

كورس الليث

توجيهي كافة الفروع الأكاديمية - المستوى الرابع

القطع الأدبية

ENGLISH
LANGUAGE

مهارات في اللغة الانجليزية

Action Pack 12

الوحدة التاسعة و العاشرة

LEVEL

4

UNIT NINE-TEN

2016\17



أسامة محاسنة

إعداد المعلم :

٠٧٩٦٦٧٧٨٠٣ / ٠٧٩٨٢٣٣٥٥٥



مكتبة الوسام

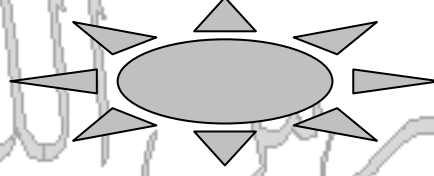
ALWESAM

tawjihi center & service store

تلفون :- ٠٧٩٦٦٧٧٨٠٣ / ٠٧٩٨٢٣٣٥٥٥

تأليف :- أسامة محاسنة

كورس الليث



كورس الليث

تأليف

أسامة محاسنة

0798233555

0796677803

الوحدة التاسعة

الوحدة التاسعة Unit 9 الندم والتمني Regrets and wishes

أولا :- ندم على شيء ماضي

١- الاستخدام (Use / Function) :-

للتعبير عن الندم في الماضي
to express regrets about the past
to reflect on past actions if we are trying to improve our work or our behaviour
للتفكير في الأحداث الماضية إذا كنا نحاول تحسين عملنا أو تصرفنا .
(زمن الفعل الموجود بعد (wish) أقدم من الحدث الذي يصفه)

٢- الصيغة القوا عدية :-

I wish / If only + (فاعل) + (had + ت٣)

-I wish I **had done** more work for my exam. (I didn't do much work for my exam.)
-I wish I **hadn't bought** these shoes. They hurt my feet.
-We're late. If only we'd **caught** the earlier bus.

ثانيا :- ندم في المضارع

١- الاستخدام (Use / Function) :-

to express wishes about the present that are impossible or unlikely to happen
للتعبير عن التمني في المضارع والذي يكون مستحيل أو بعيد الاحتمال بان يحدث

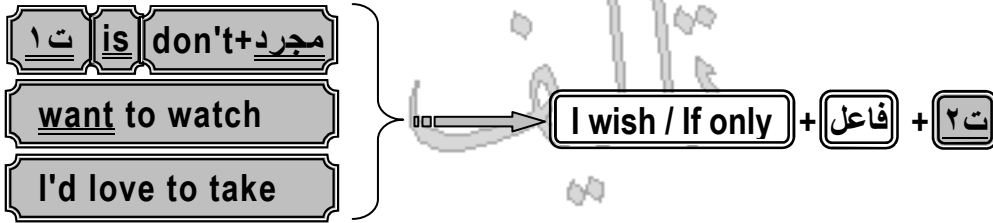
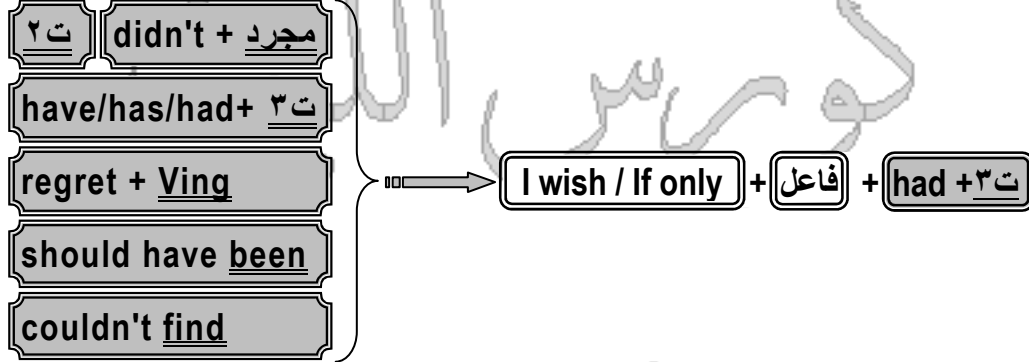
٢- الصيغة القوا عدية :-

I wish / If only + (فاعل) + (ت٢)

I wish I **knew** the answer.
I wish we **lived** in a bigger flat.
He wishes he **was / were** taller.
If only we **were** older

كيفية التحويل من جملة عادية إلى جملة ندم

أولاً :- نختار أحد القاعدتين ونطبق على آخر فعل في الجملة إذا كان من الأفعال التالية :-



ثانياً :- نعكس الجملة بطريقتين هما :-

١- إما أن نعكس المعنى

٢- أو نعكس الفعل

الاثباتات	النفى
not ←	→ not
had + ت٣	hadn't + ت٣
تصريف ثاني	مجرد + didn't
was	wasn't
were	weren't
never	never

مجرد + to	لا ننفي
ت٣ + should have	

جمل القاعدة الأولى

1-I am sorry that I **didn't read** that book.

-I wish

2-Our team **didn't play** very well yesterday.

-If only they

3-I **didn't bring** a coat , and I'm cold.

-I wish

4-We **didn't get** up earlier , and we're late.

-If only

5-Sultan **forgot to do** his Science homework.

-If only he

-If only he

6-I feel ill because I **ate** so many sweets .

-I wish

7-I've broken my watch because I **dropped** it .

-If only

8-Huda was too busy yesterday. She **wasn't** able to come .

-I wish

9-Oh no ! I **'ve forgotten** my library book. I **left** it at home.

-I wish I

-I wish I

10-Fadi keeps losing his wallet . He **should be** more careful .

-If only

11-Nader **should have been** more careful with his essay.
He **didn't get** a good mark.

-Nader wishes

-Nader wishes

12-I **regret going** to bed late last night.

-I wish I

13-Samia **regrets being** angry at breakfast time.

-If only

14-Nahla **could not find** her way round the city very easily.

-If only she

جمل القاعدة الثانية

1-Our flat **is** very small.

-If only our flat

2-Jaber **isn't** old enough **to drive** a car.

-He wishes he

-He wishes he

3-My brother and I **never want to watch** the same TV programme.

-I wish we

-I wish we

4-I'm looking at a beautiful view, and I **d love to take** a photo.

-If only I

5-My cousins **don't** live near here.

-I wish they

6-I want to go out this afternoon, but I **don't** feel well.

-If only

1-Omar **didn't** wake up early . If only he early . (sleep)

2-I **can't** understand this puzzle . I wish I how to solve it . (know)

3-Slama **was** tired yesterday . If only she in a good health . (be)

4-I **am** hungry . I wish I out without having breakfast . (not get)

5-Kamal **has had** a headache . He wishes he his medicine . (not forget)

6-Rami **lives** in a small apartment . He wishes he in a big one . (live)

كتاب (SB) صفحة (٦٥) تمرين (٥)

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

أكمل الجمل بالصيغة الصحيحة للفعل بين الأقواس .

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)

3-It **was** too hot to go to the beach yesterday. If only it cooler. (be)

4-I **feel** ill. I wish I so many sweets! (not eat)

الإجابات الصحيحة كالتالي :-

1-had studied

2-had done

3-had been

4-hadn't eaten

كتاب (SB) صفحة (٦٥) تمرين (٦)

1-Make sentences using *I wish* or *If only* to talk about things that you regret from the past. You can use these examples if you wish:

أكتب جملاً باستخدام (*I wish / If only*) للتحدث عن أشياء أنت نادم عليها في الماضي . تستطيع استخدام هذه الأمثلة إذا أردت .

- take piano lessons when I was a child
- visit England last summer
- read more classic novels in Grade 11
- visit my grandparents yesterday
- help my mother more in the kitchen

2-Think about one of the scenarios below. Use *I wish* or *If only* to talk about the regrets that you have.

فكر بأحد السيناريوهات في الأسفل . استخدم (*I wish / If only*) للتحدث عن ندم أنت تشعر به .

- an exam that you did not do as well in as you expected
- a holiday or short trip that was not as enjoyable as you had hoped it would be
- a telephone call or meeting that was not successful

كتاب (SB) صفحة (٦٨) تمرين (٤)

Choose the most suitable verb form to complete these sentences.

أختر أكثر صيغة صحيحة من الفعل لإكمال هذه الجمل .

- 1-Ziad **is** not very good at basketball. He wishes he taller! (is / were / will be)
- 2-I **can't do** this exercise. I wish I it. (understood / understand / understanding)
- 3-Mr Haddad **does not understand** the Chinese businessman. If only he Chinese. (speak / spoke / had spoken)
- 4-Jordan **needs** to import a lot of oil. If only it larger oil reserves. (has / had / had had)

الإجابات الصحيحة كالتالي :-

- | | | | |
|--------|--------------|---------|-------|
| 1-were | 2-understood | 3-spoke | 4-had |
|--------|--------------|---------|-------|

كتاب (SB) صفحة (٧٩) تمرين (٣)

Choose the correct option in brackets to complete the following sentences.

أختر الخيار الصحيح بين الأقواس لإكمال الجمل التالية .

- 5-If only I **lost** my ticket! (haven't / didn't / hadn't)

الإجابات الصحيحة كالتالي :- (hadn't)

كتاب (SB) صفحة (٨٠) تمرين (٤)

Complete the second sentence so that it has the same meaning as the first.

أكمل الجملة الثانية لتعطي نفس معنى الجملة الأولى .

- 4-I am sorry that I **didn't read** that book.
-I wish that book.

الإجابات الصحيحة كالتالي :- (I had read)

كتاب (AB) صفحة (٤٥) تمرين (٥)

Complete the sentences with words from the box. The first one is done for you.

أكمل الجمل بكلمات من الصندوق . الجملة الأولى محلولة .

had (x2) , hadn't , if , only , wish

- 1-I **couldn't understand** anything **only** I'd studied Chinese!
- 2-Ibrahim **was** right and I **was** wrong. I **wish** I **listened** to him.
- 3-I I'd **known** more about the company. If I'd done some research!
- 4-I **am** very hungry ! I **wish** I **eaten** before I went to the conference.
- 5-I regret the deal now. I **wish** we **done** it.

الإجابات الصحيحة كالتالي :-

- | | | | | |
|------|-------|---------------|-------|----------|
| 1-If | 2-had | 3-wish ; only | 4-had | 5-hadn't |
|------|-------|---------------|-------|----------|

كتاب (AB) صفحة (٤٥) تمرين (٦)

Read the situations and complete the sentences. The first one is done for you.

اقرأ المواقف وأكمل الجمل . الجملة الأولى محلولة .

- 1-Sultan **forgot** to do his Science homework.
-If only he to do it.
- 2-I regret **going** to bed **late** last night.
-I wish I **earlier**.
- 3-Nahla **could not find** her way round the city very easily.
-If only she a map.
- 4-Oh no! I've **forgotten** my library book. I **left** it at home.
-I wish I
- 5-Our team **didn't play** very well yesterday.
-If only they better.

الإجابات الصحيحة كالتالي :-

- 1-hadn't forgotten 2-had gone 3-had had/had brought
4-hadn't forgotten it/hadn't left it at home 5-had played

كتاب (AB) صفحة (٤٥) تمرين (٧)

Use the prompts and write sentences with *I wish* and *If only*. The first one is done for you.
اقرأ المطالبات وأكتب الجمل باستخدام (*I wish / If only*) . الجملة الأولى محلولة .

- 1-I **didn't bring** a coat and now I'm cold.
2-We **didn't get up earlier** and now we're late.
3-I feel ill because I **ate** so many sweets .
4-Fadi keeps losing his wallet . He **should be** more careful .
5-Huda was too busy yesterday . She **wasn't able to come** .
6-I've broken my watch because I **dropped it** .

الإجابات الصحيحة كالتالي :-

- 1-If only I'd brought a coat./ I wish I'd brought a coat.
2-If only we'd got up earlier./ I wish we'd got up earlier.
3-If only I hadn't eaten so many sweets./ I wish I hadn't eaten so many sweets.
4-If only he had been more careful./ I wish he'd been more careful.
5-If only she'd been able to come./ I wish she'd been able to come.
6-If only I hadn't dropped it./ I wish I hadn't dropped it.

كتاب (AB) صفحة (٤٥) تمرين (٨)

Rewrite the sentences with the words in brackets. أعد كتابة الجمل بالكلمات بين الأقواس .

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

الإجابات الصحيحة كالتالي :-

- 1-If only Samia hadn't been angry at breakfast time.
2-I wish I had concentrated properly in class today.
3-Nader wishes he had been more careful with his essay.
4-If only I had learnt English better when I was younger.

كتاب (AB) صفحة (٤٧) تمرين (١١)

Complete the sentences using the correct form of the following prompts. The first one is done for you. أكمل الجمل باستخدام الصيغة الصحيحة للمطالبات التالية . الجملة الأولى محلولة .

be older , have a camera with me , live in a big house ,
not have a headache , not be so far away , like the same things

- 1-Our flat **is** very small.
-If only we
2-Jaber **isn't** old enough to drive a car.
-He wishes he
3-My brother and I never **want to watch** the same TV programme.
-I wish we
4-I'm looking at a beautiful view, and I'd love to **take** a photo.
-If only I
5-My cousins **don't live** near here.
-I wish they
6-I want to go out this afternoon, but I **don't feel** well.
-If only I

الإجابات الصحيحة كالتالي :-

1-lived in a big house

2-was older

3-liked the same things

4-had a camera with me

5-weren't so far away

6-didn't have a headache

كتاب (AB) صفحة (٥٥) تمرين (٦)

Rewrite the sentences with the words in brackets.

أعد كتابة الجمل بالكلمات بين الأقواس .

1-I wish I'd done more revision. (if only)

الإجابات الصحيحة كالتالي :-

1-If only I'd done more revision.

أسئلة الوزارة الخاصة بالندم والتمني

1-Nader **should have been** more careful with his essay. **He didn't get** a good mark.

-Nader wishes (2016)

2-I **regret living** abroad for a long time .

-..... (wish) (2016)

3-I **regret speaking** aloud in my class.

-..... (wish) (2017)

4-Mahmoud **didn't consult** his career advisor , so he felt sorry .

-..... (wish) (2017)

5-I always have to get home early, I **wish** my parents me stay out later .

(lets , won't let , would let , will let) (2018)

- الإجابات الصحيحة كالتالي :-

1- he had been more careful with his essay / he had gotten a good mark

2-I wish I hadn't lived abroad for a long time .

3-I wish I hadn't spoken aloud in my class .

4-Mahmoud wishes he had consulted his career advisor .

-I wish he had consulted his career advisor .

معاني الوحدة التاسعة

كتاب (SB) صفحة (٦٤) تمرين (٢)						
be able to answer detailed questions	ف	يكون قادرا على إجابة أسئلة تفصيلية		do a deal	ف	يعقد صفقة
give a business card	ف	يعطي بطاقة أعمال		make small talk	ف	يجري حوار /يدرّش
negotiate	ف	يفاض		shake hands	ف	يصافح
tell a joke	ف	يقول نكتة				
كتاب (SB) صفحة (٦٦) تمرين (١)						
agreement	أ	اتفاق		dominate	ف	يسيطر
export	ف	يصدر		extraction	أ	استخراج
Gross Domestic Product	أ	إجمالي الناتج المحلي		import	ف	يستورد
reserve	أ/ف	حفظ/يحفظ				
كتاب (AB) صفحة (٤٤) تمرين (٢ / ١)						
Make a mistake	ف	يخطئ		ask questions	ف	يسأل أسئلة
shake hands	ف	يصافح		earn respect	ف	يكسب الاحترام
join a company	ف	انضم إلى شركة		cause offence	ف	يؤذي /يهين
make small talk	ف	يجري حوار /يدرّش				
كتاب (AB) صفحة (٤٤) تمرين (٤)						
compromise	ف	يتوصل إلى حل		conflict	أ	صراع
negotiate	ف	يفاض		patient	ص	صبور
prepared	ص	جاهز		previous	ص	سابق
track record	ف	سجل نجاحات/خبرة				

كتاب (AB) صفحة (٤٧) تمرين (١٠)		
المعنى	باللغة الإنجليزية	الكلمة
عطلة منظّمة بكل شيء بما في ذلك السعر (السفر، السكن، الطعام)	an organised trip with everything included in the price (travel, accommodation, food)	package holiday عطلة منظّمة
شرح تفصيلي من قبل شخص ما يحاول بيع منتج	a presentation made by someone who is trying to sell a product	sales pitch إعلان مبيعات
الناس الذين تم تحديدهم كزبائن محتملون	people who are identified as possible customers	target market السوق المستهدف (الزبائن)
مجموعة من الناس بنفس العمر	a set of people of similar age	age group فئة عمرية
دكان كبير الذي يبيع العديد من الأنواع المختلفة للأشياء	a large shop that sells many different types of things	department store قسم المتجر

معاني الوحدة التاسعة

المعنى باللفظ	الإنجليزية	الكلمة
an arrangement or promise to do something, made by two or more people, companies or organizations	ترتيب أو وعد للقيام بشيء ، يقوم به شخصين أو أكثر ، شركات أو منظمات	agreement اتفاق
to be ready to understand complicated questions and respond to them appropriately	أن تكون جاهزا لفهم الأسئلة المعقدة وترد عليهم بشكل ملائم	be prepared for detailed questions يجيب الأسئلة التفصيلية
belonging to or relating to a corporation, a big company or a group of companies acting together as a single organization	يخص أو يتعلق بمؤسسة ، شركة كبيرة أو مجموعة شركات تتصرف سوية كمنظمة واحدة	corporate مشترك / متحد
the development by twins of a language that only they can understand	التطوير من قبل توأمة اللغة لا يفهمها غيرهم	cryptophasia لغة التوائم المشتركة
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	شكل للغة تُحكى فقط في منطقة واحدة ، بكلمات أو قواعد مختلفة بعض الشيء عن أشكال أخرى لنفس اللغة	dialect لهجة
to arrange an agreement in business	لترتيب إتفاقية عمل	do a deal يجري صفقة
relating to or happening in one particular country and not involving any other countries	يتعلق ب أو يحدث في بلد معينة واحدة ولا تتضمن أي بلدان أخرى	domestic بلدي / وطني
eat away from home, especially in a restaurant	يأكل خارج البيت ، خصوصاً في مطعم	eat out يأكل خارج المنزل
to develop gradually	يتطور تدريجياً	evolve يتطور
goods sold to another country	بضائع تباع لدولة أخرى	export يصدر
in a way to cover or affect a large area	بطريقة ليغطي أو يؤثر على منطقة واسعة	extensively بشكل واسع
the process of removing and obtaining something from something else	عملية إزالة والحصول على شيء من شيء آخر	extraction استخراج/استخلاص
a substance that is put on the land to make crops grow	مادة توضع على الأرض لجعل المحاصيل تنمو	fertilizer سماد
the language that you first learn as a child	اللغة التي تتعلمها أولاً كطفل	first language أول لغة (اللغة الأم)
to give someone a card that shows a business person's name, position and contact details	لتعطي شخص ما بطاقة تبين اسم رجل أعمال ، المنصب و تفاصيل الاتصال	give a business card يعطي بطاقة أعمال
things that are produced in order to be sold	أشياء تنتج ليتم بيعها	goods بضائع
the value of a country's total output of goods and services	قيمة الناتج الكلي لدولة من السلع والخدمات	Gross Domestic Product إجمالي الناتج المحلي
goods bought from other countries	بضائع تشتري من دول أخرى	import يستورد
clothing made from wool	ملابس مصنوعة من الصوف	knitwear ملابس قطنية

machinery آلات	أ	machines , especially large ones; a system or set of processes for doing something آلات ، خصوصاً الكبيرة ؛ نظام أو مجموعة عمليات للقيام بشيء ما
make small talk يجري حواراً قصيراً	ف	to have an informal chat with someone in order to start a conversation القيام بحوار غير رسمي مع شخص ما للبدء بمحادثة
mineral معدن	أ	substance that is present in some foods and is needed for good health ; a substance that is found naturally in the earth مادة موجودة في بعض الأطعمة وضرورية للصحة الجيدة ؛ مادة توجد طبيعياً في الأرض
negotiate يفاض	ف	to discuss something in order to reach an agreement , especially in business or politics لمناقشة شيء للتوصل إلى اتفاقية ، خصوصاً في العمل أو السياسة
pharmaceuticals شركات أدوية	أ	companies which produce drugs and medicine شركات تنتج علاجات و أدوية
point يشير إلى	ف	to show something to someone by pointing at it لترى شيء إلى شخص ما بالتأشير عليه
punish يعاقب	ف	to give someone an unpleasant task in response to bad behavior لإعطاء شخص ما مهمة غير سارة رداً على السلوك السيئ
sales pitch إعلان مبيعات	أ	the statements and promises that someone makes to try to persuade someone to buy something العبارة والوعود التي يقوم بها شخص ما ليحاول إقناع شخص ما لشراء شيء
shake hands يصافح	ف	to move someone's hand up and down in a greeting لتحرك يد شخص ما للأعلى والأسفل عند التحية
tell a joke يقول نكتة	ف	to say something to make people laugh لقول شيء لتضحك الناس
track record سجل انجازات / خبرة	أ	all of a person's or organisation's past achievements, successes or failures which show how well they have done something كل الانجازات الماضية لمؤسسة شخص ، النجاحات أو حالات فشل التي تبين كيف أنجزوا شيء ما بشكل جيد

0796677803

0798233555

SB

64

Doing business in China

ممارسة الأعمال التجارية في الصين

الفقرة الأولى (متى بدأ السيد غانم تجارته مع الصين)

Today, we (1) talk to Mr Ghanem, a businessman based in Amman who (2) often visits China. نحن نتحدث إلى السيد غانم ، وهو رجل أعمال مقيم في عمان والذي غالبا ما يزور الصين .
We (3) asked him (4) when he (5) first started doing business with China.

سألناه متى بدأ لأول مرة التجارة مع الصين .
" أنا أتاجر مع الصين من سنوات عديدة .
'I've been doing business with China for many years.
My first trip there (6) was in 2004 CE, and It (7) was not very successful.'
رحلتي الأولى هناك كانت في عام ٢٠٠٤ م ، ولم تكن التجارة ناجحة جدا .

الفقرة الثانية (لماذا لم تكن التجارة ناجحة ؟ / ماذا يحترم الصينيون)

لماذا لم تكن التجارة ناجحة ؟
Why was it (8) not successful?
" عملت مع شركة كمبيوتر صغيرة في عمان .
1 'I worked for a small computer company in Amman.
2 They (9) sent me to China when I was still quite young.
أرسلوني إلى الصين عندما كنت لا أزال شابا يافعا .
If only the company had realised that the Chinese respect 1 age and 2 experience more than youth !'
أتمنى لو أن الشركة أدركت أن الصين تحترم العمر والخبرة أكثر من الشباب !

الفقرة الثالثة (الأخطاء / كيف تصبح ناجحا في الصين / أهمية النجاح / سبب انعدام الصفقات)

هل ارتكبت أية أخطاء في تلك الزيارة ؟
Did you make any mistakes on that visit?
'Yes! I wish I had researched Chinese culture before I visited the country.
" نعم ! أنا أتمنى لو أنني بحثت في الثقافة الصينية قبل زيارتي تلك البلد .
In order to be successful in China, you (10) need to earn their (11) respect.
من أجل أن تكون ناجحا في الصين ، تحتاج إلى كسب احترامهم .
Chinese business people will always ask about a company's successes in the past.
رجال الأعمال الصينيين سوف يسألون دائما عن نجاحات الشركة في الماضي .
However, because I worked for a new company, I could not talk about its (12) track record.
ومع ذلك ، لأنني عملت مع شركة جديدة ، لا يمكن أن أتحدث عن سجل نجاحاتها (خبراتها) .
We (13) did not do any business deals on that first trip.'
نحن لم نفعل أي صفقات تجارية في تلك الرحلة الأولى .

