

# Grammar

## Reported Speech

### UNIT 7

\* التغيرات التي تطرأ على الجملة عند التحويل، هي :

1 Pronouns الضمائر

2 Verbs الأفعال

3 Adverbs الظروف

### 1 Verbs

### 1 الأفعال (الأزمنة)

\* التحويلات في الأفعال و أزمنة الجمل تكون كما يلي :

1

V1	→	V2	→	had + V3
Ex. write , writes	⇒ ⇒ ⇒	wrote	⇒ ⇒ ⇒	had written

2

am, is , are	→	was, were	→	had been
Ex. is writing	⇒ ⇒ ⇒	was writing	⇒ ⇒ ⇒	had been writing

ملاحظة: عند تحويل **are** تصبح **was** أو **were** وذلك حسب الفاعل الجديد (مفرد أو جمع).

3

has, have + v3	→	had + v3
Ex. have written	⇒ ⇒ ⇒	had written

ملاحظة: إذا احتوت الجملة على الفعل **had** و كان فعل رئيسي (ليس متبوعاً بـ V3)، يحول إلى **had had**.

4

doesn't, don't + مجرد	→	didn't + مجرد	→	hadn't + V3
Ex. doesn't write	⇒ ⇒	didn't write	⇒ ⇒	hadn't written

5

- will + مجرد → would + مجرد	- can → could
- shall → should	- may → might
- must → had to	** to + مجرد → to + مجرد
Ex. can write	⇒ ⇒ could write
Ex. must write	⇒ ⇒ had to write

ملاحظة: إذا احتوت الجملة على فاعلين أو أكثر (مساعد + رئيسي) نقوم بتحويل الفعل المساعد الأول فقط.

**2 Pronouns****٢ الضمائر**

الضمائر التي تحول هي ضمائر المتكلم ، والمخاطب فقط ( you, we, I )

أولاً، ضمير المتكلم الجمع We : دائما يحول إلى ضمير جمع غائب.

متكلم جمع →	غائب جمع
we →	they
us →	them
our →	their



ثانياً، ضمير المتكلم المفرد I : يجب أن نحدد هل المتكلم مذكر ، مؤنث أم هو الضمير **I**.

→ من المتكلم	مذكر	مؤنث	I
I →	he	she	I
me →	him	her	me
my →	his	her	my



ثالثاً، ضمير المخاطب you : يجب أن نحدد من هو المخاطب (مذكر، مؤنث، جمع أم المتكلم نفسه).

	→ من المخاطب	مذكر	مؤنث	جمع	me	us
فاعل	You →	he	she	they	I	we
م. به	you →	him	her	them	me	us
ملكية	your →	his	her	their	my	our

**3 Adverbs****3 الظروف**

\* أشهر ظروف الزمان و المكان في اللغة الانجليزية وتحولاتها تجدها في الجدول التالي:

1	tomorrow غدا	the following day / the day after
2	yesterday أمس	the previous day / the day before
3	next + زمن	- the following + زمن - the ( زمن ) after
4	last + زمن	- the previous + زمن - the ( زمن ) before
5	this	that
6	these	those

**1 Reporting Statements**

١ تحويل الجمل الخبرية من كلام مباشر إلى كلام غير مباشر

أفعال نقل الكلام في الجملة الخبرية : Verbs for reported statements

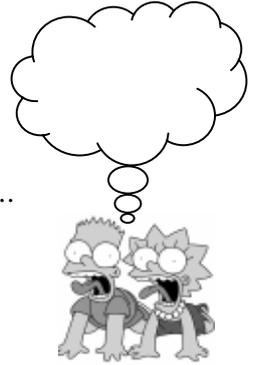
say / <b>said (that)</b> يقول	reply / <b>replied</b> يرد	add / <b>added</b> يضيف	tell / <b>told</b> يخبر
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**Exercise:**

تمرين للحل:

Complete each of the following items so that the new item is similar in meaning to the one before it.  
\* أكمل الجمل التالية بحيث يكون معنى الجمل الجديدة مشابهاً لمعنى الجمل السابقة.

- "Our uncle will visit Petra tomorrow."  
Ali said that .....
- "I am writing a letter to my sister."  
Hani told me that .....
- "My father was in Cairo two weeks ago."  
Muna told me that .....
- "I go to the mall with Ali."  
Nawal said that .....
- "Rashid celebrated his birthday yesterday."  
Sara said that .....

**Model answers** الإجابات النموذجية

1. their uncle would visit Petra the following day.
2. he was writing a letter to his sister.
3. her father had been in Cairo two weeks before.
4. she went to the mall with Ali.
5. Rashid had celebrated his birthday the previous day.

**2 Reported Questions**

٢ تحويل الأسئلة من كلام مباشر إلى كلام غير مباشر

أفعال نقل الكلام في جملة السؤال Verbs for reported questions

We can use the following verbs in reported questions: يمكننا استخدام الأفعال التالية في أسئلة الكلام غير المباشر:

ask(ed)	يسأل	wonder(ed)	يتعجب
enquire(d)	يستفسر	want(ed) to know	يريد أن يعرف

الأسئلة التي تحول إلى كلام غير مباشر تأتي على نوعين، هما:

**1. Yes/No Questions**

أولاً: أسئلة نعم/لا

\*\*\* هي الأسئلة التي تبدأ بالأفعال المساعدة التالية، و تأتي في بداية السؤال، وهي:

Am, Is, Are, Was, Were, Do, Does, Did, Have, Has, Had, Will, Can, Shall, May, Would, .....etc.

