

English language

Action Pack 12

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Vocabulary

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Vocabulary

academic(n, adj) academy(n) academically(adv)	Connected with education, especially at college or university level	أكاديمي جامعي
agriculture (n) agricultural (adj)	the science or practice of farming	زراعة
astrophysics	the study of the chemical structure of the stars and the forces that influence them	الفيزياء الفلكية
business Management	an area of study which involves learning about running a company, in areas like controlling,	إدارة الأعمال
career advisor	someone who provides information to help people to make choices about their training	مستشار الوظيفي
circulation	The movement of blood around the body when it is pumped by the heart; also air ~, the movement of air	دورة دموية
colloquial	used mainly in informal conversations rather than in writing or formal speech	عامية
compulsory	obligatory; required	إلزامي
concentration	attention, or attention span	تركيز
contradictory	if two ideas are contradictory they are completely different	متناقض
degree	a qualification that is given to you when you have successfully completed a course of study	الدرجة العلمية
dehydration (n) dehydrate (v) dehydrated (adj)	the state of having drunk too little water	جفاف
developed nation (n)	a rich country that has many industries, comfortable living for most people, and usually an elected government	دولة متقدمة
diet (n) diet (v) dietary (adj)	the kind of food that a person or animal eats each day	حمية
diploma (n)	either a document showing that someone has successfully completed a course of study or passed an examination, or the name of that course	شهادة
drop [a course] (v)	to stop studying a certain subject at university	إسقاط [دورة]
economics (n) economical (adj) economically (adv)	the study of the way in which money and goods are produced and used	علم الاقتصاد
Engineering engineer (verb and noun)	the study of how roads, bridges, machines, etc. are built	هندسة
enrol enrolment (noun)	to officially arrange to join a school, university or course	تسجيل
fluently (adv) fluency (n) fluent (adj)	speaking a language very well, like a native speaker	بطلاقة
Immerse (v) immersion (n)	to be deeply involved in something and spend most of your time doing it	غمر
life long	continuing or existing throughout your life	مدى الحياة
Linguistics (n) linguist (n) linguistic (adje)	the study of the grammar, history and structure of languages	علم اللغة

simulator(n) simulation (n) simulate (v)	any device or system that simulates specific conditions or the characteristics of a real process or machine-	محاكاة
sociology (n) sociological (adj)	the study of societies and the behaviour of people in groups	علم الاجتماع
online distance learning	a formalised teaching and learning system specifically designed to be carried out remotely by using electronic communication	التعلم عن بعد
pioneering (adj) pioneer (v+n)	Introducing new and better methods or ideas for the first time	رائد
proficiency (n) proficient (adj)	a good standard of ability and skill	مهارة
tailor-made (adj)	Custom made; made to fit exactly	تفصيل يدوي
tuition	teaching, especially in small groups	دروس
tutorial tutor (verb and noun)	period of intensive teaching and discussion given by a tutor to an individual student or a small group of students	درس خصوصي
undergraduate	someone who has not yet completed their first degree	طالب المرحلة الجامعية الأولى
undertake (v) undertaking (n)	to commit yourself to do something and to start to do it	تتعهد
utterance (n) utter (v)	something that is said, such as a statement	قول
vocational (adj) vocation (n)	Used to describe a particular job and the skills involved	مهني
agreement (n) agree (v)	an arrangement or promise to do something, made by two or more people, companies or organisations	اتفاق
blame	to say or think that someone or something is responsible for something bad	إلقاء اللوم على
come about	happen or take place	حدث
come up with	produce something (an idea),	يبتكر
corporate	belonging to or relating to a corporation, a big company or a group of companies acting together as a single organisation	
cryptophasia	The development by twins of a language that only they can understand	
dialect	a form of language which is spoken in only one area,	لهجة محلية
do a deal	to arrange an agreement in business	عقد صفقة
domestic	relating to or happening in one particular country and not involving any other countries	محلي
eat out	eat away from home, especially in a restaurant	الاكل بالخارج
evolve	to develop gradually	تطور تدريجيا
export	goods sold to another country	
extensively	in a way to cover or affect a large area	على نطاق واسع
extraction	the process of removing and obtaining something from something else	استخلاص
fertiliser	Substance that is put on the land to make crops grow	الأسمدة
get away with	to do something wrong without being discovered or with only a minor punishment	تفلت من العقاب
give a business card	to give someone a card that shows a business person's name, position and contact details	إعطاء بطاقة الأعمال