الفقرة الرابعة (كيف أصبح ناجحا / الزيارة الثانية للصين)

متى تعلمت كيف تكون ناجحا في الصين ؟
When did you learn how to be successful in China?
'1 I joined a larger company and 2 they (14) sent me on a cultural awareness course.
" انضممت إلى شركة أكبر وأدخلوني في دورة الوعي الثقافي .
On my next visit to China, it (15) felt as if I hadn't known anything on my first visit!
في زيارتي الثانية إلى الصين ، شعرت وكأنني لم أكن أعرف أي شيء في زيارتي الأولى !

الفقرة الخامسة (نصيحة لمن يريد التجارة مع الصين)

What advice can you give to people wanting to do business in China?
ما هي النصيحة التي توجهها للناس الذين يريدون القيام بأعمال تجارية في الصين ؟
'Before I visit a company, I send
" قبل أن أزور شركة ، أبعث
1 recommendations from previous clients.
توصيات من قبل العملاء السابقين .
2 I also send my business card
أنا أيضا أرسلت بطاقة عملي
3 with my job position and 4 qualifications translated into Chinese.'
مع مناصبي الوظيفي ومؤهلاتي مترجمة إلى اللغة الصينية .

الفقرة السادسة (الاجتماع الأخير في الصين / احترام الوقت / صفاته أثناء الاجتماع / بدون نكت)

Can you tell us (16) about your last meeting in China?

هل لك أن تخبرنا عن اجتماعك الأخير في الصين ؟

'Of course! I arrived on time.

" طبعاً ! وصلت في الوقت المحدد .

You (17) must not arrive late, as this (18) shows disrespect.

يجب أن لا تصل متأخراً ، فهذا يدل على عدم الاحترام .

Then, when I met the company director, I shook hands with him (19) gently.

ثم ، عندما التقيت مدير الشركة ، صافحت يديه بلطف .

I began the meeting by making small talk about my interesting experiences in China.

بدأت الجلسة بنقاش صغير حول تجربتي المثيرة في الصين .

During the meeting, I made sure that my 1 voice and 2 body language were a calm and

b controlled.

خلال اللقاء ، أنا على يقين من أن صوتي ولغة جسدي كانت هادئة ومسيطر عليها .

I never told a joke, as this (20) may 1 not be translated correctly or 2 could cause offence.

أنا لم أقل أي نكتة ، لأن هذا قد لا يترجم بشكل صحيح أو قد يتسبب في إهانة .

الفقرة السابعة (صفات ضرورية لجعل الاجتماع ناجحاً)

Was it (21) a successful meeting?

هل كان اجتماعاً ناجحاً ؟

'Yes, it (22) was. I knew that the director had researched my business thoroughly before the meeting, so 1 I was prepared for his (23) detailed questions.

" نعم ، لقد كان . كنت أعرف أن المدير كان قد بحث عن عملي جيداً قبل الاجتماع ، لذلك كنت مستعداً لأسئلته المفصلة .

2 When I began negotiating, I started with the important issues.

عندما بدأت التفاوض ، بدأت بالقضايا الهامة .

The Chinese believe in avoiding conflict.

يؤمن الصينيون بتجنب الجدل .

3 It (24) is always important to be patient.

فمن المهم دائماً أن تكون صبوراً .

4 I was prepared to compromise, so in the end, the meeting was successful.

كنت على استعداد للمساومة ، لذلك في نهاية المطاف، كان الاجتماع ناجحاً .

الضمائر

الاسم الذي يعود عليه	رقمه	الضمير
Mr Ghanem		ضمائر (you / your / I / me / my)
Programme staff / interviewers	1	we
Mr Ghanem	2	who
Programme staff / interviewers	3	we
Mr Ghanem	4	him
Mr Ghanem	5	he
China	6	there
first trip	7 / 8	it
a small computer company in Amman	9	they
people / readers / Jordanians	10	you
Chinese business people	11	their
a new company	12	its
Mr Ghanem and his company	13	we
a larger company	14	they

it	15	next visit to China
us	16	Programme staff / interviewers
you	17	readers
this	18	arrive late
him	19	the company director
this	20	told a joke
it	21 / 22	meeting the company's director
his	23	the director
it	24	to be patient

أسئلة القطعة

- 1-Write down the sentence which indicates who Mr Ghanem is .
- 2-Write down the sentence which indicates when Mr Ghanem started business with China .
- 3-Write down the sentence which indicates Mr Ghanem's first job .
- 4-According to Mr Ghanem , his first trip wasn't successful for two reasons . Write them down .
- 5-Chinese respect two characteristics in their business more than youth . Write them down .
- 6-Write down the sentence which indicates how to be successful in China .
- 7-Write down the sentence which indicates that Mr Ghanem made a mistake on his first visit .
- 8-Write down the sentence which indicates that Chinese are always concerned about company's successes .
- 9-Write down the sentence which indicates why Mr Ghanem couldn't talk about his company's track record .
- 10-Why did not Mr Ghanem do any business deals on that first trip ?
- 11-Write down the sentence which indicates when Mr Ghanem learned how to be successful in China .
- 12-Mr Ghanem send many documents before visiting a company .
Write down two these documents .
- 13-Write down the sentence which indicates the importance of not arriving late in China .
- 14-During the meeting ,he was sure that two things were calm and controlled.Write them down.
- 15-During the meeting ,he was sure that his voice and body language had two characteristics.
Write them down.
- 16-Mr Ghanem didn't tell any jokes for two reasons . Write them down .
- 17-Write down the sentence which indicates why Mr Ghanem was prepared for the director questions .
- 18-The meeting was successful for many reasons . Write down two of these reasons .

الإجابات

- 1-Today, we talk to Mr Ghanem, a businessman based in Amman who often visits China.
- 2-'I've been doing business with China for many years. My first trip there was in 2004 CE, and it was not very successful.'
- 3-I worked for a small computer company in Amman
- 4-a-They sent me to China when I was still quite young.
b-If only the company had realised that the Chinese respect age and experience more than youth!
- 5-age and experience
- 6-In order to be successful in China, you need to earn their respect.

- 7-'Yes! I wish I had researched Chinese culture before I visited the country.
 8-Chinese business people will always ask about a company's successes in the past.
 9-However, because I worked for a new company, I could not talk about its track record.
 10-Chinese business people will always ask about a company's successes in the past.
 However, because I worked for a new company, I could not talk about its track record.
 11-'I joined a larger company and they sent me on a cultural awareness course.
 12-a-recommendations from previous clients. b-I also send my business card
 c-with my job position and qualifications translated into Chinese.'
 13-You must not arrive late, as this shows disrespect. 14-voice and body language
 15-calm and controlled
 16- this may not be translated correctly or could cause offence
 17-'Yes, it was. I knew that the director had researched my business thoroughly before the meeting, so I was prepared for his detailed questions.
 18-a- so I was prepared for his detailed questions.
 b-When I began negotiating, I started with the important issues.
 c-It is always important to be patient .
 d-I was prepared to compromise, so in the end, the meeting was successful.'

كتاب (SB) صفحة (٦٥) تمرين (٤)

أسئلة الكتاب على هذه القطعة

- 1-Why was Mr Ghanem's first business trip to China not successful?
 2-What do you think is a 'track record' (line 18)?
 3-What does the word 'his' in bold in the text refer to?
 4-What changed when Mr Ghanem visited China for the second time?
 5-What similarities do you think there are, in terms of expectations at business meetings, between China and Jordan?
 6-Do you think that you would be a successful business person in China? Why/Why not?
 - الإجابات الصحيحة هي :-
 1-It wasn't successful because he didn't have enough knowledge about the culture of China, and he was too young.
 2-A 'track record' is your reputation based on the things you have done or not done in the past.
 3-the director
 4-He had been on a cultural awareness course and so he knew how to do business in China.
 5-Suggested answers: the need to be culturally aware, the need for preparation, the need to listen carefully and negotiate
 6-Students' own answers

0796677803

0798233555

Our country's imports and exports واردات وصادرات دولتنا

الفقرة الأولى (ثروات الأردن / صادراته / الأدوية / قطاع الخدمات / الدول التي تصدر إليها)

In this report , we will look at 1 the countries that (1) Jordan trades with and 2 what goods it a exports and b imports.

في هذا التقرير ، سنتطرق إلى الدول التي تتاجر مع الأردن وما هي السلع التي تصدرها وتستوردها .
أولا ، دعونا ننظر في الصادرات .

First, let's look at exports.
Jordan is rich in 1 potash and 2 phosphate, and 3 the extraction industry for these (2) minerals is one of the largest in the world.

الأردن غني بالبوتاس والفوسفات ، وصناعة استخراج هذه المعادن هي واحدة من أكبر الصناعات في العالم .
Not surprisingly, two of Jordan's largest exports are 1 chemicals and 2 fertilizers .

ليس من المستغرب ، أن اثنتين من صادرات الأردن هي المواد الكيميائية والأسمدة .

1 Pharmaceuticals and 2 other industries represent 30% of Jordan's Gross Domestic Product (GDP), and 75% of Jordan's pharmaceuticals are exported.

الأدوية وغيرها من الصناعات تمثل ٣٠٪ من الناتج المحلي الإجمالي في الأردن (GDP) ، و ٧٥٪ من الأدوية في الأردن يتم تصديرها .

However, the majority (65%) of the economy is dominated by services, mostly 1 travel and 2 tourism .
ومع ذلك ، أغلبية الاقتصاد (٦٥٪) يسيطر عليه قطاع الخدمات ، ومعظمها السفر والسياحة .

Most of Jordan's exports go to 1 Iraq , 2 the USA , 3 India and 4 Saudi Arabia.

معظم صادرات الأردن تذهب إلى العراق ، الولايات المتحدة ، الهند والمملكة العربية السعودية .

الفقرة الثانية (واردات الأردن / الدول التي نستورد منها / الاتفاقيات التجارية)

Now let's look at imports.
الآن دعونا نلقي نظرة على الواردات .

Unlike some other countries in the Middle East, Jordan does not have large 1 oil or 2 gas reserves.
على عكس بعض البلدان الأخرى في الشرق الأوسط ، لا يملك الأردن احتياطات نفط وغاز كبيرة .

For that reason, Jordan has to import 1 oil and 2 gas for its energy needs .

لهذا السبب ، الأردن تستورد النفط والغاز لاحتياجاتها من الطاقة .

Its other main imports are 1 cars, 2 medicines and 3 wheat.

من الواردات الرئيسية الأخرى هي السيارات ، الأدوية والقمح .

In 2013 CE, 23.6% of Jordan's imports were from Saudi Arabia.

في عام ٢٠١٣ م ، ٢٣.٦٪ من واردات الأردن كانت من المملكة العربية السعودية .

This (3) was followed by the EU, with 17.6% of its imports.

يليها الاتحاد الأوروبي ، مع ١٧.٦٪ من وارداتها .

Other imports have come from 1 China and 2 the United States.

وتأتي واردات أخرى من الصين والولايات المتحدة .

Jordan has more free trade agreements than any other Arab country, and it trades freely with many countries, including 1 the USA, 2 Canada and 3 Malaysia.

الأردن لديه المزيد من اتفاقيات التجارة الحرة أكثر من أي بلد عربي آخر ، وهي تتاجر بحرية مع العديد من البلدان ، بما في ذلك الولايات المتحدة الأمريكية ، كندا وماليزيا .

Which other areas are important for Jordan's trade?

ما هي المناطق الأخرى المهمة لتجارة الأردن ؟

1 Jordan first signed a trade agreement with the EU in 1997 CE.

١- وقع الأردن أول اتفاقية تجارية مع الاتحاد الأوروبي في عام ١٩٩٧ م .

2 It signed a free trade agreement with a Egypt, b Morocco and c Tunisia in 2004 CE.

٢- وقعت اتفاقية تجارية حرة مع مصر ، المغرب وتونس في عام ٢٠٠٤ م .

3 In 2011 CE, another trade agreement was made with a the EU, b Egypt, c Morocco and d Tunisia.

٣- في عام ٢٠١١ م ، تم عقد اتفاق تجارة آخر مع الاتحاد الأوروبي ، مصر ، المغرب وتونس .

Trade with 1 the EU and 2 North Africa in particular is likely to grow.

٤- التجارة مع الاتحاد الأوروبي وشمال أفريقيا على وجه الخصوص من المرجح أن تنمو .

الضمير	رقمه	الاسم الذي يعود عليه
ضمائر (we / us / 's / our)		readers / people
ضمائر (it / its)		Jordan
that	1	the countries
these	2	potash and phosphate
this	3	Jordan's imports from Saudi Arabia

الضمائر

أسئلة القطعة

- 1-In this report , they will look at two important things about economy in Jordan . Write them down .
- 2-Jordan is rich in two minerals . Write down two of these minerals .
- 3-There are two of Jordan's largest exports mentioned in the text . Write them down .
- 4-Two products represent 30% of Jordan's Gross Domestic Product . Write down these two products .
- 5-Write down the sentence which indicates that most of Jordan's exports are pharmaceuticals.
- 6-The majority of the economy is dominated by two services . Write them down .
- 7-According to the text ,most of Jordan's exports go to four countries . Write down two of them.
- 8-Unlike some other countries in the Middle East, Jordan does not have large quantity of two important minerals .Write them down .
- 9-Jordan has two main imports for its energy needs because it doesn't have large quantity of them. Write down these two imports .
- 10-Jordan has other main imports than oil and gas .Write down these two imports .
- 11- Write down the sentence which indicates where most of Jordanian's imports were from in 2013 .
- 12-Most of Jordanian's imports came from four main countries . Write down two of them .
- 13-Write down the sentence which indicates that Jordan has a lot of free trade agreements .
- 14-Jordan has more free trade agreements than any other Arab country, and it trades freely with many countries . Write down two of these countries .
- 15-Which other areas are important for Jordan's trade?

- 16-Jordan signed many trade agreements . Write down two of these agreements .
- 17-Jordan signed free trade agreements with three countries in 2004 . Write down two of these countries
- 18-Jordan signed free trade agreements with four countries in 2011 . Write them down .
- 19-Jordan signed free trade agreements with many countries but trade is likely to grow with two countries . Write them down .

الإجابات

- 1-the countries that Jordan trades with and what goods it exports and imports.
- 2-potash and phosphat
- 3-chemicals and fertilizers
- 4-Pharmaceuticals and other industries
- 5-Pharmaceuticals and other industries represent 30% of Jordan's Gross Domestic Product (GDP), and 75% of Jordan's pharmaceuticals are exported.
- 6-travel and tourism
- 7-Iraq, the USA, India and Saudi Arabia.
- 8 -oil or gas reserves
- 9-oil or gas
- 10-cars, medicines and wheat
- 11-In 2013 CE, 23.6% of Jordan's imports were from Saudi Arabia.
- 12-Saudi Arabia , the EU , China and the United States
- 13-Jordan has more free trade agreements than any other Arab country, and it trades freely with many countries, including the USA, Canada and Malaysia.
- 14-the USA, Canada and Malaysia
- 15 / 16-a-Jordan first signed a trade agreement with the EU in 1997 CE.
b-It signed a free trade agreement with Egypt, Morocco and Tunisia in 2004 CE.
c-In 2011 CE, another trade agreement was made with the EU, Egypt, Morocco and Tunisia.
- 17-Egypt, Morocco and Tunisia
- 18-EU, Egypt, Morocco and Tunisia
- 19-EU and North Africa

أسئلة الكتاب على هذه القطعة

كتاب (SB) صفحة (٦٧) تمرين (٥)

- 1-What does the article suggest that many of Jordan's fertilisers are made from?
- 2-Why does Jordan import a lot of oil and gas?
- 3-Which country supplies Jordan with most of its imports?
- 4-Why is trade with the EU and North Africa likely to grow?

- الإجابات الصحيحة هي :-

- 1-They are made from potash and phosphate, as this is what Jordan is rich in.
- 2-Jordan imports a lot of oil and gas because it does not have enough of its own reserves for the needs of the country.
- 3-Saudi Arabia
- 4-Trade with these areas is likely to grow because Jordan has signed trade agreements with both areas..

0798233555

- 1-Most of Jordan's exports mainly go to four countries. Write them down. (4 points)
- 2-Many of Jordan's fertilisers are made mainly of two minerals. Write these two minerals down. (2 points)
- 3-Quote the sentence which indicates the country that supplied Jordan with nearly a quarter of its imports in 2013. (2 points)
- 4-Find a word in the text which means " **things kept back or set aside, especially for future use** ". (2 points)
- 5-What does the underlined word " **it** " refer to? (2 points)
- 6-Citizens of a country should support the economy by buying their country's own products. Suggest three advantages of buying products from one's own country. (3 points)
- 7-Exports play an important role in developing the economy of countries. Think of this statement and, in two sentences, write down your point of view. (2 points)

- الإجابات الصحيحة هي كالتالي :-

- 1- Iraq , the USA , India and Saudi Arabia
- 2- potash and phosphate
- 3- In 2013 CE, 23.6% of Jordan's imports were from Saudi Arabia.
- 4-reserve
- 5-Jordan
- 6 / 7 - الإجابة مفتوحة

أسامة محاسنة

0796677803

0798233555

AB

46

business-today/sales/how-to-make-a-sales-pitch

الأعمال اليوم / المبيعات / كيف تعمل إعلان مبيعات

الفقرة الأولى (منتجات للبيع)

Whether you're selling 1 a new type of toothpaste to a chain of pharmacies, 2 the latest computer software to a school or 3 a new kind of package holiday to a travel agency – you need to know ...

سواء كنت تباع نوع جديد من معجون الأسنان إلى سلسلة من الصيدليات ، أحدث برامج كمبيوتر لمدرسة أو نوع جديد من اتفاقية عطل إلى وكالة سفر - عليك أن تعرف ...

الفقرة الثانية (القيام بإعلان مبيعات / الاستعداد / إنتاج السلعة / السوق المستهدف / المنافسة / قيمة المنتج)

How to make a sales pitch

كيف تعمل إعلان مبيعات

A Do your research

قم ببحثك

1 Don't come away from a sales pitch wishing you had been better prepared.

لا تبعد عن إعلان المبيعات متمنيا لو أنك كنت على أفضل استعداد .

2 It (1) is essential to know everything about your product.

من الضروري أن تعرف كل شيء عن منتجك .

3 Do you know a when it (2) was developed, and b where it (3) is produced ?

هل تعرف متى تم تطويره ، وأين تم إنتاجه ؟

4 You also need to know who the target market is – for example, a the age group or b income of the people who (4) might buy it (5).

أنت أيضا بحاجة إلى معرفة ما هو السوق المستهدف - على سبيل المثال ، الفئة العمرية أو دخل الناس الذين قد يشترونه .

5 Not only that, you should know all about the competition – that is, similar products on the market. ليس ذلك فقط ، يجب أن نعرف كل شيء عن المنافسة - وهذا يعني ، المنتجات المماثلة في السوق .

6 Why is your product superior to others (6) and 7 why does it (7) have better value?

لماذا منتجك متفوق على المنتجات الأخرى ولماذا لديه قيمة أفضل ؟

الفقرة الثالثة (لمن تباع وما هي احتياجاتهم / كيفية الإقناع / الإيمان بما تباع)

8 In addition, you should know exactly a which people you are speaking to, and b what their (8) needs are.

بالإضافة إلى ذلك ، يجب أن تعرف بالضبط من هم الناس الذين تتحدث إليهم ، وما هي احتياجاتهم .

For example, if they (9) represent a middle-class department store in a humble neighbourhood, be ready to explain why your particular product would suit customers who (10) do not have lots of money.

على سبيل المثال ، لو كانت تمثل فرع لمتجر للطبقة المتوسطة في حي متواضع ، كن على استعداد لشرح لماذا سيناسب منتجك الخاص العملاء الذين ليس لديهم الكثير من المال .

9 What makes your product perfect for them (11) ?

ما الذي يجعل منتجك الخاص نموذجيا بالنسبة لهم ؟

10 Most of all, you need to believe in what you're selling, and the best way to do that (12) is to use it !

الأهم من ذلك كله ، يجب أن تؤمن بما تباع ، وأفضل طريقة للقيام بذلك هو استخدامه !

الفقرة الرابعة (استعد وتمرن / التخطيط للعرض / كيف ستقول العرض / فكرة جيدة / التدريب)

B Prepare and practice

إستعد وتمرن

1 Plan **your presentation** carefully, **a** not just what **you will say**, but **b** how **you will say it** (13).
خطط لعرضك بعناية ، ليس فقط ما ستقوله ، ولكن كيف ستقوله .

Will you **a** read it (14) word by word , **b** use notes or **c** memorise it (15) ?
هل ستقرأه كلمة كلمة ، تستخدم ملاحظات أو تحفظها ؟

2 Whatever **you decide**, it (16) is always a **good idea** to have a **list of your main points**, in case **a** something interrupts **you**, or **b** you simply freeze with nerves (it (17) happens!).
مهما كان ما تقرر ، إنها دائماً فكرة جيدة للحصول على قائمة من النقاط الرئيسية الخاصة بك ، في حالة قاطعتك شيء ، أو ببساطة تجمدت أعصابك (هذا يحدث !) .

3 Then practise it (18) , if possible in front of colleagues.
ثم تمرن على ذلك ، إذا كان ذلك ممكناً أمام الزملاء .

4 **a** Make changes and **b** practise it (19) again.
قم بإجراء تغييرات وتمرن على ذلك مرة أخرى .

الفقرة الخامسة (كن محترفاً / صفات العرض / البداية / طريقة الكلام / الثقة / التواصل مع الناس)

C Be professional

كن محترفاً

1 Keep **your presentation** **a** short and **b** simple.
أجعل من عرضك قصير وبسيط .

2 Start with some **friendly comments**.
ابدأ ببعض التعليقات الودية .
For example, **a** thank **your hosts** for allowing **you to speak to them** (20) , and **b** compliment **their** (21) company .
على سبيل المثال ، اشكر المضيفين لأنهم سمحوا لك بالتحدث إليهم ، وادمح رفقتهم .

3 Remember to **speak** **a** slowly and **b** clearly.
تذكر أن تتكلم ببطء وبشكل واضح .

4 It (22) is important to **appear confident** (even if **you're nervous**!).
من المهم أن تظهر بثقة (حتى لو كنت متوتراً !) .

5 While **you're speaking**, **don't keep your head down**.
أثناء كلامك ، لا تبقي رأسك لأسفل .

6 **Instead**, **a** look round the room and **b** make eye contact with **your audience** . **c** Smile !
بدلاً من ذلك ، انظر في أرجاء الغرفة وتواصل من خلال العين مع جمهورك . ابتسم !

الفقرة السادسة (الإجابة على الأسئلة / التصرف عند عدم معرفة الجواب)

When **you've finished speaking**, invite questions.
عند الانتهاء من التحدث ، استقبل الأسئلة .

If **you don't know the answers** , 1 **don't pretend** !
إذا كنت لا تعرف الإجابة ، لا تتظاهر !

