

الوحدة الرابعة  
الوحدة التاسعة

# كورس الليث

توجيهي كافة الفروع المهني - حسب التعديلات الوزارية الجديدة

مهارات في اللغة الانجليزية

Action Pack 12

# E

## ENGLISH

## LANGUAGE

UNIT FOUR  
UNIT NINE



إعداد المعلم:

# أسامة محاسنة

٠٧٩٦٦٧٧٨٠٣ / ٠٧٩٨٢٣٣٥٥٥



مكتبة الوسام

ALWESAM

tawjhi center & service store

## قائمة تصاريف الأفعال الشاذة ( غير المنتظمة )

التصريف الأول	التصريف الثاني	التصريف الثالث	المعنى باللغة العربية	التصريف الأول	التصريف الثاني	التصريف الثالث	المعنى باللغة العربية
<b>١ - قائمة الأفعال التي يتشابه تصريفها الثاني والثالث</b>							
	<b>+ t</b>	<b>+ t</b>	<b>نضيف ( t )</b>	<b>i</b>	<b>u</b>	<b>u</b>	<b>i → u</b>
deal	dealt	dealt	يتعامل	cling	clung	clung	يمسك ب
leap	leapt	leapt	يقفز	fling	flung	flung	يدفع بقوة
mean	meant	meant	يعني	sting	stung	stung	يلدغ / يلسع
<b>ee</b>	<b>e</b>	<b>e</b>	<b>نحذف ( e )</b>	swing	swung	swung	يؤرجح / يهز
bleed	bled	bled	ينزف دما	dig	dug	dug	يحفر
feed	fed	fed	يطعم	stick	stuck	stuck	يلصق
meet	met	met	يقابل	<b>i</b>	<b>o</b>	<b>o</b>	<b>i → o</b>
<b>eep</b>	<b>ept</b>	<b>ept</b>	<b>eep = ept</b>	shine	shone	shone	يشرق/يلمع
creep	crept	crept	يزحف	win	won	won	يربح
keep	kept	kept	يحفظ	<b>i</b>	<b>ou</b>	<b>ou</b>	<b>i → ou</b>
sleep	slept	slept	ينام	find	found	found	يجد
sweep	swept	swept	يزيل / يكنس	grind	ground	ground	يطحن
weep	wept	wept	يبكي / يندب	<b>y</b>	<b>id</b>	<b>id</b>	<b>y → id</b>
<b>نحذف الحرف المكرر ونضيف ( t )</b>	<b>eel/ell=elt</b>			lay	laid	laid	يضع / يمد
feel	felt	felt	يشعر	pay	paid	paid	يدفع
kneel	knelt	knelt	يركع	say	said	said	يقول
smell	smelt	smelt	يشم	<b>أفعال عشوائية</b>			
spell	spelt	spelt	يهجئ	flee	fled	fled	يهرب
spill	spilt	spilt	يسكب	forget	forgot	forgot forgotten	ينسى
<b>end</b>	<b>ent</b>	<b>ent</b>	<b>d → t</b>	get	got	got gotten	يحصل على
build	built	built	يبني	have/has	had	had	يملك
bend	bent	bent	يثني	hear	heard	heard	يسمع
lend	lent	lent	يقرض	hold	held	held	يمسك
send	sent	sent	يرسل	lead	led	led	يقود
spend	spent	spent	يصرف	leave	left	left	يترك
<b>أول حرف</b>	<b>+ old</b>	<b>+ old</b>		light	lit	lit	يضيء/يشعل
sell	sold	sold	يبيع	lose	lost	lost	يخسر
tell	told	told	يخبر	make	made	made	يعمل
<b>أول حرف</b>	<b>+ ought</b>	<b>+ ought</b>		shoot	shot	shot	يطلق على
buy	bought	bought	يشترى	sit	sat	sat	يجلس
fight	fought	fought	يقاتل	stand	stood	stood	يقف
seek	sought	sought	يبحث عن	strike	struck	struck	يضرب
bring	brought	brought	يحضر	under-stand	under-stood	under-stood	يفهم
think	thought	thought	يفكر				
<b>أول حرف</b>	<b>+ aught</b>	<b>+ aught</b>					
catch	caught	caught	يمسك				
teach	taught	taught	يعلم				

التصريف الأول	التصريف الثاني	التصريف الثالث	المعنى باللغة العربية
<b>٢- قائمة الأفعال التي تتشابه تصاريفها الثلاثة</b>			
burst	burst	burst	ينفجر
cost	cost	cost	يكلف
thrust	thrust	thrust	يدفع / يقحم
cut	cut	cut	يقطع
put	put	put	يضع
shut	shut	shut	يغلق
let	let	let	يترك / يدع
set	set	set	ينصب/يهيئ
read	read	read	يقرا
spread	spread	spread	ينشر
hit	hit	hit	يضرب
hurt	hurt	hurt	يؤذي
<b>٣- قوائم عشوائية</b>			
i	a	u	
drink	drank	drunk	يشرب
shrink	shrank	shrunken	يتقلص
sink	sank	sunk	يغرق
ring	rang	rung	يرن / يفرع
sing	sang	sung	يغني
spring	sprang	sprung	يقفز / يثب
begin	began	begun	يبدأ
swim	swam	swum	يسبح
ear	ore	orn	القاعدة تكفي
bear	bore	born	يتحمل/يعاني
swear	swore	sworn	يحلف
tear	tore	torn	يمزق
wear	wore	worn	يلبس
ow	ew	الأول+n	القاعدة تكفي
blow	blew	blown	ينفخ/ ينسف
grow	grew	grown	يزرع
know	knew	known	يعرف
throw	threw	thrown	يرمي
<b>التصريف الأول نفس التصريف الثالث</b>			
become	became	become	يصبح
come	came	come	يأتي
run	ran	run	يركض
أي فعل غير موجود في هذه الورقة هو فعل منتظم ونضيف إليه (d / ed) في التصريفين الثاني والثالث			
التصريف الأول	التصريف الثاني	التصريف الثالث	المعنى باللغة العربية
i	o	n + الأول	
drive	drove	driven	يسوق
rise	rose	risen	يرتفع
ride	rode	ridden	يسوق
write	wrote	written	يكتب
i	a	n/en + الأول	
give	gave	given	يعطي
forgive	forgave	forgiven	يسامح
bid	bade	bidden	يأمر/ يطلب
forbid	forbade	forbidden	يمنع
الأول	الثاني	n/en + الأول	
draw	drew	drawn	يرسم
see	saw	seen	يشاهد
shake	shook	shaken	يهز
take	took	taken	يأخذ
beat	beat	beaten	يضرب/يهزم
eat	ate	eaten	يأكل
fall	fell	fallen	يسقط
الأول	الثاني	n/en + الثاني	
choose	chose	chosen	يختار
break	broke	broken	يكسر
freeze	froze	frozen	يجمد
speak	spoke	spoken	يتكلم
steal	stole	stolen	يسرق
wake	woke	woken	يستيقظ
bite	bit	bitten	يعض
hide	hid	hidden	يخفي
<b>أفعال عشوائية</b>			
is / am / are / be	was / were	been	يكون
do/does	did	done	يفعل
fly	flew	flown	يطير
go	went	gone	يذهب
lie	lay	lain	يستلقي
<b>التصاريف التالية تعتبر أفعال منتظمة وغير منتظمة</b>			
burn	burnt / burned (2 + 3)		يحرق
dream	dreamt / dreamed (2 + 3)		يحلم
learn	learnt / learned (2 + 3)		يتعلم
hang	hung / hanged (2 + 3)		يشنق

الحروف الصحيحة هي باقي الحروف

e + d	y + حرف صحيح + ied	ed + باقي الأحرف
close + d = closed	cry + ed = cried	play + ed = played

حروف العلة a, e, i, o, u

## الأسماء المفردة والأسماء الجمع

١- الاسم الجمع هو الاسم الذي ينتهي ب ( s ) الجمع :-

اسم مفرد	اسم جمع	اسم مفرد	اسم جمع
boy	boys	book	books
girl	girls	computer	computers

٢- الأسماء التالية جمع :-

1-people	ناس	2-police	شرطه	3-youth	شباب	4-children	أطفال
5-feet	أقدام	6-teeth	أسنان	7-men	رجال	8-women	نساء
9-fish	سمك	10-mice	فئران	11-oxen	ثيران	12-cattle	قطيع
13-clergy	كهنة	14-folk	قوم	15-gentry	جماعة	16-vermin	حشرات

٣- كلمة ( news ) مفردة .  
٤- كلمة ( a number ) جمع .

## حروف الجر

1-about	حوالي	2-above	فوق	3-after	بعد	4-alongside	جانب
5-around	حول	6-at	عند ، على	7-before	قبل	8-behind	خلف
9-below	تحت	10-beside	بجانب	11-by	بواسطة	12-down	أسفل
13-during	خلال	14-for	لمدة	15-from	من	16-in	في
17-in front of	أمام	18-inside	داخل	19-into	في داخل	20-near	قرب ، بجانب
21-of	عن / في	22-off	بعيد عن	23-on	على	24-out of	خارج
25-outside	خارج	26-over	فوق	27-since	منذ	28-through	خلال
29-to	إلى	30-toward	باتجاه	31-under	تحت	32-up	فوق
33-with	مع	34-without	بدون	=====	=====	=====	=====

## أجزاء الزمن ( Time )

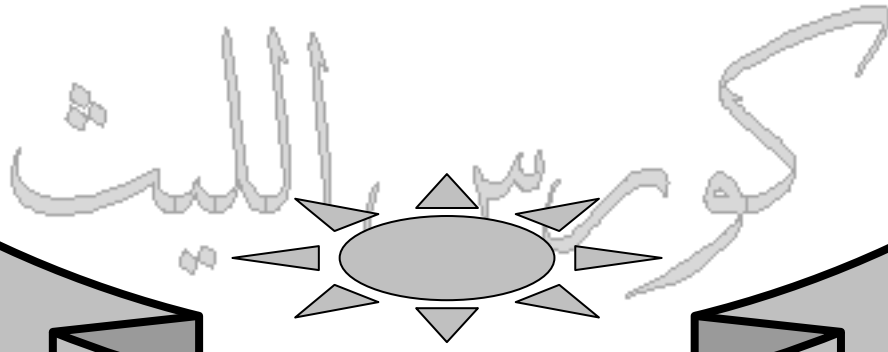
second , minute , hour , day , week , month , year , decade , century	١- الأوقات
morning , noon , afternoon , evening , night , midnight , ...	٢- أجزاء اليوم
Saturday , Sunday , Monday , Tuesday , Wednesday , Thursday , Friday	٣- الأيام
January , February , March , April , May , June , July , August , September , October , November , December	٤- الأشهر
summer , autumn , winter , spring	٥- فصول السنة

قاعدة الحرف ( y )	happy + er = happier
قاعدة تضعيف الحرف الأخير	big + er = bigger



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الوحدة الرابعة



## الوحدة الرابعة Unit 4 أولا :- الجمل المنشقة Cleft sentences

١- الاستخدام ( Use / Function ) :-

To emphasise certain pieces of information

للتأكيد على أجزاء معينة من المعلومات

سؤال الاستخدام :- ( What is the function of using the cleft sentence )

٢- الصيغ القواعدية لتكوين الجمل المنشقة :-

أولا It + be + الكلمات المحددة + + that / wh باقي الجملة

ثانيا الكلمات المحددة + be + باقي الجملة + + that / wh بداية

ثالثا	باقي الجملة + that / wh +	بداية	be + الكلمات المحددة
	who	the person	معكوسة
	when	the time	
	where	the place	
	which	the thing	
	in which	the way	

ملاحظات مهمة

أولا	أي أفعال ( be ) نستخدم في الجمل المنشقة :-
are	is
were	was

ثانيا

١- باقي الجملة :- تعني كامل الجملة ما عدا الكلمات المحددة .								
٢- يمكنك استخدام ضمائر الوصل التالية مكان ( that ) :-								
<table border="1"> <tbody> <tr> <td>للمكان</td> <td>where/which</td> <td>للعاقل</td> <td>who</td> </tr> <tr> <td>للزمان</td> <td>when/which</td> <td>لغير العاقل</td> <td>which</td> </tr> </tbody> </table>	للمكان	where/which	للعاقل	who	للزمان	when/which	لغير العاقل	which
للمكان	where/which	للعاقل	who					
للزمان	when/which	لغير العاقل	which					
٣- إذا كانت البداية ( It ) ولم يكن هناك كلمات محددة فإننا نحدد أي اسم نريده والأفضل أن نحدد الفاعل .								
٤- إذا كانت البداية موجودة ولم يكن هناك كلمات محددة فإننا نحددها من خلال البداية .								
٥- إذا كانت البداية في القاعدة الثانية <b>جم</b> فإننا نستخدم ( are / were )								



It + الكلمات المحددة + be + باقي الجملة + that / wh

أولا

1-Huda won the prize for Art last year .