**\*\*تذكر:** Do, Does في الأسئلة (النوعين) تشطب و يحول الفعل المجرد الذي يليها إلى V2.  
أما بالنسبة لـ Did فنشطها و نحول الفعل المجرد إلى V3 + had.

**Exercise:****تمرين للحل:**

Complete each of the following items so that the new item is similar in meaning to the one before it. \* أكمل الجمل التالية بحيث يكون معنى الجمل الجديدة مشابهاً لمعنى الجمل السابقة.

1. "Did you arrive early?"  
Muna asked Omar .....
2. "Can I help you?"  
Razan asked Sami .....
3. "Does Yazan clean his shoes?"  
The father enquired .....
4. "Are you going to study abroad?"  
The teacher asked Ahmad .....
5. "Have you done up your room?"  
The mother asked the twins.....

**Model answers:****(الإجابات النموذجية)**

- |                                     |                                    |                                |
|-------------------------------------|------------------------------------|--------------------------------|
| 1. if he had arrived early.         | 2. if she could help him.          | 3. if Yazan cleaned his shoes. |
| 4. if he was going to study abroad. | 5. if they had done up their room. |                                |

**2.Wh-Questions****ثانياً: أسئلة المعلومات**

\*\*\* أدوات السؤال التي تستخدم في هذا النوع من الأسئلة و تأتي في بداية السؤال:

Who, Whom, What, Why, When, Where, Which, How (much, many, long, ...,etc.)

**Exercise:****تمرين للحل:**

Complete each of the following items so that the new item is similar in meaning to the one before it. \* أكمل الجمل التالية بحيث يكون معنى الجمل الجديدة مشابهاً لمعنى الجمل السابقة.

1. "Where has Rami parked his car?"  
Amer asked me .....
2. "What are you doing?"  
She asked her son.....
3. "How much pocket money do you get?"  
My father asked Anas .....
4. "Why do you want to study Russian?"  
Maher asked Rana .....

**Model answers:****(الإجابات النموذجية)**

- |                                   |                                     |
|-----------------------------------|-------------------------------------|
| 1. where Rami had parked his car. | 2. what he was doing.               |
| 3. how much pocket money he got.  | 4. why she wanted to study Russian. |

\* ملاحظة: إذا كان فعل الإخبار ..... نقوم بتحويل ..... فقط.

**Ex1.** "Will you have lunch with us?"  
Nisreen asks Fadi if he will have lunch with them.

**Ex2.** "Can I help them?"  
Omar wants to know .....

**Ex3.** "We are going to visit your parents next week."  
The boys tell Ruba that .....

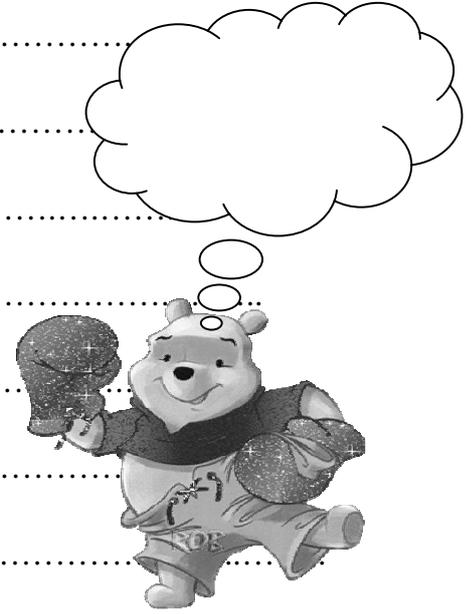
## احتمالات السؤال الوزاري:

### أولاً: التحويل:

\*\*\* التحويل: ٣ علامات ( احتمال كبير جملتين)

Complete each of the following items so that the new item is similar in meaning to the one before it. \* أكمل الجمل التالية بحيث يكون معنى الجمل الجديدة مشابها لمعنى الجمل السابقة.

- 1 "My parents spend every day of their lives together."  
Ali said that .....
- 2 "Where have you been?"  
Huda asks Rami .....
- 3 "Where shall we go for our interview?"  
They enquired that .....
- 4 "How long have you been married?"  
I asked my grandparents .....
- 5 "Do you enjoy spending time with each other?"  
Samer asked them .....
- 6 "We don't argue about anything."  
They said that .....
- 7 "We are taking our grandchildren on holiday."  
The boys said that.....
- 8 "Are you enjoying married life?"  
Ruba asked Hatem .....
- 9 "What are you doing at the weekend?"  
Badria asked Samira .....
- 10 "I'm going out with my parents."  
Samira said that.....
- 11 "We're going to visit our cousins in the next town."  
Omar replied that .....
- 12 "Can you take me to the airport tomorrow?"  
Raed asked Rakan .....
- 13 "What time do you have to be there?"  
The father asked his daughter .....