2 Thank the questioner and 3 **promise to find out the answer** (and do it (23) !).
اشكر السائل وأعطه وعداً بأنك ستجيبه (وافعل ذلك !) .

الفقرة السابعة (ملخص للعرض)

Finally, have a **summary of your presentation** ready to **hand out at the end of the session**.
وأخيراً ، حضر ملخصاً لعرضك يكون جاهزاً لتسليمه في نهاية الجلسة .

I **wish I had known all this** (24) **when I started out in business**! Good luck!
كنت أتمنى لو كنت أعرف كل هذا عندما بدأت في التجارة ! حظ سعيد !

الضمائر

الضمير	رقمه	الاسم الذي يعود عليه
(you / your)	ضمائر (ا)	The readers / salesmen
writer / speaker		
it	1	to know everything about your product
it	2 / 3	your product
who	4	the people
it	5	your product
others	6	products
it	7	your product
their	8	people
they	9	people
who	10	customers
them	11	customers
that	12	to believe in what you're selling
it	13/14	presentation
it	15	presentation
it	16	to have a list of your main points
it	17	something interrupts you, or you simply freeze with nerves
it	18 / 19	presentation
them	20	hosts
their	21	hosts
it	22	to appear confident
it	23	to find out the answer
this	24	The whole text

أسئلة القطعة

- 1-If you're selling some products , you need to know how to make a sales pitch .
Write down two of these products .
- 2-If you're selling some products , you need to know how to make a sales pitch through three steps . Write down two of these steps .
- 3-Quote the sentence which indicates that a salesperson should stay closer to a sales pitch .
- 4-It is essential for salespersons to know a lot of things about their products.
Write down two of these things .
- 5-Salespersons need to know two things about the target market . Write them down .
- 6-Write down the sentence which indicates that salesperson should have some knowledge about the similar products .
- 7-Salespersons need to know two things about who will buy the product. Write them down .
- 8-Write down the sentence which indicates how you can make your product perfect .
- 9-The writer thinks that salespersons have to plan their presentation carefully in two ways .
Write them down .

- 10-The writer thinks that salespersons have to know how to say their presentation in three ways . Write down two of them .
- 11-It is always a good idea to have a list of your main points for two reasons .Write them down
- 12-There are many steps to prepare for your presentation . Write down two of them .
- 13-There are many steps to be professional . Write down two of them .
- 14-According to the text , there are two features for presentation . Write them down .
- 15-According to the text , you should do two things with hosts . Write them down .
- 16-When speaking in front of hosts , there are many characteristics which should be available . Write down two of them .
- 17-Instead of keeping your head down while you're speaking , you have to do three actions . Write them down .
- 18-If you don't know the answers . You should do three things . Write down two of them .

الإجابات

- 1-a-a new type of toothpaste to a chain of pharmacies,
b-the latest computer software to a school
c-or a new kind of package holiday to a travel agency
- 2-a-Do your research b-Prepare and practice c-Be professional
- 3-Don't come away from a sales pitch wishing you had been better prepared.
- 4-a-when it was developed, b-and where it is produced
- 5-the age group or income of the people who might buy it
- 6-Not only that, you should know all about the competition – that is, similar products on the market.
- 7-people you are speaking to, and what their needs are.
- 8-Most of all, you need to believe in what you're selling, and the best way to do that is to use it!
- 9-not just what you will say, but how you will say it
- 10-read it word by word, use notes or memorise it
- 11-in case something interrupts you, or you simply freeze with nerves
- 12-a-Plan your presentation carefully, not just what you will say, but how you will say it .
b-read it word by word, use notes or memorise it
c-have a list of your main points, in case something interrupts you, or you simply freeze with nerves
d-Then practise it , if possible in front of colleagues. e-Make changes and practise it again
- 13-a-Keep your presentation short and simple.
b-Start with some friendly comments.
c-For example, thank your hosts for allowing you to speak to them , and compliment their company .
d-Remember to speak slowly and clearly.
e-It is important to appear confident (even if you're nervous!).
f-While you're speaking, don't keep your head down.
g-Instead, look round the room and make eye contact with your audience . Smile !
- 14-short and simple
- 15-thank your hosts for allowing you to speak to them , and compliment their company
- 16-a-Remember to speak slowly and clearly.
b-It is important to appear confident (even if you're nervous!).
c-While you're speaking, don't keep your head down.
d-Instead, look round the room and make eye contact with your audience .
e-Smile !
- 17-a-look round the room b-and make eye contact with your audience . c-Smile !
- 18-a-don't pretend! b-Thank the questioner c-and promise to find out the answer

تمارين معاني الكلمات – الوحدة التاسعة

كتاب (SB) صفحة (٦٤) تمرين (٢)

Which of the following do you think is most and least essential in a business meeting?
Check the meanings of any word(s) that you do not know in the Glossary on pages 95–96 or in a dictionary.

أي من العبارات التالية تعتقد انه الأكثر والأقل ضرورة في لقاء عمل ؟ تأكد من معاني الكلمات التي لا تعرف معناها في معاني الكلمات في صفحة ٩٥-٩٦ أو في قاموس .

be able to answer detailed questions , do a deal , give a business card , make small , talk , negotiate , shake hands , tell a joke

كتاب (SB) صفحة (٦٦) تمرين (١)

The words in the box below are all related to trade. Check the meaning of any word(s) that you do not know in the Glossary on pages 95–96 or in a dictionary. Using as many of the words as you can, try to write a few sentences about what trade is.

الكلمات في الصندوق في الأسفل لها علاقة بالتجارة . تأكد من معنى أي من الكلمات التي لا تعرفها في معاني الكلمات صفحة ٩٥-٩٦ أو في القاموس . استخدم قدر ما تستطيع من الكلمات ، حاول كتابة بعض الجمل عن التجارة .

agreement , dominate , export (n) , extraction , Gross Domestic Product , import (n) , reserve (n)

كتاب (SB) صفحة (٦٧) تمرين (٦)

Choose the correct word(s) to complete the text about exports from Jordan to the European Union.

اختر الكلمات الصحيحة لإكمال النص عن الصادرات من الأردن إلى الاتحاد الأوروبي .

exported , had exported , imported , was exported , was imported , were exported

- الإجابات الصحيحة هي كالتالي :-

Jordan has sold goods to the EU for many years. In fact, it (1) many products to the EU even before the 1997 CE trade agreement was made. The chart shows goods that Jordan (2) to the EU in 2011 CE. Chemicals accounted for about 37.2% of its exports. Jordan also exported a lot of metals (16.8%) as well as manufactured goods (11.2%). Smaller amounts of food, live animals and machinery (3) to the EU. The section called 'other' included sales of goods related to forestry and mining.

- الإجابات الصحيحة هي كالتالي :-

1-had exported

2-exported

3-were exported

كتاب (AB) صفحة (٤٤) تمرين (١)

Complete the collocations with the verbs in the box. One verb is not needed. The first one is done for you.

أكمل الجمل بعبارة من الصندوق . هناك فعل غير ضروري . الجملة الأولى محلولة .

ask , cause , do , earn , join , make (x2) , shake

1- a mistake

2- questions

3- hands

4- respect

5- a company

6- offence

7- small talk

- الإجابات الصحيحة هي كالتالي :-

- | | | | |
|--------|---------|---------|--------|
| 1-make | 2-ask | 3-shake | 4-earn |
| 5-join | 6-cause | 7-make | |

كتاب (AB) صفحة (٤٤) تمرين (٢)

Complete the sentences with collocations from exercise 1. The first one is done for you.

أكمل الجمل بعبارات من تمرين ١ . الجملة الأولى محلولة . .

earn respect , make a mistake , ask questions , cause offence .
shake hands , make small talk , join company

- 1-Be very careful when you answer the questions, and try not to
كن حذرا جداً عندما تُجيبُ الأسئلة ، وحاول أن لا تُرتكب خطأ
- 2-If you are polite, you won't or upset anybody.
إذا كنت مؤدباً ، لن تسبب أهانته أو تُزعج أي شخص.
- 3-Before the serious discussion starts, we always ; it's often about the weather!
قَبْلَ أن تُبدأ المناقشة الجدية ، نقوم دائماً بحوار صغير ؛ هو في أغلب الأحيان حول الطقس!
- 4-Nasser has applied to the where his father works.
ناصر قدّم طلباً للانضمام إلى الشركة حيث يعمل أبيه.
- 5-In business, when you meet someone for the first time, it's polite to
في الأعمال ، عندما تقابل شخص ما للمرة الأولى ، من المؤدّب أن تُصافح يديه .
- 6-After the talk, there will be a chance for you to about anything you don't understand.
بعد الكلام ، سيكون هناك فرصة لك لسؤال الأسئلة حول أي شيء أنت لا تفهمه .
- 7-By working hard, you will the of your boss.
بالعمل بجدّ ، أنت ستكسبُ إحترام رئيسك .

- الإجابات الصحيحة هي كالتالي :-

- | | | | |
|------------------|-----------------|-------------------|-----------------|
| 1-make a mistake | 2-cause offence | 3-make small talk | 4-join, company |
| 5-shake hands | 6-ask questions | 7-earn, respect | |

كتاب (AB) صفحة (٤٤) تمرين (٤)

Complete the explanations with words from the box. One word is not needed..

أكمل المفاهيم بعبارات من الصندوق . الجملة الأولى محلولة .

compromise , conflict , negotiate , patient , prepared , previous , track record

- 1-When you talk about business and try to do a deal, you
عندما تتحدّث عن العمل وتُحاول عقْد صفقة ، أنت تقاوضُ
- 2-When you are ready for something, you arefor it.
عندما تكون جاهزاً لشيء ، أنت مستعد له .
- 3-When you can prove that you have experience, you have a
عندما تستطيع أن تُثبت بأن عندك خبرة ، فأنت تمتلك سجل نجاحات
- 4-When two sides disagree and argue, there is
عندما يختلف جانبان ويتجادلون ، هناك نزاع
- 5-When each side changes their position a little so that they can agree, they have managed to
عندما يُغيّر كل جانب موقفهم قليلاً لكي يتفقوا ، فقد عملوا مساهمة
- 6-When you stay calm and take your time, you are being
عندما تلتزم الهدوء وتأخذ وقتك ، أنت صبور

تلفون :- ٠٧٩٦٦٧٧٨٠٣ / ٠٧٩٨٢٣٣٥٥٥

تأليف :- أسامة محاسنة

كورس الليث

- الإجابات الصحيحة هي كالتالي :-

1-negotiate

2-prepared

3-track record

4-conflict

5-compromise

6-patient

كتاب (AB) صفحة (٤٧) تمرين (١٠)

Find the expressions 1-5 in the text, then match them with their meanings.

جد المصطلحات ١-٥ من النص ، ثم صلها مع معانيها .

1-package holiday

2-sales pitch

3-target market

4-age group

5-department store

a-people who are identified as possible customers

b-a set of people of similar age

c-a large shop that sells many different types of things

d-a presentation made by someone who is trying to sell a product

e-an organised trip with everything included in the price (travel, accommodation, food)

- الإجابات الصحيحة هي كالتالي :-

1-e

2-d

3-a

4-b

5-c

أسامة محاسنة

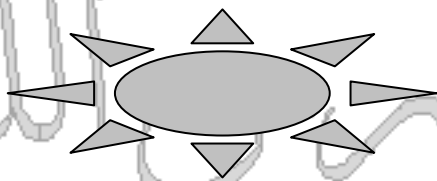
0796677803

0798233555

كورس الليث

تأليف: أسامة محاسنة

تلفون: ٠٧٩٦٦٧٧٨٠٣ / ٠٧٩٨٢٣٣٥٥٥



كورس الليث

تأليف

أسامة محاسنة

0798233555

0796677803

الوحدة العاشرة

الوحدة العاشرة Unit 10 جمل الشرط Conditionals

ترتيب جمل الشرط :- لا نحتاج إلى ترتيب جملة الشرط إلا عند وجود مضارع بسيط فقط
١- في بداية الجملة (أسجد) :-

الجواب	,	السؤال	+ الأداة
--------	---	--------	----------

٢- في وسط الجملة (جاسر) :-

السؤال	+ الأداة	+ الجواب
--------	----------	----------

أدوات الشرط :-

if	provided that	as long as	unless	even if	when
إذا	إذا	طالما	إذا لم (ما لم)	حتى إذا (حتى لو)	عندما

المضارع البسيط

١- الصيغة القواعدية :-

فاعل جمع I / we / you / they	ت ١
فاعل مفرد he / she / it	s / es + ت ١

متى نضيف (s) أو (es)
(s , z , o , x , sh , ch) + es
حرف صحيح + ies + y
باقي الأحرف + s

٢- قاعدة النفي :-

فاعل جمع I / we / you / they	do	مجرد + not
فاعل مفرد he / she / it	does	

٣- قاعدة السؤال :-

do	+ فاعل جمع +	مجرد	?
does	+ فاعل مفرد +		

٤- قاعدة الفعل (be) أو (not be) :-

	(be)	(not be)
I	am	am not
فاعل جمع we / you / they	are	are not
فاعل مفرد he / she / it	is	is not

٥- قاعدة الفعل (have) :-

فاعل جمع I / we / you / they	have
فاعل مفرد he / she / it	has

الماضي البسيط

١- الصيغة القواعدية :-

٢- مهما كان الفاعل

٢- قاعدة النفي :-

(مجرد + not) did

٣- قاعدة السؤال :-

? (مجرد) + فاعل + did

٤- قاعدة الفعل (be) أو (not be) :-

الفاعل	(be)	(not be)
مفرد (he , she , it , I)	was	was not
جمع (we , you , they)	were	were not

النوع صفر Zero conditional

١- الاستخدام (Use / Function) :-

to describe something that always happens (the inevitable consequence) after a certain action or event.

لوصف شيء يحدث دائماً (نتيجة مؤكدة / أكيد / حقيقة) بعد فعل أو حدث معين

٢- الصيغة القواعدية :-

سؤال الشرط	مضارع بسيط
جواب الشرط	مضارع بسيط

1-Water **turns** to ice **if** the temperature below zero. (fall)2-If plants **don't get** enough sunlight , they (die)

النوع الأول First conditional

١- الاستخدام (Use / Function) :-

to describe a future outcome of a certain future action or event.

لوصف نتيجة في المستقبل لفعل أو حدث مستقبلي (ممكن) .

٢- الصيغة القواعدية :-

سؤال الشرط	مضارع بسيط
جواب الشرط	مجرد + will

1-If you hard, you **will pass** your exam . (study)2-I the book **if** it **isn't** too expensive. (buy)

(I won't buy it if it is too expensive)

3- I'll buy it **unless** it expensive. (be) (I'll buy it if it isn't too expensive.)

4-I it **even if** it's expensive. (buy)

(I will buy it. The price isn't important.)

النوع الثاني Second conditional

١- الاستخدام (Use / Function) :-

للتحدث عن أحداث خيالية أو غير ممكنة to talk about **imaginary or unlikely events**

٢- الصيغة القوا عدية :-

سؤال الشرط	ماضي بسيط
جواب الشرط	مجرد + would

1-If Sami in his exams , he **wouldn't enjoy** his journey . (fail)

2-Rula a new car **if** she **had** enough money . (buy)

النوع الثالث باستخدام (would) - Third conditional

١- الاستخدام (Use / Function) :-

to imagine past situations. These past situations are impossible, and did not happen (**to imagine impossible past situations**)

لتخيل مواقف ماضية . هذه المواقف الماضية مستحيلة ولم تحدث (أكيد) .
(سؤال الشرط لم يحدث ونتيجة لذلك لم يحدث جواب الشرط أيضا)

٢- الصيغة القوا عدية :-

سؤال الشرط	ت ٣ + had
جواب الشرط	ت ٣ + would have

1-If I at home that day, I **would have missed** the celebration.

(stay)

(The person did not stay at home that day.)

(The person attended the celebration.)

2-I to the library **if** my friend **hadn't invited** me.

(not go)

(My friend invited me to the library, so I went.)

3-If I harder, I'd **have passed** the exam. (study)

(I didn't study very hard, and I didn't pass.)

النوع الثالث باستخدام (could/might) - Third conditional

١- الاستخدام (Use / Function) :-

To talk about the imaginary past

when we are less sure of the result of the impossible past situation.

للتحدث عن ماضي خيالي

عندما نكون غير متأكدين من نتيجة أحداث ماضية مستحيلة (ممكن)

٢- الصيغة القواعدية :-

سؤال الشرط	ت ٣ + had
جواب الشرط	ت ٣ + could / might have

1-If I better for the competition, I **might have won** the first prize. (prepare)

(The speaker is not sure that this would have been true.)

2-If I **had slept** better the night before the exam, I better. (could / concentrate)

(It is possible that the speaker would have been able to concentrate.)

3-If I to a different school, I **might not have studied** French. I could have taken English. (go)

4-Our team **could have won** the match if they'd **trained** harder, and then they champions now if they'd won. (might/be)

ملخص قواعدي

النوع صفر	سؤال الشرط	مضارع بسيط
أكيد / حقيقة	جواب الشرط	مضارع بسيط

النوع الأول	سؤال الشرط	مضارع بسيط
ممکن	جواب الشرط	مجرد + will

النوع الثاني	سؤال الشرط	ماضي بسيط
	جواب الشرط	مجرد + would

النوع الثالث - أ	سؤال الشرط	ت ٣ + had
أكيد	جواب الشرط	ت ٣ + would have

النوع الثالث - ب	سؤال الشرط	ت ٣ + had
ممکن	جواب الشرط	ت ٣ + could / might have

- أكمل الجمل التالية بعد اختيار صيغة الفعل الصحيحة .

- 1-I **won't swim** tomorrow if it (rain) .
- 2-I **would have visited** my grandparents next Monday if my parents (agree) .
- 3-I **would visit** Petra if I time . (have)
- 4-I **won't go** if you me to stay . (want)
- 5-You will up early if you **sleep** early . (get)
- 6-**Unless** you **work** hard , you your dreams . (not achieve)
- 7-You **will go** to prison **unless** you the debt . (pay)
- 8- I you if I **have** enough time (visit) .
- 9-If Sami slept early , he up early . (get)
- 10-If we your advice , we **would have saved** a lot of time . (take)
- 11-If he **doesn't study** hard , he (not succeed)
- 12-It amazing if we **had gone** on a journey . (be)
- 13-You late **unless** you **sleep** early . (be)
- 14-I **will lend** Sami the money if he it . (need)
- 15-I a teacher **provided that** I **study** English , (be)

كيفية التحويل من جملة عادية إلى جملة شرط - النوع الثالث

أولا :- إذا كان هناك (so) يكون التحويل كالتالي ونطبق على آخر فعل رئيسي :-

ت ٣ + had so ت ٣ + could / might have

ثانيا :- إذا لم يكن هناك (so) فلا بد من السؤال (لماذا) .

السؤال = ت ٣ + could / might have

الجواب = ت ٣ + had

ت ٣ + could have → مجرد + wasn't able to

ثالثا :- نعكس الفعلان الموجودان في سؤال وجواب الشرط .

not ← → not

رابعا :- يكون ترتيب الجملة كالتالي :-

If ت ٣ + had , ت ٣ + could / might + have

1-Saeed left his camera at home, so he wasn't able to take pictures of the parade.
(could)

-If
.....

2-I had a headache yesterday, and I didn't do well in the Maths test. (might)

-If
.....

3-I didn't know your phone number, so I wasn't able to contact you. (could)

-If
.....

4-You had a brightly-coloured T-shirt on. That's how I noticed you in the crowd.
(might not)

-If
.....

5-I worked really hard the day before the exam. I got top marks. (might not)

-If
.....

0796677803
0798233555

كيفية التحويل من (If) إلى (Unless)

If + not	→	Unless
be + not	→	be
don't + مجرد	→	مجرد
doesn't + مجرد	→	مجرد + s / es
didn't + مجرد	→	ت ٢
hadn't + ت ٣	→	had + ت ٣
no / never	→	no / never
سؤال الشرط مثبت	→	نعكس جواب الشرط

1- If Sami **is not** lazy , he will become a manager .

-Unless

2- If they **don't study** hard , they will fail .

-Unless

3- If she **doesn't study** hard , she will fail .

-Unless

4- If she **didn't study** hard , she would fail .

-Unless

5- If she **hadn't studied** hard , she would have failed .

-Unless

6- If he has **no** money , he can't buy it .

-Unless

7- If he **never** studies hard , he will fail .

-Unless

8- If Sami eats Mansaf , he **will not eat** Kabsah .

-Unless

9- If Rawan finishes her homework , she **will play** computer games .

-Unless

كيفية التحويل من (Unless) إلى (If)

الطريقة الأولى	
Unless	If + not
be	be + not
مجرد	don't + مجرد
مجرد + s / es	doesn't + مجرد
ت ٢	didn't + مجرد
had + ت ٣	hadn't + ت ٣

1-Unless Sami **is** lazy , he will become a manager .

- If

2-Unless they **study** hard , they will fail .

- If

3-Unless she **studies** hard , she will not pass .

- If

4-Unless she **studied** hard , she would not pass .

- If

5-Unless she **had studied** hard , she would have failed .

- If

الطريقة الثانية	
Unless	If
سؤال الشرط مثبت	نعكس جواب الشرط

1-Unless Sami is a lazy , he **will become** a manager .

- If

2-Unless they study hard , they **will fail** .

- If

3-Unless she studies hard , she **will not pass**.

- If

4-Unless she **studied** hard , she would not pass .

- If

5-Unless she **had studied** hard , she would have failed .

- If

ملاحظات مهمة جدا

أدوات الشرط (when / as long as) لا تستخدمان مع النوع الثالث		
النوع صفر :- لا زمان له	النوع الأول :- مستقبل	النوع الثالث :- ماضي

كتاب (SB) صفحة (٧٣) تمرين (٦)

اختر الخيار الصحيح لإكمال الجمل . Choose the correct option to complete the sentences.

- 1-Unless you **have** a language degree, you do / will not be able to become an interpreter.
- 2-If you **get** an interview for a job, you needed / will need to show that you have good listening skills.
- 3-If you **are** successful, it is / will be a secure and rewarding job.
- 4-You **get** a huge feeling of satisfaction **when you know that** people understand / understood everything you translate.

الإجابات الصحيحة كالتالي :-
1-will 2-will need 3-will be 4-understand

كتاب (SB) صفحة (٧٣) تمرين (٧)

أكمل الجمل لتصبح صحيحة . Complete the sentences so that they are true for you.

- 1-I will enjoy my job provided that ...
- 2-I think I will be successful as long as ...
- 3-Even if I travel a lot, ...
- 4-I will not work abroad unless ...
- 5-If I get the job I want, ...

الإجابات الصحيحة كالتالي :-

- 1-I have interesting colleagues.
- 2-I work hard.
- 3-I will still make time to speak to my friends.
- 4-it is the only option.
- 5-I will be very happy.

كتاب (SB) صفحة (٧٤) تمرين (٤)

Complete these sentences with the correct form of the verbs in brackets. Listen and check. أكمل الجمل بالصيغة الصحيحة للأفعال بين الأقواس . اسأل وتأكد .

- 1-I (have got) the job if I (have) some experience.
- 2-If you (do) the course, you (have) enough experience to apply for the job.

