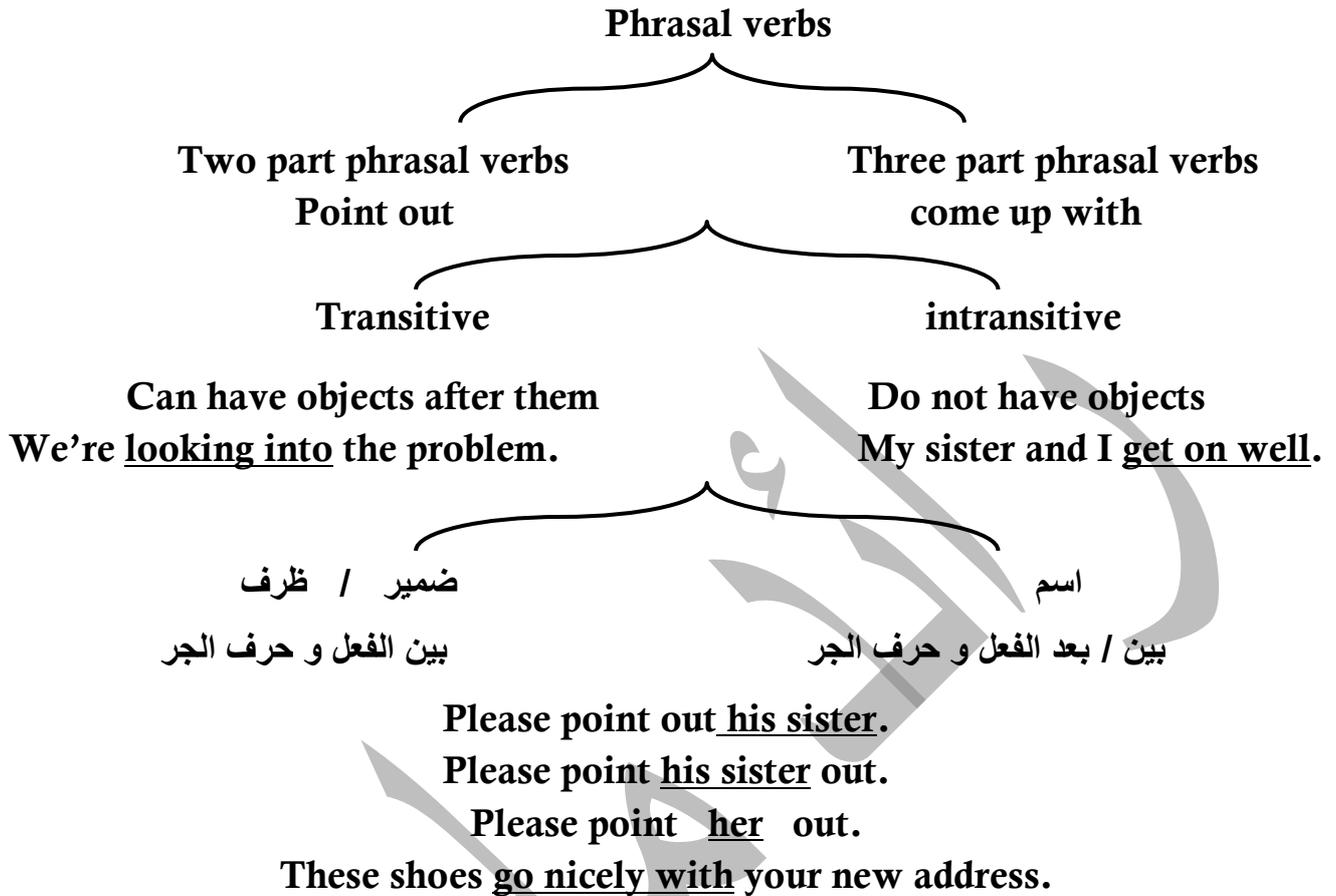
He-----

4. It has been proved that exercise is good for concentration.

They -----

• قواعد الوحدة الثالثة :

• Phrasal Verbs :



1. Rewrite the sentences using the phrasal verbs that have the same meaning to the underlined verbs.

1. Ahmad should hurry or he'll be late.  
Ahmad .....
2. I thought of a great idea while I was swimming.  
.....
3. That's amazing news! How did you discover it?  
.....
4. That information is important. Don't omit it.  
.....
5. We'll drive past my old house. I'll show it to you.  
.....
6. It's a mystery how the mistake happened.  
.....