goods	things that are produced in order to be sold	بضائع
Gross Domestic Product	the value of a country's total output of goods and services	جمالي الناتج المحلي
import	goods bought from other countries	يستورد
intentional	done on purpose	متعمد
knitwear	clothing made from wool	تريكو
leave someone out	to not include	يستثني
look into	investigate	يتحقق
machinery	machines, especially large ones; a system or set of processes for doing something	الآلات كوحدة وظيفية
mineral	substance that is present in some foods and is needed for good health; a substance that is found naturally in the earth	معدن
mother tongue	the first and main language that you learnt	اللغة الأم
negotiate	to discuss something in order to reach an agreement, especially in business or politics	يفاوض
pharmaceuticals	companies which produce drugs and medicine	المستحضرات الصيدلانية
point [something] out	to show something to someone by pointing at it	
pop	to burst,	فرقعة
punish	to give someone an unpleasant task in response to bad behaviour	يعاقب
recall	to remember a particular fact,	تذكر
register	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	
replicate	produce a copy of something	تكرار
sales pitch	the statements and promises that someone makes to try to persuade someone to buy something	مواقع البيع
shake hands	to move someone's hand up and down in a greeting	يصافح
spill	to accidentally flow over the edge of a container	تسرب
tell a joke	to say something to make people laugh	
track record	all of a person's or organisation's past achievements, successes or failures which show how well they have done something	سجل
adaptable	able to adapt to new conditions or situations	قابل للتكيف
ambitious	having a strong desire for success or achievement	طموح
attribute	quality or feature that is considered to be good or useful (in a person)	صفة مميزة
competent	Having enough skill or knowledge to do something to a satisfactory standard	مؤهل
conscientious	showing a lot of care and attention	الضمير
curriculum vitae	short, written description of a person's qualifications, skills	السيرة الذاتية
enclosed	surrounded, especially by a fence or wall	مغلق
enthusiastic	showing a lot of interest and excitement about something	متحمس
fond of	having an affection or liking for someone or something	مولع
full-time	happening or working for the whole of the working week,	بدوام كامل

intern	someone who works for a short time in order to gain experience	المتدرب
interpreter	Someone who translates spoken words from one language into another	مترجم
keen	having or showing eagerness or interest	متحمس
reference	a person who provides information about your character and abilities	مرجع
regional	relating to a particular region or area	إقليمي
rewarding	Giving personal satisfaction	مكافأة
secure	safe; free from danger	امن
seminar	a class on a particular subject, usually given as a form of training	ندوه
surveyor	a person whose job is to measure the conditions of a building or to record the details of an area of land	مساح
voluntary	done or given by choice	طوعي

Verb phrase

get cold feet	to lose your confidence in something at the last minute	يفقد الثقة
get it off (your) chest	to tell someone about something that has been worrying you	تشكي همك
have a head for figures	to have a natural mental ability for maths/ numbers	تمتلك عقل حسابي
keep your chin up	to remain cheerful in difficult situations; an expression of encouragement	ارفع رأسك
stand out [from the crowd]	to be much better than other similar people	افضل من الجميع
be able to answer detailed questions	to have the ability to understand complicated questions	قادر على الإجابة بالتفصيل
play it by ear	to decide how to deal with a situation as it develops	يتعامل حسب التطورات
put (my) back into it	to put a lot of effort into something	يبذل جهدا كبيرا
make small talk	to have an informal chat with someone in order to start a conversation	يدرش

Phrasal Verbs

Three-part verbs:

The object always goes after the three-part verbs

المفعول به يأتي دائما بعد الفعل المكون من ثلاثة أجزاء

go ahead with	To begin to do	يباشر
come up with	think of / produce something (an idea),	يبتكر / يجد حلا
Look forward to	To wait with pleasure	يتشوق الى
get away with	not be blamed for To do something bad and not be punished	يفلت من العقاب

Two-part verbs

If we use a pronoun, we place it between the verb and the preposition. With long noun phrase, we would either place the noun phrase after the preposition, as placing it between the verb and the preposition makes a rather awkward sentence.

اذا كان المفعول به ضمير يأتي بين الفعل وحرف الجر. إما اذا كان الفعل اسم يأتي بعد حرف الجر.

look up	To search for information	يبحث عن معلومة في مرجع
look for	To try to find	يبحث
look after	To take care of	يعتني
look into	To investigate / to study	يستقصي
get into(sth)	To start an activity	يبدأ / يدخل في
get into (sb)	To start affecting somebody	يقلق
get by	To manage with difficulty	يدبر
get over	To overcome a problem To recover	يتغلب على يشفى من
get on	To make progress	يتقدم / ينجح
get up	To get out of bed	يستيقظ
go away	To leave	يسافر / يغادر
go off	To explode / to make sudden noise	ينفجر يقرع
go back	To return	يعود
go through	To be completed	ينجز
take away	To disappear /	يزيل
take off	to remove	يخلع
take back	To return	يعيد إلى
come about	Happen or take place	يحدث
point at		
point out	To show/ to make clear	يوضح
carry out	To do / to perform	ينفذ
leave out	Not include	يستثني
speed up	To go faster	يسرع
grow up	To become adult / to develop	يكبر

ahead with away (x2) back for
forward to off on over up (x3)

look → _____ a word in a dictionary
→ _____ something you've lost
→ _____ something exciting

get → _____ an illness, and feel better
→ _____ in the morning
→ _____ with your work and complete it

take → _____ a new hobby
→ _____ some fast food
→ _____ your shoes when you get home

go → _____ from home for a holiday
→ _____ to where you started
→ _____ a plan, and do it