الإجابات الصحيحة كالتالي :-

- 1-would have got; had had
- 2-had done; would have had

كتاب (SB) صفحة (٧٤) تمرين (٥)

Work in pairs. Complete each sentence with your own ideas, using the third conditional. اعمل في مجموعات . أكمل كل جملة بأفكارك الخاصة ، استخدم النوع الثالث .

- 1-If there had been email in the 1960s, ...
- 2-If people had had mobile phones in the past, ...
- 3-If people had known about global warming in the past, ...

الإجابات الصحيحة كالتالي :-

- 1-people would have stopped writing letters by now.
- 2-they would have been able to communicate more easily.
- 3-they would have stopped using fossil fuels by now.

كتاب (SB) صفحة (٧٥) تمرين (١٠)

Complete the sentences so that they are true for you. Use **could** and **might** instead of **would**.

أكمل الجمل لتصبح صحيحة بالنسبة لك . استخدم (could / might) بدلا من (would) .

- 1-If I hadn't come to this school, ...
- 2-If I hadn't grown up in this city, ...

كتاب (SB) صفحة (٧٩) تمرين (٣)

Choose the correct option in brackets to complete the following sentences.

اختر الخيار الصحيح بين الأقواس لإكمال الجمل التالية .

- 4-If you to learn a new language, you **need** to be motivated.
(will want / want / wanted)

الإجابات الصحيحة كالتالي :- (want)

كتاب (AB) صفحة (٤٩) تمرين (٤)

Complete the sentences with the correct form of the verbs in brackets. The first one is done for you.

أكمل الجمل بالصيغة الصحيحة للأفعال بين الأقواس . الجملة الأولى محلولة .

- 1-When you at the station next Saturday, we there to meet you.
(arrive/be)
- 2-Nasser out with us tomorrow **unless** he help his father. (come/have to)
- 3-I you with your homework, **as long as** you me with mine! (help/help)
- 4-**Provided that** it , we a picnic next week. (not rain/have)
- 5-If you the prize, how you the money? (win/spend)
- 6-**Even if** Omar his driving test this afternoon, he his own car. (pass/not have)

الإجابات الصحيحة كالتالي :-

- | | | |
|---------------------------|---------------------|----------------------|
| 1-arrive; will be | 2-will come; has to | 3-will help; help |
| 4-doesn't rain; will have | 5-win; will, spend | 6-passes; won't have |

كتاب (AB) صفحة (٥٠) تمرين (٥)

Circle the correct word in italics, and complete the sentences with the correct form of the verb in brackets. The first one is done for you.

ضع دائرة حول الكلمة الصحيحة بالخط المائل ، وأكمل الجمل بالشكل الصحيح للأفعال بين الأقواس . الجملة الأولى محلولة .

- 1-**When / Unless** you water to 100°C, it boils. (heat)
- 2-You will not pass your exams **as long as / unless** you hard. (study)
- 3-**If / Unless** you the plants, they will die. (not water)
- 4-Do you usually go home or meet your friends **when / provided that** school? (finish)
- 5-Your new computer will last a long time **as long as / even if** you careful with it. (be)

- الإجابات الصحيحة هي كالتالي :-

- | | | |
|------------------|-------------------|-------------------|
| 1-When; heat | 2-unless; study | 3-If; don't water |
| 4-when; finishes | 5-as long as; are | |

كتاب (AB) صفحة (٥٠) تمرين (٦)

Join the sentence beginnings 1-5 with their endings a-e, using the words in bold.

اربط بدايات الجمل ١-٥ مع نهايات الجمل أ-ه مستخدماً الكلمات بالخط الغامق n.

1-During Ramadan, we eat	if when even if unless provided that	a-it's closed.
2-I'll phone you		b-we're tired
3-We'll go to our favourite restaurant on Friday		c-it's part-time- I haven't finished my university studies yet.
4-I will take the job offer		d-the sun sets
5-We have to go to school,		e-I miss the bus so that you pick me up.

- الإجابات الصحيحة هي كالتالي :-

1 + when + d

2 + if + e

3 + unless + a

4 + provided that + c

5 + even if + b

كتاب (AB) صفحة (٥٠) تمرين (٧)

Tick the correct sentences. Rewrite the wrong ones with words from the box. The first two are done for you .

ضع صح عند الجمل الصحيحة . أعد كتابة الجمل الخاطئة بكلمات من الصندوق . الجملة الأولى محلولة .

even if	if	unless	when	as long as
حتى لو	إذا	ما لم	عندما	طالما

1-Ice cream melts **when** it gets warm.

2-We need umbrellas **unless** it rains.

3-The teacher will be pleased **unless** I write a good essay.

4-Our team will celebrate **if** they win the match.

5-**Provided that** everyone works hard, we'll all pass our exams.

6-Babies are usually happy **as long as** they're hungry or cold.

7-We should always be polite **unless** we feel tired.

- الإجابات الصحيحة هي كالتالي :-

1-✓

2-We need umbrellas when it rains.

3-The teacher will be pleased if I write a good essay.

4-✓

5-✓

6-Babies are usually happy unless they're hungry or cold.

7-We should always be polite even if we feel tired.

كتاب (AB) صفحة (٥٠) تمرين (٨)

Complete the sentences with your own ideas. Use the zero or first conditional.

أكمل الجمل بأفكارك الخاصة . استخدم جمل الشرط النوع صفر أو الأول .

1-When I get home from school, I usually

2-Unless we're given a lot of homework tonight,

3-If there's something I don't understand, I usually

4-Even if I'm tired tonight,

5-As long as I have enough money,

6-Provided that my parents agree,

كتاب (AB) صفحة (٥٢) تمرين (١٣)

Read the situations and complete the sentences with the third conditional, using the word in brackets. The first one is done for you.

اقرأ المواقف وأكمل الجمل بالنوع الثالث ، استخدم الكلمات بين الأقواس . الجملة الأولى محلولة .

- 1-Saeed left his camera at home, so he wasn't able to take pictures of the parade. (could)
- 2-I had a headache yesterday, and I didn't do well in the Maths test. (might)
- 3-I didn't know your phone number, so I wasn't able to contact you. (could)
- 4-You had a brightly-coloured T-shirt on. That's how I noticed you in the crowd. (might not)
- 5-I worked really hard the day before the exam. I got top marks. (might not)

- الإجابات الصحيحة كالتالي :-

- 1-If Saeed hadn't left his camera at home, he could have taken pictures of the parade.
- 2-I might have done well in the Maths test if I hadn't had a headache yesterday.
- 3-I could have been able to contact you if I had known your phone number.
- 4-If you hadn't had a brightly-coloured T-shirt on, I might not have noticed you in the crowd.
- 5-I might not have got top marks if I hadn't worked really hard the day before the exam.

كتاب (AB) صفحة (٥٤) تمرين (٥)

Choose the correct option, a, b, c or d. اختر الخيار الصحيح أ ، ب و ج .

- 1-If Huda ill yesterday, she wouldn't have missed the exam.
a-wasn't b-hadn't been c-hasn't been d-hadn't
- 3-I couldn't climb Mount Everest someone carried my equipment for me!
a-even if b-as long as c-provided that d-when

- الإجابات الصحيحة كالتالي :-

- 1-b 3-a

كتاب (AB) صفحة (٥٥) تمرين (٨)

Circle the correct word from each pair of words to complete the sentences.

صل الكلمة الصحيحة من كل زوج من الكلمات لإكمال الجمل .

- 2-If my father had gone to university, he **can / could** have been a teacher.
- 3-Jameel might not have become a musician if his parents **haven't / hadn't** encouraged him.
- 5-Jaber looked **even / as** if he hadn't slept very well.

- الإجابات الصحيحة كالتالي :-

- 2-could 3-hadn't 5-even

أسئلة الوزارة الخاصة بجمل الشرط

- 1-Fatima will not get the jobshe does well in the interview. (1997)
(if, consequently, unless)
- 2-I will read the book if I it. (finds , found , find , founded) (1999)
- 3-If she doesn't work hard , she won't get a high mark .
-Unless (2000)
- 4-If you the house, who will look after the baby?
(leaves, leave, left, had left) (2001)
- 5-If you don't finish at 2 o'clock , you will miss the bus .
-Unless (2001)
- 6-Nadia will fail in English she works harder . (if, unless , when , despite) (2001)
- 7-They will come in time if they troubles . (not meet) (2002)
- 8-If Hamdan (not leave) at nine, he will miss the plane. (2002)
- 9-Tom cannot go with his mother unless he promises to finish his homework .
-Provided that (2002)

- 10-If you smoking your health will never get better.
(hadn't stopped , haven't stopped , didn't stop , don't stop) (2003)
- 11-If studentswell-prepared for exam , they will have confidence in
themselves (be) (2003)
- 12-If you don't leave before 2 o'clock , you will not catch the bus .
-Unless (2004)
- 13-Unless you work hard , you will not achieve your goals .
-If you (2004)
- 14-I'll see you next week unless something happens .
-If (2005)
- 15-If Salem does not finish his homework, he won't go on the journey.
-Unless (2006)
- 16-Nada **will fail** the English exam she **works** hard .
a-if b-unless c-when (2006)
- 17-Your health will never get better unless you stop smoking.
-If you (2007)
- 18-Provided that it , we will have a picnic next week . (not , rain) (2016)
- 19-Saleem left his wallet at home, so he wasn't able to purchase his necessary
items . (could) (2016)
- 20-I studied really hard the day before the final exams. I achieved the first rank in
my class . (might not) (2016)
- 21-If a city everything and doesn't throw anything away, it is zero waste.
(recycle) (2016)
- 22-Sami didn't apply immediately for the scholarship, so he didn't get it .
- (if / could) (2016)
- 23-The bus is late . If it soon, we will get a taxi . (not , arrive) (2017)
- 24-Plants die if they enough sunlight . (not , get) (2017)
- 25-Marwan worked really hard the day before the exam . He got top marks.
- (if / might not) (2017)
- 26-Rawan always takes her mobile when she (go out) (2017)
- 27-The company didn't know your phone number, so they weren't able to contact you.
- (if / might) (2017)
- 28- Ali will be upset , if you him to your party . (not , invite) (2018)
- 29-During Ramadan, Muslims eat the sun sets .
(as long as , unless , when , even if) (2018)

- الإجابات الصحيحة كالتالي :-

- 1-unless 2-find
3-Unless she works hard , she won't get a high mark . 4-leave
5-Unless you finish at 2 o'clock , you will miss the bus . 6-unless
7-don't meet 8-doesn't leave
9-Provided that he doesn't promise to finish his homework , Tom cannot go with his mother .
-Provided that he promises to finish his homework , Tom can go with his mother .
10-don't stop 11-are
12-Unless you leave before 2 o'clock , you will not catch the bus .
13-If you don't work hard , you will not achieve your goals .
-If you work hard , you will achieve your goals .
14-If something doesn't happen , I'll see you next week .
-If something happens , I won't see you next week .
15-Unless Salem finishes his homework, he won't go on the journey. 16-unless

- 17-If you don't stop smoking , your health will never get better .
 -If you stop smoking , your health will get better .
 18-doesn't rain
 19-If Saleem had **not** left his wallet at home, he could have been able to purchase his necessary items .
 20-If I had **not** studied really hard the day before the final exams. I might **not** have achieved the first rank in my class
 21-recycles
 22-If Sami **had applied** immediately for the scholarship, he **could have got** it .
 23-doesn't arrive
 24-don't get
 25-If Marwan hadn't worked really hard the day before the exam ,he might not have gotten top marks.
 26-goes out
 27-If the company **had known** your phone number , they **might have been** able to contact you
 -If the company **had known** your phone number , they **might have contacted** you .
 28-don't invite
 29-when

معاني الوحدة العاشرة

كتاب (SB) صفحة (٧٢) تمرين (٢)					
headphones	أ	سماعات أذن	interpreter	أ	مترجم
regional	ص	إقليمي	rewarding	ص	مجزي
secure	ص	آمن	seminar	أ	حلقة دراسية
translation	أ	ترجمة			
كتاب (SB) صفحة (٧٦) تمرين (٢)					
achievements	أ	إنجازات	adaptable	ص	متكيف
competent	ص	كفؤ	conscientious	أ	حي الضمير
contact details	أ	تفاصيل الاتصال	enthusiastic	ص	متحمس
keen	ص	متحمس	personal attributes	أ	صفات شخصية
qualifications	أ	مؤهلات	reference	أ	مرجع
training	أ	تدريب	work experience	أ	خبرة عمل
كتاب (AB) صفحة (٤٩) تمرين (١)					
career	أ	مهنة	headphones	أ	سماعات أذن
interpret	ف	يترجم	seminar	أ	حلقة دراسية
regional	ص	إقليمي	rewarding	أ	مكافأة
translation	أ	ترجمة			
كتاب (AB) صفحة (٤٩) تمرين (٢)					
having	ف	يأخذ	taking	ف	يأخذ
satisfaction	أ	إرضاء	secure	ص	آمن
secure	ص	آمن	rewarding	ص	مجزي
successful	ص	ناجح	responsible	ص	مسؤول
job	أ	وظيفة	work	أ	عمل
agreement	أ	اتفاق	meeting	أ	اجتماع
كتاب (AB) صفحة (٤٩) تمرين (٣)					
work as	ف	يعمل كـ	decide on	ف	يقرر
translate into	ف	يترجم إلى	talk about	ف	يتحدث عن
ask about	ف	يسأل عن	good at	ف	جيد في

كتاب (AB) صفحة (٥١) تمرين (١١)		
المعنى	باللغة الإنجليزية	الكلمة
money you save over your lifetime to pay for your old age مال توفره طوال عمرك ليدفع لك عند شيخوختك	أ	pensions تقاعد
online questions أسئلة على النت	أ	web enquiries أسئلة على النت
maths ; work with numbers الرياضيات ، العمل بالأرقام	أ	calculations عملية حسابية
finding suitable employees إيجاد موظفين ملائمين	ف	recruiting يوظف
promoting your product ; finding customers ترويج لمنتجاتك ؛ إيجاد زبائن	أ	marketing تسويق
كتاب (AB) صفحة (٥٥) تمرين (١٠)		
له علاقة بوظيفة	أ/ص	vocational مهني
ناقش لتتوصل إلى اتفاق	ف	negotiate يفاض
مهارة ، خبرة	أ	proficiency براعة
يتذكر	ف	recall يتذكر
يحقّق	أ	look into يحقّق في
investigated	أ	
كتاب (SB) صفحة (٧٩) تمرين (١)		
بجد حلا / يتغلب على	ف	get around يجد حلا / يتغلب على
overcome or find a solution to	ف	

المعنى بالغة	الكلمة بالإنجليزية	الكلمة
able to adapt to new conditions or situations قادر على التكيف للشروط أو الحالات الجديدة	Adaptable	ص متكيف
having a strong desire for success or achievement يملك رغبة قوية للنجاح أو الإنجاز	ambitious	ص طموح
a quality or feature that is considered to be good or useful (in a person) نوعية أو ميزة تعتبر جيدة أو مفيدة (في شخص)	attribute	أ صفات / خصائص
having enough skill or knowledge to do something to a satisfactory standard امتلاك المهارة أو المعرفة الكافية للقيام بشيء إلى معيار مرضي	competent	ص كفو
showing a lot of care and attention (to a task) إظهار الكثير من العناية والانتباه (إلى مهمة)	conscientious	ص حي الضمير
a short, written description of a person's qualifications, skills and work experience that they send to potential employers وصف مكتوب قصير لمؤهلات شخص ، مهاراته وخبرته في العمل بأنهم يرسلونه إلى أصحاب العمل المحتملين	curriculum vitae (CV)	أ سيرة ذاتية

enclosed محاصر	ص	surrounded, especially by a fence or wall خاصة بسياج أو حائط
enthusiastic متحمس	ص	showing a lot of interest and excitement about something إظهار الكثير من الاهتمام والحماس حول شيء
fond of مغرم ب	ص	having an affection or liking for someone or something امتلاك عاطفة أو ولع لشخص ما أو لشيء
full-time وقت كامل	أ	happening or working for the whole of the working week, and not only part of it يحدث أو يعمل طوال أسبوع العمل ، وليس فقط جزء منه
headphones سماعات أذن	أ	a piece of equipment that you wear over your ears to listen privately to the radio, music, etc. قطعة من جهاز تلبسه على آذانك لتستمع بشكل خاص إلى الراديو، موسيقى، الخ.
intern متدرب	أ	someone who works for a short time in a particular job in order to gain experience شخص ما يعمل لفترة قصيرة فيعمل معين ليكتسب خبرة
interpreter مترجم	أ	someone who translates spoken words from one language into another شخص يترجم الكلمات المنطوقة من لغة إلى أخرى
keen متحمس	أ	having or showing eagerness or interest (in something) امتلاك أو إظهار اللهفة أو الاهتمام (في الشيء)
reference مرجع / صلة	أ	a person who provides information about your character and abilities شخص يزود معلومات حول شخصك وقدراتك
regional إقليمي	ص	relating to a particular region or area يرتبط بإقليم أو منطقة معينة
rewarding مكافأة	ص	giving personal satisfaction يعطي رضى شخصي
secure آمن	ص	safe; free from danger آمن ، خال من الخطر
seminar حلقة دراسية	أ	a class on a particular subject, usually given as a form of training حصة على موضوع معين، تعطى عادة كنوع من التدريب
surveyor مساح أراضي	أ	a person whose job is to measure the conditions of a building or to record the details of an area of land شخص وظيفته أن يقيس شروطاً بناية أو لتسجيل تفاصيل منطقة من الأرض
trial period فترة تدريب	أ	the two parties involved (employer and intern) can 'try out' the other to see if the situation is right for them, before getting into an employment contract. الطرفان المعنيان (رب العمل والمتدرب) يمكن أن يختبرا بعضهما لرؤية إذا كان الوضع صحيحا لهم ، قبل الدخول بعقد توظيف
voluntary تطوعي	ص	done or given by choice يتم أو يعطى بالتخيرير
work experience خبرة عمل	أ	a period of time that someone spends working in a particular place فترة زمنية يقضيها شخص ما وهو يعمل في مكان معين

0796677803

0798233555

My job as an interpreter

وظيفتي كمترجم

الفقرة الأولى (سبب كتابة فاطمة عن عملها)

My name is Fatima Musa and I have worked as an interpreter for five years.

اسمي فاطمة موسى وقد عملت كمترجمة لمدة خمس سنوات .

Many students have emailed me about my work because **they (1)** want to know what it (2) would be like to do my job.

العديد من الطلاب أرسل لي بريدا الكتروني

عن عملي لأنهم أرادوا أن يعرفوا كيف سيكون الوضع إذا قاموا بعملي .

So here is **my** reply.

لذا هذا هو ردي .

الفقرة الثانية (لماذا أرادت أن تعمل كمترجمة / عمل والدها / المدرسة)

1 I have always been fond of languages.

لقد كنت دائما مولعا باللغات .

My father worked in many different countries when I was young and **we (3)** usually travelled with him (4) .

كان والدي يعمل في العديد من البلدان المختلفة عندما كنت صغيرا ، وكنا عادة نسافر معه .

2 When **we (5)** visited a country, I always wanted to learn the language.

عندما كنا نزر بلد ما ، كنت أريد دائما أن أتعلم لغتهم .

3 At school I was very good at English.

في المدرسة كنت جيدة جدا في اللغة الإنجليزية .

Therefore, I decided on a career as an interpreter.

لذلك ، قررت أن أعمل بمهنة مترجم .

الفقرة الثالثة (طبيعة عملها كمترجمة / عملها في المؤتمرات)

My job now involves going to important **1** conferences and **2** seminars around the world.

وظيفتي الآن تتضمن الذهاب إلى المؤتمرات والندوات الهامة في جميع أنحاء العالم .

When a person speaks in English at a conference, I listen to what **they (6)** say through headphones.

عندما يتحدث شخص ما اللغة الانجليزية في مؤتمر ، استمع إلى ما يقولونه من خلال سماعات الرأس .

I then translate into Arabic while the speaker is talking.

وبعد ذلك أترجم إلى اللغة العربية و المتكلم يتحدث .

I give the translation through headphones to other people at the meeting.

أعطي الترجمة من خلال سماعات الرأس لأشخاص آخرين في الاجتماع .

This (7) means that anyone in the room who (8) speaks Arabic can understand what people are saying.

وهذا يعني أن أي شخص في الغرفة والذي يتحدث العربية يمكن أن يفهم ما يقوله الناس .

الفقرة الرابعة (أمثلة على أن اللغة الإنجليزية ليست نفسها في كل الدول)

Is it **(9)** an easy job ? Not at all.

هل هذه مهمة سهلة ؟ على الإطلاق .

English is not the same in all English-speaking countries.

اللغة الإنجليزية ليست هي نفسها في جميع البلدان الناطقة باللغة الإنجليزية .

For example,

على سبيل المثال ،

1 the English words that (10) are used in India are sometimes different to the words that

(11) people use in a the UK b the USA or c Australia.

الكلمات الإنجليزية التي تستخدم في الهند تختلف في بعض الأحيان عن الكلمات التي يستخدمها الناس في المملكة المتحدة ، الولايات المتحدة و أستراليا .

2 As well as knowing regional English, **you** also need to know a lot of specialist language.

وكذلك لمعرفة اللغة الإنجليزية المحلية (العامية) ، تحتاج أيضا إلى معرفة الكثير من اللغة المتخصصة .

3 Some of the words that (12) are used to talk about a business b science or c law, for example, make it (13) almost a different language!

بعض الكلمات التي تستخدم للحديث عن الأعمال التجارية ، العلوم أو القانون ، على سبيل المثال ، جعلت منها لغة مختلفة تقريبا !

الفقرة الخامسة (مهارات المترجم / الاستماع / الصوت / التفكير / التركيز / صفات الوظيفة)

Unless **you** have a language degree, **you will not be able to become an interpreter**.
إذا لم يكن لديك شهادة في لغة ما ، فلن تكون قادرا على أن تصبح مترجما .

Provided that **you** have a postgraduate qualification, **you will probably get a job** as an interpreter quite quickly.
إذا كان لديك أحد مؤهلات الدراسات العليا ، فستحصل على وظيفة مترجم بسرعة .

If **you** get an interview for a job, **you will need to show**
إذا حصلت على مقابلة لوظيفة ، ستحتاج إلى إظهار

1) that **you** have good listening skills
أن لديك مهارات استماع جيدة
2) and a clear speaking voice.
وصوت ناطق واضح .

3) **You will also** need to show that **you can think quickly**
سوف تحتاج أيضا إلى إظهار أنه يمكنك التفكير بسرعة

4) and that **you** are able to concentrate for long periods of time.
وأنك قادر على التركيز لفترات طويلة من الزمن .

If **you** are successful , it (14) is 1) a secure and 2) rewarding job.
إذا كنت ناجحا ، ستكون وظيفة آمنة و مجزية

You will probably need to travel a lot, but that is not a problem as long as **you enjoy** visiting other countries. .
ربما ستحتاج إلى السفر كثيرا ، ولكن هذه ليست مشكلة طالما تستمتع بزيارة بلدان أخرى .

الفقرة السادسة (نتائج الترجمة الجيدة أو السيئة)

It (15) is a very responsible job.
إنها وظيفة مسؤولة جدا .

I am aware that if I translate things badly, it (16) could affect 1) an important law or 2) trade agreement between countries.
أنا أدرك أنه إذا ترجمت أشياء بشكل سيئ ، يمكن أن تؤثر على قانون مهم أو اتفاق تجارة بين البلدان .