## • Question tags

- Function : We use question tags to check or query information.

تقسم انواع الاسئلة الذيلية الى قسمين

لا تحتوي فعل مساعد

Verb + s : goes , comes

Verb infinitive : drink

Verb 2 : came , had

تحتوي فعل مساعد

Do , does , did , is , am

Are , was , were , has

Have , had , can , could

Will , would , shall ,

should, May , might ,

must , ought to ..etc.

1. جمل تحتوي فعل مساعد :

نفي



اثبات

اثبات

نفي

1- You've read this book , haven't you ?

2- She does speak English, doesn't she?

3- It isn't tomorrow, is it?

4- You won't forget, will you?

5- He might play tomorrow, mightn't he?

6- We mustn't be late, must we?

7- They are coming, aren't they?

8- They've had their lunch, haven't they?

Note :

've = have

's + v3 = has

's = is

're = are

'd + v3 = had

'd + مجرد = would

'll = will

I'll = shall I

Won't = will not

لذلك :

Won't → will

### NOTE

Have to / have	Don't + ضمير	I <u>have to</u> start my essay, don't I ?
Has to / has	Doesn't + ضمير	She <u>has to</u> start her essay, doesn't she ?
Had to / had	Didn't + ضمير	You <u>had to</u> start your essay, didn't you ?

1. He has a nice car , doesn't he ?

2. We have the most beautiful car , don't we ?

3. They had an amazing house , didn't they ?

2. جمل لا تحتوي فعل مساعد :

• الجمل التي تحتوي على فعل مضارع ينتهي ب s / es نضع لها **doesn't** مثال :

He **lives** in Jordan , **doesn't** he ?

• الجمل التي تحتوي على فعل مجرد نضع لها **don't** مثال :

They **live** in Jordan , **don't** they ?

• الجمل التي تحتوي على فعل ماضي V2 / ed نضع لها **didn't** مثال :

He **played** chess at weekend , **didn't** he ?

• الجمل التي فيها **let's** تصبح **shall we** مثال :

**Let's** play chess , **shall** we ?

=====

بعض الحالات الخاصة المهمة

- اذا جاءت احدي هذه الظروف في الجملة يجب ان نستخدم الاثبات :

Never rarely seldom hardly barely scarcely

Nothing Nobody no one none

- He **never** came again , **did** he ?
- She can **rarely** come these days , **can** she?
- You would **scarcely** expect her to know that , **would** you?

جمل الامر	
جملة تبدأ بفعل مجرد	جملة تبدأ ب Don't Never
Won't you	Will you

- **Take** a seat , **won't** you?
- **Don't** forget , **will** you ?

حالة خاصة	
I am -- aren't I	I am not – am I

- I **am** right , **aren't** I?

لاحظ الحالات التالية	
Nobody	
No one	
Nothing	
Somebody	

1. Complete the following question tags.

- You live in Zarqa , -----?
- They can't hear, ----- ?
- It's funny, ----- ?
- He has to go, ----- ?
- She went home, ----- ?
- I haven't won, ----- ?
- You won't be late, ----- ?
- He wasn't very well, ----- ?
- You did English at university last year, -----?
- You don't understand what gender-neutral means, -----?
- I'll tell you what I understand by the term, -----?
- That doesn't help me to answer the question in my essay, -----?
- I'm reasonably sure you're from Jordan , ----- ?
- You did English at university last year, -----?
- You don't understand what gender-neutral means, -----?
- I'll tell you what I understand by the term, shall I ?
- That doesn't help me to answer the question in my essay, -----?
- I have to start my essay, -----?
- You can't help me with this, -----?
- She wasn't there yesterday, -----?
- We should try to help, -----?
- You haven't got a pen I can borrow, -----?
- Your mother comes from Madaba, -----?
- They sold their house, -----?
- You'll phone me later, -----?
- It doesn't rain here, -----?