#### Model answers

#### (الإجابات النموذجية)

- |  |  |
|--|--|
| 1 his parents spent every day of their lives together.       | 2 where he has been.                         |
| 3 where they should go for their interview.                  | 4 how long they had been married.            |
| 5 if they enjoyed spending time with each other.             | 6 they didn't argue about anything.          |
| 7 they were taking their grandchildren on holiday.           | 8 if he was enjoying married life.           |
| 9 what she was doing at that weekend.                        | 10. that she was going out with her parents. |
| 11. they were going to visit their cousins in the next town. |  |
| 12. if he could take him to the airport the following day.   | 13. what time she had to be there.           |

14 "My plane leaves at four o'clock in the afternoon."  
The lady replied that .....

15 "Did you enjoy your holiday?"  
Laila asked Fatima .....

16 "When did you get back?"  
Ali asked them .....

17 "I slept for ten hours last night."  
My brother replied that .....

18 "Have you seen my briefcase?"  
Faisal asked me .....

19 "I brought it home from work yesterday."  
Faisal said that .....

20 "I'm enjoying my new job."  
Nawal said that .....

21. "Our teacher will go to Aqaba tomorrow."  
Ahmad said that .....

22. Amani: "I was writing a letter to Ahmad."  
Amani told me that .....

23. "Do you want to go with us?"  
Ammar asked Nawal .....

24. "My father visited Lebanon last year."  
Hani told me that .....

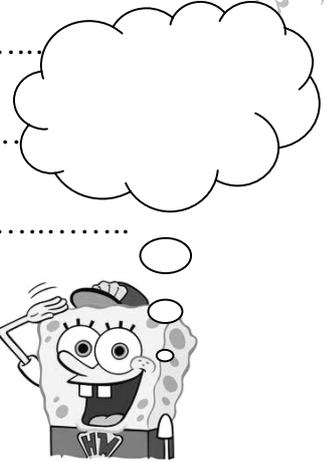
25. "My mother didn't celebrate her birthday."  
Yara said that .....

26. "You are doing your best in the exams."  
The teacher told Muna that .....

27. Sameer: "We don't eat fish in restaurants."  
Sameer said that .....

28. "I had a beautiful cat two years ago."  
Rami said that .....

29. "We have made a big mistake."  
Rawan said that .....



### Model answers

### (الإجابات النموذجية)

- |   |  |
|---|--|
| 14. her plane left at four o'clock in the afternoon.  | 15. if she had enjoyed her holiday.                    |
| 16. when they had got back.                           | 17. he had slept for ten hours the previous night.     |
| 18. if I had seen his briefcase.                      | 19. he had brought it home from work the previous day. |
| 20. she was enjoying her new job.                     | 21. their teacher would go to Aqaba the following day. |
| 22. she had been writing a letter to Ahmad.           | 23. if she wanted to go with them.                     |
| 24. his father had visited Lebanon the previous year. | 25. her mother hadn't celebrated her birthday.         |
| 26. she was doing her best in the exams.              | 27. they didn't eat fish in restaurants.               |
| 28. he had had a beautiful cat two years before.      | 29. they had made a big mistake.                       |

### ٣. التحويل العكسي: من غير مباشر إلى مباشر

\*\* يجب أن ترد الكلام إلى ما كان عليه قبل التحويل وذلك بإرجاع الأفعال و الضمائر و الظروف إلى أصلها و زمنها الصحيحين. أدرس الإجابات النموذجية لكل من التمارين التالية جيدا.

#### تحويل الجمل العكسي

1 What were these people's **actual** words? ما هو الكلام الفعلي لكل من الأشخاص التالية؟

1. Aseel said that *she had written* a very beautiful story.  
Aseel: "....."
2. Marwan told Eman that *she was cleaning* the dishes in the kitchen.  
Marwan: "....."
3. Anas said he *had watched* the final match the previous night.  
Anas: "....."

**Model answers** الإجابات النموذجية 1. I have *written* a very beautiful story.  
2. you *are cleaning* the dishes in the kitchen. 3. "I *watched* the final match last night."

#### تحويل الأسئلة العكسي

##### Yes / No Questions

##### ١. أسئلة نعم / لا

نحذف *whether / if* و ما قبلها، ثم نحدد المتغيرات و نرجعها إلى أصلها، و أخيرا نقدم الفعل المساعد على الفاعل.

1. Rashid asked Fatima **if** she *had* bought a new mobile.  
Rashid: ".....?"
2. Nawal asked Saif **whether** he was going to rent a car.  
Nawal: ".....?"
3. Hani asked his mother if he could go out with Omar to the zoo.  
Hani: ".....?"

**Model answers** الإجابات النموذجية 1. Have you bought a new mobile?  
2. Are you going to rent a car? 3. Can I go out with Omar to the zoo?

##### Wh- Questions

##### ٢. أسئلة المعلومات

أولا نحذف كل ما يسبق أداة السؤال، ثم نحدد المتغيرات و نرجعها إلى أصلها، و نقدم الفعل المساعد على الفاعل.

1. Salem wanted to know **where** the boys *would* learn to play the drums.  
Salem: ".....?"
2. Ahmad enquired why Rana had memorized the poem.  
Ahmad: ".....?"
3. Fadi asked Amani what she was doing at the weekend.  
Fadi: ".....?"

**Model answers** الإجابات النموذجية 1. Where will the boys learn to play the drums?  
2. Why has Rana memorized the poem? 3. "What are you doing at the weekend?"

## ٣. الأسئلة المحتوية على had + v3

\*\* في حالة عدم وجود دليل على الماضي البسيط.

1. Rami asked Laila if she had watched the news.  
Rami: ".....?"
2. Muna asked Ahmad where he had met the stranger.  
Muna: ".....?"