However, **you** get a huge feeling of satisfaction when **you** know that people understand everything that you translate.
ومع ذلك ، يمكنك الحصول على شعور كبير من الارتياح إذا عرفت أن الناس يفهمون كل شيء تترجمه .

الاسم الذي يعود عليه	رقمه	الضمير
Fatima Musa	ضمائر (I / my / me)	
Many students	1	they
to do my job	2	it
Fatima Musa and her family	3	we
her father	4	him
Fatima Musa and her family	5	we
a person (persons / speakers)	6	they
give the translation through headphones to other people at the meeting	7	this
anyone in the room	8	who
translation through headphones to other people at the meeting	9	it
words	10/11/12	that
translators / readers / people	ضمائر (you / your)	
English	13	it
translation	14 / 15	it
translate things badly	16	it

الضمائر

أسئلة القطعة

- 1-Write down the sentence which indicates why Fatima Musa wrote about her job .
- 2-Write down the sentence which indicates why Fatima Musa was fond of languages .
- 3-Fatima Musa wanted to be an interpreter for three reasons . Write down two of them .
- 4-Fatima's job involves going to two events around the world . Write them down .
- 5-Write down the sentence which indicates the language that Fatima translates into .
- 6-Write down the sentence which indicates who she is translating to and in what language.
- 7-Write down the sentence which indicates that English is different from a country to another .
- 8-Fatima Musa gave two examples that English is different in all English-speaking countries.
- 9-There are some English words that are used in India are sometimes different to the words that people use in three countries . Write down two of them .
- 10-Some of the words that are used to talk about three fields make it almost a different language . Write down two of these fields .
- 11-Write down the sentence which indicates the main condition to be an interpreter .
- 12-Write down the sentence which indicates how you can get a job as an interpreter quickly.
- 13-When you get an interview for a job , you will need to show four skills . Write them down .
- 14-If you succeed in that job interview , you will get a job which has two features . Write them down .
- 15-Write down the sentence which indicates the necessity of travelling to many countries as an interpreter .
- 16-If an interpreter translate things badly, it could affect two things . Write them down.
- 17-Write down the sentence which indicates the good feeling when people understand you .

الإجابات

- 1-Many students have emailed me about my work because they want to know what it would be like to do my job.
- 2-My father worked in many different countries when I was young and we usually travelled with him
- 3-a-I have always been fond of languages .
b-When we visited a country, I always wanted to learn the language.
c-At school I was very good at English.
- 4-conferences and seminars 5-I then translate into Arabic while the speaker is talking.
- 6-This means that anyone in the room who speaks Arabic can understand saying
- 7-English is not the same in all English-speaking countries.
- 8-a- the English words that are used in India are sometimes different to the words that people use in the UK, the USA or Australia.
b-As well as knowing regional English, you also need to know a lot of specialist language.
- 9-UK, the USA or Australia 10- business, science or law
- 11-Unless you have a language degree, you will not be able to become an interpreter.
- 12-Provided that you have a postgraduate qualification, you will probably get a job as an interpreter quite quickly.
- 13-a-that you have good listening skills b-and a clear speaking voice.
c-You will also need to show that you can think quickly
d-and that you are able to concentrate for long periods of time.
- 14-secure and rewarding job.
- 15-You will probably need to travel a lot, but that is not a problem as long as you enjoy visiting other countries
- 16-an important law or trade agreement between countries.
- 17-However, you get a huge feeling of satisfaction when you know that people understand everything that you translate.

Tareq Hakim

طارق حكيم

الفقرة الأولى (معلومات شخصية)

- 1-Name :-Tareq Hakim الاسم :- طارق حكيم
- 2-Contact details :- 5 North Street, Ajloun ٥ شارع الشمال ، عجلون
- 3-Work experience :-2009–2012: shop assistant at a chemist's
٣- خبرة العمل :- ٢٠٠٩-٢٠١٢: مساعد صيدلي في صيدلية
2012–2014: reporter for Medicine Today
٢٠١٢-٢٠١٤: مراسل لشركة الطب اليوم
2014–now: editor at a scientific journal
٢٠١٤- الآن :- محرر في مجلة علمي
- 4-Qualifications and training :-Degree in Chemistry (graduated 2008);
٤- المؤهلات والتدريب :- شهادة في الكيمياء (تخرج ٢٠٠٨)؛
Certificate in Journalism (2011)
شهادة في الصحافة (٢٠١١)
- 5-Skills and achievements :- Captain of school basketball team;
٥- المهارات والإنجازات :- كابتن فريق كرة السلة في المدرسة
Voluntary work for a charity that (1) helps elderly people
العمل التطوعي لجمعية خيرية تساعد كبار السن
- 6-Personal attributes :-I am a conscientious worker and I am very enthusiastic about working in pharmaceuticals.
٦- الصفات الشخصية :- أنا عامل حي الضمير وأنا متحمس جدا حول العمل في المستحضرات الصيدلانية
- 7-Reference :-Osama Hayek, Chemistry teacher at my secondary school
٧- المرجع (المَعْرِف) :- أسامة حايك ، مدرس كيمياء في مدرستي الثانوية

الفقرة الثانية (المؤهلات ، الخبرات والهوايات)

- Dear Sir/Madam, سيدي / سيدتي الأعزاء ،
- I would like to apply for the position of researcher at your (2) pharmaceutical company.
أود تقديم طلب للحصول على وظيفة باحث في شركة الأدوية الخاصة بك .
- As can be seen from the enclosed curriculum vitae that 1 I have a degree in Chemistry.
كما يتبين من السيرة الذاتية المرفقة أنني أحمل شهادة في الكيمياء .
- 2 Furthermore, I have worked as a shop assistant at a chemist's, so I know a lot about this (3) industry.
وعلاوة على ذلك ، عملت كمساعد صيدلي في صيدلية ، لذلك أعرف الكثير عن هذه الصناعة .
- 3 I also have a qualification in Journalism and 4 have worked previously for a scientific journal.
لدي أيضا مؤهل في الصحافة وعملت سابقا في مجلة علمية .
- 5 I have excellent research skills.
لدي مهارات ممتازة في مجال البحث .
- 6 In my spare time, a I help elderly people, and b I can see the difference that medicines can make to their (4) lives.
في وقت فراغي ، أساعد كبار السن ، وأستطيع أن أرى الفرق الذي تفعله الأدوية لحياتهم .
- I am very keen to join a company that (5) can really help people.
أنا حريص جدا للانضمام إلى الشركة التي يمكن أن تساعد الناس فعلا .
- I look forward to hearing from you (6) concerning the next stage of my application.
أنا أتطلع إلى الاستماع منك بشأن المرحلة المقبلة من طلبي .
- Yours (7) faithfully,**
Tareq Hakim
المخلص لك ،
طارق حكيم

الضمائر

الاسم الذي يعود عليه	رقمه	الضمير
Tareq Hakim	ضمائر (I / my)	
a charity	1	that
Sir or Madam and their company	2	your
pharmaceutical	3	this
elderly people	4	their
a company	5	that
Sir or Madam and their company	6	you
Sir or Madam and their company	7	yours

أسئلة القطعة

- 1-Write down the sentence which indicates the position that Tareq applied for.
- 2-Write down the sentence which indicates Tareq degree .
- 3-According to the text , there are two reasons that makes Tareq applied for a pharmaceutical company . Write them down .
- 4-Write down the sentence which indicates what he does in his spare time .

الإجابات

- 1-I would like to apply for the position of researcher at your pharmaceutical company.
- 2-As can be seen from the enclosed curriculum vitae that I have a degree in Chemistry.
- 3-a-He has a degree in Chemistry.
b-Furthermore, he has worked as a shop assistant at a chemist's, so I know a lot about this industry .
- 4-In my spare time, I help elderly people, and I can see the difference that medicines can make to their lives.

0796677803

0798233555

SB

77

Hisham Khatib

هشام الخطيب

الفقرة الأولى (معلومات شخصية)

- ١- الاسم :- هشام الخطيب
- ٢- تفاصيل الاتصال :- ٢٢ طريق الشرق ، اربد
- ٣- خبرة العمل :- ٢٠١٠ - الآن :- مندوب مبيعات لشركة أدوية كبيرة
- ٤- المؤهلات والتدريب :- شهادة في الفيزياء (تخرج ٢٠٠٩)
- ٥- المهارات والإنجازات :- I won Salesperson of the Year Award in 2013 CE.
- ٦- الصفات الشخصية :- أنا عامل كفؤ . وأنا قابل للتكيف جدا
- ٧- المرجع (المعرف) :- سميرة رحال ، المديرية في عملي الحالي

الفقرة الثانية (المؤهلات ، الخبرات والهوايات)

عزيزي السيد رحال ،
I am very interested in the position of researcher at **your** pharmaceutical company.
أنا مهتم جدا بوظيفة باحث في شركة الأدوية الخاصة بك .
You will see from the enclosed curriculum vitae that **I** have worked in sales for a large pharmaceutical company for many years.
سترى من السيرة الذاتية المرفقة أنني عملت في المبيعات في شركة دوائية كبيرة لسنوات عديدة .
I have been very successful in this (1) job and **I** was Salesperson of the Year in 2013 CE.
لقد كنت ناجحا جدا في هذا العمل وكنت مندوب المبيعات لعام ٢٠١٣ م .

I would now like a new challenge and **I** would be interested in moving into research.
أرغب الآن بتحدي جديد وسوف أكون مهتما في الانتقال إلى البحث .
I have a degree in Physics.
أنا املك شهادة في الفيزياء .
I am a a competent and b adaptable worker and **I** believe that **I** can be successful in any position.
أنا عامل كفؤ وقابل للتكيف وأعتقد أنه يمكنني أن أكون ناجحا في أي موقع (وظيفة) .
I like a reading and b camping. **c** I also like travelling.
أنا أحب القراءة والتخييم . وأحب السفر أيضا .
References are available on request.
المراجع (المعرفين) متوفرين في الطلب .
I look forward to hearing from **you**.
إنني أتطلع إلى الاستماع منك .
Yours sincerely,
Hisham Khatib
هشام الخطيب

الضمائر

الاسم الذي يعود عليه	رقمه	الضمير
Hisham Khatib		ضمائر (I / my)
Dear Mr Rahhal		ضمائر (you / your)
in sales for a large pharmaceutical company	1	this

أسئلة القطعة

- 1-Write down the sentence which indicates the position that Hisham interested in .
- 2-Hisham is interested in the position of researcher at this pharmaceutical company for three reasons . Write down two of them .
- 3-According to the text , Hisham has some qualifications and skills . Write down two of them .
- 4-Hisham believes that he can be successful in any position because he is a worker with two important skills . Write them down .
- 5-Hisham has three hobbies . Write down two of these hobbies .

الإجابات

- 1-I am very interested in the position of researcher at your pharmaceutical company.
- 2-a-He has worked in sales for a large pharmaceutical company for many years.
b-He has been very successful in this job
c-and he was Salesperson of the Year in 2013 CE.
- 3-a-He has a degree in Physics.
b-He is a competent and adaptable worker
c-and he believes that he can be successful in any position.
d-He likes reading and camping. He also likes travelling.
- 4-competent and adaptable.
- 5-He likes reading and camping. He also likes travelling

AB

51

Stepping into the business world

الدخول إلى عالم الأعمال

الفقرة الأولى (دراسة الأعمال والبرامج التدريبية للخريجين)

Business Studies is a popular choice for students who (1) are choosing a degree course in the UK.

الدراسات التجارية (دراسة الأعمال) هي خيار شائع للطلاب الذين يختارون دورة للحصول على شهادة في المملكة المتحدة .

After graduating, 1 some go on to further study, but 2 most of them (2) take up employment.

بعد التخرج ، البعض يستمرون بالمزيد من الدراسة ، ولكن معظمهم يحصلون على عمل .

Many large companies offer graduate training schemes, which (3) are a kind of apprenticeship.

العديد من الشركات الكبرى تقدم برامج تدريب للخريجين ، والتي هي نوع من التدريب المهني .

We (4) went to meet twenty-two-year-old Ricky Miles, who (5) is about to graduate in the subject.

ذهبنا لمقابلة ريكي مايلز البالغ من العمر اثنين وعشرين عاما ، والذي على وشك التخرج في هذا المجال .

الفقرة الثانية (فترة الدراسة وفترة الخبرة)

How long have you been studying Business Studies, Ricky?

منذ متى وأنت تدرس الدراسات التجارية (دراسة الأعمال) ، ريكي؟

It's (6) a four-year course, including two periods of work experience.

إنها تخصص مدته أربع سنوات ، بما في ذلك فترتين من الخبرة في العمل .

Each one lasted six months, but they (7) weren't in the same year.

كل واحدة مدتها ستة أشهر ، لكنها لم تكن في نفس العام .

الفقرة الثالثة (ماذا درس خلال الأربعة سنوات / المواد / الدورات)

What exactly have you studied over those four years?

ماذا درست بالضبط خلال تلك السنوات الأربع ؟

Quite a lot ! 1 Maths , of course , 2 Accounting , 3 Finance and 4 Economics.

الكثير جدا ! الرياضيات ، بالطبع ، المحاسبة ، المالية والاقتصاد .

Oh yes, 5 Marketing and 6 Sales, too.

أوه نعم ، التسويق والمبيعات ، أيضا .

7 I also did a course A in Management, which (8) is about a recruiting and b managing staff, and c how to deal with conflict , and a course B in Advertising.

كما أنني التحقت بدورة في الإدارة ، وهي عبارة عن التوظيف وإدارة الموظفين ، وكيفية التعامل مع النزاع بين الموظفين ، ودورة في الإعلان .

8 We (9) all had to do IT, too, because computer skills are essential.

كان علينا جميعا أن نتعامل مع تكنولوجيا المعلومات ، أيضا ، لأن مهارات الكمبيوتر ضرورية .

الفقرة الرابعة (فائدة الخبرة في العمل / فرصة عمل)

What did you most enjoy about the degree? ما هو أكثر شيء استمتعت به بخصوص هذه الشهادة ؟

The work experience, definitely.

الخبرة في العمل ، بالتأكيد .

I learnt so much, both times, and of course it (10) looks great on my curriculum vitae.

لقد تعلمت الكثير ، في كلتا المرات ، وبالطبع تبدو رائعة في سيرتي الذاتية .

One of the companies offered me paid work last summer, so I managed to get even more experience that way.

إحدى الشركات عرضت علي عملا مأجورا في الصيف الماضي ، لهذا تمكنت من الحصول على تجربة أكثر بهذه الطريقة .

Also, I wouldn't have had much money last year if I hadn't had that job!

أيضا ، لم أكن لأحصل على الكثير من المال في العام الماضي لو لم يكن لدي هذا العمل !

الفقرة الخامسة (الوظائف التي عمل بها ومواصفاتها / الوظيفة الأولى / الوظيفة الثانية)

What kind of company was that, and what did you do there (11) ?

أي نوع من الشركات كانت تلك الشركة ، وماذا فعلت هناك ؟

It (12) was a company that (13) provides financial products – 1 savings and 2 pensions,

كانت هذه الشركة توفر المنتجات المالية - الادخارات والمعاشات التقاعدية ، في الغالب .

At first I just 1 'shadowed' different people, 2 watching what they (14) were doing.

في البداية أنا فقط " أتعبب " أناس مختلفون ، وأشاهد ماذا كانوا يفعلون .

3 Then I did quite a lot of checking for them (15) – you (16) know, checking their (17)

calculations. ثم أقوم بالكثير من التحقق من أجلهم - كما تعلمون ، أتتحقق من حساباتهم .

When I went back in the summer, I was in the sales department.

عندما عدت في الصيف ، عملت في قسم المبيعات .

My job was to 1 follow up web enquiries, and 2 send out further information to possible

clients. وظيفتي كانت متابعة التحقيقات على شبكة الإنترنت ، وإرسال المزيد من المعلومات للعملاء المحتملين .

I enjoyed it (18) , and I wouldn't have had that opportunity if I hadn't done the work experience first.

الفقرة السادسة (التقديم لوظيفة في بنك)

What are you planning to do next?

ماذا كنت تخطط للقيام به بعد ذلك ؟

I've just applied for a job with a bank.

لقد قدمت مؤخرا لوظيفة مع أحد البنوك .

I have the right qualifications, but I know there will be a lot of other applicants.

لدي المؤهلات المناسبة ، لكنني أعرف أنه سيكون هناك الكثير من المتقدمين الآخرين .

I'll just have to 1 wait and 2 see if I get an interview.

يجب علي فقط أن أنتظر وأرى ما إذا كان يمكنني الحصول على مقابلة .

If I do, I'll have to prepare really carefully.

إذا قمت بذلك ، سيكون علي الإعداد بعناية حقا .

الضمائر

الضمير	رقمه	الاسم الذي يعود عليه
ضمائر (I / my / me / you)		Ricky Miles
who	1	students
them	2	students
which	3	graduate training schemes
we	4	people
who	5	Ricky Miles
it	6	studying Business Studies
they	7	two periods of work experience
which	8	a course in Management
we	9	graduates
it	10	The work experience
there	11	company
it	12	company
that	13	a company
they	14	different people
them	15	different people
you	16	interviewer / readers / people
their	17	different people
it	18	My job

أسئلة القطعة

- 1-Write down the sentence which indicates the most popular subject in UK .
- 2-After graduating , students can choose between two choices . Write them down .
- 3-Write down the sentence which indicates that a lot of companies have training programmes .
- 4-Write down the sentence which indicates how long studying Business Studies was .
- 5-Write down the sentence which indicates how long the two periods of work experience was .
- 6-Ricky Miles studied many subjects over those four years . Write down two of these subjects.
- 7-Ricky Miles had some courses over those four years . Write down two of these courses.
- 8-Ricky Miles did a course in management which has three tasks . Write down two of them .
- 9-Write down the sentence which indicates that he worked for a good company last summer .
- 10-Write down the sentence which indicates that Ricky had a lot of money from his work last year .
- 11-Ricky Miles worked for a company that provides two financial products .
Write down two of them
- 12-Ricky Miles did three tasks at first in his work in this company . Write them down .
- 13-Ricky Miles did two tasks at the sales department . Write them down .
- 14-Write down the sentence which indicates the reason for having this opportunity of work .
- 15-Write down the sentence which indicates what Ricky is planning to do next .

الإجابات

- 1-Business Studies is a popular choice for students who are choosing a degree course in the UK.
- 2-a-some go on to further study, b-but most of them take up employment
- 3-Many large companies offer graduate training schemes, which are a kind of apprenticeship.
- 4-It's a four-year course, including two periods of work experience. .
- 5-Each one lasted six months, but they weren't in the same year.
- 6-a-Quite a lot ! Maths, of course, Accounting, Finance and Economics.
b-Oh yes, Marketing and Sales, too.
- c-I also did a course in Management, which is about recruiting and managing staff, and how to deal with conflict, d-and a course in Advertising.
- e-We all had to do IT, too, because computer skills are essential.
- 7-a-I also did a course in Management, which is about recruiting and managing staff, and how to deal with conflict, b-and a course in Advertising
- 8-recruiting and managing staff, and how to deal with conflict,.
- 9-One of the companies offered me paid work last summer, so I managed to get even more experience that way.
- 10-Also, I wouldn't have had much money last year if I hadn't had that job!
- 11-savings and pensions
- 12-a-shadowed' different people b-watching what they were doing.
c-Then I did quite a lot of checking for them – you know, checking their calculations.
- 13-follow up web enquiries, and send out further information to possible clients
- 14-I enjoyed it , and I wouldn't have had that opportunity if I hadn't done the work experience \ first .
- 15-I've just applied for a job with a bank .

كتاب (AB) صفحة (٥١) تمرين (١٠)

أسئلة الكتاب على هذه القطعة

- 1-What is the name of Ricky's degree?
- 2-How did he spend a quarter of his time as a student?
- 3-What kind of company did he work for last summer, and what was his job?
- 4-What is he waiting to find out?
- 5-Would you like to do the same kind of degree course as Ricky? Why/Why not?
Write two or three sentences.

- الإجابات الصحيحة هي :-

- 1-Business Studies
- 2-doing work experience
- 3-It was a company providing financial products, and his job was to follow up web enquiries.
- 4-whether or not he will get an interview
- 5-Students' own answers.

أسئلة الوزارة ٧ / ٢٠١٧

- 1-Ricky Miles studied several courses at the university to get a degree in Business Studies.
Write down two of these courses . (2 points)
- 2-Students in the United Kingdom choose one of two paths after graduation .
Write these two paths down . (4 points)
- 3-Quote the sentence which shows the type of the company that Ricky Miles worked for last summer. (2 points)
- 4-Find a word in the text which means " **finding suitable employees** ". (2 points)
- 5-What does the underlined word " **their** " refer to ? (2 points)
- 6-Certain companies prefer to conduct official interviews before hiring their new employees.
Suggest three skills an employee should have to pass a job interview. (3 points)

7-Some studies in the United Kingdom have shown that the work experience a student goes through has many negative impacts. Think of this statement and, in two sentences, write down your point of view. (2 points)

- الإجابات الصحيحة هي كالتالي :-

1-Maths, Accounting , Finance , Economics , Marketing and Sales

2- After graduating, some go on to further study, but most of them take up employment.

3- It was a company that provides financial products –savings and pensions, mostly.

4-recruiting

5-different people

الإجابة مفتوحة - 6 / 7

تمارين معاني الكلمات – الوحدة العاشرة

كتاب (SB) صفحة (٧٢) تمرين (٢)

Which of the following can help you to understand foreign languages? Check the meanings of any word(s) that you do not know in the Glossary on page 96 or in a dictionary.

أي من العبارات التالية يمكن أن يساعدك لفهم اللغات الأجنبية ؟ تأكد من معاني الكلمات التي لا تعرف معناها في معاني الكلمات في صفحة ٩٦ أو في قاموس .

headphones , interpreter , regional , rewarding , secure , seminar , translation

- الإجابات الصحيحة هي كالتالي :- interpreter, translation

كتاب (SB) صفحة (٧٦) تمرين (٢)

You can see the following words in a curriculum vitae. Which words or phrases apply to skills which people need in a job? Try to work out their meanings. Then check in a dictionary.

تستطيع رؤية الكلمات التالية في السيرة الذاتية . أي الكلمات والعبارات تنطبق على المهارات التي يحتاجها الناس في وظيفة ؟ حاول أن تعرف معناها . ثم تأكد من القاموس .

achievements , adaptable , competent , conscientious
contact details , enthusiastic , keen , personal attributes
, qualifications , reference , training , work experience

- الإجابات الصحيحة هي كالتالي :- qualifications, training, work experience, achievements

كتاب (AB) صفحة (٤٩) تمرين (١)

Complete the sentences with words or phrases from the box. One word or phrase is not needed. The first one is done for you.

أكمل الجمل بكلمات أو عبارات من الصندوق . هناك كلمة أو فعل غير ضروري . الجملة الأولى محلولة .

career , headphones , interpret , seminar , regional , rewarding , translation

1-Please listen to the music through , so that you don't disturb anybody.

رجاءً استمع إلى الموسيقى خلال السماعات ، حتى لا تزعج أي شخص.

2-I have just read a of a book by a Japanese author.

لقد قرأت للتو ترجمة كتاب من تأليف مؤلف ياباني.

3-In the UK, there is a central government, but there are also councils around the country.