2. Correct the verb between brackets .

- Maha ----- English and French very well , doesn't she? ( speak )
- My father ----- chess at weekend , didn't he ? ( play )
- I ----- you with your homework, shall I ? ( help )
- He ----- tomorrow, might he? ( not , play )
- They----- their lunch, haven't they? ( have )
-

• **Passive Voice قواعد المبني للمجهول**

Active	Passive
V- s V- Inf Do - Does	Is Am + V3 Are
V2 ( played , broke ) Did + Inf	Was Were + P.P
Is Am + ing Are	Is Am + being + V3 Are
Was Were + ing	was were + being + V3
Has Have + V3	Has Have + been + V3
Had + V3	Had + been + V3
Will be + ing	Will be + being + V3
Will have + V3	Will have been + V3
Modals	Modals + be + V3
Modals + have + V3	Modals + have + been + V3
Is Am + going to + Inf Are	Is Am + going to + be + V3 Are
Has to / Have to + Inf	Has to / Have to + be + v3

**Negation :**

<del>Don't</del> + inf <del>Doesn't</del> + inf	Is Am + not + V3 Are
<del>Didn't</del> + inf	Was + not + V3 Were

**التحويل العكسي**

- 1- The food had been eaten by them . ( Passive )  
- They had eaten the food . ( active )

**تحويل الفاعل**

She – by her  
He – by him  
They – by them  
I – by me  
You – by you  
We – by us  
Sub – by Sub

## 1. Change the following sentences into the passive voice.

- Somebody has found my missing laptop.

My missing laptop ----- ( been )

- Our neighbours did not call the police officer last night.

The police officer -----

- Our teacher has already marked our exams, and now someone is checking them.

Our exams ----- and now they-----

- They have just discovered some books that people wrote 200 years ago.

Some books that ----- 200 years ago -----.

- Nobody waters the plants.

The plants -----

- People speak Spanish in most South American countries, but they speak Portuguese in Brazil.

Spanish ----- but in Brazil, Portuguese -----

- My mother taught me to read.

I -----

- They will import Tomato next month.

Tomato -----

- We are going to invite him to the party.

He -----

## • قواعد الوحدة الرابعة :

## • wish / If only

Unreal past forms for past regrets		
	Form	Function
- wish - If only	+ Past Perfect. - had + V3 - had not + v3	To express regrets about the past.
Unreal past forms for present regrets		
- wish - If only	+ Past Simple. - V2 - didn't + الفعل كما هو	To express wishes about the present . - Actions that are impossible or unlikely to happen.

## ملاحظة

C	B	A
Very    really    too ↓ So	اثبات    نفي ↓        ↓ نفي        اثبات	مضارع ↓ ماضي بسيط ↓ ماضي تام

## • Examples :

1. I didn't do much work for my exam.  
- I wish I had done more work for my exam.
1. I don't know the answer.  
- I wish I knew the answer. / If only I knew the answer.

