

مراجعة شاملة للقواعد

## الكلام المنقول Reported Speech

الفعل:

- ١- من مضارع الى الماضي ( v1 → v2 )  
 ٢- الماضي الى ماضي تام ( had + v3 )  
 ٣- اذا جاء اكثر من فعل خلف بعضهم البعض نحول فقط الفعل الاول كما بالسابق.

1.	2.	3.	4.	5.
V.1	V.2	فعل مساعد	was /were wasn't /weren't	didn't + infinitive
V2	had + v3		had been hadn't been	hadn't + v3

الأفعال المسندة

1. verb to be	2. verb to do	3. verb to have	4. modals
is –am   are	do-does	have- has	will- would   shall – should
was   were	did	had	can- could   may – might
			must – had to   ought to – ought to

تحويل ضمائر الفاعل

<b>we</b> they	<b>I</b> he / she	<b>you</b> they / he /she	<b>it</b> it
<b>us</b> them	<b>me</b> him / her	<b>you</b> them / him /her	<b>it</b> it
<b>our</b> their	<b>my</b> his / her	<b>your</b> their / his / her	<b>it</b> its

تحويل ضمائر المفعول به  
 تحويل ضمائر الملكية (ضمير الملكية مرتبط مع الاسم الذي يليه)

1. "I'm cooking lunch today."

**Hanadi said** .....

2. "I'll go to the park tomorrow."

**My father said** .....

3. "I went to the cinema yesterday."

**Rabab said** .....

4. 'Many computers have filters.'

**Hashem said that** .....

5. My favourite subject this year is Chemistry.

**Rami said that** .....

## If clause (conditional clause)

### Giving advice by using if

e.g. 1. I **think** you **should take** your medicine on time.

**If I were you, I would take** medicine on time.

1. I think you should prepare well for the final exams.

I would prepare well for the final exam **if** I were you.

1. I think you should phone the police.

**If** .....

2. I think you should study more.

**I would** .....

3. I think you shouldn't play with those wires.

**If** .....

## 6: Past Perfect : الماضي التام

يستخدم للحديث عن فعلين حدثا بالماضي احدهما سبق الاخر ( الفعل الذي حدث اولاً v3 + had والفعل الثاني v2)

هذا الفعل حدث اولاً



- Mohammed **checked** his emails, and then he **started** to work. (before)

• تذكر: الفعل الذي حدث أولاً يتم تحويله الى صيغة الماضي التام v.3 + had  
العبارات التالية تحذف من الجملة ( مثل تقول لي نسيت ) **first // second // then // and then**

الشق الأول	الشق الثاني
<b>After</b> + sub + had + v.3 .....,	sub + v.2 .....
<b>Before</b> + v.2.....,	sub + had + v.3.....
sub + v.2 .....,	<b>after</b> sub + had + v.3.....
sub + had + v.3.....	<b>before</b> + v.2.....

- Mohammed **had checked** his emails **before** he started to work.
- **Before** Mohammed started to work, he **had checked** his emails.
- **After** Mohammed had checked his emails, he started to work.
- Mohammed started to work **after** he had checked his emails.

1. The children finished their dinner, and then they ate ice cream.

**Before** .....

2. First Lubna finished her work, and then she went to eat lunch.

**After** .....

3. I turned the lights off, and then I left the house. ( before )

I had.....



## Cleft sentences.

V2

Queen Rania **opened** the Children's Museum in Amman in 2007 CE.

الطريقة الاولى باستخدام It بالبداية

تكملة الجملة ..... **who** + اسم الشخص + حسب زمن الجملة ويتضح من الفعل

It.....

تكملة الجملة ..... **which / that** + اسم الشيء + حسب زمن الجملة ويتضح من الفعل

It.....

تكملة الجملة ..... **where** + اسم المكان + حسب زمن الجملة ويتضح من الفعل

It.....

تكملة الجملة ..... **when** + اسم الزمان + حسب زمن الجملة ويتضح من الفعل

It.....

الطريقة الثانية باستخدام الاسم بالبداية

Queen Rania **opened** the Children's Museum in Amman in 2007 CE.