- It .....

2-Huda won the prize for Art last year .

- It .....

3-Huda won the prize for Art last year .

- It .....

4-The Olympic Games were held in London in 2012 CE .

- It .....

5-The Olympic Games were held in London in 2012 CE .

- It .....

6-The Olympic Games were held in London in 2012 CE .

- It .....

بداية	باقي الجملة + that / wh	الكلمات المحددة + be
<u>The person</u>	who	أسامته محاسنه
<u>The time</u>	when	
<u>The place</u>	where	
<u>The thing</u>	which	
<u>The way</u>	in which	

يمكنك استبدال كلمات البداية بأي كلمة تراها مناسبة تعبر عنها

ثانيا

1-Huda won the prize for Art last year .

- The thing .....

- The prize .....

2-Huda won the prize for Art last year .

- The person .....

3-Huda won the prize for Art last year .

- The year .....

4-The Olympic Games were held in London in 2012 CE .

- The year .....

5-The Olympic Games were held in London in 2012 CE .

- The city .....

6-The Olympic Games were held in London in 2012 CE .

- The event .....

الكلمات المحددة	+ be +	بداية	باقي الجملة + that / wh	ثالثا
معكوسة		the person	who	
		the time	when	
		the place	where	
		the thing	which	
		the way	in which	
يمكنك استبدال كلمات البداية بأي كلمة تراها مناسبة تعبر عنها				

1-Huda won the prize for Art last year .

- Art .....

2-Huda won the prize for Art last year .

- Huda .....

3-Huda won the prize for Art last year .

- Last year .....

4-The Olympic Games were held in London in 2012 CE .

- 2012 CE .....

5-The Olympic Games were held in London in 2012 CE .

- London .....

6-The Olympic Games were held in London in 2012 CE .

-The Olympic Games .....

1	الكلمات المحددة + be	ملخص القاعدة
2	باقي الجملة + that / wh	
-----		
It	1 + 2	القاعدة الأولى
-----		
البداية	2 + 1	القاعدة الثانية
-----		
1	بداية	2
معكوسة		

كتاب ( SB ) صفحة ( ٢٩ ) تمرين ( ٦ )

6-We want to emphasise the part of the sentence which is in bold in sentences 1-3.

Match each one to an appropriate cleft sentence a-c.

نريد أن نؤكد على جزء الجملة المظلل باللون الغامق في الجمل ١-٣ . صل كل جملة من الجملة المنشقة المناسبة أ - ج .

1-The Great Mosque in Cordoba was built in 784 CE by **Abd al-Rahman I** .

2-The **Great Mosque in Cordoba** was built in 784 CE by Abd al-Rahman I .

3-The Great Mosque in Cordoba was built **in 784 CE** by Abd al-Rahman I .

a-The year when the Great Mosque in Cordoba was built was **784 CE**.

b-**Abd al-Rahman I** was the person who built the Great Mosque in Cordoba in 784 CE .

c-The mosque that was built by Abd al-Rahman I in 784 CE was **the Great Mosque in Cordoba**.

- الإجابات الصحيحة هي كالتالي :-

1-b

2-c

3-a

- حلول أخرى باستخدام قاعدة ( It ) :-

1-It was **Abd al-Rahman I** who/that built the Great Mosque in Cordoba in 784 CE.

2-It was **the Great Mosque in Cordoba** that was built in 784 CE by Abd al-Rahman I.

3-It was **in 784 CE** that the Great Mosque in Cordoba was built by Abd al-Rahman I.

كتاب ( SB ) صفحة ( ٢٩ ) تمرين ( ٧ )

7-Write this sentence in three different ways, emphasising the parts underlined in each

case. اكتب هذه الجملة بثلاثة طرق مختلفة ، مؤكدا على الأجزاء التي تحتها خط في كل حالة .

Al-Jazari invented the mechanical clock in the twelfth century .

- الإجابات الصحيحة هي كالتالي :-

a-The person who invented the mechanical clock in the twelfth century was Al-Jazari .

-It was Al-Jazari who/that invented the mechanical clock in the twelfth century .

b-The thing that Al-Jazari invented in the twelfth century was the mechanical clock .

-It was the mechanical clock that Al-Jazari invented in the twelfth century .

c-The period/time when Al-Jazari invented the mechanical clock was the twelfth century .

-It was in the twelfth century that Al-Jazari invented the mechanical clock .

## كتاب ( SB ) صفحة ( ٢٩ ) تمرين ( ٨ )

8-Rewrite these sentences , emphasising the part in bold , and using the structure as shown .  
أعد كتابة هذه الجمل ، مؤكدا على الجزء بالخط الغامق ، واستخدم القواعد كما هو مبين .

- 1-Al-Kindi contributed to the invention of the oud .  
-The person who .....
- 2-Jabir ibn Hayyan did his research in a laboratory **in Iraq** .  
-The country where .....
- 3-**Ali ibn Nafi'** established the first music school in the world .  
-It was .....
- 4-**Jabir ibn Hayyan** also invented ink that can be read in the dark .  
-It was .....
- 5-Al-Kindi is especially famous for **his work in geometry** .  
-It is .....

- الإجابات الصحيحة هي كالتالي :-

- 1-The person who contributed to the invention of the oud was Al-Kindi .
- 2-The country where Jabir ibn Hayyan did his research in a laboratory was Iraq .
- 3-It was Ali ibn Nafi' who established the first music school in the world .
- 4-It was Jabir ibn Hayyan who/that also invented ink that can be read in the dark .
- 5-It is for his work in geometry that Al-Kindi is especially famous .

## كتاب ( SB ) صفحة ( ٤٢ ) تمرين ( ٥ )

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

أكمل الجملة الثانية لتعطي نفس معنى الجملة الأولى .

- 1-He has written many books , but **his final book** made him famous all over the world .  
-He has written many books , but it .....

- الإجابات الصحيحة هي كالتالي :-

- 1-it is / was his final book that made him famous all over the world.

## كتاب ( AB ) صفحة ( ٣٠ ) تمرين ( ٦ )

6-Write one sentence that means the same .

اكتب جملة واحدة تعطي نفس المعنى .

- 1-The Egyptians built the pyramids .  
-It was the .....

- الإجابات الصحيحة هي كالتالي :-

- 1-It was the Egyptians that / who built the pyramids .

## كتاب ( AB ) صفحة ( ٢٠ ) تمرين ( ٣ )

3-Make cleft sentences, stressing the information in bold . The first one is done for you .

اكتب جملا منشقة ، مركزا على المعلومات بالخط الغامق . الجملة الأولى محلولة .

- 1-**Queen Rania** opened the Children's Museum of Jordan in 2007 CE .  
-It was .....
- 2-Petra was made a World Heritage Site **in 1985 CE** .  
-The year .....
- 3-I stopped working **at 11 p.m.**  
-It was .....
- 4-**My father** has influenced me most .  
-The person .....
- 5-I like **Geography** most of all .  
-The subject .....
- 6-**The heat** made the journey unpleasant .  
-It was .....

٠٧٩٨٢٣٣٥٥٥ / ٠٧٩٦٦٧٧٨٠٣ - خوي

تأليف: - أسامة محاسنة

كورس الليث

- الإجابات الصحيحة هي كالتالي :-

- 1-It was Queen Rania who opened the Children's Museum of Jordan in 2007 CE
- 2-The year when / in which Petra was made a World Heritage Site was 1985 CE
- 3-It was 11 p.m. when I stopped working
- 4-The person who / that has influenced me most is my father
- 5-The subject that / which I like most of all is Geography
- 6-It was the heat that / which made the journey unpleasant

### أسئلة الوزارة الخاصة بالجمل المنشقة

- 1-The first athletic event for disabled athletes took place in 1948 CE.  
-The year ..... (2016)
- 2-Taha Hussein is especially famous for his work in literature.  
-It is ..... (2016)
- 3-My neighbours' generosity impresses me more than anything else.  
-The thing that ..... (2017)
- 4-Petra was made a World Heritage Site in 1985 CE.  
-The year ..... (2017)
- 5-The Second World War ended in 1945 in Europe.  
-The year ..... (2018)

- الإجابات الصحيحة هي كالتالي :-

- 1-The year when the first athletic event for disabled athletes took place in was 1948 CE .
- 2-It is Taha Hussein who is especially famous for his work in literature .  
-It is his work in literature which Taha Hussein is especially famous for .
- 3-The thing that impresses me more than anything else is my neighbours' generosity .
- 4-The year when Petra was made a World Heritage Site in was 1985 CE .
- 5-The year when the Second World War ended in Europe was in 1945 CE .

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## Unit 4 الوحدة الرابعة

### ثانيا :- جمل الوصل Relative clauses

#### أولا :- جملة الوصل المحددة ( Defining relative clause )

#### الاستخدام ( Use / Function ) :-

To identify which particular person , place or thing is being talked about  
( identify or define the head noun )

و تحدد أي شخص معين ، مكان معين أو شيء معين نتكلم عنه .

He's the man whose daughter I met in Jordan.

#### ملاحظة مهمة

في بعض جملة الوصل المحددة يمكننا حذف ضمير الوصل والأفعال المساعدة لتصبح كالتالي :-	
-I like <u>the book Ali</u> brought .	اسم بعد اسم
-He married <u>the girl he</u> saw in the party .	ضمير بعد اسم
- <u>The car beside the house</u> is my brother's car .	جملة جر بعد اسم
- <u>The men playing</u> cards are my friends .	Ving بعد اسم
- <u>The medicine given</u> to me had no effect at all .	تصريف ثالث بعد اسم

#### ثانيا :- جملة الوصل غير المحددة ( non-defining relative clause )

#### الاستخدام ( Use / Function ) :-

to give more detail about a particular person , place or thing that is being talked about . ( add extra information about the head noun )

١ - تعطي تفاصيل أكثر عن شخص محدد ، مكان محدد أو شيء محدد نتكلم عنه

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

٢- تعطي معلومات إضافية غير ضرورية وبدونها يبقى المعنى واضحا .

The Sahara desert is very hot.

٣- تقع بين فاصلتين أو شرطيتين أو قوسين .

٤- إذا جاءت في آخر الجملة فإنه يسبقها فاصلة أو شرطة أو قوس ويتبعها نقطة .

٥- يمكن حذف ضمير الوصل .

#### الفرق بين جملة الوصل المحددة وغير المحددة

جملة الوصل المحددة :- إذا حذفناها يختل معنى الجملة - □ تحتاج فواصل
جملة الوصل غير المحددة :- إذا حذفناها يبقى معنى الجملة واضحا - تحتاج فواصل
كيف نحدد بداية ونهاية جملة الوصل :- تبدأ قبل ضمير الوصل وتنتهي قبل الفعل الثاني أو الفاصلة أو النقطة .
( wh / that ..... ) فعل ٢ / ، / .

- و أهم ضمائر الوصل :-

أولا :- who / that

قبل الفراغ	الفراغ	بعد الفراغ
اسم عاقل	who / that	فعل

1-Ali ..... lives next to the park is my friend .