## الجدول التالي سيساعدك في تحويل الافعال

الجملة العادية	جملة wish / if only
<b>حالات الماضي</b>	
V2	Had not + V3
Didn't + inf	Had + V3
Was - were	Hadn't been
Wasn't - weren't	Had been
Had	Hadn't had
Should + have been	had been
Should + have + V3	had + v3
Regret + V-ing	Had + v3
	Hadn't + v3
<b>حالات المضارع</b>	
V-s - V inf	Did not + inf
Don't - doesn't + inf	V2
Is - am	Was not
Isn't - am not	was
are	Weren't
aren't	Were
Has - have	Didn't have
Has - have + V3	Had not + v3
Has - have not + V3	Had + v3
Don't / doesn't have	Had
Has to / have to + inf	Didn't have to + inf
Don't / doesn't have to	Had to + inf
be able to	Had been able to Hadn't been able to
Can't Would like to Want to Would like to be able to Would love to	could + inf

**A. Complete the sentences with the correct form of the verbs in brackets.**

- 1- Ali did not pass his exams. If only he ----- harder last year. (study)
- 2- Ziad did not know about Chinese culture when he went on a business trip to China. He wishes he ----- a cultural awareness course. (do)

**B. Rewrite the sentences using I wish or If only to talk about things that you regret from the past.**

1. I didn't take piano lessons when I was a child  
I wish -----  
If only -----
2. We visited England last summer .  
If only -----
3. I am not read more classic novels these days.  
I wish -----
4. I regret going to bed late last night.  
I wish I ----- earlier
5. Nahla could not find her way round the city. She didn't have a map.  
If only she ----- a map.

**C. Rewrite the sentences with the words in brackets.**

1. Samia regrets being angry at breakfast time.  
----- (only)
2. If only I had concentrated properly in class today. This homework is really difficult.  
----- ( I )
3. Nader should have been more careful with his essay. He didn't get a good mark.  
----- (wishes)
4. I wish I had learnt English better when I was younger.  
----- (if )

## • If conditional

### 1. Type Zero:

- If / when + simple present , S + simple present
- Facts , general truth ( function )

### 2. Type One :

- If / when

Provided that

Unless

As long as

Even if

} simple present , S + will + inf

لاحظ ان هناك اختلاف في المعنى عند استخدام الادوات بدل if

- Something that is likely to happen ( function )

### 3. Type Two :

- If + simple past , S + would + inf
- If I were you , I would ..... ( advice )
- Unlikely ( function )

### 4. Type Three

- If + past perfect , S + would have + V3  
could have + V3  
might have + V3

لاحظ ان هناك اخاتف في المعنى عند استخدام could have

أو might have بدلا من would have

- Impossible ( function )

**A. Complete these sentences with the correct form of the verbs in brackets.**

1. Provided that it ----- , we will have a picnic next week.(not, rain )
2. I ----- the job if I had had some experience. (have got)
3. If you had done the course, you ----- enough experience to apply for the job. (have)
4. I ----- to university as long as I pass my exams. (go )
5. Even if I ----- tired, I will go to the library this afternoon.(be)
6. Nasser ----- (come) out with us tomorrow unless he ----- help his father. (have to)
7. I -----(help) you with your homework, as long as you ----- me with mine! (help)

**B. Rewrite the following sentences using the words given between brackets.**

- 1- If my alarm clock hadn't been broken, I would have got up on time.  
----- ( unless )
- 2- Unless I have got up on time, I will have to run for the bus.  
----- ( if )
- 3- I didn't go to his party because he didn't invite me.  
If -----

**C. Read the following situations and complete the sentences with the third conditional , using the words in brackets.**

- 1- Saleem left his wallet at home , so he wasn't able to purchase his necessary items. ( could )  
-----
- 2- I studied really hard the day before the final exams. I achieved the first rank in my class. ( might not )  
-----
- 3- I had a headache yesterday, and I didn't do well in the Maths test. (might)  
-----
- 4- I didn't know your phone number, so I wasn't able to contact you. (could)  
-----
- 5- You had a brightly-coloured T-shirt on. That's how I noticed you in the crowd. (might not)  
-----
- 6- I worked really hard the day before the exam. I got top marks. (might not)  
-----



• Giving advice (advice structures )

9) Have you thought about .....?

10) I would .....

11) you could .....

12) why don't you .....

13) You should ..., no doubt about it.

14) If I were [*coming to Jordan for the first time*], I would .....