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look up; look for; look forward to
get over; get up; get on
take up; take away; take off
go away; go back; go ahead with

**Study the following sentence entry and answer the question that follows.
Write the answer in your ANSWER BOOKLET.**

A committee was set up to look the causes of the accident.

Correct the above sentence by adding the missing word.

Replace the words and phrases in bold with the phrasal verb.

1. Let's **investigate** the story and discover what really happened.
2. I wish scientists would **think of** a way to prevent flu!
3. I was born in a small village, but I didn't **spend my childhood** there.
4. This Maths homework is difficult! Could you **show me** where I've gone wrong?
5. Before I can solve the problem, please tell me – how did it **happen**?
6. I need to **do** some research before I start my project.
7. Yaseen has replaced the plate he broke, so he will **not be blamed for** it.
8. **You don't have to include** your surname when you sign a friendly letter.

Answers: 1 look into 2 come up with 3 grow up 4 point out 5 come about 6 carry out 7 get way with 8 Leave out

Rewrite the following sentences with phrasal verb.

1. Ahmad should hurry or he'll be late.
.....
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.
.....

Answers

- 1 Ahmad should **speed up** or he'll be late.
- 2 I **came up** with a great idea while I was swimming.
- 3 That's amazing news! How did you **find it out**?
- 4 That information is important. Don't **leave it out**.
- 5 We'll drive past my old house. I'll **point it out** to you.
- 6 It's a mystery how the mistake **came about**.

**Study the following sentence entry and answer the question that follows.
Write the answer in your ANSWER BOOKLET.**

As part of the interview, we will be asking all candidates to **carry out** a short task.

What does the multi-part verb **carry out** mean in the sentence?

Correct mistake:

1. They came a good idea up with.
2. We have to carry out it.

Gender-neutral

Gender-neutral means that it is not affected by gender, so not obviously male or female. gender-neutral words are important (because they show that roles are not suitable only for men or only for women – both men and women can do them).

Gender-specific words	Gender-neutral words	
businessman / business woman	business person	رجل أعمال
sales man / sales lady	sales assistant/salesperson	مساعد مبيعات
headmaster / headmistress	head teacher	مدير مدرسة
mankind	humans	البشر
post man / post woman	postal worker	عامل بريد
chairman	chairperson	رئيس
seaman	Sailor	بحار
spaceman	astronaut	رائد فضاء
he / she	they	هم
policeman/ policewoman	police officer	موظف شرطة
steward / stewardess	flight attendant	مضيفة طيران

**Study the following sentence entry and answer the question that follows.
Write the answer in your ANSWER BOOKLET.**

A postman delivers your post.

Replace the underlined word with the correct gender-neutral words.

Subjects and categorise,

Sciences العلوم	
Maths	الرياضيات
Dentistry	طب الأسنان
Pharmacy	صيدلية
Geology	جيولوجيا
Chemistry	كيمياء
Agriculture	زراعة
Physics	فيزياء
Engineering	هندسة
Biology	أحياء
Medicine	طب
Arts and Humanities: الآداب والعلوم الإنسانية:	
Arabic Language and Literature	اللغة العربية وأدبها
Translation,	الترجمة
Visual Arts,	الفنون البصرية
Sociology,	علم الاجتماع
History	التاريخ
Business: التجارة/ الاقتصاد:	
Marketing,	التسويق
Banking and Finance,	العلوم المالية والمصرفية
Economics,	علم الاقتصاد
Business Management	إدارة الأعمال
غير مصنفة difficult to classify	
Psychology	علم النفس
Linguistics	اللغويات
Nursing	التمريض
Geography	الجغرافيا

Function

Giving advice

Have you thought about ...?
You should ..., no doubt about it.
If I (v2)..... I would ...
My main recommendation is that you....
Why don't you.....

showing cause explain the reason

As / Since / Because
because of / due to

showing result explain the consequences

Therefore
as a result
consequently
because of that,

C. Complete the following mini-dialogue by giving advice and write the answer down in your answer booklet.

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

Rana:

Study the following sentence entry and answer the question that follows. Write the answer in your ANSWER BOOKLET.

Ibrahim: I always make a lot of spelling mistakes when I write. I don't know what to do about it.

Rana: You should use a good dictionary.

What is the function of Rana's statement ?.....