Did + S + base + C + ? في حالة وجود دليل على الماضي البسيط.

3. Muna asked Khalid if he had watered the plants the previous day.  
Muna: ".....?"

**Model answers** الإجابات النموذجية

1. Have you watched the news
2. Where have you met the stranger
3. Did you water the plants yesterday

## ٤. الأسئلة التي لا تحتوي على فعل مساعد

Do / Does + S + base + C + ?

1. Khalid asked whether Huda studied at Yarmouk University.  
Khalid: ".....?"
2. Ammar asked Rana if she went shopping in big malls.  
Ammar: ".....?"
3. Lubna wondered how Karim felt about the journey.  
Lubna: ".....?"
4. The teacher asked Asma what example of a long river Nada gave.  
The teacher: ".....?"
5. Laith asked Nawal what subject she taught.  
Laith: ".....?"
6. Majed asked Saif what kind of books bookshops sold. وزارة، ص ٢٠١٤  
Majed: ".....?"

**Model answers** الإجابات النموذجية

1. Does Huda **study** at Yarmouk University?
2. Do you go shopping in big malls?
3. How does Karim feel about the journey?
4. What example of a long river does Nada give?
5. What subject do you teach?



# Grammar Comparing and Contrasting

UNIT  
8

## A. Comparing المقارنة

1. **Comparatives with -er** المقارنة باستخدام صفات قصيرة.



مقارن به + than + (صفة قصيرة) + be + مقارن

Ex. - The city is much **busier** than the countryside.

- Mount Everest is ----- than all other mountains. (**high**)

2. **Comparatives with more / less** المقارنة باستخدام صفات طويلة.



مقارن به + than + (صفة طويلة + much / more/ less) + be + مقارن

Ex. - French is **more difficult** than English.

- Farming is ----- than it used to be. (**profitable**)

## B. Contrasting التباين

هنالك العديد من الكلمات والتعبيرات التي يمكن استخدامها للتعبير عن التباين أو التناقض، منها:

1. **Whereas, while** ١. معناهما (بينما) ، تربطان بين جملتين و تتبعان بفاعل و فعل.  
\* تأتيان في وسط الجملة ( و عادة تسبق بفاصلة) أو في بداية الجملة.

Ex. I prefer living in the town, **whereas** my brother prefers the country.

Ex. **Whereas** some people enjoy the outdoor life, others spend all their time indoors.

2. **But** ٢. معناها ( لكن ) ، تربط بين جملتين متناقضتين و تأتي في وسط الجملة فقط.

Ex. My brother prefers living in the country **but** I prefer the town.

3. **Although** ٣. معناها ( على الرغم من )  
\* تأتي في بداية الجملة أو في وسطها . \* يجب أن يتبعها فاعل و فعل .

Ex. Amman has many futuristic looking skyscrapers **although** it is not a new city.

4. **On the other hand** ٤. معناها ( من ناحية أخرى).  
\* تأتي بين جملتين، تسبق بنقطة وتتبع بفاصلة.

Ex. Travelling by car is very cheap. **On the other hand**, flying is much quicker.

5. **Instead of** ٥. معناها (بدلاً من)  
\* تأتي في بداية الجملة أو في وسطها . \* يتبعها اسم أو شبه جملة اسمية بدون فعل.

Ex. - **Instead of** flying, let's go by car. بدلاً من الطيران. دعونا نذهب بالسيارة.

- Could I have tea **instead of** coffee, please? هل بإمكانني تناول الشاي بدلاً من القهوة.

6. **In comparison with** ٦. معناها ( بالمقارنة بـ )  
\* تأتي في بداية الجملة أو في وسطها . \* يتبعها اسم أو شبه جملة اسمية بدون فعل.

Ex. **In comparison with** flying, driving is quite slow and dangerous.

## احتمالات السؤال الوزاري:

\*\*\* ربط جملتين : علامتين ( احتمال كبير جملتين)

أولاً: ربط جملتين باستخدام : ( **although , but** ) , ( **whereas , while** )

أ. جميع هذه الأدوات تأتي في بداية الجملة الأولى أو بين الجملتين. ما عدا **but** حيث تأتي بين جملتين فقط. كما أن جميعها تستخدم كأدوات ربط مقارنة تناقضية بين مقارن و مقارن به. وفي هذه الحالة يكون الترتيب .....

Ex1. My brothers want to go to the sports centre. My dad wants to go fishing. (**while**)

.....  
.....

ب. يوجد استخدام آخر لـ **but** و **although** و هو كأدوات ربط سبب و نتيجة عكسية.

Ex2. It was raining. It wasn't that cold. (**although**) , (**but**)

a. ....  
b. ....

ثانياً: ربط جملتين باستخدام : **on the other hand** / in comparison

تأتي في بداية الجملة الثانية محصورة بين نقطة و فاصلة.

Ex3. Amman was only established as the capital in 1921. It has many ancient buildings.

(**on the other hand**)

.....

ثالثاً: ربط جملتين باستخدام : **Instead of**

تأتي في بداية الجملة الأولى أو بين الجملتين. تتبع بأسم أو شبه جملة اسميه. نحصل على شبه الجملة بـ .....

Ex4. City people buy vegetables from shops. Country people often grow their own

vegetables.

(**instead of**)

a. ....  
b. ....