15) My main recommendation is that you .....

جدول اعطاء النصائح

ادرسه جيدا قبل حل

السؤال

D. Rewrite the advice, using the words in brackets. The first one is done for you.

1. You should practise the presentation several times. (were)

If I were you, I'd practise the presentation several times.

2. It would be a good idea for you to make a list of questions. (could)

-----

3. You ought to get some work experience. (don't)

-----

4. You shouldn't look too casual. (If)

-----

5. You should do a lot of research. (would)

-----

E. Complete the following mini-dialogues by giving advice.

1. A: I would like to get a job as a teacher of English.

B: -----study English at university?

2. A: I want to learn Chinese, but they don't teach it in my school.

B: You ----- do a Chinese course online.

3. A: I don't understand what we have to do for homework.

B: -----, I would ask the teacher.

1. Complete the sentences to give a similar meaning. Use the correct form of the word in brackets.

1. This book changed my way of thinking.

This book ----- . (influence)

2. It was done accidentally.

It wasn't ----- (purpose)

3. Who is in charge of these children?

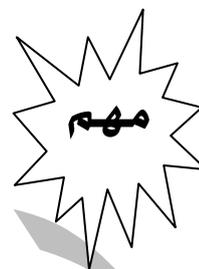
Who ----- ? (responsible)

4. We had a great time.

It was ----- (experience)

5. How are Jaber and Mahmoud related?

What ----- ? (relationship)



## Pronunciation: Word stress

- Read the words in the box. How many **syllables** does each word have?

In which **syllable** does the **primary stress** lie in the word?

The word	The syllable that has primary stress		The number of syllables
secondary	<b>sec</b> ondary	Sec-on- dar-y	4
compulsory	com <b>puls</b> ory	Com -pul-so-ry	4
organisation	organ <b>isa</b> tion	or-gan-i-sa-tion	5
development	de <b>vel</b> opment	de-vel-op-ment	4
tuition	t <b>u</b> tion	tu-i-tion	3
achievement	a <b>chieve</b> ment	a-chieve-ment	3
academic	aca <b>dem</b> ic	ac-a-dem-ic	4
contradictory	contra <b>dict</b> ory	con-tra-dic-to-ry	5

## Pronunciation: Sentence stress (1)

- In an English sentence, certain words are always stressed because these words are most important.
- Read the following sentence :
- I came to school at seven thirty.
- The small words such as to or at would not be stressed because they do not carry as much meaning.

## Pronunciation: Sentence stress (2)

- 1- The word in bold in each sentence indicates the stress. Say the sentences. How does the meaning of each sentence differ?
  - a. **I** retired when I was 60, which was in 1999 CE.
  - b. I **retired** when I was 60, which was in 1999 CE.
  - c. I retired when I was **60**, which was in 1999 CE.
  - d. I retired when I was 60, which was in **1999** CE.
- Answers
  - a. It was **I**, not someone else, who retired.
  - b. I **did other things** when I was 60, but this is when I retired.
  - c. I was **60** when I retired, not another age.
  - d. It was in **1999 CE** when I retired, not another year in the 1990s.

---

## Numbers

---

- Remember that :
  - 1- **hundred and thousand** are always singular  
e.g. four thousand      two hundred
  - 2- **decimal points** are always spoken  
e.g. three point three; years are spoken
  - 3- **we only use** and after hundred,  
304 = three hundred and four;  
2,304 = two thousand, three hundred and four;
  - 4- we use **commas**, not full stops in whole numbers (**full stops are used as decimal points**)  
304.67 = three hundred and four point sixty-seven).

# The intonation

We use question tags

To check /confirm information

To ask a real question

The speaker is less sure

The intonation or falls

the intonation rises

• Examples :

1- You did English at university last year, didn't you? [falling]

2- You did English at university last year, didn't you? [rising]

- Answers

1- The falling intonation has the meaning of checking information.

The rising intonation means that the speaker is less sure.