2-I visited Omar ..... has a nice house next to ours .

ثانيا :- who's

قبل الفراغ	الفراغ	بعد الفراغ
اسم عاقل	who's	صفة / تصريف ثالث / Ving

1-The boy ..... tall lives near to the national park .

2-Sara ..... eaten this sandwich is very clever .

3-Maram ..... playing football is a good player .

ثالثا :- whom

قبل الفراغ	الفراغ	بعد الفراغ
اسم عاقل	whom	فعل + فاعل

1-Samah is the girl ..... I invited to the party .

2-Kamal ..... Rula married is a gentle man .

رابعا :- whose

قبل الفراغ	الفراغ	بعد الفراغ
اسم	whose	اسم

للتأكد من الحل نترجمها إلى اللغة العربية ومن اليمين فإذا أعطت معنى الملكية يكون المطلوب ( whose ) مثل :-

Ali .....house

بيت ..... علي

1-Rami ..... car is red is a really nice man .

2-I will buy the cat ..... hair is yellow .

بعد الفراغ	الفراغ	قبل الفراغ
فعل	+	فاعل
where		اسم مكان
إذا كانت بمعنى ( حيث )		

خامسا :- where

- 1-Irbid ..... **Sami lives** is a very beautiful city .  
 2-Salma is living in **Amman** ..... **her father was** born .

بعد الفراغ	الفراغ	قبل الفراغ
فعل	+	فاعل
when		اسم زمان
إذا كانت بمعنى ( عندما )		

سادسا :- when

- 1-The year was **1977** ..... **I was** born .  
 2-The **year** ..... **Khaled graduated** was full of joy .

سابعاً :- which / that

الفراغ	قبل الفراغ
which / that	اسم غير عاقل

I will fix the **chair** ..... has three legs .

بعد الفراغ	الفراغ	قبل الفراغ
فعل		اسم مكان
		اسم زمان
which / that		

- 1-Irbid ..... **lies** in the north of Jordan is beautiful .  
 2-Muna studies in the **school** ..... **has** a nice location .  
 3-I like the year **2004** ..... **was** my wedding year  
 4-2011 is the **year** ..... **contains** the most important events .

بعد الفراغ	الفراغ	قبل الفراغ
فعل	+	فاعل
which / that		اسم مكان
		اسم زمان
إذا كانت بمعنى ( الذي / التي )		

- 1-The **house** ..... **I bought** is really nice .  
 2-The **school** ..... **the Ministry of Education built** is very big .  
 3-The **day** ..... **I chose** to be my wedding day will be wonderful .  
 4-The **month** ..... **Sami is** fond of as his best month is June .



## ملخص قواعدي

قبل الفراغ	الفراغ	بعد الفراغ
اسم عاقل	who / that	فعل

قبل الفراغ	الفراغ	بعد الفراغ
اسم عاقل	who's	صفة / تصريح ثالث / Ving

whom = who

قبل الفراغ	الفراغ	بعد الفراغ
اسم عاقل	whom	فعل + فاعل

قبل الفراغ	الفراغ	بعد الفراغ
اسم	whose	اسم

قبل الفراغ	الفراغ
اسم غير عاقل	which / that

قبل الفراغ	الفراغ	بعد الفراغ
اسم مكان	where	فعل + فاعل
	which	فعل

قبل الفراغ	الفراغ	بعد الفراغ
اسم زمان	when	فعل + فاعل
	which	فعل

قبل الفراغ	الفراغ	بعد الفراغ
اسم مكان	which / that	فعل + فاعل
اسم زمان		

- 1-Ahmad , ..... car is BMW , is my dear friend . ( who , whom , whose )  
 2-The girl ..... picture was in the newspaper lives in our street .  
 ( who , whom , whose )  
 3-The house ..... I used to live in locates in Irbid . ( where , when , who )  
 4-This is the gun ..... the murderer used to kill the victim with .  
 ( where , which , when )  
 5-The man ..... stole the bank has gone to prison . ( who , who's , whose )  
 6-The hotel ..... locates on the shore is very exciting .  
 ( when , where , which )

- 7-I remember the **student** .....**ate** my sandwich . ( who , who's , whose )
- 8-The **car** ..... is red is mine . ( which , who , why )
- 9-The **city** ..... **we are going** to is called Irbid . ( when , where , who )
- 10-This is **Ahmad** , ..... **I live** with . ( whom , who's , when )
- 11-Ahmad is the **boy** ..... **bike** was destroyed in the accident .  
( who , whom , whose )
- 12-Round the corner was a **building** ..... **windows** were all broken down .  
( who , why , whose )
- 13-That's the **corner** ..... **my house locates** . ( when , who , where )
- 14-The year was **1977** ..... **I was born** in . ( when , where , who )
- 15-The day was **Monday** ..... **I watched** the film " Titanic " for the first  
time . ( when , whom , where )
- 16-The **girl** ..... **sitting** next to me in the class is my best friend .  
( who , who's , whose )
- 17-**Saleh** , ..... **been** living in Irbid for five years , is going to move to  
Zarqa . ( who , who's , whose )
- 18-**Ahmad** , ..... **garden** was stolen , informed the police .  
( who , whom , whose )
- 19-I have a **friend** .....**written** three poems recently . ( who , who's , whose )
- 20-The **city** ..... **was** nice is now bad . ( where , when , which )
- 21-Who was that **man** ..... **you gave** your jacket to ?  
( whom , when , whose )
- 22-Have you watched the **film** ..... I gave you ? ( which , who , whom )
- 23-The **chair** ..... is black is Ali's chair . ( where , who , which )
- 24-I still remember the **day** ..... **my little brother was** born .  
( when , who , where )
- 25-The **boy** ..... **brother** is Rami is very clever . ( who , whom , whose )
- 26-I know **Osama** , ..... **house** is near the post office . ( who , whom , whose )
- 27-I know **Osama** , ..... **has** a house near the post office .  
( who , who's , whose )
- 28-The **village** ..... **I used** to live in is near Irbid . ( where , who , when )
- 29-The **week** ..... **Sami left** Irbid was the week of voluntary work .  
( who , when , where )
- 30-I showed him the **city** ..... **he was** born . ( when , where , who )

كيفية ربط جملتين بسيطتين بواسطة ضمائر الوصل

- ١- نحدد □ اسم المشترك بين الجملتين .
- ٢- نقرر أيهما ستكون رئيسية وأيها ستكون ثانوية .
- أ- الجملة التي تملك نفس بداية جملة الحل تكون هي الجملة الرئيسية .
- ب- الجملة التي يكون فيها □ اسم المشترك ضمير تكون هي الجملة الثانوية .
- ٣- نحذف □ اسم المشترك من الجملة الثانوية ونضع مكانه ضمير وصل مناسب

اسم عاقل	→	who / that
غير عاقل	→	which / that
اسم مكان	→	where / which
اسم زمان	→	when / which
ملكية	→	whose
اسم + 's , his , her , its , their		

- ٤- نضع ضمير الوصل بعد □ اسم المشترك في الجملة الرئيسية مباشرة .
- ٥- نضع باقي الجملة الثانوية ( جملة الوصل ) بعد ضمير الوصل مباشرة .
- ٦- نحدد نوع الجملة :-

أ- فإذا كانت محده فإنا □ نضع فواصل .

ب- أما إذا كانت غير محده نضع فاصله قبل وبعد جملة الوصل .

1- { I visited Omar . } Omar has a beautiful house .  
 ↓  
 .....

1- .....

2- I read a book of adventure . { The book of adventure is interesting . }  
 ↓  
 .....

-The .....

3- { Ali is my friend . } He is good in English .  
 ↓  
 .....

-Ali , who .....

4- { Rami is an English teacher . } Rami's car is red .  
.....

-Rami , whose .....

5- { Amer is the owner of this factory . } His house is really nice .  
.....

-Amer .....

6- { Irbid is really beautiful . } I live in Irbid .  
.....

-Irbid .....

7- { Irbid is really beautiful . } It is in the north of Jordan .  
.....

-Irbid .....

8- { 1999 was full of important events . } I was born in 1999 .  
.....

-1999 .....

9- { I was born in 1999 . } 1999 was full of important events .  
.....

-I .....

ملاحظات مهمة جدا

١- انتبه إلى جمل الجر .

e.g :-This is the car of Ali ..... I like . ( whom , which )

:-This is the car of Ali ..... I drive . ( whom , which )

٢- الضمير " who's " هو اختصار ل ( who is / was ) أو ( who has )

who is / was	+	صفة أو ( Ving )
who has	+	تصريف ثالث

كتاب ( AB ) صفحة ( ٣٠ ) تمرين ( ٤ )

4-Read the passage below and answer the questions .. اقرأ النص في الأسفل واجب عن الأسئلة ..

The Giralda tower, which is one of the most important buildings in Seville, Spain, stands at just over 104 metres tall. The person who is believed to be responsible for the design of the tower, which was originally a minaret, is the mathematician and astronomer Jabir ibn Aflah. The architect of the tower was Ahmad Ben Baso, who began work in 1184 CE. He died before the tower was completed in 1198 CE. The design of the tower is believed to be based on the Koutoubia Mosque, which is in Marrakesh, Morocco, and the Hassan Tower in Rabat.

1-Identify the defining and non-defining relative clauses in the text .

2-What relative pronouns do we use for the things in the box ?

people , animals and things , places

- الإجابات الصحيحة هي كالتالي :-

1-Defining relative clauses :-

-who is believed to be responsible for the design of the tower

-Non-defining relative clauses :-

-which is one of the most important buildings in Seville, Spain

-which was originally a minaret

-who began work in 1184 CE

-which is in Marrakesh, Morocco

2-people – who, that ; animals and things – which , that ; places – where, which, that

كتاب ( AB ) صفحة ( ٣٠ ) تمرين ( ٥ )

5-Complete the text with the correct word from the box . Sometimes, more than one

answer is possible. أكمل النص بالكلمة الصحيحة من الصندوق . أحيانا ، أكثر من إجابة واحدة محتملة .

that , which , where , who

Qasr Bashir is an extremely well-preserved Roman castle (1) ..... is situated in the Jordanian desert, and is about eighty kilometres south of Amman. The walls and huge corner towers of the castle, (2) ..... was built at the beginning of the fourth century CE, are still standing.

It is thought that Qasr Bashir was built to protect the Roman border. Apart from the rooms in the castle, there are also about twenty-three stables (3) ..... horses may have been kept.

People (4) ..... love exploring historical Roman ruins will certainly find a visit to Qasr Bashir very rewarding. Once inside the building, one can imagine very vividly what it would have been like to live there during the times of the Roman Empire.

- الإجابات الصحيحة هي كالتالي :-

- 1-which/that                      2-which                      3-where                      4-who/that

كتاب ( AB ) صفحة ( ٢١ ) تمرين ( ٤ )

4-Match the beginnings with the correct endings and join them with a relative pronoun.

Then, write the sentences out in full. The first one is done for you.

صل البدايات من النهايات الصحيحة واربطهما بضمير وصل . ثم ، اكتب الجمل كاملة . الجملة الأولى محلولة .

1-A mathematician is someone ...	a-are studied by mathematicians.
2-Geometry and arithmetic are subjects ...	b-means 'doctor'.
3-'Physician' is an old-fashioned word ...	c-works with numbers.
4-A chemist is a person ...	d-astronomers study.
5-The stars and planets are things ...	e-works in a laboratory.

- الإجابات الصحيحة هي كالتالي :-

- 1-c :-A mathematician is someone **who** works with numbers.  
 2-a :-Geometry and arithmetic are subjects **that/which** are studied by mathematicians.  
 3-b :-'Physician' is an old-fashioned word **that/which** means 'doctor'.  
 4-e :-A chemist is a person **who/that** works in a laboratory.  
 5-d :-The stars and planets are things **that/which** astronomers study.