**Queen Rania + is / was + the person + who +** .....

**Queen Rania** .....

**The Children's Museum + is / was + the thing + which / that +** .....

**The Children's Museum** .....

**Amman + is / was + the place + where +** .....

**Amman** .....

**2007 CE + is / was + the time /the year + when +** .....

**2007 CE** .....

الطريقة الثانية باستخدام the person / the thing / the place / the time بالبداية

**The person + who** ..... **is / was +** اسم الشخص

**The person** .....

**The thing + which /that** ..... **is / was +** اسم الشيء

**The thing** .....

**The place + where** ..... **is / was +** اسم المكان

**The place**.....

**The time /day/year /month + when** ..... **is / was +** اسم الزمان

**The year**.....

1. I stopped working at 11 p.m.

**It** .....

2. Petra was made a World Heritage Site **in 1985 CE.**

**The year** .....

3. My father has influenced me most.

**The person**.....

4. I like Geography most of all.

**The subject**.....

5. The heat made the journey unpleasant.

**It was** .....

6. The athletic event for disabled people athletes took place in 1948CE.

**The year**.....

7. Taha Hussein is especially famous for his work in literature.

**It is** .....

8. My neighbours' generosity impresses me more than anything else.

**The thing that**.....

9. Petra was made a World Heritage Site in 1985 CE.

**The year** .....

10. The Second World War ended in 1945 in Europe.

**The year**.....

### Comparative

إذا طلب السؤال اعد كتابة الجملة ( والصفة طويلة ويوجد بالجملة more ) يتم الحل بعدة طرق : مثال

BMW is **more** expensive **than** Opel.

• الحل الأول يتم فقط باستبدال less بدلا من more يصبح الحل كالتالي:

Opel is **less** expensive **than** BMW.

• الحل الثاني ١. ننفي الفعل ٢. نستبدل more ب as ٣. نضع الصفة ونتبعها ب as اخرى

Opel isn't as expensive as BMW.

إذا طلب السؤال اعد كتابة الجملة ( والصفة طويلة ويوجد بالجملة less )

• يوجد حل واحد فقط وهو استبدال less ب more فقط.

Elephants are **less** dangerous than lions.

Lions are **more** dangerous than elephants.

• إذا طلب السؤال اعد كتابة الجملة ( والصفة طويلة ويوجد بالجملة not as..... as )

Silver isn't **as** precious **as** gold.

• يوجد حل واحد فقط وهو اثبات الفعل واستبدال not as..... as ب more + adj + than

Gold is more precious than silver.

1. Maths is more popular than Science.

**Science** .....

2. Music and arts isn't as popular as English.

**English**.....

3. Sameer is less intelligent than Rami.

**Rami**.....

4. Students don't like doing Music and Art as much as they like doing Maths.

**Students like doing Maths**.....

5. Portuguese children have to go to school for longer time than children in Japan.

**Children in Japan**.....

## Indirect Questions

There are two types of questions

هو كل سؤال يبدأ إما  
ب  
W / H

هو كل سؤال يبدأ بفعل  
مساعد  
be// do //have  
//modals

## W // H Questions

e.g.:

(Direct question)

Where is the post office?

### خطوات الحل

يتم وضع احد اشكال الاسئله الغير مباشره من قبل واضع السؤال:

Can you tell me.....?

١- نضع صيغه السؤال كما هي لكن بحرف صغير (ويمكن ان تتكون صيغه السؤال من اكثر من كلمه وتنتهي بصيغه

السؤال لحظه الوصول الى الفعل المساعد).

where

٢- نعمل اقلاب بين (الفاعل او الاسم ويمكن ان يكون اسم مركب او اسم موصوف) والفعل المساعد. the post office

٣- نضع الفعل المساعد كما هو دون تغيير. is

٤- نكمل السؤال ونضع؟

Can you tell me where the post office is?

## Yes/ No Questions

(Direct question)

Is it possible to raise your voice?

خطوات الحل:

يتم وضع احد اشكال الاسئله الغير مباشره من قبل واضع السؤال

Can you tell me // Do you mind .....etc.

١- نضع **if** او **whether** في البداية 2. نعمل اقلاب بين الفاعل والفعل المساعد. الفاعل في الجملة هو **it**.