رابعاً: ربط جملتين باستخدام : **In comparison with**

تأتي في بداية الجملة الأولى و أحيانا بين الجملتين. تتبع بإسم أو شبه جملة اسميه.

Ex5. Village life is very quiet. City life can be stressful.

(**in comparison with**)

.....

تمرین للحل ١

1. This number can vary greatly. Most adults need about 8 hours of sleep a day. **but , while**

-----

2. Babies need about 16 hours a day. Many teenagers need an average of 9 hours. (while)

-----

3. I like tea. My favorite drink is coffee.

**Although** -----

4. Amman is an old city. It has many new buildings. **on the other hand , while**

-----

5. Seoul is a very big city. Paris, the capital of France, is quite small. (in comparison with)

-----

6. Seoul has a population of over 10 million people. Paris only has 2 million.

**Whereas** -----

7. Rio De Janeiro is not the capital city, it is the major economic and cultural centre.

Brasilia is the capital city of Brazil. **and although , instead of**

-----

8. Mobile phones are small and light. Landline phones are large and heavy.

(in comparison with) و (instead of) و (whereas) و (in comparison)

a. -----

b. -----

c. -----

d. -----

9. Landline phones can only be used as a phone. Mobile phones can be used as a camera.

(in comparison with) و (while)

a. -----

b. -----

10. Shallow sleepers wake up feeling tired. Deep sleepers wake up refreshed.

(instead of) و (while) و (but) و (in comparison with)

a. -----

b. -----

c. -----

d. -----

11. The city is very noisy. The countryside is quiet. (instead of) , (in comparison with) , (whereas)

a. -----

b. -----

c. -----

12. They have plenty of differences. They are twins. (although) , (but)

a. -----

b. -----

ماهر الداوود

maher ed-dahoud

13. Ali enjoyed that book. He would not read it again. although , in comparison with

14. Ali didn't take a taxi. He walked to school. while , instead of

15. The house is lovely. The garden is a bit small. but , instead of

16. Some older people enjoy a quiet life in the country. Many young people prefer the excitement of city life. and although , on the other hand

17. Chinese grammar is not too difficult. The pronunciation is very hard for me. instead of , in comparison with

**while , but , in comparison with**

18. You have to stop at a railway station. Train journeys are often very fast and comfortable.

19. I've decided to learn French. Chinese is very difficult.

**whereas , instead of , although**

20. My life on the farm was boring. My new life was exciting.

21. Rashid refused to help the poor in any way. Rashid was a very rich man.

**تمرين للحل ٢**

1. Mobile phones' conversations are -----than landline phones'. (expensive)
2. In the city everything moves ----- than in the village. (difficult)
3. The halls are -----than the main tunnel. (high)
4. In the city everything moves -----than in the village. (quickly)
5. The city is ----- the countryside. (busy)
6. Farming is -----than industry. (profitable)
7. Mahmoud can play football ----- than his brother. (good)
8. Mobile phones are -----than landline phones. (up-to-date)

<b>Model answers</b> الإجابات النموذجية	1 more expensive	2 more difficult	3 higher
4 more quickly	5 busier than	6 less profitable	7 better
8 more up-to-date			

UNIT  
9

**Grammar** **Having things done** (causative)

القاعدة العامة

have + O + V3

\*\*\* جدول بتصارييف الفعل have :

base	V 1	V 2	V 3	V 4
have	have / has	had	had	having

## احتمالات السؤال الوزاري:

\*\*\* ١. تصحيح الفعل: علامتين ٢. التحويل: ٣ علامات

## أولاً: تصحيح الفعل:

\*\*\* قد تأتي جملة تصحيح الفعل بعدة أشكال، منها:

الشكل الأول بحيث يكون المفعول به ضمير **it** أو **them** ويأتي الفراغ بعدهما مباشرة.

***مهم جداً***	<b>them</b>	
	S + <u>have</u> it -----.	(v)

تمرين للحل

- 1 My bike isn't working well. I'm going to **have** **it**----- . (service)
- 2 I think my bags are too long. Should I have them -----? (carry)
- 3 Ali's father painted his own house. He did not have it----- . (paint)
- 4 Majed didn't repair his computer himself. He had it----- . (repair)
- 5 They had them -----by the same person who decorated their old house. (do)
- 6 My trousers are too long. How can I have them-----? (shorten)
- 7 There is no running water in their house. How can they have it -----? (connect)
- 8 My skirt is too long. I've got to have it ----- . (alter)
- 9 I've finished my camera film – I'll have to have it ----- . (develop)
- 10 The school gave her a certificate. She wants to have it ----- . (photocopy)

<b>Model answers</b> الإجابات النموذجية	1 serviced	2 carried	3 painted	4 repaired
5 done	6 shortened	7 connected	8 altered	9 developed
				10 photocopied

الشكل الثاني بحيث يكون المفعول به اسم مكون من كلمة أو أكثر، ويأتي الفراغ بعد المفعول به مباشرة.

S + have + O (اسم غير عاقل) ----- . (v)

تمرين للحل

1. My friend **had his house** ----- . (redecorate)
- 2 He had some tickets-----to his home address yesterday. (send)
- 3 I can't see well when I read. I'm having my eyes -----next week. (test)
- 4 He had his bags -----onto the train by a porter. (load)
- 5 Don't distract her now. She is having her portrait ----- . (draw)

**Model answers** الإجابات النموذجية 1 redecorated 2 sent 3 tested 4 loaded 5 drawn

الشكل الثالث بحيث يأتي في فراغين واحد قبل المفعول به و الثاني بعده .