كتاب ( AB ) صفحة ( ٢١ ) تمرين ( ٥ )

5-Complete the text about Ibn Sina, using the relative pronouns in the box. One pronoun is used twice. Add commas for the non-defining relative clauses.

أكمل النص حول ابن سينا ، استخدم ضمائر الوصل من الصندوق . هناك ضمير سيستخدم مرتين . اضع فواصل في جمل الوصل غير المحددة .

that , when , which , who

Ibn Sina (1) ..... is also known as Avicenna was a polymath. Ibn Sina was influenced as a young man by the works of the philosopher Aristotle. He wrote on early Islamic philosophy (2) ..... included many subjects , especially logic and ethics. He also wrote *Al Qanun fi -Tibb*, the book (3) ..... became the most famous medical textbook ever . In the last ten or twelve years of his life, Ibn Sina started studying literary matters. His friends (4) ..... were worried about his health advised him to relax. He refused and told them 'I prefer a short life with width to a narrow one with length.' It was the month of Ramadan (5) ..... Ibn Sina died , in June 1037 CE .

- الإجابات الصحيحة هي كالتالي :-

- 1-, who is also known as Avicenna ,                      2-, which included many subjects ,  
 3-that                      4-, who were worried about his health ,  
 5-when

كتاب ( AB ) صفحة ( ٣٠ ) تمرين ( ٦ )

Write one sentence that means the same .

3-London is a huge city . It's the capital of the UK .

-London , .....

- الإجابات الصحيحة هي كالتالي :-

3-London , which is the capital of the UK , is a huge city .

## أسئلة الوزارة الخاصة بجمل الوصل

- 1-The man ..... car you bought is a friend of mine . (1997)  
a-whose b-who c-whom
- 2-The boy ..... father is a teacher won the prize . (1998)  
a-who b-whose c-who's
- 3-It is the people , not the houses , ..... make the city . (1999)  
a-who b-where c-whose d-which
- 4-She attended the meeting ..... was held last week . (1999)  
a-who b-when c-which d-whom
- 5-The lady ..... goat was lost is very poor . (2000)  
a-which b-who c-whom d-whose
- 6-The girl ..... doll was stolen is crying . (2000)  
a-who b-who's c-whom d-whose
- 7-I admire parents ..... devote themselves to their families . (2001)  
a-whose b-who c-which d-whom
- 8-The man ..... we saw at the bus station is our neighbour . (2001)  
a-which b-whom c-whose d-who's
- 9-This is the boy ..... bicycle was broken . (2001)  
a-whose b-whom c-who d-which
- 10-The old man ..... you met yesterday is our neighbour . (2001)  
a-whom b-whose c-which d-what
- 11-Ahmad sent the message ..... Mr. Barakat asked for . (2002)  
a-which b-who c-whose d-whom
- 12-The student ..... I saw yesterday graduated from an agricultural school . (2002)  
a-who b-whom c-whose d-where
- 13-The lady ..... car was lost is very sad . (2003)  
a-who b-whose c-whom d-which
- 14-I have read the book ..... I borrowed from you yesterday . (2003)  
a-who b-whose c-where d-which
- 15-The boy , ..... scored the goal , is my brother . (2003)  
a-whose b-who's c-who d-whom
- 16-The lady ..... car was lost is very sad . (2004)  
a-who b-whose c-whom d-which
- 17-Did you visit agricultural school ..... students use modern technology . (2004)  
a-who b-which c-where d-what
- 18-Some businessmen ..... experience pressure must take care . (2004)  
a-who b-whose c-why d-how
- 19-The woman ..... son won the prize ,is my neighbour . (2005)  
a-who b-which c-whose d-where
- 20-We visited the girl ..... father died yesterday . (2005)  
a-whom b-who c-whose
- 21-Students ..... what they know to solve problems ,will succeed in the exam . (2005)  
a-why use b-where use c-who use
- 22-Students , ..... work hard ,will pass the exam . (2005)  
a-which b-who c-whose
- 23-I have mended the chair ..... I broke yesterday . (2005)  
a-which b-who c-what
- 24-I liked the article ..... you wrote last week . (2006)  
a-who b-whose c-which

- 25-The diver is a **person** ..... **job** is to dive underwater. ( 2006 )  
a-who's b-whom c-whose
- 26-**Students** .....**work** hard will get higher marks . ( 2007 )  
a-whose b-who's c-who
- 27-The famous English **writer** ,..... **people** all over the world **read** about ,  
is William Shakespeare. ( 2007 )  
a- whose b-who's c-whom
- 28-Marwan is a student in **the University of Jordan** ..... **he studies**  
English . ( who , which , where ) ( 2011 )
- 29-**My school** ..... **has** over 1000 students is near the  
city centre . ( who , which , where ) ( 2011 )
- 30-My **students** , ..... **are** all adults , are learning English to get  
better jobs . ( who , which , where ) ( 2012 )
- 31-The **textbooks** ..... the students study have lots of helpful  
examples . ( who , which , where ) ( 2012 )
- 32-Replace these words with the correct ones .  
Most Jordanians **used to** the hot weather **where** we have in summer. ( 2016 )
- 33-Qasr Bashir is an extremely well preserved Roman castle **who** is situated in  
an Jordanian desert, and is about eighty kilometres south of Amman . ( 2017 )
- 34-**The prize** ..... Huda won last year was for Art.  
(when , where , which , who ) ( 2018 )
- 35-**The students** ..... **cleaned** the street, are from our school.  
( which , who , when , whose ) ( 2018 )

- الإجابات الصحيحة هي كالتالي

- |          |                        |                |          |          |        |
|----------|------------------------|----------------|----------|----------|--------|
| 1-a      | 2-b                    | 3-a            | 4-c      | 5-d      | 6-d    |
| 7-b      | 8-b                    | 9-a            | 10-a     | 11-a     | 12-b   |
| 13-b     | 14-d                   | 15-c           | 16-b     | 17-c     | 18-a   |
| 19-c     | 20-c                   | 21-c           | 22-b     | 23-a     | 24-c   |
| 25-c     | 26-c                   | 27-c           | 28-where | 29-which | 30-who |
| 31-which | 32-are used to / which | 33-which / the | 34-which | 35-who   |        |

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## معاني كلمات الوحدة الرابعة

كتاب ( SB ) صفحة ( ٢٨ ) تمرين ( ٢ )					
arithmetic	أ	علم الحساب	geometry	أ	علم هندسة
mathematician	أ	عالم رياضيات	philosopher	أ	فيلسوف
physician	أ	طبيب	polymath	ص	متقف
كتاب ( SB ) صفحة ( ٣٠ ) تمرين ( ١ )					
coffee	أ	قهوة	chess	أ	شطرنج
flying	أ	طيران	clock	أ	ساعة
windmills	أ	طواحين هواء	algebra	أ	علم الجبر
soap	أ	صابون	fountain pen	أ	قلم حبر
crystal glasses	أ	نظارات كريستال	inoculation	أ	تلقيح
cheques	أ	شيكات	carpets	أ	سجاد
كتاب ( SB ) صفحة ( ٣٣ ) تمرين ( ٤ )					
economic growth	أ	نمو اقتصادي	negative effect	أ	تأثير سلبي
public transport	أ	وسائل نقل عامة	carbon footprint	أ	أثر الكربون
biological waste	أ	نفايات حيوية	urban planning	أ	تطوير حضري
كتاب ( AB ) صفحة ( ٢٠ ) تمرين ( ١ )					
philosopher	أ	فيلسوف	arithmetic	أ	علم الحساب
mathematician	أ	عالم رياضيات	chemist	أ	عالم كيميائي
geometry	أ	علم الهندسة	polymath	ص	متقف
physician	أ	طبيب			
كتاب ( AB ) صفحة ( ٢٣ ) تمرين ( ١٠ )					
benefit	أ	فائدة	farms	أ	مزارع
footprint	أ	بصمة	free	ص	حر
friendly	ص	ودود	neutral	ص	محايد
pedestrian	أ	مشاة	power	أ	طاقة
renewable	ص	متجدد	waste	أ	نفايات

كتاب ( AB ) صفحة ( ٢٠ ) تمرين ( ١ )					
الكلمة		المعنى بالغة	بالإنجليزية		المعنى
talent	موهبة	ص	special ability	ص	قدرة خاصة
founder	مؤسس	أ	the person who starts something new, such as an organisation or a city	أ	الشخص الذي يبدأ بشيء جديد ، مثل مؤسسة أو مدينة
scales	موازين	أ	an instrument to measure weight	أ	أداة لقياس الوزن
polymath	متقف	ص	an expert in many subjects	ص	خبير بعدة مواضيع
arithmetic	علم الحساب	ص	the study of numbers	ص	دراسة الأرقام / علم الحساب
laboratory	مختبر	أ	a room for scientific experiments	أ	غرفة للتجارب الخاصة
fertile land	أرض خصبة	أ	agriculturally productive; 'produced more than enough food	أ	أرض منتجة زراعيًا ، تنتج طعامًا أكثر من كافي

## معاني الوحدة الرابعة

الكلمة	المعنى بالغة بالإنجليزية
arithmetic علم الحساب	<b>branch of mathematics concerned with numerical calculations</b> such as addition, subtraction, multiplication and division فرع من الرياضيات مهتم بالحسابات العددية مثل الإضافة، الطرح، الضرب والقسمة
artificially-created اصطناعي	<b>not real or not made of natural things</b> but made to be like something that is real or natural ليس حقيقيا أو ليس مصنوعا من الأشياء الطبيعية لكنه صنع ليكون مثل شيء حقيقي أو طبيعي
carbon-neutral كربون محايد	<b>not affecting the total amount of carbon dioxide</b> in Earth's atmosphere □ يؤثر على الكمية الكلية لثاني أكسيد الكربون في جو الأرض
composition مقطوعة موسيقية	<b>a piece of music</b> that someone has written مقطوعة موسيقية كتبها شخص ما
desalination تحلية المياه	<b>the process of removing salt from sea water</b> so that it can be used عملية إزالة الملح من ماء البحر حتى يمكن استخدامها
geometry علم الهندسة	<b>the branch of mathematics concerned with the properties, relationships and measurement of points, lines, curves and surfaces</b> فرع من الرياضيات مهتم بالخصائص والعلاقات ومقياس النقاط، الخطوط والأقواس والسطوح
grid شبكة	<b>a system of wires</b> through which electricity is <b>connected to</b> different power stations across a region نظام من الأسلاك من خلالها يتم توصيل الكهرباء إلى محطات الطاقة المختلفة عبر المنطقة
ground-breaking جديد	new, innovative جديد، إبداعي
inheritance ميراث	money or things that you get from someone after they die مال أو أشياء تحصل عليها من شخص ما بعد أن يموتوا
irrigate يروي / يسقي	<b>to supply land with water</b> so that crops and plants will grow لتزويد الأرض بالماء لكي تنمو المحاصيل والنباتات
mathematician عالم رياضيات	<b>a person who studies Mathematics</b> to a very complex level شخص يدرس الرياضيات إلى مستوى معقد جدا
megaproject مشروع عملاق	a very <b>large, expensive, ambitious business project</b> مشروع عمل كبير جدا، غالي، طموح
musical harmony إيقاع موسيقي	a <b>pleasant sound in music</b> , made by playing or singing a group of different notes together صوت لطيف في الموسيقى، صنع بواسطة عزف أو غناء مجموعة من النغمات المختلفة مع بعضها
outweigh الأكثر أهمية	<b>to be more important</b> than something else لكي يكون أكثر أهمية من شيء آخر
pedestrian ممر مشاة / مشاة	<b>someone who is walking</b> , especially along a street or another place that is used by cars شخص ما يمشي، خاصة على طول شارع أو مكان آخر يستعمل من قبل السيارات
philosopher فيلسوف	<b>someone who studies and writes philosophy</b> professionally, or an undergraduate student of Philosophy شخص ما يدرس ويكتب الفلسفة بشكل محترف، أو طالب جامعي يدرس الفلسفة

physician طبيب	أ	someone <b>qualified to practise medicine</b> , especially one who specialises in diagnosis and treatment شخص مؤهل لمزاولة الطب ، خصوصا الذي يتخصص في التشخيص والمعالجة
polymath متقف	أ	someone who <b>has a lot of knowledge</b> about many different subjects شخص ما عنده الكثير من المعرفة حول العديد من المواضيع المختلفة
revolutionise يثور / يغير	ف	<b>to completely change the way people do something or think</b> about something لتغيير الطريقة التي يقوم بها الناس بشيء أو يفكرون بشيء بالكامل
sustainability استدامة / استمرارية	أ	the state of being able to <b>continue forever</b> , or for a very long time; for example, the sustainability of the environment involves emitting less pollution and using less water القدرة على □ استمرار إلى الأبد ، أو لوقت طويل جداً ؛ على سبيل المثال، استمرارية البيئة تتضمن قذف تلوث أقل واستعمال ماء أقل
vary يتغير	ف	to differ according to the situation للاختلاف طبقاً للحالة
legacy تراث	أ	what someone leaves to the world after their death الشيء الذي يتركه شخص ما للعالم بعد وفاته

أسامة محاسنة

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## كيفية حل أسئلة القطع

أولا :- سؤالين تعداد

- أ- إذا احتوى السؤال على رقم غير رقم الفقرة وغالبا الرقم ( two ) .  
 ب- خاتمة السؤال مهمة ( ركز على الاسم الجمع الذي يتبع الرقم ) .  
 ج- يكون الجواب على النحو التالي :-

..... and/or .....  
 ..... and/or .....