في المملكة المتحدة ، هناك حكومة مركزية ، لكن هناك أيضاً مجالس إقليمية في مختلف أنحاء البلاد.

- 4-My uncle is fluent in several languages. He is often able to for us during conversations with foreigners.
عمي طليق في عدة لغات. هو في الغالب قادر على أن يترجم لنا أثناء المحادثات مع الأجانب.
- 5-Nada made a successful presentation at a in Irbid last month.
ندى عملت شرح ناجح في حلقة دراسية في إربد الشهر الماضي.
- 6-Doing volunteer work can be a very experience.
القيام بعمل متطوع يمكن أن يكون تجربة مجزية جداً.
- الإجابات الصحيحة هي كالتالي :-

- | | | |
|--------------|---------------|-------------|
| 1-headphones | 2-translation | 3-regional |
| 4-interpret | 5-seminar | 6-rewarding |

كتاب (AB) صفحة (٤٩) تمرين (٢)

Circle the correct words. ضع دائرة حول الكلمات الصحيحة.

- 1-Ali is thinking of **having / taking** a course in Agriculture.
علي يفكر بامتلاك / أخذ مساق في الزراعة.
- 2-I get a feeling of **satisfaction / secure** after a hard day's work.
لدي شعور بالرضا / بالأمان بعد يوم عمل شاق.
- 3-Make sure your online passwords are **secure / rewarding**.
تأكد بان كلمات السر خاصتك على الإنترنت آمنة / مجزية.
- 4-In order to work in finance, you need to be a very **successful / responsible** person.
لكي تعمل في التمويل ، تحتاج أن تكون شخص ناجح / مسؤول جداً.
- 5-My friend has just got a **job / work** at our local bank.
صديقي للتو حصل على عمل / وظيفة في مصرفنا المحلي.
- 6-After a long **agreement / meeting**, we managed to do a deal.
بعد اتفاقية / اجتماع لمدة طويلة ، استطعنا عقد صفقة.

- | | | |
|---------------|----------------|-----------|
| 1-taking | 2 satisfaction | 3-secure |
| 4-responsible | 5-job | 6-meeting |

كتاب (AB) صفحة (٤٩) تمرين (٣)

Complete the sentences with the correct prepositions from the box. One preposition is not needed.

أكمل الجمل بحروف الجر الصحيحة من الصندوق. هناك حرف جر غير ضروري.

about (x2) , as , at , in , into , on

- 1-Would you like to work a teacher in a big school?
- 2-We need to decide a place to meet.
- 3-Can you translate this Arabic English for me, please?
- 4-I'd like to talk the film I've just seen; it was brilliant!
- 5-The teacher asked us our favourite books.
- 6-My sister is really good drawing and painting.

- الإجابات الصحيحة هي كالتالي :-

- | | | | | | |
|------|------|--------|---------|---------|------|
| 1-as | 2-on | 3-into | 4-about | 5-about | 6-at |
|------|------|--------|---------|---------|------|

كتاب (AB) صفحة (٥١) تمرين (١١)

Match the words in bold in the text with their meanings.

صل الكلمات بالخط الغامق مع معانيها .

- 1-money you save over your lifetime to pay for your old age:
- 2-online questions:
- 3-maths; work with numbers:
- 4-finding suitable employees:
- 5-promoting your product ; finding customers:

- الإجابات الصحيحة هي كالتالي :-

- | | | |
|--------------|-----------------|----------------|
| 1-pensions | 2-web enquiries | 3-calculations |
| 4-recruiting | 5-marketing | |

كتاب (AB) صفحة (٥٥) تمرين (١٠)

Match the definitions with the words in the box. One word is not needed

صل المفاهيم مع كلمات من الصندوق . هناك كلمة غير ضرورية .

proficiency , vocational , look into , negotiate , recall , spill

- | | |
|------------------------------|---------------------------------------------|
| 1-relating to an occupation: | 2-discuss in order to come to an agreement: |
| 3-skill, experience: | 4-remember: |
| 5-investigate: | |

- الإجابات الصحيحة هي كالتالي :-

- | | | |
|--------------|-------------|---------------|
| 1-vocational | 2-negotiate | 3-proficiency |
| 4-recall | 5-look into | |

كتاب (AB) صفحة (٦٠) تمرين (C)

Complete the following summary with words from the text.

أكمل الملخص التالي بكلمات من النص .

records , potential , event , achievements , short-term

The World Memory Championship is an (1) that is held every year.
إن بطولة الذاكرة العالمية هو حدثٌ يعقد كل سنة .
It has different contests which test (2) memory.
فيها مسابقات مختلفة والتي تختبر الذاكرة قصيرة الأمد .
World (3) have been broken by participants of different nationalities.
الأرقام العالمية تم تحطيمها من قبل مشاركين من جنسيات مختلفة .
The (4) are becoming greater every year.
إنّ الإنجازات تصبح أعظم كل سنة .
This championship proves how limitless human (5) is.
هذه البطولة تثبت كيف لأن إمكانيّة بشرية غير محدودة .

- الإجابات الصحيحة هي كالتالي :-

- | | | |
|----------------|--------------|-----------|
| 1-event | 2-short-term | 3-records |
| 4-achievements | 5-potential | |

كتاب (AB) صفحة (٦١) تمرين (A)

Complete the text, writing one word in each gap, so that the text makes sense.

أكمل النص ، اكتب كلمة واحدة في كل فراغ ، حتى يصبح النص منطقياً .

Learning a second language has many benefits. It can help us in the following ways:
Firstly, it improves the memory and heightens creativity. (1) **However / Secondly** , it increases cognitive health later in life. Thirdly, it enhances mental flexibility. What is remarkable, though, (2) **is / was** that high communicative ability can still (3) **be / would be** found in people who do not have any spoken language at all.

Several decades ago, there was great media attention on a deaf man who could not communicate by either sign language or spoken language, and yet (4) is / was shown to have remarkably high brain function and recognition skills. He found other ways to communicate, such as giving objects to people or using facial expressions to show that he needed something. His methods of communication were basic but very effective, and his intelligence is thought (5) will / to be at least as high (6) as / like an average speaking person. Despite (7) it / this attempts to teach him either sign language or basic speech were all unsuccessful. We could ask what might have happened if he (8) is / had been taught these skills earlier in life.

So, scientists are now asking (9) what / how this means for those of us who find language learning difficult. Should we carry on, or is it enough to focus instead on becoming expert communicators? Both personal attributes are valuable in the workplace – as (10) many / much as they are in life!

- الإجابات الصحيحة هي كالتالي :-

1-Secondly
6-as

2-is
7-this

3-be
8-had been

4-was
9-what

5-to
10-much

Doing an internship القيام بالتدريب

الفقرة الأولى (أهمية الخبرة للحصول على وظيفة)

Finding work in a crowded job market can be challenging sometimes, especially for graduates who (1) do not have any work experience.

إيجاد عمل في سوق العمل المزدحم يمكن أن يكون تحدياً في بعض الأحيان ، وخاصة للخريجين الذين ليس لديهم أي خبرة في العمل .

Many employers are looking for people with a proven track record in a particular area of work.

العديد من أصحاب العمل يبحثون عن الأشخاص الذين لديهم خبرة في مجال معين من العمل .

However, you (2) need to have a job in order to get experience.

ومع ذلك ، تحتاج للحصول على وظيفة من أجل الحصول على خبرة .

Doing an internship is a good way to get around this (3) problem.

القيام بالتدريب هو وسيلة جيدة للتغلب على هذه المشكلة .

الفقرة الثانية (الأشخاص المستفيدون من الدورات التدريبية / أهميتها للحصول على عمل)

Internships provide work experience for 1 university students , 2 graduates and 3 people considering career changes.

التدريب يزود بخبرة في العمل لطلاب الجامعات ، الخريجين والناس الذين يفكرون بتغيير وظائفهم .

Although they (4) are not usually paid, interns do get many benefits.

على الرغم من أنها عادة غير مدفوعة الأجر ، إلا أن التدريب فيه العديد من المزايا .

The most important benefit is considered to be the opportunity to get valuable work experience.

وتعتبر أهم فائدة هي فرصة الحصول على خبرة عملية قيمة .

الضمائر

الاسم الذي يعود عليه	رقمه	الضمير
graduates	1	who
readers / people	2	you
have a job in order to get experience	3	this
Internships	4	they

أسئلة القطعة

- 1-Write down the sentence which indicates why it is difficult to find a work in the job market .
- 2-Write down the sentence which indicates that a proven track record is important for employing .
- 3-Write down the sentence which indicates how to get experience .
- 4-Internships provide work experience for three kinds of people . Write down two of them .
- 5-Write down the sentence which indicates the most important benefit of Internships .

الإجابات

- 1-Finding work in a crowded job market can be challenging sometimes, especially for graduates who do not have any work experience.
- 2-Many employers are looking for people with a proven track record in a particular area of work.
- 3-However, you need to have a job in order to get experience.
- 4-university students, graduates and people considering career changes.
- 5-The most important benefit is considered to be the opportunity to get valuable work experience .

أسئلة الكتاب على هذه القطعة	كتاب (SB) صفحة (٧٩) تمرين (١)
1-Why is it sometimes challenging for graduates to get their first job? 2-What does the phrasal verb 'get around' in line 7 mean? 3-What does the pronoun 'they' in bold in line 10 refer to? 4-What does the writer feel is the main reason for doing an internship? - الإجابات الصحيحة هي :- 1-They don't have any work experience and employers are looking for people who can show evidence of what they have done previously. 2-It means <i>overcome or find a solution to</i> . 3-'They' refers to interns. 4-The main reason is to get valuable work experience.	

AB

54

The university system in the UK النظام الجامعي في المملكة المتحدة

الفقرة الأولى (النظام الجامعي في المملكة المتحدة)
<p>Saeed :-Excuse me (1) , <u>Mr Williams</u>. I'm (2) interested in knowing <u>how</u> the <u>university system works in the UK</u>. سعيد :- اعذرنى ، سيد وليامز . أنا مهتم بمعرفة كيف يعمل النظام الجامعي في المملكة المتحدة . أعني ، كيف تقدم طلبا ؟ I (3) mean, how do you (4) apply?</p> <p>Mr William :-Are you (5) <u>thinking</u> of going to a <u>British university</u>? السيد وليام :- هل تفكر في الذهاب إلى إحدى الجامعات البريطانية ؟</p> <p>Saeed :-No, I (6) <u>don't think</u> so, but my (7) <u>cousin</u> might. سعيد :- لا ، أنا لا أعتقد ذلك ، ولكن ابن عمي يريد .</p> <p>Mr William :-I (8) see. Well, it's (9) quite a <u>long process</u> actually. السيد وليام :- نعم أنا أرى . حسنا ، إنها عملية طويلة جدا في الواقع . The first thing is, you (10) <u>look for</u> courses that (11) you (12) like – you (13) can <u>get</u> all the <u>information</u> you (14) need <u>1</u> <u>online</u> but it's (15) <u>best</u> to go and <u>2</u> <u>visit</u> the actual <u>universities</u>, of course. أول شيء هو ، انه يمكنك البحث عن الدورات التي تحب - يمكنك الحصول على كل ما تحتاجه من معلومات على الانترنت ولكن من الأفضل أن تذهب وتزور الجامعات الفعلية ، بطبيعة الحال . They (16) have <u>official open days</u>, but you (17) can arrange to <u>go any time</u> really. لديهم أيام دوام رسمية ، ولكن يمكنك الترتيب والذهاب في أي وقت بحق .</p> <p>Saeed :-Hmmm, and what <u>qualifications</u> do you (18) <u>need</u>? سعيد :- إممم ، وما هي المؤهلات التي تحتاجها ؟</p> <p>Mr William :-That's one of the things you (19) will find out when you (20) <u>do your</u> (21) <u>research</u>. السيد وليام :- هذا واحد من الأشياء التي ستعرفها عندما تقوم ببحثك . It's <u>different</u> for <u>1</u> each <u>university</u>, and <u>2</u> each <u>course</u>. انه مختلف في كل جامعة ، وكل دورة . However, <u>international students</u> like your (22) <u>cousin</u> have to <u>prove</u> that their (23) <u>English</u> is <u>good enough</u>. ومع ذلك ، الطلاب الدوليين مثل ابن عمك يجب ان يثبت أن لغتهم الإنجليزية هي جيدة بما فيه الكفاية .</p> <p>Saeed :-How do they (24) do that (25) ? سعيد :- كيف يفعلون ذلك ؟</p>

Mr Williams :-There's a system of language tests which (26) international students should pass, and most universities require level 6 as a minimum; it (27) depends on the course.

السيد وليام :- هناك نظام اختبارات اللغة التي يجب أن ينجح بها الطلاب الدولييين ، ومعظم الجامعات تطلب المستوى ٦ كحد أدنى ؛ يعتمد هذا على المساق / الدورة .

Saeed :-OK , so let's (28) say you've (29) got that (30) . What happens next?

سعيد :- حسناً ، لنقول أنك حصلت على ذلك . ماذا يحدث بعدها ؟

Mr Williams :-Well, there's a central organization that (31) coordinates the applications.

السيد وليام :- حسناً ، هناك منظمة مركزية التي تنسق الطلبات .

You (32) apply online, through their (33) website.

تقدم طلبا على الإنترنت، من خلال موقعهم الإلكتروني .

Saeed :-Do you (34) apply for your (35) favourite course?

سعيد :- هل تقدم طلب للحصول على مساقك المفضل؟

Mr Williams :-Ah, well, yes, but it's (36) more than that (37) .

السيد وليام :- آه ، حسناً، نعم، لكنه أكثر من ذلك .

You (38) can apply for a maximum of five courses.

تستطيع أن تقدم طلب لخمس مساقات كحد أعلى

You (39) don't have to apply for five, but you (40) can, and most people do.

أنت لست ملزماً بتقديم طلب للخمس مساقات ، لكنه يمكنك ، ومعظم الناس يفعلون .

Saeed :-At different universities?

سعيد :- في جامعات مختلفة ؟

Mr Williams :-Yes, usually.

السيد وليام :- نعم ، عادة .

Saeed :-What about interviews? I (41) heard you (42) have to have an interview.

سعيد :- ماذا عن المقابلات ؟ سمعت بأنك يجب أن تجري مقابلة.

Mr Williams :-Well, you (43) do sometimes, but not always.

السيد وليام :- حسناً ، أنت تقوم بهذا أحياناً ، لكن ليس دائماً.

It (44) depends on 1 the course, and 2 the university.

يعتمد على المساق ، والجامعة.

Saeed :-Oh, I (45) see. Ummm, well, then what happens?

سعيد :- أوه ، أرى . إمم ، حسناً، ثم ماذا يحدث ؟

Mr Williams :-Well, at that point most people haven't done their (46) final end of school exams.

السيد وليام :- حسناً، عند تلك النقطة أكثر الناس لم يقوموا بالنتيجة النهائية لامتحانات المدرسة.

They (47) usually take them (48) after they've (49) applied to university.

يأخذونها عادة بعد أن يقدموا إلى الجامعة .

Saeed :-Oh, that's (50) strange.

سعيد :- أوه ، ذلك غريب.

Mr Williams :-I (51) know; a lot of people think the same.

السيد وليام :- أعرف ؛ الكثير من الناس يفكرون بنفس الطريقة .

Anyway, while they're (52) waiting for their results, they (53) start getting

replies from the universities they've (54) chosen.

على أية حال ، بينما هم ينتظرون نتائجهم، يبدأون بالحصول على الأجوبة من الجامعات التي اختاروها .

Saeed :-I (55) don't understand.

سعيد :- أنا لا أفهم .

If they (56) haven't got their (57) results, how can they (58) get replies?

إذا لم يحصلوا على نتائجهم ، كيف يحصلون على الرد ؟

Mr Williams :-Well, the replies 1 might say 'no, thanks' – they (59) are rejected.

السيد وليام :- حسنأ، الأجوبة قد تقول ' لا، شكرأ ' - هم مرفوضون .

Or 2 they (60) might say 'yes, definitely' – that (61) usually only happens if a the students have already done their (62) exams and b have got their (63) end of school exam results.

أو قد يقولون ' نعم بالتأكيد ' - هذا يحدث عادة فقط إذا قام الطلاب بامتحاناتهم و أخذوا النتيجة لنتائج امتحان المدرسة.

Saeed :-What happens if you (64) don't know your (65) results yet?

سعيد :- ماذا يحدث إذا لم تعرف نتائجك لحد الآن؟

Mr Williams :-Well, yes, that's (66) the most common situation.

السيد وليام :- حسنأ، نعم ، تلك الحالة الأكثر شيوعأ .

You (67) get what they (68) call a 'conditional offer'.

تحصل على الذي يسمونه عرض مشروط .

That (69) means, the university tells you (70) the grades you (71) must get to be admitted.

ذلك يعني ، الجامعة تخبرك الدرجات التي أنت يجب أن تحصل عليها ليتم اعتمادها .

Saeed :-Oh, I (72) see. That's complicated.

سعيد :- أوه، أنا أرى. ذلك معقد.

Mr Williams :-Well, not really. Your (73) school helps you (74) of course.

السيد وليام :- حسنأ، ليس في الواقع. مدرستك تساعدك بالطبع.

Saeed :-Well, thanks. I'll (75) tell my (76) cousin.

سعيد :- حسنأ ، شكرأ. أنا سأخبر ابن عمي

الضمائر

الاسم الذي يعود عليه	رقمه	الضمير
Saeed	1	me
Saeed	2 / 3	he
Mr William	4	you
Saeed	5	you
Saeed	6	I
Saeed	7	my
Mr William	8	I
going to a British university	9	it
Saeed	10/12/13/14/17	you
courses	11	that
to go and visit the actual universities	15	it
the actual universities	16	they
Mr William	18	you
Saeed	19/20	you
Saeed	21/22	your
international students	23	their
international students	24	their
to prove that their English is good enough	25	that
a system of language tests	26	which
most universities require level 6 as a minimum	27	it
Saeed , Mr William and the students	28	us

you	29	students
that	30	you pass
that	31	a central organization
you	32	Saeed
their	33	a central organization
you	34	Mr William
your	35	Mr William
it	36	apply online, through their website
that	37	apply for your favourite course
you	38/39/40	Saeed
I	41	Saeed
you	42	Mr William and the students
you	43	Saeed and the students
it	44	to have an interview
I	45	Saeed
ضمائر الجمع	46-59	people
that	50	Well, at that they've applied to university.
they	60	universities
that	61	say 'yes
their	62	students
their	63	students
you	64	Mr William
your	65	Mr William
that	66	if you don't know your results yet
you	67	Saeed
they	68	universities
that	69	conditional offer'
you	70/71	Saeed and the students
I	72	Saeed
your	73	Saeed
you	74	Saeed
I	75	Saeed
my	76	Saeed

Saeed	←	you
Mr William	←	You

أسئلة القطعة

- 1-Why is Saeed interested in how the university system works in the UK ?
- 2-Write down the sentence which indicates when to go and visit the actual universities .
- 3-There are two ways to look for courses that Saeed likes . Write them down .
- 4-According to the text , the qualifications you need depend on two things . Write them down .
- 5-Write down the sentence which indicates that international students should speak English really good .
- 6-Write down the sentence which indicates that international students should pass a system of language tests .
- 7-Write down the sentence which indicates the level most universities require as a minimum .
- 8-Write down the sentence which indicates that there's an organization to carry on the applications.
- 9-Write down the sentence which indicates how and where to apply for these universities .
- 10-Write down the sentence which indicates how many courses you can apply for .
- 11-Write down the sentence which indicates that you are not obliged to apply for five courses .
- 12-Having interviews depends on two elements . Write them down .
- 13-Write down the sentence which indicates how most people who haven't done their final end of school exams would do it .
- 14-Write down the sentence which indicates how people know that they are accepted .
- 15-There are two ways that students can get their replies . Write them down .
- 16-Universities might say 'yes, in two conditions' . Write them down .
- 17-Write down the sentence which indicates what happens if you don't know your results yet .
- 18-Write down the sentence which indicates what a 'conditional offer' means .

الإجابات

- 1-Because his cousin is thinking of going to a British university
- 2-They have official open days, but you can arrange to go any time really.
- 3-a-you can get all the information you need online
b-but it's best to go and visit the actual universities, of course.
- 4-It's different for each university, and each course
- 5-However, international students like your cousin have to prove that their English is good enough .
- 6/7-There's a system of language tests which international students should pass, and most universities require level 6 as a minimum; it depends on the course.
- 8-Well, there's a central organization that coordinates the applications.
- 9-You apply online, through their website.
- 10-You can apply for a maximum of five courses.
- 11-You don't have to apply for five, but you can, and most people do.
- 12-the course, and the university.
- 13-They usually take them after they've applied to university.
- 14-Anyway, while they're waiting for their results, they start getting replies from the universities they've chosen.
- 15-Or they might say 'yes, definitely'
- 16-if the students have already done their exams and have got their end of school exam results.
- 17-You get what they call a 'conditional offer'.
- 18-That means, the university tells you the grades you must get to be admitted

AB

60

World Memory Championships بطولات الذاكرة العالمية

الفقرة الأولى (ما هي بطولة الذاكرة العالمية)

The World Memory Championship is an annual three-day event **that (1)** has been held in different locations all over the world since 1991 CE.

بطولة الذاكرة العالمية هو حدث سنوي لمدة ثلاثة أيام والذي يعقد في مواقع مختلفة في جميع أنحاء العالم منذ عام ١٩٩١ م .

There are ten contests, each one testing different uses of short-term memory.

هناك عشرة مسابقات ، كل مسابقة تختبر استخدامات مختلفة للذاكرة قصيرة الأمد .

الفقرة الثانية (فروع المسابقة والأرقام القياسية)

The contests include

المسابقات تشمل

1 a listening to numbers spoken out loud and b then recalling **them (2)** (the world record is 364),

الاستماع إلى أرقام تنطق بصوت عال ثم يعاد ذكرها (الرقم القياسي العالمي هو ٣٦٤) ،

2 memorising a sequence of abstract images in fifteen minutes (the world record is 492),

حفظ سلسلة من الصور المجردة في خمس عشرة دقيقة (الرقم القياسي العالمي ٤٩٢) ،

3 memorising lists of words, etc.

حفظ قوائم من الكلمات ، الخ .

A German man achieved a world record of 501 numbers in random order during the 2013 CE championship.

حقق رجل الماني الرقم القياسي العالمي ب ٥٠١ رقما في ترتيب عشوائي خلال بطولة عام ٢٠١٣ م .

At the same event, a Welsh man managed to recall 224 random words, after **he (3)** had studied them (4) for only 15 minutes.

في نفس الحدث ، تمكن رجل من ويلز أن يتذكر ٢٢٤ كلمة عشوائية ، بعد أن كان قد درسهم لمدة ١٥ دقيقة فقط

الفقرة الثالثة (شعار البطولة)

In 2001 CE, the interval between the numbers was shortened from two seconds to one.

في عام ٢٠٠١ م ، تم اختصار الفترة الزمنية الفاصلة بين الأرقام من ثانيتين إلى ثانية واحدة .

Even with **this (5)** change, the records still reveal great achievements.

حتى مع هذا التغيير ، السجلات لا تزال تكشف عن إنجازات عظيمة .

The slogan on the World Memory Championships says 'Human Potential is Infinite' .

الشعار في بطولة العالم للذاكرة يقول " الإمكانيات البشرية غير محدودة .

With the evidence of the championships' results, perhaps that is true.