## • Writing skills ( Language Functions )

### • To move time on

- When it was time to go,...;
- To cut a long story short,...;
- Suffice to say... etc.)

### • Roleplaying

- 'So, what you're saying is ...

### • giving reasons

- because .....
- so that .....

### \* Linking words showing cause explain the reason for something.

- because
- as
- since
- because of
- due to

### \* Linking words showing result explain the consequences of an action

- therefore
- so
- ; as a result ,
- because of that,
- consequently

## Writing skills: Using pronouns

- Function: We use pronouns as ways to **link ideas**.

- Study the following sentences and answer the question that follows.

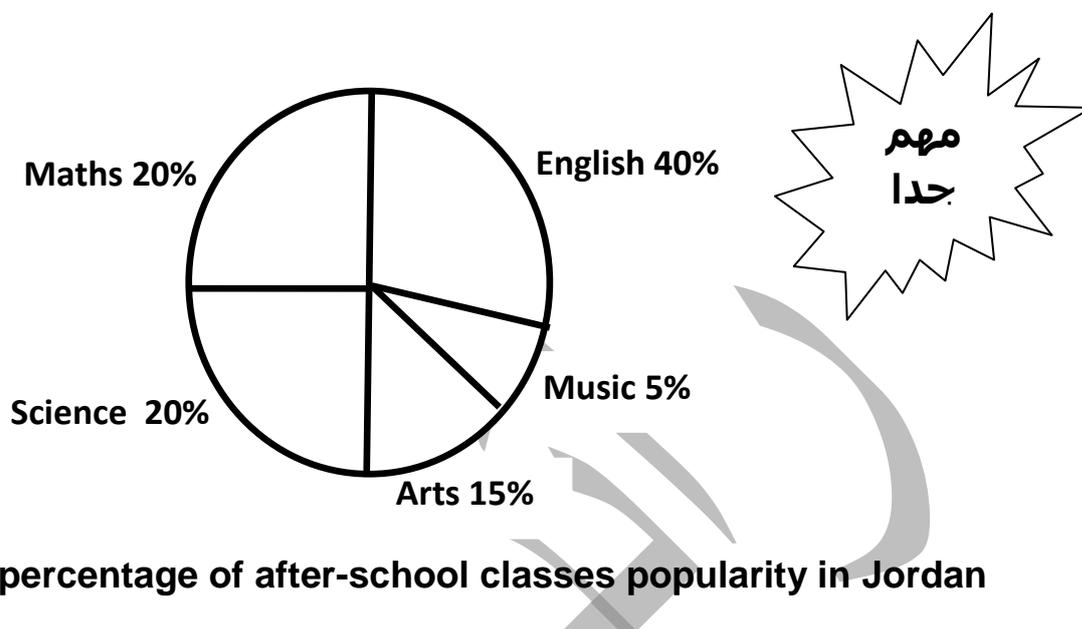
1. My uncle is a very genius man. He always comes out with new ideas.

What is the function of using the pronoun "He" in the above sentence?

Answer : to link ideas.

## Guided Writing:

1- Study the following diagram and write a paragraph about the percentage of after-school classes popularity in Jordan.



The percentage of after-school classes popularity in Jordan

**This chart shows** the percentage of after-school classes popularity in Jordan. **The most** popular subject is English with percentage of 40% **while the least** popular subject is Music with percentage of 5%. Maths is **as** popular **as** Science with percentage of 20% . Arts **is not** that popular with percentage of 5%.

تذكر استخدام بعض ادوات الربط التالية خلال اجابتك على هذا السؤال :

Adj + er	More ----	Less ----	As ---- as
The most ---	The least ----	as many ----as	as much --- as
While	Whereas	but	. However
. First ,	. Next ,	. Then ,	. After that ,
. Finally ,			

2- Study the information in the table about Years of Compulsory education in some countries and write a paragraph using the given information.