د- يتم التلميح في كثير من أسئلة الوزارة على رقم الفقرة التي تحوي الجواب مثل :-

in paragraph one	in the first paragraph	في الفقرة الأولى
in paragraph two	in the second paragraph	في الفقرة الثانية
in paragraph three	in the third paragraph	في الفقرة الثالثة
in paragraph four	in the fourth paragraph	في الفقرة الرابعة
in paragraph five	in the fifth paragraph	في الفقرة الخامسة
in the last paragraph		في الفقرة الأخيرة

ثانيا :- سؤال الاقتباس ( ركز على الكلمات التي تتبع صيغة السؤال مباشرة )

Write down the sentence	which indicates / shows	مضمون السؤال
Quote the sentence		

حيث يجب كتابة جملة الحل كاملة ( التي تحتوي على مضمون السؤال )  
 من النقطة إلى النقطة دون زيادة أو نقصان ( . C..... )

ثالثا :- سؤال معنى كلمة ( E - E )

1-Find a word in the .... paragraph which means "...." .  
 جد كلمة في الفقرة .... معناها ..... ( معنى ← كلمة )

2-What does the underlined word "...." mean ?  
 ماذا تعني الكلمة ..... التي تحتها خط ؟ ( كلمة ← معنى )

3-**Replace** the underlined word with .....

استبدل الكلمة التي تحتها خط بكلمة تعطي نفس المعنى أو بالكلمة الصحيحة  
 رابعا :- سؤال الضمير :- حيث يجب كتابة الاسم والمحدد الذي يسبقه .

١- الضمائر التالية :- ( he , his , him , himself ) تعود على اسم عاقل ، مفرد و مذكر .

٢- الضمائر التالية :- ( she , her , hers , herself ) تعود على اسم عاقل ، مفرد و مؤنث .

٣- الضمائر التالية :- ( it , its , itself ) تعود على اسم مفرد غير عاقل .

٤- الضمائر التالية :- ( they , them , their , theirs , themselves )

تعود على اسم جمع سواء عاقل أو غير عاقل .

٥- ضمائر الوصل تعود على الاسم الذي يسبقها مباشرة وضمائر الوصل هي :-

( that , who , whom , whose , which , where , when , why )

٦- أ- الضمائر ( this / that ) يعود على اسم مفرد .

ب- الضمائر ( these / those ) يعود على اسم جمع .

ج- الضمائر ( here / there ) يعود على اسم مكان .

كورس الليث تأليف:- أسامة محاسنه خلوي:- ٠٧٩٦٦٧٧٨٠٣ / ٠٧٩٨٢٣٣٥٥٥

خامسا :- سؤال اشرح ( Explain ) وعلل ( justify ) :- وهو أشبه باقتباس جملتين نكتب الجملة التي تحتوي على مضمون السؤال والجملة التي تتبعها .

سادسا :- سؤال اقترح ( Suggest / Mention / Name ) :- نقترح من خارج القطعة ( **رد عليه** ) ( **فعل مجرد ثم تنمة** )

سابعا :- سؤال التفكير الناقد ( Critical Thinking ) وهو على النحو التالي :-

**Think of this statement ..... الجملة الأولى**

ويكون الجواب بذكر أسباب ، نتائج ، حلول ، توصيات ، تحليل ، أمثلة أو

**اقتراحات والأفضل ذكر أمثلة واقتراحات**

مع مراعاة كتابة جملتين منفصلتين .

**اسم / Ving + such as + الجملة الأولى + I think that**

ثامنا :- أسئلة ( Wh ) وكيفية الإجابة عليها :-

أداة السؤال	معناها	كيفية التعرف على الجواب المطلوب من السؤال
Where	أين	يجب أن يكون الجواب اسم مكان
When	متى	يجب أن يكون الجواب اسم زمان
What	ماذا	يجب أن يكون الجواب شيء غير عاقل
Who	من	يجب أن يكون الجواب إنسان عاقل
Whom	من	يجب أن يكون الجواب إنسان عاقل
Which	أي	يجب أن يكون الجواب شيء غير عاقل
Why	لماذا	يجب أن يكون الجواب سبب والذي يبدأ ب :- because , as , so , to , hence , .....
How	كيف	يجب أن يكون الجواب حرف الجر ثم اسم أو ظرف
What Kind	ما نوع	يجب أن يكون الجواب نوع لشيء ما .

كلمات مفيدة في حل أسئلة القطع أو حتى الإنشاء

similarities	تشابه	differences	اختلافات	difficulties	صعوبات
purposes	أهداف	reasons	أسباب	benefits	فوائد
qualities	مواصفات	advantages	مميزات	disadvantages	سببآت
ways	طرق	effects	تأثيرات	characteristics	صفات
factors	عوامل	signs	إشارات	steps	خطوات
materials	مواد	things	أشياء	threats	تهديدات
parts	أجزاء	kinds	أنواع	aspects	مظاهر
features	مواصفات	stages	مراحل	results	نتائج
impacts	تأثيرات	tasks	مهام	elements	عناصر
uses	استخدامات	examples	أمثلة	procedures	إجراءات

## The importance of Islamic achievements in history

### أهمية الإنجازات الإسلامية في التاريخ

الفقرة الأولى ( جابر بن حيان مؤسس علم الكيمياء / سبب شهرته / المقاييس التي بناها

Jabir ibn Hayyan

(born 722 CE, died 815 CE)

جابر بن حيان

( ولد في ٧٢٢ م ، وتوفي ٨١٥ م )

The Arab world has many famous chemists in its ( 1 ) history, but the person who ( 2 ) is known as the founder of chemistry is probably Jabir ibn Hayyan.

العالم العربي لديه الكثير من الكيميائيين المشهورين في التاريخ، ولكن الشخص الذي يعرف باسم مؤسس الكيمياء ربما هو جابر بن حيان .

He is most well known for the beginning of the production of sulphuric acid.

إنه مشهور جدا بسبب بداية إنتاج حامض الكبريتيك .

He also built a set of scales which ( 3 ) changed the way in which ( 4 ) chemists weighed items in a laboratory: his scales could weigh items over 6,000 times smaller than a kilogram .

هو أيضا بنى مجموعة من المقاييس التي غيرت الطريقة التي كان يزن فيها الكيميائيين المواد في المختبر: موازينه يمكن أن تزن على مواد اصغر بأكثر من ٦,٠٠٠ مرة من الكيلوغرام .

الفقرة الثانية ( علي بن نافي / شهرته / موهبته / ذهابه للاندلس وماذا درس / الموسيقى في أوروبا )

Ali ibn Nafi ' (Ziryab)

(born 789 CE, died 857 CE)

علي بن نافي ( زرياب )

( ولد في ٧٨٩ م ، وتوفي ٨٥٧ م )

Ali ibn Nafi ' is also known as 'Ziryab' (or 'Blackbird', because of his beautiful voice).

علي بن نافع معروف أيضا باسم "زرياب" ( أو " الشحرور " ، بسبب صوت الجميل ) .

He was a gifted pupil of a famous musician from Baghdad, and it ( 5 ) was his talent for music that led him to Cordoba in the ninth century CE.

كان تلميذا موهوبا لموسيقي مشهور من بغداد ، ولقد كانت موهبته في الموسيقى التي قادته إلى قرطبة في القرن التاسع الميلادي .

He was the guest of the Umayyad ruler there ( 6 ) .

كان ضيف الحاكم الأموي هناك .

He is the person who ( 7 ) established the first music school in the world in Cordoba, Al-

Andalus, teaching 1 musical harmony and 2 composition.

انه الشخص الذي أنشأ أول مدرسة للموسيقى في العالم في قرطبة ، الأندلس ، وكان يدرس الإيقاع والتأليف الموسيقي .

He revolutionised musical theory, and is also the person who ( 8 ) introduced the oud to Europe.

أحدث ثورة في النظرية الموسيقية ، وأيضا ، الشخص الذي أدخل العود إلى أوروبا .

الفقرة الثالثة (فاطمة الفهري/ ميراثها والمركز التعليمي / أكبر جامعة / أختها مريم ومسجد الأندلس)

Fatima al-Fihri

( born early 9th century, died 880 CE )

فاطمة الفهري

( ولدت في أوائل القرن ٩ ، توفيت ٨٨٠ م )

Fatima al-Fihri was the daughter of a wealthy businessman.

كانت فاطمة الفهري ابنة رجل أعمال ثري .

She ( 9 ) used her ( 10 ) father's inheritance to build a learning centre in Fez, Morocco.

استخدمت ميراث والدها لبناء مركز تعلم في فاس ، المغرب .

This learning centre became Morocco's top university, and it ( 11 ) is where ( 12 ) many students from all over the world come to study.

أصبح مركز التعلم هذا أكبر جامعة في المغرب ، حيث العديد من الطلاب من جميع أنحاء العالم يأتون للدراسة.

Moreover, it ( 13 ) was Fatima's sister, Mariam, who ( 14 ) supervised the building of the

Andalus Mosque, which ( 15 ) was not far from the learning centre.

علاوة على ذلك ، كان أخت فاطمة ، مريم ، هي التي أشرفت على بناء مسجد الأندلس ، والذي لم يكن بعيدا عن مركز التعلم .

## الفقرة الرابعة ( الكندي / خبراته / سبب شهرته )

Al-Kindi

( born around 801 CE, died 873 CE)

الكندي

( ولد حوالي ٨٠١ م ، توفي ٨٧٣ م )

Al-Kindi was 1 a physician , 2 philosopher , 3 mathematician , 4 chemist , 5 musician and 6 astronomer – a true polymath.

الكندي كان طبيبا ، فيلسوفا ، عالم رياضيات ، كيميائي ، موسيقي وعالم الفلك – مثقف حقيقي .

He ( 16 ) made ground-breaking discoveries in many of these fields, but it ( 17 ) is probably his ( 18 ) work in 1 arithmetic and 2 geometry that has made him ( 19 ) most famous.

اكتشف اكتشافات رائدة في العديد من هذه الحقول ، لكن من المحتمل أن عمله في علم الحساب والهندسة الذي جعل منه أكثر شهرة .