مع الدليل من نتائج البطولة ، ربما كان ذلك صحيحا .

الضمائم

الاسم الذي يعود عليه	رقمه	الضمير
an annual three-day event	1	that
numbers	2	them
a Welsh man	3	he
224 random words	4	them
the interval between the numbers was shortened from two seconds to one	5	this

أسئلة القطعة

- 1-Write down the sentence which indicates when and where The World Memory Championship is held .
- 2-Write down the sentence which indicates how many contests there are in this championship .
- 3-The World Memory Championship consists of contests which include three main tests . Write down two of them .
- 4-Write down the sentence which indicates who achieved the world record in 2013 .
- 5-Write down the sentence which indicates that a Welsh man managed to recall many words in a short time .
- 6-Write down the sentence which indicates when they shortened the interval between the numbers .
- 7-Write down the sentence which indicates what the slogan of the championships says .

الإجابات

- 1-The World Memory Championship is an annual three-day event that has been held in different locations all over the world since 1991 CE.
- 2-There are ten contests, each one testing different uses of short-term memory.
- 3-a-listening to numbers spoken out loud and then recalling them (the world record is 364), b-memorising a sequence of abstract images in fifteen minutes (the world record is 492), c-memorising lists of words, etc.
- 4-A German man achieved a world record of 501 numbers in random order during the 2013 CE championship.
- 5-At the same event, a Welsh man managed to recall 224 random words, after he had studied them for only 15 minutes.
- 6-In 2001 CE, the interval between the numbers was shortened from two seconds to one.
- 7-The slogan on the World Memory Championships says 'Human Potential is Infinite '.

الكلمات المركبة في الفصل الثاني

age group	developed nation	make a difference	shake hands
answer detailed questions	do a deal	make a mistake	sign language
	do a subject	make a start	spill a drink
ask questions	do exercise	make small talk	stewards and stewardesses
Arabic Language and Literature	draw up a timetable	Master's degree	
	earn respect	mother tongue	take a break
Banking and Finance	first language	package holiday	take a course
	flight attendants	personal attributes	target market
Business Management	foreign language	police woman	tell a joke
	get cold feet	pop a balloon	track record
career advisor	give a business card	private university	Visual Arts
cause offence	Gross Domestic Product	public university	web enquiries
contact details		online distance learning	work experience
curriculum vitae	halls of residence		write schedule
department store	join a company	recall an event	
done accidentally	keep fit	sales pitch	

كلمات وأفعال يتبعها حروف جر			
ask about	head for figures	put back into	way of
blame for	in charge of	prepared for	work as
decide on	keep up	stand out	
get off	play by ear	talk about	
good at	punish for	translate into	

أسئلة الوزارة الخاصة بمعاني الكلمات – الفصل الثاني

1-Replace the underlined phrase ' **to think of** ' with the correct phrasal verb? (2016)

2-Choose the suitable item to complete the following sentences . (2016)

look up , earn , keep your chin up , compulsory , look into

- a-Even if things have been difficult for you , always , everything will be normal soon.
 b-In Jordan, pre-school and kindergarten education is optional, while basic education is free **and**
 c-You **can** **the respect** of your colleagues through your hard work and honesty.
 d-Bayan promised her boss that she **would** **the matter** and find out what had gone wrong.

3-**A postman** delivers your post.

Replace the underlined word with the correct gender-neutral words. (2016)

4-Find a word in the text which means "**things that make you interested**". (2016)

5-Choose the suitable item to complete the following sentences . (2016)

makes a difference , track record , play it by ear , pensions , dietary

- a-Many large companies **provide** **to** their employees when they retire.
 b-Huda's **indicates** that she has the needed experience for the required job.
 c-Scientific evidence shows that some **supplements** are beneficial for health.
 d-Taha's organized participation in the seminar **and activates** everyone there.
 6-Majed is too nervous to do a parachute jump. I think that he will **lose his confidence at the last minute**.

-Replace the underlined phrase with the correct body idiom. (2016)

7-Find a word in the text which means " **things kept back or set aside, especially for future use** ". (2017)

8-Choose the suitable item to complete the following sentences . (2017)

dehydration , contradictory , keen , interpreter , tuition

- a-Yousef's **sense** of observation allowed him to notice that his keys were not where he had left them.
 b-It is important to drink a lot of water in order to **avoid**
 c-The new courses will give the beginners **personal** **in** all types of outdoor photography.
 d-Zaid justified the **main** **points** between the two sides in the debate.
 9-It is necessary to **do** some research before I start my graduation project.

Replace the underlined verb with the suitable phrasal verb. (2017)

- 10-Find a word in the text which means " **finding suitable employees** " . (2017)
11-Choose the suitable item to complete the following sentences . (2017)

lifelong , draw up , recall , cause offence , conflict

- a-Meeting new people and developing **friendships** around the world are some benefits of studying abroad.
b-Polite children **don't**
c-Students need **to** **a revision timetable** to organize their time better.
d-When two sides disagree and argue , there **is**
12-I'm not sure if it will be warm enough to have a barbecue.
We will have to **keep our chin up**.
Replace the underlined body idiom with the correct one.
13-Replace the underlined verb in the following sentence with the suitable phrasal verb.
Radwan should **hurry** or he'll be late.

- 14-Find a word in the text that means " **to be deeply involved in something and spend most of your time doing it** " . (2018)

- 15-Choose the suitable item to complete the following sentences . (2018)

rewarding , dialects , recall , gross domestic product , developed nation

- a-Spoken and sign languages have different **and registers** in every country.
b-Tourism is one of Jordan's biggest contributors **to**
c-The main feature of **a** **is** that it is socially and economically advanced.
d-Doing volunteer work can be a **very** **experience** for everyone.
16-Replace the underlined misused collocation in the following sentence with the correct one.
If you send money to charity, you will **do exercise** to a lot of lives . (2018)
17-We need to **decide** a place to meet . (into , on , at , about) (2018)

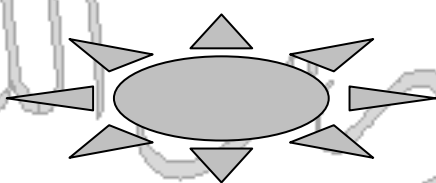
- الإجابات الصحيحة هي كالتالي :-

- | | | | |
|-----------------------|--------------------------|--------------------|----------------------|
| 1-come up with | | | |
| 2-a-keep your chin up | b-compulsory | c-earn | d-look into |
| 3-postal worker | 4-stimuli | | |
| 5-a-pensions | b-track record | c-dietary | d-makes a difference |
| 6-get cold feet | 7-reserve | | |
| 8-a-keen | b-dehydration | c-tuition | d-contradictory |
| 9-carry out | 10-recruiting | | |
| 11-a-lifelong | b-cause offence | c-draw up | d-conflict |
| 12-play it by ear | 13-speed up | 14-immersed | |
| 15-a-dialects | b-gross domestic product | c-developed nation | d-rewarding |
| 16-make difference | 17-on | | |

كورس الليث

تأليف: أسامة محاسنة

تلفون: ٠٧٩٦٦٧٧٨٠٣ / ٠٧٩٨٢٣٣٥٥٥



كورس الليث

تأليف

أسامة محاسنة

0798233555

0796677803

القطاع الأدبية

A Green Cornfield by Christina Rossetti

حقل الذرة الأخضر بقلم كريستينا روسيتي

الفقرة الأولى

The earth was green, the sky was blue
I saw and heard one sunny morn
A skylark hang between the two,
A singing speck above the corn;

الأرض كانت خضراء، والسماء زرقاء :
رأيت وسمعت صباحا مشمساً واحداً
القبرة معلقة بين الاثنين ،
وشمرة تغني فوق الذرة .

الفقرة الثانية

A stage below, in gay accord,
White butterflies danced on the wing
And still the singing skylark soared,
And silent sink and soared to sing

في مرحلة أدنى ، في اتفاق مرح ،
رقصت الفراشات البيضاء على الجناح ،
وما زال ذكر القبرة الذي يغني يحلق ،
وهبط الصمت وحلقت في الغناء .

الفقرة الثالثة

The cornfield stretched a tender green
To right and left beside my walks;
I knew he had a nest unseen
Somewhere among the million stalks.

حقول الذرة تتمدد خضراء غير ناضجة
إلى اليمين واليسار بجانب حقولي
كنت أعرف أنه لديه عش غير مرئي
في مكان ما بين الملايين من سيقان النبات

الفقرة الرابعة

And as I paused to hear his song
While swift the sunny moments slid,
Perhaps his mate sat listening long,
And listened longer than I did.

وكلما توقفت لسماع أغنيته
في حين أن اللحظات المشمسة انحدرت بسرعة ،
ربما جلست رفيقته تستمع لفترة طويلة ،
واستمعت أطول مما فعلته أنا .

الضمائر

الضمير	رقمه	الاسم الذي يعود عليه
(I / my) ضمائر		the poet (Christina Rossetti)
(he / his) ضمائر		the singing skylark

كتاب (SB) صفحة (٨٦) تمرين (١)

Answer the questions.

اجب هذه الأسئلة .

1-Is a speck something big or small (line 4)?

١- هل الشمرة شيء كبير أم صغير ؟

-small

2-If something is in accord, is it in agreement or disagreement (line 5)?

٢- إذا كان شيء في انسجام ، هل هو اتفاق أم عدم اتفاق ؟

-in agreement

3-Does tender suggest something fresh and young, or old and strong (line 9)?

٣- هل كلمة غير ناضجة تشير إلى شيء طازج وصغير ، أو كبير وقوي ؟

-fresh and young

4-What does a bird do in a nest (line 11)?

٤- ماذا يفعل العصفور في العش ؟

-It lays eggs.

يبيض

٥- أي جزء من النبات هو السيقان ؟
5-Which part of a plant is the **stalk** (line 12)?
-It's the long, upright part of the plant that supports the leaves.
انه الجزء الطويل المستقيم الذي يدعم الأوراق .

٦- هل رشيق تعني بطيء أم سريع ؟
6-Does **swift** mean slow or fast (line 14)?
-fast

كتاب (SB) صفحة (٨٦) تمرين (٢)

Choose the correct word to complete the summary of the poem.

اختر الكلمة الصحيحة لإكمال ملخص القصيدة .

The poet describes how (1) (content / sad / lonely) she feels as she walks through a cornfield. As she walks along, she sees a skylark (2) (flying away from the cornfield / flying in the sky / falling towards her). It doesn't sing as it flies (3) (lower / higher). Below it, butterflies (4) (sit quietly / move slowly / move quickly) in the cornfield. The poet knows that the skylark's nest is (5) (visible in / hidden in / far away from) the cornfield. She (6) (notices / imagines / knows) that its companion is also listening somewhere in the cornfield.

- الإجابات الصحيحة هي كالتالي :-

- | | | |
|----------------|---------------------|------------|
| 1-content | 2-flying in the sky | 3-lower |
| 4-move quickly | 5-hidden in | 6-imagines |

تصف الشاعرة كيف تشعر بالرضى عندما تمشي خلال حقل الذرة . عندما تمشي على طول الحقل ، ترى قبرة طائرة في السماء . هو لا يغني عندما يطير بشكل منخفض . تحته ، تتحرك فراشات بسرعة في حقل الذرة . تعرف الشاعرة بأن عش القبرة مخفي في حقل الذرة . تتخيل بأن رفيقته تستمع أيضاً في مكان ما في حقل الذرة

كتاب (SB) صفحة (٨٦) تمرين (٣)

Answer the questions about the poem.

أجب الأسئلة بخصوص القصيدة .

1-The poet uses many examples of alliteration. Find one example. What effect is the poet trying to achieve with this technique?

١- تستعمل الشاعرة العديد من أمثلة الجناس الاستهلاكي (المتضادات) . جد مثال واحد . ما هو التأثير الذي تحاول الشاعرة انجازه بهذه التقنية؟

-Some word pairs alliterate
(singing speck on line 4, listening long on line 15, listened longer on line 16),
but there are also lines that alliterate:

And still the singing skylark soared (line 7),
And silent sank and soared to sing (line 8)
and While swift the sunny moments slid (line 14).

Alliteration adds to the rhythm of the poem and also links dissimilar words together

يضيف الجناس الاستهلاكي إلى إيقاع القصيدة ويربط كلمات مختلفة أيضاً سوية

(here we have soared and sank; silent and singing).

2-Find two references to another listener, apart from the poet herself, in lines 10 to 16 of the poem. Who or what is this listener?

٢- جد إشارتين تشير إلى المستمع الآخر، عدا الشاعرة بنفسها ، في الأسطر ١٠ إلى ١٦ من القصيدة.
من أو ما هو هذا المستمع ؟

-The two references are

الإشارتان هما

I knew he had a nest unseen (line 11)

(the female bird is sitting on the eggs);

(انثى الطير تجلس على البيض)

Perhaps his mate sat listening long (line 15)

(the female bird). The listener is the female skylark.

(انثى الطير). إنَّ المستمع هي انثى القبرة .

3-How do we know that the poet leaves the cornfield before the skylark has stopped singing?

٣- كيف نعرف بأن الشاعر تترك حقل الذرة قبل أن يتوقف القبرة عن الغناء ؟

-She says, Perhaps his mate sat listening long, And listened longer than I did (lines 15-16).

This shows that the poet leaves the cornfield but speculates that the bird's mate might still be listening to the song: therefore, the bird must still have been singing.

هي تقول ، ربما أن صاحبه جليست تستمع لمدة طويلة ، وإستمعت أطول مما عملت (في سطر ١٥-١٦). هذا يشير إلى أن الشاعر تترك حقل الذرة لكنها تخمن بأن صاحبة الطير ما زالت تستمع إلى الأغنية : لذا، ما زال الطير يغني.

كتاب (AB) صفحة (٥٧) تمرين (١)

Rhyming words occur at the end of lines and in a pattern. The pattern is called a rhyme scheme. Describe the rhyme scheme in this poem.

تتأغم الكلمات يحدث في نهاية الأسطر وبنمط . هذا النمط يدعى مخطط القافية . صف مخطط القافية في هذه القصيدة.

- الإجابات الصحيحة هي كالتالي :-

The rhyme scheme is abab. In other words, the first line and third lines rhyme, as do the second and fourth.

إن مخطط القافية هو abab . بكلمة أخرى ، السطران الأول والثالث يتأغمان ، كما يحدث في السطرين الثاني والرابع .

أسئلة الوزارة ٢٠١٦ / ٦

Read the following lines from *A Green Cornfield*, then answer the questions that follow:

And as I paused to hear his song
While swift the sunny moments slid,
Perhaps his mate sat listening long,
And listened longer than I did.

1-Why did the poet stop in the cornfield ? (1 point)

2-How did time pass when the poet was listening to the skylark ? (2 points)

- الإجابات الصحيحة هي كالتالي :-

1- to hear the song

2- swift-fast

أسئلة الوزارة ٢٠١٧ / ٧

Read the following stanza from *A Green Cornfield* carefully, then answer the questions that follow:

And as I paused to hear his song
While swift the sunny moments slid,
Perhaps his mate sat listening long,
And listened longer than I did.

1-Find an example of alliteration in the above stanza . (1 point)

2-What is the effect the poet is trying to achieve with alliteration ? (2 points)

- الإجابات الصحيحة هي كالتالي :-

1-paused + slid

2- Alliteration adds to the rhythm of the poem and also links dissimilar words together

Around the World in Eighty Days by Jules Verne

حول العالم في ثمانين يوما بقلم جولز فيرن

الفقرة الأولى (مضمون القصة والشخصيات الرئيسية)

The story, set in 1873 CE, is about an Englishman, Mr Phileas Fogg, **who (1)** is trying to complete a journey around the world in eighty days.

القصة ، حدثت في عام ١٨٧٣ م ، وهي حول رجل انجليزي ، السيد فيلياس فوغ ، الذي كان يحاول إكمال رحلة حول العالم في ثمانين يوما .

At this point in the story, he (2) and his (3) travelling companion, the Frenchman Mr Passepartout, are travelling through India by train.

عند هذه النقطة في القصة ، هو ورفيقه في السفر ، الفرنسي السيد باسبرتو ، يسافرون عبر الهند بالقطار .

They (4) have befriended another traveler, Sir Francis Cromarty.

وقد رافقوا مسافرا آخر ، السير فرانسيس كرومارتي .

الفقرة الثانية (توقف القطار وحوار بين السير فرانسيس ودليل الرحلة)

The train stopped at eight o'clock, in the midst of a glade some fifteen miles beyond Rothal, **where (5)** there were several bungalows and workmen's cabins.

توقف القطار في الساعة الثامنة ، في وسط غابة تبعد حوالي خمسة عشر ميلا وراء روثال ، حيث كان هناك عدة بيوت من طابق واحد وأكوخ عمال .

The conductor, passing along the carriages, shouted, 'Passengers will get out here (6)'

دليل الرحلة ، وهو يمر بين العربات ، صرخ ، " الركاب سيخرجون هنا ! "

'Where are **we (7)**?' asked Sir Francis.

" أين نحن ؟ " سأل السير فرانسيس .

'At the hamlet of Kholby.'

" في قرية خوليبي . "

'Do **we (8)** stop **here (9)**?'

" هل سنتوقف هنا ؟ "

'Certainly. The railway isn't finished.'

" بالتأكيد . السكة الحديدية لم تنتهي . "

'What! Not finished?'

" ماذا ! لم تنتهي ؟ "

الفقرة الثالثة (حوار بين السير فرانسيس ودليل الرحلة حول سكة الحديد الغير منتهية)

'No. There's still a matter of fifty miles to be laid from **here (10)** to Allahabad, **where (11)** the line begins again.'

" لا . لا يزال هناك مسافة خمسين ميلا وضعت من هنا إلى الله آباد ، حيث يبدأ خط سكة الحديد مرة ثانية . "

'Yet **you (12)** sell tickets from Bombay to Calcutta,' retorted Sir Francis, **who (13)** was growing warm.

" ومع ذلك أنت تبيع تذاكر من بومباي إلى كلكتا ، " رد السير فرانسيس ، الذي كان ينفعل .

'No doubt,' replied the conductor, 'but the passengers know that **they (14)** must provide means of transportation for **themselves (15)** from Kholby to Allahabad.'

" لا شك ، " أجاب دليل الرحلة ، ولكن الركاب يعرفون أنهم يجب أن يوفرُوا وسائل نقل لأنفسهم من خوليبي إلى الله آباد .

الفقرة الرابعة (ردة فعل السيد فوغ على هذا التأخير)

'Sir Francis,' said Mr Fogg quietly, '**we (16)** will, if **you (17)** please, look about for some means of conveyance to Allahabad.'

" سيد فرانسيس ، " قال السيد فوغ بهدوء ، " من فضلك ، ابحث لنا عن بعض وسائل النقل إلى مدينة الله آباد . "

'Mr Fogg, **this (18)** is a delay greatly to **your (19)** disadvantage.'

" السيد فوغ ، هذا التأخير الكبير يؤدي إلى الضرر بك . "

'No, Sir Francis; **it (20)** was foreseen.'

" لا ، سيد فرانسيس . لقد كان هذا متوقعا . "

'What! **You (21)** knew that the way—'

" ماذا ! كنت تعرف بأن اتجاه ... "

'Not at all, but I (22) knew that some obstacle or other would sooner or later arise on **my (23)** route.'

" لا على الإطلاق ، لكنني كنت أعرف أن عقبة ما أو غيرها ستظهر عاجلا أو آجلا في طريقي . "

Nothing, therefore, is lost. I (24) have two gained days to sacrifice.

لا شيء ضائع ، إذن . لدي يومين زيادة للتضحية بهما .

A steamer leaves Calcutta for Hong Kong at noon, on the 25th.

هناك باخرة تغادر كلكتا لهونج كونج عند الظهر ، في ٢٥ من هذا الشهر .

This (25) is the 22nd, and we (26) shall reach Calcutta in time.

اليوم ٢٢ ، و يجب أن نصل كلكتا في الوقت المناسب .

الفقرة الخامسة (البحث عن وسيلة نقل والعثور على فيل)

There was nothing to say to so confident a response.

لم يكن هناك شيء ليقل لمثل هذه الثقة من الرد .

Mr Fogg and Sir Francis Cromarty, after searching the village from end to end, came back without having found anything.

السيد فوغ والسير فرانسيس كرومارتي ، وبعد تفتيش القرية من أقصاها إلى أقصاها ، عادوا دون العثور على أي شيء .

'I (27) shall go afoot,' said Phileas Fogg .

" يجب أن أذهب سيراً على الأقدام ، قال فيلباس فوغ .

Passepartout, who (28) had now rejoined his (29) master, made a wry grimace, as he (30) thought of his (31) magnificent, but too frail Indian shoes.

باسيرتو ، الذي انضم الآن إلى سيده ، قام بتكشيرة ساخرة ، عندما كان يفكر بحذائه الهندي الرائع ، سهل الكسر .

After a moment's hesitation, he (32) said, 'Monsieur, I (33) think I (34) have found a means of conveyance.

بعد تردد لحظة ، قال : " سيدي ، أعتقد أنني وجدت وسيلة من وسائل النقل .

'What?' " An elephant! An elephant that (35) belongs to an Indian who (36) lives but a hundred steps from here (37) .

" فيل ! فيل ينتمي إلى الهندي الذي يعيش مائة خطوة من هنا .

'Let's (38) go and see the elephant,' replied Mr Fogg . أجاب السيد فوغ .

الفقرة السادسة (الهدف من تربية الهندي للفيل والتفاوض على شراء الفيل)

They (39) soon reached a small hut. وصلوا سريعا إلى كوخ صغير ..

Enclosed within some high palings, was the animal in question.

محبوس داخل سياج عالي ، كان الحيوان المطلوب (الفيل) .

An Indian came out of the hut, and, at their (40) request, conducted them (41) within the enclosure.

خرج هندي من الكوخ ، و ، بناء على طلبهم ، أدخلهم داخل السياج .

The elephant, which (42) was reared, not to be an animal that (43) merely carried things around, but for warlike purposes, was half-domesticated.

الفيل ، الذي تربى ، ليس ليكون حيوان يحمل الأشياء في الأرجاء ، ولكن لأغراض حربية ، كان نصف مروض

Happily, however, for Mr Fogg , the animal's instruction in this (44) direction had not gone far, and the elephant still preserved its (45) natural gentleness .

لحسن الحظ ، ومن ناحية أخرى ، بالنسبة للسيد فوغ ، تدريب الحيوان لأهداف الحرب لم يكتمل ، والفيل لا زال يحتفظ بلطفه .

Kiouni – this (46) was the name of the elephant – could doubtless travel rapidly for a long time, and, in default of any other means of conveyance, Mr Fogg resolved to hire him (47).

كيوني - كان هذا اسم الفيل - والذي يستطيع بدون شك السفر بسرعة لفترة طويلة ، و ، في غياب أي من وسائل النقل الأخرى ، كان السيد فوغ مصمماً على استئجاره .

However, elephants are far from being cheap in India as they (48) are becoming scarce.

ومع ذلك ، الفيلة ليست رخيصة في الهند لأنها أصبحت نادرة .

Male elephants, as they (49) are only suitable for circus shows, are much sought after especially as the majority are domesticated.

الفيلة الذكور ، بما أنها مناسبة فقط لعروض السيرك ، هي الأكثر طلباً بالذات بعدما أصبح أغلبيتها مروضة .