3. نضع الفعل المساعد كما هو دون تغيير. 4. **is** نكمل السؤال ونضع؟

Do you mind **if** it is possible to raise your voice?

Will **he** start his new project week?

Do you mind telling me .....?

تحذير  
هام وعاجل

اذا احتوى السؤال بنوعيه على do/does/did كفعل مساعد فقط وليس رئيسي.

<p><u>Do</u> Where <b>do</b> you live? <b>Do</b> you speak English?</p>	<p>تحذف ويبقى الفعل الرئيسي كما هو دون تغيير Can you tell me where you <b>live</b>? Do you mind telling me if you <b>speak</b> English?</p>
<p><u>Does</u> Where <b>does</b> Abeer go? <b>Does</b> your father work as a doctor?</p>	<p>تحذف ونضيف للفعل الرئيسي s او es es اذا انتهى الفعل بأحد الحروف التالية ( o - x - s - z - ch - sh ) I wonder where Abeer <b>goe</b>? Can you tell me if your father <b>works</b> as a doctor?</p>
<p><u>Did</u> How <b>did</b> you pass the exam? <b>Did</b> you go to Jerash last week?</p>	<p>تحذف ونحول الفعل الرئيسي الى الماضي v2 Can you tell me how you <b>passed</b> the exam? Do you mind telling me if you <b>went</b> to Jerash last week?</p>

## The impersonal passive

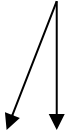
say	said	said	say		
think	thought	thought	think		
believe	believed	believed	believe		
claim	claimed	claimed	claim		
prove	proved	proved	prove		
know	knew	known	know		
assume	assumed	assumed	assume		
suppose	supposed	supposed	suppose		

### الطريقة الاولى باستخدام it بالبداية

It + ( is / was / has been ) + ( ويتضح من خلال فعل الاعتقاد ) + v3 + that + .....

They **say** that dolphins are highly intelligent.

#### خطوات التحويل:

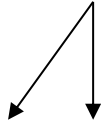


1. It توضع من قبل واضع السؤال. 2. نضع is لأن say فعل مضارع v1.
  3. نضع التصريف الثالث لفعل الاعتقاد ( v3 ) ونكمل الجملة.
- الحل يصبح كالتالي:

**It is said** that dolphins are highly intelligent.

People **claimed** that the earth was flat.

#### خطوات التحويل:

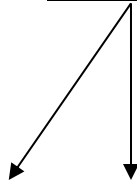


1. It توضع من قبل واضع السؤال. 2. نضع was لأن claimed فعل ماضي v2.
3. نضع التصريف الثالث لفعل الاعتقاد ( v3 ) ونكمل الجملة.

**It was claimed** that the earth was flat.

Teachers **have proved** that learners will absorb the grammar as they learn the vocabulary.

#### خطوات التحويل:



1. It توضع من قبل واضع السؤال.
2. نضع has been لأن have proved فعل تام have / has + v3.
3. نضع التصريف الثالث لفعل الاعتقاد ( v3 ) ونكمل الجملة.

**It has been proved** that learners will absorb the grammar as they learn the vocabulary.

### الطريقة الثانية باستخدام المفعول به بالبداية

Object + be ( is /am/ are) – (was /were) – (has / have been ) + v3 + to + base .....

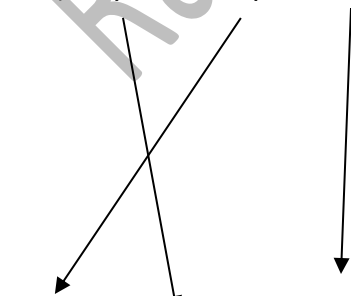
مثال (1)

They **say** that dolphins are highly intelligent.

#### خطوات التحويل:

1. يتم وضع المفعول به في البداية من قبل واضع السؤال.
2. نضع are لأن المفعول به جمع والفعل say هو فعل مضارع.
3. ثم التصريف الثالث لفعل الاعتقاد ( موجود قبل that )

4. to + base + ...etc



**Dolphins are said to be** highly intelligent.

Doctors have proved that **eating sweets** hurts the body.

**Eating sweets has been proved** to hurt the body.

**Re-write the sentences. Use the impersonal passive in two different ways.**

People know that apples are good for kids.