S + ----- + O (غير عاقل) + ----- . (v)

تمرين للحل

- 1 Brides rarely make their own wedding dresses. They..... them .....by dressmakers. (make)
- 2 My father isn't servicing his car himself; he is.....it ..... . (have, service)
- 3 I'm going to the dentist this afternoon. I might have to..... a tooth ..... . (fill)
- 4 Did you like the photograph of my school? We.....it.....by a local photographer. (have, take)

**Model answers** الإجابات النموذجية 1 have / made 2 having / serviced 3 have / filled 4 had / taken

ثانياً: التحويل:

أ: إعادة كتابة الجملة الخبرية

عند تحويل الجملة الخبرية نقوم بعكس الجملة من مثبت لمنفي و العكس صحيح.

**القاعدة العامة للتحويل:**

**S + have + O + V3.**

**جدول** يوضح شكل الفعل **have** عند التحويل من جملة عادية إلى جملة سببية و ذلك حسب زمن كل جملة.

الزمن	شكل الفعل <b>have</b> حسب زمن الجملة	
	مثبت	منفي
المضارع البسيط	have / has	don't / doesn't have
الماضي البسيط	had	didn't have
المستقبل البسيط	will, can, is going to <b>have</b>	won't , can't, isn't going to <b>have</b>

## ادرس المثالين التاليين:

**Ex 1:** We repaired our own house.  
We didn't have it repaired.

الحل: ←

**Ex 2:** Maha isn't cleaning the carpets herself.  
Maha is having them cleaned.

الحل: ←

## تمرين للحل ١

عند تحويل جملة خبرية باستخدام القاعدة السببية يجب أن نعكس الإشارة و نشطب الضمير المنعكس إن وجد.

- 1 I didn't repair the car myself.  
I had .....
- 2 My mother dyed her own dress blue.  
She didn't .....
- 3 She didn't make the dress herself.  
She .....
- 4 He isn't going to take his own photo.  
He's.....
- 5 My brother cut his own hair.  
He didn't.....
- 6 My neighbour painted his own house.  
He didn't.....
- 7 My father doesn't clean his car himself.  
He.....
- 8 We didn't cut down the trees in our garden ourselves.  
We.....



- |   |                                |                            |
|---|--------------------------------|----------------------------|
| <b>Model answers</b> الإجابات النموذجية | 1 I had it repaired.           | 2 She didn't have it dyed. |
| 3 She had it made.                      | 4 He's going to have it taken. | 5 He didn't have it cut.   |
| 6 He didn't have it painted.            | 7 He has it cleaned.           | 8 We had them cut down.    |

## ثانياً: في حالة الإجابة على سؤال باستخدام قاعدة السببية

عند الإجابة على سؤال باستخدام قاعدة السببية لا نعكس الجملة وذلك لأن الإجابة تبدأ بـ **No**.

- 1 Did you redecorate the flat yourself? **No**, we .....
- 2 Did you plant the trees in your garden yourself? **No**, we .....
- 3 Are you going to service your own car? **No**, I'm .....
- 4 Will you **be able to** test your own eyesight? **No**, I'll ..... \*\*
- 5 Did Suleiman repair the computer himself? **No**, .....
- 6 Did Hisham take his own tooth out? **No**, .....
- 7 Are they going to build their own house? **No**, .....
- 8 Did you put that TV aerial up yourself? **No**, .....
- 9 Will you cut down those trees yourself? **No**, .....
- 10 Did Rabab take those photos herself? **No**, .....

- |   |                                   |                       |
|---|-----------------------------------|-----------------------|
| <b>Model answers</b> الإجابات النموذجية | 1 had it redecorated.             | 2 had them planted.   |
| 3 going to have it serviced.            | 4 have to have it tested.         | 5 he had it repaired. |
| 6 he had it taken out.                  | 7 they're going to have it built. | 8 I had it put up.    |
| 9 I'll have them cut down.              | 10 she had them taken.            |                       |

## Grammar Giving background information on past events

UNIT  
10

\*\* دائما تأتي جمل الماضي التام و الماضي التام المستمر مرتبطة بزمن الماضي البسيط. (v 2).

\*\*\* إذا كان الحدث متكرر أو مستمر في الماضي نستخدم زمن الماضي التام المستمر، أما إذا وجدنا أن الحدث قد انتهى أو اكتمل في الماضي فنستخدم زمن الماضي التام البسيط.

### 1: Past Perfect continuous

### ١: الماضي التام المستمر

أ- تكوينه (Form): مما تتكون جملة المضارع التام؟

- يكون شكل الجملة (القاعدة العامة للجملة) كما يلي:-

**S + had + been + v-ing + c .**

#### \*الكلمات و الظروف الزمنية الدالة:

every + زمن , all + زمن , (يبدو looked) : صفة + tired , exhausted , happy.... ,  
recently , lately , non-stop , after , before , because , when , for , since

### 2: Past Perfect

### ٢: الماضي التام

أ- تكوينه (Form): مما تتكون جملة الماضي التام؟

- يكون شكل الجملة (القاعدة العامة للجملة) كما يلي:-

**S + had + v3 + c**

#### \*الكلمات و الظروف الزمنية الدالة:

By 2015 ↓, by the time , , ----(had)----never-----, already , as soon as , once ,  
twice , +times رقم , later + زمن , earlier , ever ,

(استخدامهما أكثر في الماضي التام المستمر: زمن + since , زمن + for) , when , because , after , before ,

٢. نستخدم زمن الماضي التام المستمر إذا .....