When therefore Mr Fogg proposed to the Indian to hire Kiouni, he (50) refused point-blank .

عندما اقترح بناء على ذلك السيد فوغ على الهندي بأن يستأجر كيوني ، رفض بصراحة .

Mr Fogg persisted, offering the excessive sum of ten pounds an hour for the loan of the elephant to Allahabad. Refused.
السيد فوغ أصراً ، وعرض مبلغاً زائداً يقارب عشرة جنيهات لكل ساعة ليستأجر الفيل إلى الله أباد . لكنه رفض .
عشرون جنيهاً ؟ لكنه رفضاً أيضاً .
Twenty pounds? Refused also.
أربعون جنيهاً ؟ لا زال يرفض .
Forty pounds? Still refused.

الفقرة السابعة (ثمن الفيل الباهظ)

Phileas Fogg , without getting in the least flurried, then proposed to purchase the animal outright, and at first offered a thousand pounds for him (51).
فيليس فوغ ، وبدون الوقوع في أقل حالات العصبية ، اقترح لاحقاً شراء الحيوان فوراً ، وفي البداية عرض ألف جنيه كسعر له .

The Indian, perhaps thinking he (52) was going to make a great bargain, still refused.
الهندي ، وربما كان يفكر في الحصول على صفقة كبيرة ، لا زال يرفض .
At two thousand pounds the Indian yielded.
على مبلغ ٢٠٠٠ جنيه وافق الهندي .
'What a price, good heavens!' cried Passepartout , 'for an elephant.'
" يا له من ثمن ، يا إلهي ! " صرخ باسبرتو ، " من أجل فيل ."

الفقرة الثامنة (العثور على دليل للرحلة وبدء الرحلة من جديد)

It (53) only remained now to find a guide, which (54) was comparatively easy.
لم يبق الآن إلا العثور على دليل ، والذي كان سهلاً نسبياً .

A young Parsee* , with an intelligent face, offered his (55) services, which (56) Mr Fogg accepted, promising so generous a reward as to materially stimulate his (57) zeal.
شاب (فارسي) مجوسي ، ذو وجه ذكي ، عرض خدماته ، والتي قبلها السيد فوغ ، والذي وعده بمكافأة سخية ليحفز حماسه بشكل مادي .

The elephant was led out and equipped.
تم قيادة الفيل وتجهيزه .
Provisions were purchased at Kholby , and, while Sir Francis and Mr Fogg took the howdahs* on either side, Passepartout got astride the saddle-cloth between them (58) .
تم شراء المؤونة في خولبي ، و، في حين ركب السير فرانسيس والسيد فوغ اليهودجان على الجانبين ، كان باسبرتو منفرج الساقين على سرج من قماش بين اليهودجين .

The Parsee perched himself (59) on the elephant's neck, and at nine o'clock they (60) set out from the village, the animal marching off through the dense forest of palms by the shortest cut.

الفارسي (المجوسي) كان يجلس على عنق الفيل ، وفي الساعة التاسعة رحلوا من القرية ، ومشى الحيوان من خلال غابة كثيفة بأشجار النخيل من أقصر الطرق .

الاسم الذي يعود عليه	رقمه	الضمير
Mr Phileas Fogg	1	who
Mr Phileas Fogg	2	he
Mr Phileas Fogg	3	his
Mr Phileas Fogg and Mr Passepartout	4	they
in the midst of a glade ... Rothal	5	where
in the midst of a glade ... workmen's cabins	6	here
Mr Phileas Fogg , Mr Passepartout and Sir Francis Cromarty (travelers)	7 / 8	we
At the hamlet of Kholby	9/10	here
Allahabad	11	where
the conductor	12	you
Sir Francis	13	who

الضمائر

they	14	the passengers
themselves	15	the passengers
we	16	Mr Fogg and Sir Francis
you	17	Sir Francis
this	18	look about to Allahabad
you	19	Mr Fogg
it	20	delay
you	21	Sir Francis
I	22	Mr Fogg
my	23	Mr Fogg
I	24	Mr Fogg
this	25	today
we	26	Mr Fogg and Sir Francis
I	27	Phileas Fogg
كل الضمانر	28-34	Passepartout
that	35	An elephant
who	36	An indian
here	37	the village
us ('s)	38	Mr Fogg , Mr Passepartout and Sir Francis
they	39	Mr Fogg , Mr Passepartout and Sir Francis
their	40	Mr Fogg , Mr Passepartout and Sir Francis
them	41	Mr Fogg , Mr Passepartout and Sir Francis
which	42	The elephant
that	43	an animal
this	44	Calcutta
its	45	the elephant
this	46	Kiouni
him	47	Kiouni-the elephant
they	48	elephants
they	49	male elephants
he	50	the Indian
him	51	the animal
he	52	The Indian
it	53	to find a guide
which	54	to find a guide
his	55	A young Parsee
which	56	his services
his	57	A young Parsee
them	58	the howdahs
himself	59	The Parsee
they	60	Mr Fogg , Mr Passepartout , Sir Francis and the Parsee

كتاب (SB) صفحة (٨٨) تمرين (١)

1-What kind of house is a bungalow (line 6)?

١- ما نوع البيت المعني بهذه القصة (سطر ٦)؟

-a house with one floor

بيت بطابق واحد

2-How does the word hamlet (line 9) suggest that there aren't many houses or people in the area where the train has stopped?

٢- كيف تدل كلمة قرية (سطر ٩) بأن لا يوجد العديد من البيوت أو الناس في المنطقة التي توقف فيها القطار؟

-A hamlet is a very small village, which suggests that there are very few people and houses.

القرية هي قرية صغيرة جداً، التي تشير بأن هناك ناس وبيوت قليل جداً .

3-What form of transport is a steamer (line 24)?

٣- ما نوع وسيلة النقل التي تمثلها البخرة (سطر ٢٤) ؟

-It's a ship powered by steam.

هي سفينة تعمل بالبخار

4-What kind of facial expression is a wry grimace (line 30), and why did Passepartout's face show this expression?

٤- ما نوع التعبير الوجهي الذي يمثل كسرة ساخرة (سطر ٣٠) ، ولماذا اظهر وجه باسبرتو هذا التعبير؟

-It's an expression that shows pain or unhappiness. Passepartout wasn't happy because he didn't want to walk far, as he didn't think his shoes would be sturdy enough.

هو تعبير يظهر الألم أو الحزن . باسبرتو لم يكن سعيداً لأنه لم يرد المشي بعيداً ، كما انه لم يفكر أن أحذيته ستكون قوية بما فيه الكفاية .

5-Read line 36 again. Which words tell us that the elephant was kept safely away from direct contact with humans?

٥- اقرأ سطر ٣٦ مرة ثانية. أي الكلمات تُخبرنا بأن الفيل أبقى بسلامة بعيداً عن الاتصال المباشر بالبشر؟

-enclosed, palings: The elephant was in a compound surrounded by high palings. In other words, the animal was fenced in an area.

٥- سياج : الفيل كان في مكان محاط بالأسيجة العالية . بعبارة أخرى الفيل كان محبوساً بمنطقة معينة .

كتاب (SB) صفحة (٨٩) تمرين (٢)

1-Why can't the train continue its journey from Kholby to Allahabad?

١- لماذا لم يواصل القطار رحلته من خولبي إلى الله آباد ؟

-The train cannot continue its journey because the railway line hasn't actually been completed.

القطار لا يستطيع مواصلة رحلته لأن خط السكة الحديدية في الحقيقة غير مكتمل .

2-Why is Sir Francis annoyed during his conversation with the conductor?

What expression is used to mean he is getting annoyed? (line 15)

٢- لماذا انزعج السيد فرانسيز أثناء محادثته مع دليل الرحلة ؟

ما هو التعبير الذي استعمل للتعبير عن الإنزعاج؟ (سطر ١٥)

-He is annoyed because he feels cheated by being sold a ticket to somewhere the train doesn't go. 'Growing warm' means getting annoyed.

هو منزعج لأنه يحس بالغش لأنه اشترى تذكرة إلى مكان ما لا يصله القطار . يشعر بالغضب تعني الشعور بالإنزعاج

3-How does Mr Fogg deal with the situation when he discovers that his train journey cannot continue? How does his attitude differ from that of Sir Francis? Look at lines 23 to 26.

٣- كيف تعامل السيد فوغ مع الموقف عندما اكتشف بأن رحلة قطاره لا تستطيع الإستمرار؟ كيف تغير موقفه عن موقف السيد فرانسيز؟ أنظر إلى السطر ٢٣ إلى ٢٦ .

-Fogg says that he suspected that this might happen and suggests that they find another means of transport. Compared to Sir Francis, he is very calm and confident and doesn't show any anger.

يقول السيد فوغ بأنه شك بأن هذا قد يحدث ويقترح بأن يجدوا وسيلة نقل أخرى . مقارنة بالسير فرانسيز ، السيد فوغ كان هادئ وواثق جدا ولا يظهر أي غضب.

٤- لماذا قرر الرجل الهندي تربية فيل ؟
4-Why did the Indian man decide to rear an elephant?
-He wanted it for fighting.
هو يريد للقتال.

٥- كيف نعرف بأن الفيل ليس عدواني ؟
5-How do we know that the elephant is not aggressive?
-It still preserved its natural gentleness, meaning that it does not want to fight (lines 40-41).
هو ما زال يحافظ على لطافته الطبيعية ، يعني بأنه لا يريد المحاربة (الاسطر ٤٠-٤١).

٦- كم عدد الناس الذين يسافرون على الفيل ؟
6-How many people travel on the elephant?
four – the guide, Passepartout, Sir Francis and Mr Fogg
أربعة - الدليل باسبرتو و ، السير فرانسيز والسيد فوغ

أكمل الجمل بالكلمة الصحيحة .
Complete the sentences with the correct word.
كتاب (SB) صفحة (٨٩) تمرين (٣)

calm	confident	enthusiastic	unapologetic	worried
هادئ	واثق	متحمس	غير معذّر	قلق

- 1-The conductor is about having sold a ticket to Allahabad to the travellers, even though the train will not take them there.
- 2-Mr Fogg is that he will still complete his journey in eighty days.
- 3-Passepartout feels about the prospect of walking the rest of the way to Allahabad.
- 4-Mr Fogg remains while he negotiates the sale of the elephant.
- 5-The guide is very about making the journey by elephant.

- الإجابات الصحيحة هي كالتالي :-
1-unapologetic 2-confident 3-worried
4-calm 5-enthusiastic

أكمل الجمل ١-٣ بأسماء الشخصيات .
Complete the sentences 1-3 with the names of the characters.
كتاب (SB) صفحة (٨٩) تمرين (٤)

Sir Francis , Passepartout , Phileas Fogg

- 1- is prepared to walk the rest of the way to Allahabad.
 - 2- thinks that two thousand pounds is too much to pay for an elephant.
 - 3- does not know where they are when the train stops.
- الإجابات الصحيحة هي كالتالي :-
1-Phileas Fogg 2-Passepartout 3-Sir Francis

كتاب (SB) صفحة (٨٩) تمرين (٥)

Find a line in the story that represents the following ideas.

جد سطر في القصة يعبر عن الأفكار التالية .

1-time	2-money	3-transport
الوقت	النقد	المواصلات

- الإجابات الصحيحة هي كالتالي :-

1-lines 20-21 (delay)

2-lines 49-51 (thousand)

3-lines 41-43 (elephant)

كتاب (SB) صفحة (٨٩) تمرين (٦)

Consider the idea of transport. Compare the train (lines 6-15) and the elephant (lines 38-45). What are the advantages and disadvantages of each mode of transport mentioned, and how does this relate to the rest of the extract?

أدرس فكرة المواصلات . قارن القطار (سطر ٦-١٥) والفيل (سطر ٣٨-٤٥). ما هي حسنات وسيئات كل نمط مواصلات ، وكيف يتعلّق هذا ببقية النص ؟

- الإجابات الصحيحة هي كالتالي :-

Transport is an important theme in this story.

المواصلات موضوع مهم في هذه القصة.

These two passages describing a train's unfinished route and an elephant's potential to be a good mode of transport are interesting since the railway is not finished (line 11) and the elephant is needed to continue on their journey.

هذان الطريقتان بصيفان طريق قطار غير منته وقدره فيل والذي سيكون نمط جيد من المواصلات مهمان بما أن سكة الحديد لم تنتهي (سطر ١١) والفيل يحتاجونه للاستمرار في رحلتهم .

The elephant, a live animal, is described like a mode of transport; it 'could doubtless travel rapidly and for a long time'.

الفيل ، حيوان حي ، يوصف مثل وسيلة مواصلات ؛ هو ' يمكن أن يسافر بلا شك بسرعة ولوقت طويل '.

In this situation, the man-made transport fails, whereas the animal seems to be a more positive investment

في هذه الحالة ، وسيلة النقل البشرية فشلت ، بينما الحيوان يبدو استثمار أكثر إيجابية .

كتاب (SB) صفحة (٨٩) تمرين (٧)

Do you think that this story shows the importance of time? Justify your answer.

هل تعتقد بأن هذه القصة تبين أهمية الوقت ؟ برر جوابك .

I think that this story shows the importance of time when Phileas Fogg is so precise about the number of days they have to spare in line 24.

أعتقد بأن هذه القصة تبين أهمية الوقت عندما يكون السيد فلياس فوغ دقيقاً جداً حول عدد الأيام التي يجب أن يوفرها في سطر ٢٤ .

It also references time in the passage where the elephant is described ('rapidly', line 41).

وهي تشير إلى الوقت أيضاً في الرحلة حيث وصف الفيل ('سريعاً'، سطر ٤١).

However, I think that more importance is given to efficiency, because Phileas Fogg is not in a hurry; he is instead very well prepared (lines 23-25).

على أية حال ، أعتقد أن الأهمية الأكثر أعطيت إلى الكفاءة ، لأن السيد فلياس فوغ ليس مستعجلاً ؛ هو بدلاً من ذلك مُستعد جيد جداً (سطر ٢٣-٢٥).

كتاب (AB) صفحة (٥٧) تمرين (١)

Read lines 8-22. Making specific reference to these lines, compare and contrast the characters of Sir Francis and Phileas Fogg. Comment on the things they say and do. Remember to quote from the text.

اقرأ الأسطر ٨-٢٢. حدد إشارة معينة إلى هذه الأسطر ، قارن بين السيد فرانسيس و السيد فلياس فوغ . علق على الأشياء التي يقولونها ويعملونها . إقتبس من النص.

- الإجابات الصحيحة هي كالتالي :-

Suggested answer: Sir Francis and Phileas Fogg are men of two very different personalities.

جواب مُقترح :- السّير فرانسيز و فلياس فوغ هم رجال بشخصيتين مختلفتين جداً .

Whilst Sir Francis gets easily angry, Phileas Fogg is calm and assured.

بينما السّير فرانسيز بغضب بسهولة، فلياس فوغ هادئ ومطمئن.

In line 12, Sir Francis speaks in exclamation and short sentences: "What! Not Finished".

في سطر ١٢، يتكلّم السّير فرانسيز بشكل اسئلة وجمل قصيرة:

In contrast, Phileas Fogg is calm, unsurprised and almost amused by the situation.

على النقيض من ذلك، فلياس فوغ غير متفاجئ، هادئ ويضحك من الموقف.

His sentences are more carefully considered, and he speaks "quietly", using polite terms such as "please" in line 18.

جمله مختارة بعناية أكثر، وهو يتكلّم "بشكل هادئ"، ويستعمل عبارات مؤدبة مثل "رجاء" في سطر ١٨.

Overall, I would say that it is much better to react like Phileas Fogg in such a situation, as it is much more stressful to be angry

عموماً، أنا أقول بأن من الأفضل كثيراً التصرف مثل فلياس فوغ في مثل هذا الحالة، فمن المرهق أكثر أن تكون غاضباً

معاني كلمات القصة

الكلمة		المعنى باللغة الإنجليزية	المعنى بالعربية
Parsee	أ	a person living in South Asia but descended from Persia	مجوسي / فارسي
howdah	أ	a seat for riding an elephant	هودج

أسئلة الوزارة ١ / ٢٠١٦

Read the following extract from *Around the World in Eighty Days* carefully, then answer the question that follows:

'Yet you sell tickets from Bombay to Calcutta,' retorted Sir Francis, who was growing warm. 'No doubt', replied the conductor, 'but the passengers know that they must provide means of transportation for themselves from Kholby to Allahabad.'

What is the expression that is used to mean that Sir Francis is getting annoyed?

(2 points)

- الإجابات الصحيحة هي كالتالي :- growing warm

أسئلة الوزارة ١ / ٢٠١٧

Read the following extract from *Around the World in Eighty Days* carefully, then answer the question that follows:

They soon reached a small hut. Enclosed within some high palings, was the animal in question. An Indian came out of the hut, and, at their request, conducted them within the enclosure. The elephant was reared as a half- domesticated animal.

1-How was the elephant reared?

(1 point)

2-Which words tell us that the elephant was kept safely away from direct contact with humans?

(2 points)

- الإجابات الصحيحة هي كالتالي :-

1-as a half-domesticated animal

2-Enclosed within some high palings, was the animal in question

Read the following lines from *Around the World in Eighty Days* carefully, then answer the questions that follow:

"Not at all, but I knew that some obstacle or other would sooner or later arise on my route. Nothing, therefore, is lost. I have two gained days to sacrifice. A steamer leaves Calcutta for Hong Kong at noon, on the 25th.

1-What form of transport is a steamer ?

(1 point)

2-Write down the two cities which are mentioned in the above lines ?

(2 points)

- الإجابات الصحيحة هي كالتالي :-

1-It's a ship powered by steam

2-Calcutta and Hong Kong

كيفية الاستدلال على أي درس يجب حل جمل الامتحان سواء سؤال صرف الفعل أو تحويل الجمل أو ربط الجمل :-

القاعدة	كيفية الاستدلال على القواعد																																
المقارنة	<p>سؤال صرف الفعل :-</p> <p>١- وجود صفة بين قوسين</p> <p>٢- وجود (than / as as) بعد الفراغ يدل على المقارنة</p> <p>٣- وجود (the) قبل الفراغ يدل على التفضيل</p> <p>سؤال التحويل :-</p> <p>١- عند المقارنة بين طرفين مختلفين فإننا نستخدم أحد القواعد التالية :-</p> <table border="1"><tr><td>er + than + صفة قصيرة</td></tr><tr><td>more / less + صفة طويلة + than</td></tr><tr><td>not as + صفة مجردة + as</td></tr></table> <p>٥- عند المقارنة بين طرفين متشابهين فإننا نستخدم القاعدة التالية :-</p> <table border="1"><tr><td>as + صفة مجردة + as</td></tr></table> <p>٦- عند تحويل جملة تفضيل فإنها تبقى تفضيل</p>	er + than + صفة قصيرة	more / less + صفة طويلة + than	not as + صفة مجردة + as	as + صفة مجردة + as																												
er + than + صفة قصيرة																																	
more / less + صفة طويلة + than																																	
not as + صفة مجردة + as																																	
as + صفة مجردة + as																																	
الأسئلة غير المباشرة	<p>سؤال التحويل :- إذا بدأت الجملة بأحد أدوات السؤال التالية :-</p> <table border="1"><tr><td>Do you know</td><td>Could you tell me</td></tr><tr><td>Do you <u>mind</u> + Ving</td><td>Could you explain</td></tr></table>	Do you know	Could you tell me	Do you <u>mind</u> + Ving	Could you explain																												
Do you know	Could you tell me																																
Do you <u>mind</u> + Ving	Could you explain																																
المجهول غير الشخصي	<p>سؤال التحويل :-</p> <p>١- يكون التحويل من جملة عادية إلى جملة مجهول غير شخصي إذا كانت الجملة كالتالي</p> <table border="1"><tr><td>فاعل</td><td>+</td><td>فعل</td><td>+ that +</td><td>فاعل</td><td>+</td><td>فعل</td></tr><tr><td>1</td><td></td><td>1</td><td></td><td>2</td><td></td><td>2</td></tr></table> <p>وجملة التحويل تبدأ ب :-</p> <table border="1"><tr><td>It</td><td>فاعل/٢</td></tr></table> <p>٢- يكون التحويل من جملة مجهول غير شخصي إلى جملة عادية إذا كانت الجملة كالتالي</p> <table border="1"><tr><td>It</td><td>+</td><td>ت + ٣ be</td><td>+ that</td></tr><tr><td>فاعل</td><td>+</td><td>ت + ٣ be</td><td>+ to</td></tr></table> <p>٣- إذا كان السؤال صرف الفعل كالتالي يكون الجواب تصريف ثالث :-</p> <table border="1"><tr><td>It</td><td>+</td><td>be +</td><td>+ that</td></tr><tr><td>فاعل</td><td>+</td><td>be +</td><td>+ to</td></tr></table>	فاعل	+	فعل	+ that +	فاعل	+	فعل	1		1		2		2	It	فاعل/٢	It	+	ت + ٣ be	+ that	فاعل	+	ت + ٣ be	+ to	It	+	be +	+ that	فاعل	+	be +	+ to
فاعل	+	فعل	+ that +	فاعل	+	فعل																											
1		1		2		2																											
It	فاعل/٢																																
It	+	ت + ٣ be	+ that																														
فاعل	+	ت + ٣ be	+ to																														
It	+	be +	+ that																														
فاعل	+	be +	+ to																														
أفعال شبة الجملة	<p>١- إما أن تأتي معاني (E - E) في القطعة أو في الصفحة الثانية ويدل عليها كلمة (phrasal verb)</p> <p>٢- أو في سؤال أكمل الجمل حسب المعنى</p> <p>٣- أو في سؤال صحح الخطأ القواعدي</p>																																
الأسئلة الذيلية	<p>وجود جملة خبرية منتهية بفاصلة ثم فراغ ثم علامة سؤال</p> <p>..... , ?</p>																																
المجهول	<p>١- سؤال التحويل :- إذا وضعت الكلمة التي تقع بعد الفعل في بداية الجملة .</p> <p>٢- سؤال صرف الفعل :- إذا كان هناك (فاعل + by) في آخر الجملة .</p> <p>٣- سؤال صرف الفعل :- إذا لم يكن هناك اسم بعد الفراغ (مفعول به) فلا بد من ترجمة الفاعل والفعل للتأكد من الحل / الانتباه إلى تمرين (١١) صفحة (٦٨)</p>																																

<p>١- سؤال صرف الفعل :- لا بد من وجود (I wish / If only) ٢- سؤال صرف الفعل :- يجب أن يكون الجواب (ت ٢) أو (ت ٣ + had) حسب جمل الكتاب أو أفكارها . ٣- سؤال التحويل :- الانتباه إلى الجمل التي تحل على القاعدة الثانية والجملة التالية :- 2-I regret going to bed <u>late</u> last night. -I wish I <u>earlier</u>.</p>	<p>الندم والتمني</p>
<p>١- وجود إحدى أدوات الشرط (if / unless / provided that / when / as long as / even if) ٢- سؤال صرف الفعل :- إذا كان جواب الشرط موجود فلا يوجد مشكلة ٣- سؤال صرف الفعل :- إذا كان سؤال الشرط موجود فلا بد من ترجمة الجملة ٤- إذا كان السؤال تحويل من جمل عادية إلى النوع الثالث نطبق القواعد السابقة</p>	<p>جمل الشرط</p>

تأليف

أسامة محاسنة

0796677803

0798233555