1) **It is known** that apples are good for kids. Or 2) **Apples are known to be** good for kids.

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

**It** .....

**Fish** .....

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

**It** .....

**We** .....

3. They claim that we remember things we hear in our sleep.

**It** .....

**We** .....

4. People believe that solving puzzles keeps the brain active.

**It** .....

**Solving puzzles** .....

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

**It** .....

**Exercise** .....

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

**It** .....

**Learning a new language** .....

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

**It** .....

**Students who study foreign languages** .....

### الطريقة العكسية

#### الطريقة الاولى باستخدام it بالجملة

يتم وضع الفاعل بالبداية من قبل واضع السؤال :

الحل يكمن في افعال **verb to be**

• اذا وجدنا في الجملة **is** نعيد فعل الاعتقاد الى المضارع.

• واذا وجدنا **was** نضع فعل الاعتقاد بالماضي.

• واذا وجدنا **has been+ v3** نستبدلها ب **have + v3** ونكمل الجملة.

مثال 1

**It is claimed** that speaking a foreign language improves the functionality of your brain in several different ways.

People **claim** that speaking a foreign language improves the functionality of your brain in several different ways.



## مثال 2

It **was claimed** that speaking a foreign language improves the functionality of your brain in several different ways.

People **claimed** that speaking a foreign language improves the functionality of your brain in several different ways.

## مثال 3

It **has been claimed** that speaking a foreign language improves the functionality of your brain in several different ways.

People **have claimed** that speaking a foreign language improves the functionality of your brain in several different ways.

### الطريقة الثانية باستخدام المفعول به بالجملة

الفاعل بالبداية يوضع من قبل واضع السؤال :

الحل يكمن في افعال verb to be

١. حيث انه اذا وجد is نعيد الفعل الذي يليها الى المضارع / واذا وجدنا was نضع مايليها بالماضي واذا وجدنا has

been+ v3 نستبدلها ب have + v3

٢. نضع that ثم نضع المفعول به ( الموجود ببداية الجملة ).

٣. نحذف to ونضع الفعل بحالة المضارع + ( s -es ) اذا كان المفعول به مفرد .

Doing regular exercise **is believed** to reduce the risk of several disease.

People **believe that doing regular exercise reduces** the risk of several disease.

Speaking a foreign language is claimed to improve the functionality of your brain in several different ways.

People .....

### Exercise:

1. People believe that eating almonds reduces the risk of heart disease. ( W.2016)

**Eating almonds**.....

2. Doing regular exercise is believed to reduce the risk of several disease. (S.2016)

People.....

3. They assumed that the last Olympic Games were a great success. (W. 2017)

It .....

4. Experts have proved that eating fresh vegetables is good for the stomach. (S. 2017)

**Eating fresh vegetables**.....

5. My English teacher says that English clubs are essential for learning English well. (W. 2018)

**English clubs** .....

6. Linguistics have proved that learning some languages is helpful for the learners. (S. 2018)

**Learning some languages** .....

## 2019

7. Teachers believe that working in groups improves students' awareness.

**Working in groups** .....

## If clause (conditional clause)

Read the situations and complete the sentences with the third conditional, using the word in brackets.

يطلب واضع السؤال اعادة الجملة باستخدام if clause type 3 و يقوم بوضع احد اشكال modals بين قوسين وذلك لاستخدامه بجملة الحل .

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

If + sub + had / hadn't + v3 ....., sub + could / might ( not ) + have + v 3 .....

### خطوات الحل

1. نضع If بالبداية ثم الفاعل if Saeed

2. نحول الفعل من منفي الى مثبت ومن مثبت الى منفي ( الفعل left ) مثبت لذا نضع hadn't + left حسب القاعدة

3. نحذف اداة الربط ان وجدت ( ادوات الربط مثل ..... so / and ) .

4. ننقل الى الشق الثاني ونضع الفاعل ومن ثم ال modals الموجود بين قوسين كما هو اذا كان مثبت يبقى مثبت واذا كان منفي يبقى منفي .

5. نضع have بعد ال modals مباشرة ومن ثم التصرف الثالث للفعل v3 .