## الضمائر

الضمير	رقمه	الاسم الذي يعود عليه
( he / his ) في الفقرة الأولى		Jabir ibn Hayyan
its	1	The Arab world
who	2	the person
which	3	scales
which	4	the way
( he / his ) في الفقرة الثانية		Ali ibn Nafi '(Ziryab)
it	5	talent for music
there	6	Cordoba
who	7	the person
who	8	the person
she	9	Fatima al Fihri
her	10	Fatima al Fihri
it	11	Morocco's top university
where	12	Morocco's top university
it	13	who supervised the building of the Andalus Mosque
who	14	Fatima's sister, <b>Mariam</b>
which	15	Andalus Mosque
he	16	Al-Kindi
it	17	his work in arithmetic and geometry
his	18	Al-Kindi
him	19	Al-Kindi

## أسئلة القطعة

- 1-Write down the sentence which indicates that the Arab world was full of famous chemists .
- 2-Write down the sentence which indicates the name of the founder of chemistry .
- 3-Write down the sentence which indicates Jabir ibn Hayyan's fame .
- 4-What could his scales weigh ?
- 5-Why is Ali ibn Nafi ' known as 'Ziryab' or 'Blackbird' ?
- 6-What led him to Cordoba in the ninth century CE ?
- 7-Ali ibn Nafi established the first music school in the world in Cordoba where he taught two things . Write them down .
- 8-Write down the sentence which indicates that Ali ibn Nafi introduced music to Europe .
- 9-Write down the sentence which indicates that Fatima al-Fihri was really rich .
- 10-Write down the sentence which indicates that the learning centre became the best University in Morocco .
- 11-Who supervised the building of the Andalus Mosque ?
- 12-Al-Kindi was a true polymath with many skills . Write down two of these skills .
- 13-Al-Kindi was most famous for working in two fields . Write them down .

## الإجابات

- 1-The Arab world has many famous chemists in its history, but the person who is known as the founder of chemistry is probably Jabir ibn Hayyan.
- 2-The Arab world has many famous chemists in its history, but the person who is known as the founder of chemistry is probably Jabir ibn Hayyan.
- 3-He is most well known for the beginning of the production of sulphuric acid.
- 4-his scales could weigh items over 6,000 times smaller than a kilogram .
- 5-because of his beautiful voice .
- 6-his talent for music
- 7-musical harmony and composition
- 8-He revolutionised musical theory, and is also the person who introduced the oud to Europe.
- 9-Fatima al-Fihri was the daughter of a wealthy businessman.
- 10-This learning centre became Morocco's top university, and it is where many students from all over the world come to study.
- 11-Fatima's sister, Mariam
- 12-physician, philosopher, mathematician, chemist, musician and astronomer
- 13-arithmetic and geometry

## أسئلة الكتاب على هذه القطعة

## كتاب ( SB ) صفحة ( ٢٩ ) تمرين ( ٥ )

Do you think that it was easier or more difficult in those days to reach such high levels of achievement in comparison with the present day? Give a reason for your opinion.

الإجابات الصحيحة كالتالي :-

I think that it was more difficult for people in the past to reach such high levels of achievement in comparison with the present day: there was much less access to information in the past, so people like Al-Kindi had to be truly revolutionary and creative in their thinking in order to succeed.



## Masdar City – a positive step? مدينة مصدر – خطوة إيجابية؟

الفقرة الأولى (أهداف المشاريع / العملاقة / اختلافها / تعريفها / من تجذب / أمثلة )

Megaprojects are extremely large investment projects, **which ( 1 )** are designed to **1** encourage economic growth and **2** bring new benefits to cities.

المشاريع العملاقة هي استثمار كبير للغاية ، التي تهدف إلى تشجيع النمو الاقتصادي وتحقق منافع جديدة للمدن. Although megaprojects vary in terms of **1** size and **2** cost, they ( 2 ) are all, by definition , **1** expensive , **2** public projects that ( 3 ) attract a high level of **1** interest and **2** media coverage.

على الرغم من المشاريع العملاقة تختلف من حيث الحجم والتكلفة ، لأنها جميعا ، بحكم تعريفها ، فهي مشاريع مكلفة عامة تجذب مستوى عال من اهتمام و تغطية إعلامية .

Projects range from **1** motorways , **2** airports , **3** stations , **4** tunnels , **5** bridges , etc. **6** to entire city complexes.

تمتد المشاريع من الطرق السريعة ، المطارات ، المحطات ، الأنفاق ، الجسور ، إلى كامل مجمعات المدينة .

الفقرة الثانية ( مفهومها وسبب انتقادها / مدينة مصدر )

The concept of a megaproject is always based on the benefits it ( 4 ) brings to a community.

مفهوم المشاريع العملاقة يعتمد دائما على الفوائد التي تجلبها للمجتمع .

However, many megaprojects have been criticised because of their ( 5 ) negative effects on **1** a community or **2** the environment.

ومع ذلك ، انتقدت العديد من المشاريع العملاقة بسبب أثارها السلبية على المجتمع أو البيئة .

This essay will look at these issues with regard to Masdar City, a megaproject in Abu

Dhabi . هذا المقال سوف ينظر في هذه القضايا فيما يتعلق بمدينة مصدر ، وهي مشروع عملاق في أبو ظبي .

الفقرة الثالثة ( مواصفات مدينة مصدر / مساحتها / ماذا تستضيف )

Masdar City, which began its ( 6 ) development in 2006 CE, will be the world's first **1** carbon-neutral , **2** zero-waste artificially-created city.

مدينة مصدر ، التي بدأ تطويرها في عام ٢٠٠٦ م ، ستكون المدينة الصناعية الأولى في العالم الخالية من الكربون ، النفايات .

Covering an area of six square kilometres, when it ( 7 ) is completed in 2025 CE, it is expected to house more than **1** 40,000 residents , **2** 50,000 commuters, and **3** 1,500 businesses involved in mainly environmentally-friendly products.

تغطي مساحة ستة كيلومترات مربعة ، وعندما سيتم الانتهاء منها في عام ٢٠٢٥ م ، فمن المتوقع أن تؤوي أكثر من ٤٠,٠٠٠ مواطن ، ٥٠,٠٠٠ مسافر ( عامل ) ، و ١٥٠٠ عمل تجاري بما فيها المنتجات صديقة البيئة في المقام الأول .

الفقرة الرابعة ( مصادر الطاقة / شبكة الطاقة / طرق التخلص من الكربون / شبكة الطرق )

The city will run entirely on renewable energy sources.

سيتم تشغيل المدينة بالكامل على مصادر الطاقة المتجددة.

It ( 8 ) is built on an advanced energy grid which ( 9 ) monitors exactly how much electricity is being used by every outlet in the complex.

المدينة بنيت على شبكة طاقة متقدمة والتي تراقب بالضبط كم كمية الكهرباء التي يتم استخدامها من قبل كل منفذ في المجمع .

Furthermore, in order to reduce its ( 10 ) carbon footprint, Masdar City will be a **1** car-free zone , **2** designed to be **a** pedestrian and **b** cycle-friendly.

علاوة على ذلك ، من أجل الحد من آثار الكربون ، مدينة مصدر ستكون منطقة خالية من السيارات ، مصممة لتكون للمشاة والدراجات الهوائية الصديقة .

3 a Electric , b driverless cars will operate as public transport vehicles, and the city will be connected to other locations by a network of 1 roads and 2 railways.

السيارات الكهربائية ، بدون سائق تعمل كوسائل المواصلات العامة، وسيتم ربط المدينة مع مواقع أخرى عن طريق شبكة من الطرق والسكك الحديدية.

الفقرة الخامسة ( مصادر الطاقة / أنواع النفايات )

Energy will be provided by 1 solar power and 2 wind farms, and there are also 3 plans to build the world's largest hydrogen plant.

سيتم توفير الطاقة من خلال الطاقة الشمسية وطاقة مزارع الرياح ، وهناك أيضا خطط لبناء أكبر محطة هيدروجين في العالم .

4 A desalination plant will be used to provide the city's water, with 80% of water used being recycled.

وسيتم تشغيل محطة تحلية للماء لتوفير المياه في المدينة ، مع ٨٠٪ من المياه المعاد تدويرها .

a Biological waste will be used as an energy source too, and b industrial waste will be recycled.

وستستخدم النفايات الحيوية كمصدر للطاقة أيضا ، والنفايات الصناعية سيعاد تدويرها .

الفقرة السادسة ( سكان المدينة والتزامهم )

The current residents of Masdar City are all students at the Masdar Institute of Science and Technology, a university whose ( 11 ) students are fully committed to finding solutions to the world's energy problems.

السكان الحاليين لمدينة مصدر كلهم طلاب في معهد مصدر للعلوم و التكنولوجيا ، جامعة طلابها ملتزمون بشكل كامل لإيجاد حلول لمشاكل الطاقة في العالم .

الفقرة السابعة ( من دعم المدينة ومضمون الانتقاد )

While the project has the support of many 1 global , 2 environmental and 3 conservation organisations, there is some criticism of it ( 12 ) .

في حين أن المشروع يحظى بدعم العديد من المنظمات العالمية ، البيئية ومنظمات حماية البيئة ، هناك بعض انتقادات عليه .

It ( 13 ) is felt that, instead of building an artificial sustainable city, sustainability should be made a priority of existing cities.

يعتقد أنه ، بدلا من بناء مدينة اصطناعية مستدامة ، و استدامة ينبغي أن تكون من أولويات المدن القائمة .

الفقرة الثامنة ( فوائد المدينة وهدف المطورين )

In conclusion, the benefits of Masdar City for the 1 community and 2 the environment greatly outweigh any disadvantages.

في الختام ، مزايا مدينة مصدر للمجتمع والبيئة تفوق إلى حد كبير أي عيوب .

If the aims of the developers are realised, 1 Masdar City will be a blueprint for future urban planning 2 that will inspire similar megaprojects in other countries.

إذا تم فهم أهداف المطورين ، ستكون مدينة مصدر نموذجا للتطوير الحضري في المستقبل والتي من شأنها أن تلهم المشاريع العملاقة في الدول الأخرى .

الضمير	رقمه	الاسم الذي يعود عليه
which	1	investment projects
they	2	megaprojects
that	3	public projects
it	4	the concept of megaproject
their	5	megaprojects
it	6	Masdar City
it	7	Masdar City
it	8	The city
which	9	energy grid
it	10	Masdar City
whose	11	a university
it	12	the project
it	13	the project

الضمائر

أسئلة القطعة

- 1-Megaprojects are designed for two purposes . Write them down .
- 2-Megaprojects vary according to two things . Write them down .
- 3-By definition , Megaprojects are projects with two aspects . Write them down .
- 4-Megaprojects are projects which attract two sides . Write them down .
- 5-There are a lot of examples of megaprojects . Write down two of them .
- 6-Write down the sentence which indicates the concept of megaproject .
- 7-Many megaprojects have been criticised because of negative effects on two things . Write them down .
- 8-Masdar City, will be an artificially-created city with two aspects ! Write them down .
- 9-Masdar City is expected to house many things . Write down two of them .
- 10-Write down the sentence which indicates the kind of sources which will run the city .
- 11-In order to reduce its carbon footprint, Masdar City will make some steps . Write two of them .
- 12-Cars with two aspects will be operated as public transport vehicles . Write down two of these aspects .
- 13-Energy in Masdar City will be provided by two ways . Write them down .
- 14-Masdar City will have two largest plants . Write them down .
- 15-Masdar City will deal with two kinds of waste . Write them down .
- 16-The project has the support of many kinds of organizations . Write down two of them .
- 17-Write down the sentence which indicates the criticism which this project faces .
- 18-The benefits of Masdar City outweigh any disadvantages which affect two things . Write them down .
- 19-The developers have two aims for designing Masdar City .Write them down .