.....

\*\*\* تذكر أنه في كلا الزمنين : 'd = had و hadn't = had not .

## احتمالات السؤال الوزاري:

\*\*\* تصحيح الفعل: علامتين

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

أكمل الجمل التالية بوضع الأفعال المعطاة بين الأقواس بالشكل الصحيح.

- 1 Mustafa had -----mountains since the age of eighteen. (be, climb)
- 2 Mr Mahmoud had -----the trip at the Everest Base Camp in China. (begin)
- 3 The sponsorship had -----Mustafa to give up his job and train for a year. (allow)
- 4 Mr Mahmoud carried oxygen with him because Oxygen levels ----- dangerously low. (be)
- 5 I'd .....this trip for months before I started it. (be, plan)
- 6 He knew he would succeed because he -----the support of a great team. (have)
- 7 Temperatures had been extremely low so that he -----from frostbite. (suffer)
- 8 Mustafa was very nervous He knew it was the hardest thing he-----ever ----- . (do)
- 9 Sami had bought lots of new equipment. He -----for a long time. (not , be , train)
- 10 He'd probably -----the journey first by jeep to become familiar with the route. (do)
- 11 Before he climbed Everest, Ken Noguchi -----many other mountains. (climb)
- 12 Ali -----for the this company before he retired last year. (work)
- 13 Ali found it difficult to get up this morning because he-----every night last week.(work)
- 14 Sultan didn't recognise his friend, Jaber because he-----him for ten years.(not see)
- 15 For much of her walk Fiona had -----strong winds and rough ice. (not , be , fight)
- 16 Areen had-----sleepless nights and feeling very nervous. ( be , have)
- 17 I went to see Ramzi in hospital. He -----his leg during a football match. (break)
- 18 My uncle finally passed his driving test. He -----the test three times already. (take)
- 19 Had you only -----there for a few minutes when she arrived? (be , sit)
- 20 Fossett was particularly pleased with this record. He had -----for six years. (be , try)
- 21 Omar passed all his exams. He -----non-stop for a month. (be , revise)

### Model answers

### الإجابات النموذجية

- |                      |                  |                         |                       |                  |                |
|----------------------|------------------|-------------------------|-----------------------|------------------|----------------|
| 1. been climbing     | 2. begun         | 3. allowed              | 4. had been           | 5. been planning | 6. had had     |
| 7. suffered          | 8. had done      | 9. hadn't been training | 10. done              | 11. had climbed  | 12. had worked |
| 13. had been working | 14. hadn't seen  | 15. not been fighting   | 16. been having       | 17. had broken   |                |
| 18. had taken        | 19. been sitting | 20. had been trying     | 21. had been revising |                  |                |

## Grammar The Passive(2) المبنى للمجهول ٢

\* أنواع الجمل المطلوب تحويلها:

١ الجمل المثبتة

Ex: **S** **V** **O** **C**  
**We** should help **them** because they are our friends.

**They** should be helped because they are our friends.

الأزمنة المطلوبة في هذا المستوى، هي:

١. المستقبل البسيط ٢. المستقبل التام

\*\* أزمنة المستقبل مهم جدا:

المستقبل البسيط	S + modal + base + O + C. → modal + be + V3 + C.
1 Camouflaging <u>may protect</u> sand gazelles from predators. Sand gazelles.....by camouflaging.	
2 You <u>can find</u> some interesting animals at the zoo. Some interesting animals.....	
المستقبل التام	S + modal + have + V3 + O + C. → modal + have + been + V3 + C.
3 You <u>should have given</u> the cats something to eat. The cats .....	
4 We <u>couldn't have won</u> that game without a good effort from everyone. That game.....without a good effort from everyone.	

Model answers

1. may be protected form predator.  
3. should have been given

2. can be found at the zoo.  
4. couldn't have been won

أفعال المودلز المطلوبة:

*can / could / have to be / must / should / may /  
might / will / would / be going to*

\*\*ملاحظة: جميع أفعال المودلز عند التحويل نقوم بكتابتها كما هي، ما عدا have to و has to حيث يجب أن تتوافقان مع الفاعل الجديد من حيث المفرد و الجمع.

Ex: They have to complete the research next month.

The research .....

٢ الجمل المنفية \* تقسم الجمل المنفية إلى قسمين:

أ. النفي

**Ex:** Children shouldn't smoke cigarettes.  
Cigarettes .....

ب. النفي

هو أي جملة يكون ..... إحدى الكلمات التالية:

1. Nobody 2. No one 3. Nothing 4. None of you

**Ex:** **No one** can watch the news because the T.V needs to be fixed.  
The news.....

\*\*\* الجمل المحتوية على ظروف:

إذا احتوت الجملة على ظرف، عند التحويل نقوم.....