Country	Years of Compulsory education
England	10 years
Jordan	10 years
Japan	9 years
Turkey	11 years



**This table shows** the years of compulsory education in some countries. **Turkey has the most** years of compulsory education **while** Japan **has the least**. **England has as many** years of compulsory education **as** Jordan.

\*\*\*\*\*

	Train journey	Car journey
Time and speed	Fast	Slow
Coast	Cheap	Expensive
Advantages and disadvantages	Stop at stations	Drives right to the place you want to be
Comfort	Comfortable	Comfortable

Train journey and car journey **are different in many ways**. **First** , **while** train journey is fast , car journey is slow. **Next** , train journey is **cheaper than** car journey . **Then** , stopping at stations is disadvantage of train journey , **whereas** driving right to the place you want to be is an advantage of car journey. **Finally** , train journey is **as comfortable as** car journey.



## Writing الكتابة

سؤال الوزارة الدورة الشتوية المستوى ٤ ٢٠١٢

## B. GUIDED WRITING: (4 points)

Read the information in the table below, and then in your ANSWER BOOKLET, write two sentences about **purposes of building dams**. Use the appropriate linking words such as: **and, too, also, etc.**

## Purposes of building dams

- \* save water.
- \* irrigate t plants.
- \* generate t electricity.

إحذف حرف **e** عند إضافة **ing**١- إبدأ بكتابة عبارة **There are many** هناك عدة ....

٢- ثم أكتب عنوان الجدول.

٣- ثم أكتب عبارة **such as**.

**There are many purposes of building dams such as saving water and irrigating plants. Another thing is generating electricity.**

Read the information below , and write two sentence about the benefits of studying abroad.

- Build valuable job skills.
- Be self-confident.
- Make friends.
- Understand own and other cultures.

سؤال الوزارة  
المنهاج الجديد  
2016

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-----

Read the information in the table below then, in your ANSWER BOOKLET, write two sentences. Use appropriate linking words such as : moreover , also, but...etc.

### How to save Forests?

- avoid building in the residential areas.
- reduce cutting down the trees.
- ban the criminals who cut trees.

#### Suggested Answer :

There are many ways to save forests **such as** avoiding building in the residential areas and reducing cutting down the trees. **Another thing is** banning the criminals who cut trees.

### Why do animals usually migrate?

- find enough food.
- raise their young.
- find temperate weather.

#### Suggested Answer :

There are many reasons why animals usually migrate **such as** finding enough food and raising their young . **Another thing is** finding temperate weather.

### What should be done to keep fitness ?

- drink 8 -10 liters of water daily.
- run 2 -4 kilometer every morning.
- do exercises
- reduce the amount of calories.

#### Suggested Answer :

There are many things should be done to keep fitness **such as** drinking 8 -10 liters of water daily , running 2 -4 kilometer every morning and doing exercises. **Another thing is** reducing the amount of calories.

Mobile phones	
Advantages	disadvantages
Easy to use	Expensive way of communication
pocketable	Sometimes noisy

There are many advantages for mobile phones such as they are easy to use and pocketable . On the other hand , there are many disadvantages for mobile phones such as they are an expensive way of communication and sometimes noisy.

Successful people
- work hard
- Communicate openly
- Welcome change

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- Name : Mahmud Darwish
- Date ( born and died ) : 1942 - 2008
- Professions : poet and author
- Achievements : Leaves of Olives and wingless birds



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**Benefits of ancient mosaics**

-give information about the way people lived

-tell us about old kings

-illustrate ancient maps and pictures of local events

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-----  
-----  
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**- Read the information below , and write two sentence about why animals usually migrate.**

- To find enough food.
- To raise their young.
- To find temperate weather.