الإجابات

- 1-economic growth and bring new benefits to cities.
- 2-size and cost
- 3-expensive, public
- 4-interest and media coverage
- 5-motorways, airports, stations, tunnels, bridges
- 6-The concept of a megaproject is always based on the benefits it brings to a community.
- 7-community or the environment
- 8-carbon-neutral , zero-waste
- 9-40,000 residents, 50,000 commuters, and 1,500 businesses

- 10-The city will run entirely on renewable energy sources.  
 11-Masdar City will be a car-free zone, designed to be pedestrian and cycle-friendly.  
 12-Electric, driverless 13-solar power and wind farms  
 14-a hydrogen plant and a desalination plant 15-Biological waste and industrial waste  
 16-global, environmental and conservation  
 17-It is felt that, instead of building an artificial sustainable city, sustainability should be made a priority of existing cities. 18-the community and the environment greatly  
 19-a-Masdar City will be a blueprint for future urban planning  
 b-Masdar City will inspire similar megaprojects in other countries

كتاب ( SB ) صفحة ( ٣٢ ) تمرين ( ١ )

أسئلة الكتاب على هذه القطعة

- 1-What do you understand, after looking at the photographs, about megaprojects?  
 2-In your opinion, why do they exist?  
 3-What are the advantages and disadvantages of megaprojects to people and the environment?  
 الإجابات الصحيحة كالتالي :-  
 1-Megaprojects are huge investment projects that cost a lot of money. Examples include developments such as airports, bridges, stations, entire city complexes, etc.  
 2-They exist to bring new economic growth and benefits to cities.  
 3-Disadvantages are that they are all brand new and some people think it would be better to spend the money on regenerating old towns, etc. However, the advantages include installing the latest technology that helps cities to become environmentally friendly.

كتاب ( SB ) صفحة ( ٣٣ ) تمرين ( ٣ )

أسئلة الكتاب على هذه القطعة

- 1-What examples of megaprojects are provided in the essay?  
 2-What are the advantages of the creation of Masdar City? What are the disadvantages?  
 3-Do you think that Masdar City is a beneficial project or not? Give your reasons.  
 الإجابات الصحيحة كالتالي :-  
 1-Examples of projects include motorways, airports, stations, tunnels, bridges and entire city complexes.  
 2-The advantages include the fact that it will be the world's first carbon-neutral, zero-waste city. It will also be a car-free zone, although there will be excellent public transport. The disadvantage is that existing cities are nowhere near as environmentally clean, and many people think the money should have been spent on cleaning up existing places and making them more sustainable.  
 3-Students' own answers

أسئلة الوزارة ٢٠١٦ / ١

- 1-There are many procedures that will be implemented to reduce carbon footprint in Masdar City. Write down two of these procedures. (4 points)  
 2-The writer states two benefits of creating megaprojects. Write them down. (2 points)  
 3-What does the underlined word "**outweigh**" mean? (2 points)  
 4-Quote the sentence which shows who are the present inhabitants of Masdar City. (3 points)  
 5-What does the underlined word "**their**" refer to? (2 points)  
 6-"Making use of renewable energy sources has its own positive impacts on community and environment". Suggest three positive impacts on community and environment to show how far do you agree with this statement. (3 points)  
 7-Some people argue that we should prioritise sustainability in already existing cities rather than, creating new one. Think of this statement and, in two sentences, write down your point of view. (2 points)

## الإجابات

- 1-a car-free zone, designed to be pedestrian and cycle-friendly.
  - 2- to encourage economic growth and bring new benefits to cities.
  - 3- to be more important than something else
  - 4- The current residents of Masdar City are all students at the Masdar Institute of Science and Technology .
  - 5-many megaprojects
- الإجابة مفتوحة :- 6 / 7

## أسئلة الوزارة ٢٠١٨ / ٧

- 1- Certain power resources will supply Masdar City with energy. Write down two of these resources. ( 2 points )
- 2-The text provides many examples of megaprojects. Write down two of these examples. ( 4 points )
- 3-Quote the sentence which shows the main reason to criticise megaprojects. ( 3 points )
- 4-Find a word in the text which means " **to be more important than something else** " . ( 3 points )
- 5-What does the underlined word " **they** " refer to? ( 2 points )
- 6-Projects similar to Masdar City would be successful in Jordan . Write down three facilities that are available in Jordan and would improve the project . ( 3 points )
- 7-The construction of Masdar City is sometimes considered disadvantageous for the citizens as well as the environment . Think of this statement and, in two sentences, write down your point of view. ( 2 points )

## الإجابات

- 1-solar power and wind farms, and there are also plans to build the world's largest hydrogen Plant
- 2-motorways airports , stations , tunnels , bridges , etc. to entire city complexes.
- 3- because of their negative effects on a community or the environment.
- 4-outweigh
- 5-megaprojects
- 6 / 7 :- الاجابة مفتوحة

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AB

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## A founding father of farming

## الأب المؤسس للزراعة

الفقرة الأولى ( خبرات ابن بصال / عملة عند المأمون / علم النبات / صفات ابن بصال )

Ibn Bassal was 1 a writer, 2 a scientist and 3 an engineer who ( 1 ) lived in Al-Andalus in the eleventh century CE. ابن بصال كان كاتباً ، وهو عالم و مهندس عاش في الأندلس في القرن الحادي عشر . He worked in the court of Al-Ma'mun, who ( 2 ) was the King of Toledo.

كان يعمل في قصر المأمون، الذي كان ملك طليطلة .

His great passions were botany, which ( 3 ) is the study of 1 plants, and 2 agriculture.

كان شغفه الكبير علم النبات ، والذي يدرس النباتات ، والزراعة .

Although he was a great scholar, he was also a practical man and all of his writing came from his own 'hands-on' experience of working the land.

رغم أنه كان عالماً كبيراً، كان أيضاً رجلاً عملياً وجميع كتاباته جاءت من خبرته الشخصية في العمل في الأرض.

الفقرة الثانية ( كتاب الزراعة / أنواع المزروعات / علاج التربة / طرق ري الأراضي )

One of the many things which ( 4 ) Ibn Bassal achieved was A Book of Agriculture.

واحدة من الأشياء الكثيرة التي حققتها ابن بصال كان " كتاب الزراعة " .

The book consisted of sixteen chapters which ( 5 ) explain how best to grow 1 trees , 2 fruit and 3 vegetables, as well as 4 herbs and 5 sweet-smelling flowers; perhaps the most famous chapter of all was the one that described how to treat different types of soil.

يتألف الكتاب من ستة عشر فصلاً يشرح فيها أفضل طريقة لزراعة الأشجار ، الفواكه و الخضروات، فضلاً عن الأعشاب والزهور ذات الرائحة الحلوة . ربما كان الفصل الأكثر شهرة منها الذي وصف كيفية تعالج أنواع التربة المختلفة .

Ibn Bassal also worked out how to irrigate the land by 1 finding underground water and

2 digging wells . ابن بصال أيضاً عرف كيفية ري الأراضي عن طريق اكتشاف المياه الجوفية وحفر الآبار .

3 He designed a water pumps and b irrigation systems . صمم مضخات المياه ونظام الري .

All of these things were passed through his writing . كل هذه الأمور قد مرت من خلال كتاباته .

الفقرة الثالثة ( تأثير كتابة / أثره على الأجيال اللاحقة أنظمة الري في اسبانيا / تراثه )

The influence of Ibn Bassal's book was enormous. تأثير كتاب ابن بصال كان هائلاً .

As farmers down the generations followed his 1 instructions and 2 advice, the land became wonderfully 1 fertile and 2 produced more than enough food for the fast-growing population.

كما أن المزارعين بعده بأجيال اتبعوا تعليماته ونصائحه ، وأصبحت الأرض خصبة بشكل رائع و أنتجت أكثر مما يكفي من الغذاء للنمو السكاني السريع .

The irrigation systems that he and his followers put in place are still in evidence in Spain.

نظم الري التي وضعها وأتباعه في مكان ما تزال دليلاً في اسبانيا .

Although his name is not widely known, Ibn Bassal's legacy to the world has been great.

على الرغم من أن اسمه ليس معروفاً على نطاق واسع ، تراث ابن بصال إلى العالم كان عظيماً .

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## الضمائر

الضمير	رقمه	الاسم الذي يعود عليه
( he / his )	كل ضمائر	Ibn Bassal
who	1	Ibn Bassal was a writer, a scientist and an engineer
who	2	Al-Ma'mun
which	3	botany
which	4	many things
which	5	sixteen chapters

## أسئلة القطعة

- 1-Ibn Bassal who lived in Al-Andalus in the eleventh century CE had many skills . Write down two of these skills .
- 2-Ibn Bassal's great passions were botany, which is the study of two things . Write them down .
- 3-Write down the sentence which indicates where Ibn Bassal worked in the 11th century .
- 4-Write down the sentence which indicates the name of Ibn Bassal's book .
- 5-The book consisted of sixteen chapters which explain how best to grow many kinds of plants . write down two of them .
- 6-Ibn Bassal also worked out how to irrigate the land by doing two things . Write them down.
- 7-Ibn Bassal designed two things to irrigate the land . Write them down.
- 8-Write down the sentence which indicates that Ibn Bassal's book influence was great .
- 9-Farmers down the generations followed two things which made their land fertile and produced more food . Write them down .
- 10-Farmers down the generations followed his instructions and advice which affected their land in two ways . Write them down .
- 11-Write down the sentence which indicates that Ibn Bassal's inventions are still existed in Spain .

## الإجابات

- 1-writer, a scientist and an engineer
- 2-plants, and agriculture
- 3-He worked in the court of Al-Ma'mun, who was the King of Toledo.
- 4-One of the many things which Ibn Bassal achieved was *A Book of Agriculture*.
- 5-trees, fruit and vegetables, as well as herbs and sweet-smelling flowers;
- 6-finding underground water and digging wells.
- 7-water pumps and irrigation systems
- 8-The influence of Ibn Bassal's book was enormous.
- 9-instructions and advice
- 10-fertile and produced more than enough food for the fast-growing population.
- 11-The irrigation systems that he and his followers put in place are still ..... Spain.

كتاب ( AB ) صفحة ( ٢٢ ) تمرين ( ٩ )

أسئلة الكتاب على هذه القطعة

- 1-Name two of Ibn Bassal's achievements.
- 2-Find a verb in the second paragraph that means 'supply land with water'.
- 3-Guess the meaning of 'fertile land' in the third paragraph.  
Which part of the text illustrates its meaning?
- 4-Guess the meaning of 'legacy' in the third paragraph.  
What does the author suggest is Ibn Bassal's legacy to the world?

5-Which paragraph suggests that Ibn Bassal was a polymath?

Give examples of his areas of knowledge.

6-Why do you think the area around Toledo had a 'fast-growing population'?

الإجابات الصحيحة كالتالي :-

1-writing *A Book of Agriculture*; designing water pumps and irrigation systems

2-irrigate

3-agriculturally productive; 'produced more than enough food ...' (lines 28–29)

4-'Legacy' means what someone leaves to the world after their death. Ibn Bassal's legacy is his agricultural instructions and advice.

5-the first paragraph: writing, science, engineering, botany, agriculture

6-Suggested answer: I think that the area around Toledo had a fast-growing population for two reasons. Firstly, I think that many people would want to live around Toledo, and Al-Andalus in general, at that time because Al-Andalus was a very prosperous place.

Secondly, because the area was producing a lot of food as a result of Ibn Bassal's irrigation systems, people would be healthier and more able to provide for more children than they could before.

### تمارين معاني الكلمات – الوحدة الرابعة

كتاب ( SB ) صفحة ( ٣٣ ) تمرين ( ٤ )

4-Look at the nouns in the box. Which adjectives collocate with them? Write them next to the adjectives. . انظر إلى الأسماء في الصندوق . أي الصفات يتوافق معها ؟ اكتبها بجانب الصفات

growth , effect , transport , footprint , waste , planning

1-urban

2-public

3-biological

4-carbon

5-negative

6-economic

- الإجابات الصحيحة هي كالتالي :-

1-urban planning

2-public transport

3-biological waste

4-carbon footprint

5-negative effect

6-economic growth

كتاب ( SB ) صفحة ( ٣٣ ) تمرين ( ٥ )

5-Complete the sentences with the correct collocations from exercise 4.