**Ex:** They must **completely** leave the city.  
The city .....

## احتمالات السؤال الوزاري:

٢. تصحيح الفعل: علامتين

١. التحويل: ٣ علامات

## أولاً: التحويل:

Complete each of the following items so that the new item is similar in meaning to the one before it. \* أكمل الجمل التالية بحيث يكون معنى الجمل الجديدة مشابهاً لمعنى الجمل السابقة.

- The company may give Samia a new office.  
Samia .....
- They can transport goods hundreds of kilometres inside China.  
Goods..... hundreds of kilometres inside China.
- They shouldn't have trusted him.  
He.....
- The engineers could start work on the dam after moving people from their homes.  
Work on the dam .....
- The government had to move people from their homes before building the dam.  
People.....
- The local council has had to destroy many homes. (**Many homes**)  
.....
- You had to be more careful! That man could have killed you with the gun.  
You had to be more careful! You .....with the gun.
- I think they might have completed the project before the deadline.  
I think the project.....

9. The government should not have forced people living along the river out of their homes.  
People living along the river ..... out of their homes.
10. They have to donate money for the expedition. (**Money**)  
.....
11. She claimed that she couldn't find her lost money.  
She claimed that her lost money .....
12. They might have saved some of the historical sites.  
Some of the historical sites .....
13. Our teacher didn't have to show anybody in the class the question paper.  
The question paper..... to anybody in the class.
14. Nobody can build a new house at this location.  
A new house.....
15. You can easily do revision for spelling on a computer.  
Revision for spelling ..... on a computer.
16. Customers should report problems with reservations to the restaurant manager.  
Problems with reservations .....
17. If everyone had worked together, we could have solved the problem sooner.  
If everyone had worked together, the problem ..... sooner.
18. You should have told us that we weren't invited.  
We .....
19. You must book a ticket before the end of this week.  
A ticket .....

**Model answers** الإجابات 1. may be given a new office by the company. 2. can be transported  
3. shouldn't have been trusted 4. could be started..... 5. had to be moved from their homes.....  
6. have had to be destroyed. 7. could have been killed. 8. might have been completed...  
9. shouldn't have been forced 10 has to be donated for the expedition. 11 couldn't be found.  
12 might have been saved. 13 didn't have to be shown 14 can't be built at this location.  
15 can easily be done 16 should be reported to the restaurant manager. 17 could have  
been solved. 18 should have been told that we weren't invited. 19 must be booked .....

### ثانياً: تصحيح الفعل:

\* صحح الأفعال بين الأقواس. correct the verbs between brackets.

1. People were evacuated from their homes so that work on the dam **could be**----- . (start)  
2. The flowers must -----**by the naturalist**. (photograph)  
3. That game **couldn't have been** ----- without a good effort from everyone. (win)  
4. The patient **has to be** -----**to** the nearest hospital. (take)  
5. The cost **might have** -----**calculated** before the end of the day. (be)  
6. The window **shouldn't have** ----- by Ramiz. (be , break)

**Model answers:** 1. started 2. be photographed 3. won 4. taken 5. been 6. been broken

\* ملاحظة : أزمنة الماضي و المضارع احتياط.

حول الجمل التالية من مبني للمعلوم إلى مبني للمجهول. Rewrite these sentences into the Passive.

المضارع البسيط	S + V1 + O + C.	→	<u>is / am / are + V3</u> + C.
1	It <u>protects</u> animals from enemies.		1 Animals.....
الماضي البسيط	S + V2 + O + C.	→	<u>was / were + V3</u> + C.
2	Until the 1960s people <u>hunted</u> pandas for their skins.		2 Until the 1960s pandas.....
المضارع المستمر	S+ <u>is/are/am+ v-ing</u> + O + C.	→	<u>is / are /am+ being + V3</u> + C.
3	Enemies are threatening Pandas.		3 Pandas .....
الماضي المستمر	S + <u>was/ were+ v-ing</u> + O + C.	→	<u>was / were+ being + V3</u> + C.
4	She <u>was writing</u> a letter when the phone rang.		4 A letter.....when the phone rang.
المضارع التام	S + <u>has/have + V3</u> + O + C.	→	<u>has / have + been + V3</u> + C.
5	The United Nations has set up Panda sanctuaries in China.		5 Panda sanctuaries .....in China.
الماضي التام	S + <u>had + V3</u> + O + C.	→	<u>had + been + V3</u> + C.
6	Ali <u>had visited</u> the city several times.		6 The city .....by Ali.

**Answers:** 1. are protected from enemies. 2. were hunted for their skins. 3. are being threatened.  
4. was being written 5. have been set up 6. had been visited several times

**Exercise:**

تمرين للحل

- The government began many new projects in our city.  
Many new projects .....
- The manager was giving the employees new instructions about the work.  
The employees ..... new instructions about the work.
- Had she solved the problem?  
Had the problem .....?
- 39 % of people speak English around the world.  
English .....
- The guest has already drunk the juice.  
The juice.....
- My uncle is teaching her how play music.  
She .....
- The ministry of agriculture gives them the seeds every year.  
They.....

**Model answers** الإجابات النموذجية

- |                                   |                                      |
|-----------------------------------|--------------------------------------|
| 1. were begun. in our city.       | 2. were being given                  |
| 3. been solved by her?            | 4 is spoken around the world.        |
| 5 has already been drunk.         | 6 is being taught how to play music. |
| 7 are given the seeds every year. |                                      |




# المفردات

## و الوظائف اللغوية



maher ed-dahoud