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

## Free Writing :

- Linking words for writing :

### 1- Addition :

- and , in addition to this , as well as , . Also , . Moreover ,

### 2- Giving examples :

- . For example , such as like . For instance ,

### 3- Contrasting ideas :

- . On the other hand , , but while whereas

### 4- Opposition :

- . However , although . Nevertheless, despite

### 5- Consequences :

- , so , and so . As a result, .Therefore , . In this way ,  
.Consequently , . As a consequence ,

### 6- Reason:

- because since because of

### 7- Purpose :

- to in order to so as to

## Writing a blog post

### الشكل Form

عنوان الموضوع Posted by :- الاسم 😊

Do you know what you're going to -----? I've come up with some ideas but I really need your help! Do get in touch if you have any stories or advice that you think might help me to make this life changing choice.

Firstly, I want to help people, but ----- . I could -----, but I don't know much about it. If any of you are -----, please do message me about your experiment. I'd love to hear about it.

Secondly though, I'd really like to -----, because ----- . I've done some research and found out that, -----, as well as ----- Can you help me get a better picture of it ?

So, can you help me with this? We could start up a useful conversation about choosing paths for ourselves at this exciting topic.

P.O Box 2211

Amman , Jordan .

15<sup>th</sup> of June , 2016 .

Dear friend ,

**Hi, How are you friend? Hope thing are going very well so far ?**

**How's your family ? Hope they're all in best of health and well .**

**Honestly , I'll never forget my last visit to your house , it was really great experience!**

**Just thought to drop you a line to -----  
----- . If only I -----  
----- . I wish I ----- .**

**Do you think it is a good idea to do that ? in fact , I wish I -----  
-----  
----- . If only I had ben able to -----  
----- .**

### Suggested Plan

- Some animals can be raised or trained in houses or farms to serve mankind.

Write an article about the kinds of animals suitable to be raised; mentioning the advantages and disadvantages of raising them.

#### **Raising animals**

Some animals can be raised or trained in houses or farms to serve mankind. **In this article I am going to write about** raising animals ; **discussing** the advantages and disadvantages of raising them .

**Firstly, in fact , there are many advantages of raising animals such as -----and ----- . Also, ----- and ----- could be considered as another advantages for this.**

**However , there are some disadvantages of raising animals such as -----and ----- . Also, ----- and ----- could be considered as another disadvantages.**

**Finally , I'd like to say that I hope I have given enough and useful information about this subject suggesting good ideas and views that help to take it into consideration .**

• **Report** كتابة تقرير

Writing a report

Suggested Plan

**Traffic in large cities of the world is an increasingly serious problem which affects people and environment. Write a report to your school magazine about this problem, discussing the reasons and suggesting possible solutions as well as giving some recommendations by which you encourage people to participate in solving this problem .**

**Traffic in large cities**

Traffic in large cities of the world is an increasingly serious problem which affects people and environment. **The aim of this report is to discuss** the traffic in large cities ; discussing the reasons and suggesting possible solutions for this.

**Firstly, there are many reasons for traffic in large cities such as -----and -----.**  
**Also, ----- and ----- could be considered as another reasons for this.**

**Secondly, there are some possible solutions for this problem such as -----and --**  
**-----.** Also, ----- and ----- could be considered as another solutions .

**It is important to focus on people who currently do not participate in solving this problem at all by**

\*

\*

**Finally , I'd like to say that I hope I have given enough and useful information about this subject suggesting good ideas and views that help to take it into consideration .**

• Composition كتابة موضوع عام

- Writing an essay ,article , or composition

Write about a problem ( cause and effect ) like pollution , unemployment , car accidents desertification , obesity , overweight , lack of exercise ..tec.

( The title )

Topic sentence -----

We should take an action to deal with this issue. In this ( essay , article , composition ) I intend to discuss the cause and effect.

There are many reasons lead to this problem. For example, ----- . Also, --  
----- . Another point is ----- . Furthermore , ----- .

The effect of this problem can be devastating ; for instance , ----- .

Another effect is ----- . Moreover , ----- .

To reduce the effect of this problem we should take an action. The government ought to do something and work for solution. Also, the media can play a key role in spreading awareness.