أكمل الجمل بالتجميع الصحيح من تمرين ٤ .

urban planning , economic growth , biological waste ,  
negative effects , public transport , carbon footprint

1-When people talk about ..... , they can mean either an improvement in the average standard of living, or an increase in the value of a country's products .

عندما يتحدث الناس عن النمو الاقتصادي ، فهم يقصدون إما تحسين في معدل مستوى المعيشة ، أو زيادة في قيمة منتجات البلاد .

2-Pollution has some serious ..... on the environment, such as the death of wildlife and plant life.

التلوث له بعض التأثيرات السلبية الجدية على البيئة ، مثل موت الحياة البرية وحياة النبات .

3-We can all work hard to reduce our ..... by living a more environmentally-friendly lifestyle .

يمكننا جميعاً أن نعمل بجد لتخفيض أثر الكربون بعيش نمط حياة أكثر ملائمة للبيئة .

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

إذا استعملنا وسائل النقل العامة في أغلب الأحيان ، سيكون هناك سيارات أقل على الطرق ، والتي ستؤدي إلى هواء أنظف في مدننا .



5-Hospitals need to dispose of a lot of ..... , and it should be carefully managed because it can be dangerous.

تحتاج المستشفيات للتخلص من الكثير من النفايات الحيوية ، و يجب التعامل معها بعناية لأنها يمكن أن تكون خطيرة .

6-The need for more effective ..... is evident when we consider modern day problems like traffic.

الحاجة للتطوير الحضري الأكثر فعالية واضح عندما نفكر بمشاكل معاصرة مثل المرور - الإجابات الصحيحة هي كالتالي :-

- |                    |                    |                    |
|--------------------|--------------------|--------------------|
| 1-economic growth  | 2-negative effects | 3-carbon footprint |
| 4-public transport | 5-biological waste | 6-urban planning   |

كتاب ( AB ) صفحة ( ٢٠ ) تمرين ( ١ )

1-Complete the sentences with the words in the box. One word is not needed. The first one is done for you.

أكمل الجمل باستخدام الكلمات من الصندوق . هناك كلمة غير ضرورية . الجملة الأولى محلولة .

philosopher , arithmetic , polymath , chemist , geometry , mathematician , physician

1-My father teaches Maths. He's a ..... عالم رياضيات

2-You must not take in medicine without consulting a .....

يجب أن  تأخذ دواء بدون استشارة طبيب

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

نحن نتعلم حول الأشكال ، الخطوط والزوايا عندما ندرس الهندسة

4-Mr Shahin is a true ....., working in all kinds of creative and scientific fields.

السيد شاهين متفهم حقيقي ، عمل في كل أنواع الحقول المبدعة والعلمية

5-Ramzi is very good with numbers and calculations. He always scores high in.....

رمزي جيد جداً بالأعداد والحسابات . يحرز دائماً مستوى عالي في الحساب

6-A .....is someone who thinks and writes about the meaning of life.

الفيلسوف هو شخص ما يفكر ويكتب عن معنى الحياة

- الإجابات الصحيحة هي كالتالي :-

- |                 |              |               |
|-----------------|--------------|---------------|
| 1-mathematician | 2-physician  | 3-geometry    |
| 4-polymath      | 5-arithmetic | 6-philosopher |

كتاب ( AB ) صفحة ( ٢٣ ) تمرين ( ١٠ )

10-Complete the sentences with words from the box. One word is not needed.

أكمل الجمل باستخدام الكلمات من الصندوق . هناك كلمة غير ضرورية .

benefit , farms , footprint , free , friendly , neutral , pedestrian , power , renewable , waste

1-In hot countries, solar ..... is an important source of energy.

في البلدان الحارة ، الطاقة الشمسية هي مصدر طاقة مهم

2-'Green' projects are environmentally .....

المشاريع ' الخضراء ' هي صديقة للبيئة

3-Wind ..... are an example of ..... energy.

مزارع الرياح الطاقة هي مثال على الطاقة المتجددة

4-If a city recycles everything and doesn't throw anything away, it is zero- .....

إذا مدينة ما كررت كل شيء ولم ترمي أي شيء بعيداً ، فإنها مدينة خالية من النفايات

5-We burn carbon whenever we use oil, coal or gas. This is known as our carbon.....

نحن نحرق الكربون حينما نستعمل النفط ، الفحم أو الغاز . هذا يعرف بأثر الكربون

6-If we replace as much carbon as we burn, we are carbon- .....

إذا استبدلنا نفس القدر الكربون الذي نحرقه ، نحن محايدون باستخدام الكربون

7-A place where no cars are allowed is a car-..... zone, and it is ..... friendly.

المكان حيث  يوجد سيارات هي منطقة خالية من السيارات ، وهي صديقة للمشاة

- الإجابات الصحيحة هي كالتالي :-

- |             |            |                    |         |
|-------------|------------|--------------------|---------|
| 1-power     | 2-friendly | 3-farms; renewable | 4-waste |
| 5-footprint | 6-neutral  | 7-free; pedestrian |         |

كورس الليث

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الوحدة التاسعة



## الوحدة التاسعة Unit 9 الندم والتمني Regrets and wishes

### أولا :- ندم على شيء ماضي

#### ١- الاستخدام ( Use / Function ) :-

to express regrets about the past

to reflect on past actions if we are trying to improve our work or our behaviour

للتعبير عن الندم في الماضي  
للتفكير في الأحداث الماضية إذا كنا نحاول تحسين عملنا أو تصرفنا .  
( زمن الفعل الموجود بعد ( wish ) أقدم من الحدث الذي يصفه )

#### ٢- الصيغة القواعدية :-

I wish / If only + فاعل + had + ت

-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 القواعدية :-

I wish / If only + فاعل + ت

I wish I **knew** the answer.

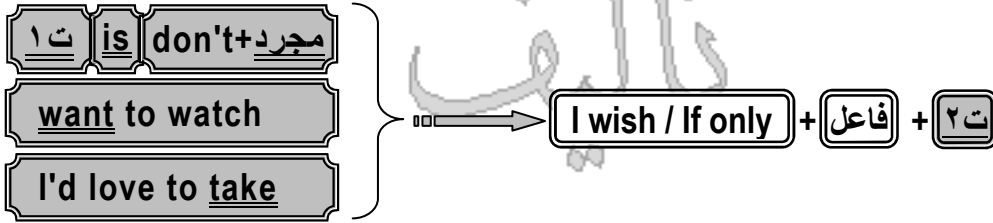
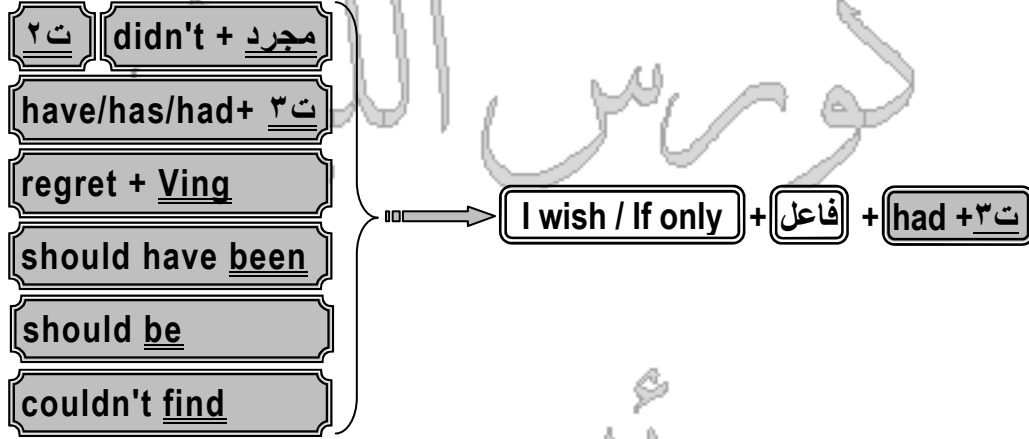
I wish we **lived** in a bigger flat.

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

الإثبات	النفى
not ←	→ not
had + ٣ت	hadn't + ٣ت
تصريف ثاني	مجرد + didn't
was	wasn't
were	weren't
never	never

مجرد + to	□ ننفي
should have been	
should be	

## 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 .....

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 .....

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 .....

- 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* ) للتحدٍ 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* ) للتحدٍ 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.

أختَر 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.

اختر 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 )

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

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 )

6-I **didn't wake up** early and I missed my bus . I wish I ..... early .

( wakes up , wake up , had waken up , have waken up ) ( 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 .

-Mahmoud wishes he hadn't felt sorry .

5-would let

6-had waken up

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

## معانى الوحدة التاسعة

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

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

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## 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**.  
اليوم ، 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 )

Why was it ( 8 ) **not successful**?  
لماذا لم تكن التجارة ناجحة ؟  
" 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 )

Did you make any mistakes on that visit?  
هل ارتكبت أية أخطاء في تلك الزيارة ؟  
'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 نعمل أي صفقات تجارية في تلك الرحلة الأولى .

الفقرة الرابعة ( كيف أصبح ناجحا / الزيارة الثانية للصين )

When did you learn how to be successful in China?  
متى تعلمت كيف تكون ناجحا في الصين ؟  
1 'I joined a larger company and 2 they ( 14 ) sent me on a cultural awareness course.  
انضمت 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  
1 recommendations from previous clients.  
2 I also send my business card  
3 with my job position and 4 qualifications translated into Chinese.  
" قبل أن أزور شركة ، أبعث توصيات من قبل العملاء السابقين .  
أنا أيضا أرسلت بطاقة عملي 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 ، لان 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

الضمير	رقمه	الاسم الذي يعود عليه
( you / your / I / me / my ) ضمائر		Mr Ghanem
we	1	Programme staff / interviewers
who	2	Mr Ghanem
we	3	Programme staff / interviewers
him	4	Mr Ghanem
he	5	Mr Ghanem
there	6	China
it	7 / 8	first trip
they	9	a small computer <b>company</b> in Amman
you	10	people / readers / Jordanians
their	11	Chinese business people
its	12	a new company
we	13	Mr Ghanem and his company
they	14	a larger company
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 sends 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- I worked for a small computer company in Amman  
b-They sent me to China when I was still quite young.
- 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

## 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 .

First, let's look at exports. أولاً ، دعونا ننظر في الصادرات .

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 احتياطي 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 ان 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 areas but trade is likely to grow with two areas . 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

كتاب ( SB ) صفحة ( ٦٧ ) تمرين ( ٥ )

أسئلة الكتاب على هذه القطعة

- 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..

- 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 -

أسامه محاسنه

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## 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 تتبعد 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 تعرف 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 تبيع )

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 تبيع ، وأفضل طريقة للقيام بذلك هو استخدامه !

الفقرة الرابعة ( استعد وتمرن / التخطيط للعرض / كيف سنقول 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 قاطعك 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. .

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 ( 1 )	The readers / salesmen
	ضمائر ( 1 )	writer / speaker
it	1	to know everything about your product
it	2 / 3	<b>your</b> product
who	4	the people
it	5	<b>your</b> product
others	6	products
it	7	<b>your</b> 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 , were 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 بعبارات 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 حذراً 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 أَنْ تَبْدَأَ المناقشةَ الجديَّةَ ، نقوم دائماً بحوارٍ صغيرٍ ؛ هو في أغلب الأحيان حول الطقس!
- 4-Nasser has applied to ..... the ..... where his father works.  
ناصر قدَّم 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 شخصاً ما للمرة الأولى ، من المؤدَّب أن تصافح 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 بجد ، أنت ستكسب احترام 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 تتحدث عن العمل وتحاول عقد صفقة ، أنت تفاوض
- 2-When you are ready for something, you are .....for it.  
عندما تكون جاهزاً لشيء ، أنت مستعد له .
- 3-When you can prove that you have experience, you have a .....  
عندما تستطيع أن تثبت 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 مسامحة
- 6-When you stay calm and take your time, you are being .....  
عندما تلتزم الهدوء وتأخذ وقتك ، أنت صبور

- 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 بم 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