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

### الحل

1 2 3 4 5 تحويل الفعل الى v3 5 وضع المودلز ومن ثم have 4 حذف اداة الربط 3

If Saeed hadn't left his camera at home, he could have been able to take pictures of the parade.

Or

**If** Saeed **hadn't left** his camera at home, he **could** have **taken** pictures of the parade.

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

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

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

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

6. Sami didn't apply immediately for the scholar ship, so he didn't get it. ( if / could)

7. Saleem left his wallet at home, so he wasn't to able to purchase his necessary items. ( could)

4. Marwan worked really hard the day before the exam. He got top marks. (if /might not)

5. The company didn't know your phone number, so they weren't able to contact you.

( if/ might)

## ضع دائره

### 1: Simple Present المضارع البسيط

I / we / you / they (v1)



he / she / it (v1 + s أو es)

عند النفي

I / we/ you / they - don't + base

he/ she / it - doesn't + base

sometimes / often / always / usually / once a day / twice a week / every day , every month....etc)

• الجملة التي لا تحوي على دليل تعامل معاملة المضارع لأنها ( facts ) . الأسماء الغير معدودة والسوائل تعامل معاملة المفرد.

1. Rama .....her house every day.  
( clean , cleans , cleaned . is cleaning )
2. We..... the dentist twice a year.  
( visited , has visited . are visiting , visit )
3. The sun.....from the west.  
( rise , doesn't rises , didn't rise , doesn't rise )

### 2: Simple Past الماضي البسيط

( عند النفي didn't + base ) ( نحول الفعل الى - v2 )

key words

yesterday , ago, in the past , last year , last week,.....etc. , when I was young(er) , when I was 10 years old ,in 2010 , in 1999 .....in 1900.....

1. The light through the curtains.....us awake last night.  
( keep , kept , was keeping , have kept )
2. In the past, the computers..... so large that they needed a wide room.  
( was , were , had been , are )
3. Ali ..... ill two days ago.  
( was , is , were , didn't )
4. My mother .....her breakfast two hours ago.  
( have , has , were , had )

قواعد اضافة ال ing للفعل

1. اذا انتهى الفعل بحرف e تحذف ونضيف ال ing مثل:

1. write ..... 2.rise ..... 3.drive .....

2. اذا انتهى الفعل ب ie نحولهما الى y ثم نضيف ing للفعل. مثل:

- 1.die ..... 2. tie .....

3. إذا انتهى الفعل بحرف ساكن مسبق بحرف علة واحد فإننا نضاعف الحرف الأخير ثم نضيف ing للفعل.

- 1.begin ..... 2.shop.....

شواذ : listen / listening /// relax/relaxing // allow / allowing

**تنبيه:** اكثر من حرف علة خلف بعضهم البعض لا نضاعف الحرف الاخير

- 1.clean ..... 2. sleep .....

4. اذا انتهى الفعل ب y نضيف ing الى الفعل مباشرة .

1. play..... 2. study.....

## : Present Continuous المضارع المستمر

be → he / she / it is ( not )  
 → I am ( not )  
 → we / you / they are ( not )

+ ing للفعل

### key words

at the moment, at this time, at this minute , now, right now, these days , nowadays, today, (!)

- I.....with my brother at the moment.  
( live , living , am living , lived )
- Do not disturb Lubna now, she.....to a radio programme.  
( listening , is listening , listen , listened )
- Look! The zoo's keepers.....the lions.  
( fed , are feeding , feed , is feeding )
- These days the weather .....too hot.  
( get , are getting , is getting , got )

## : Past Continuous الماضي المستمر

be → he / she / it ( I ) was ( not )  
 → we / you / they were ( not )

+ ing للفعل

### key words

at this time yesterday. \ - yesterday at 5 PM \ - at this time , moment last night.

الشق الأول	الشق الثاني
When + sub + v.2 ,	يجوز عكس الشقين sub + was , were + ing
While + sub + was , were + ing ,	بشرط حذف الفاصلة sub + v.2
As soon as + sub + was , were + ing ,	sub + v.2

- When the plane crashed, Rami ..... tennis,  
( playing , is playing , was playing , were playing )
- While the boys.....to school, it began to rain heavily.  
( go , was going , were going , went )
- Maha met two of her friends while she.....  
( shopping , is shopping , were shopping , was shopping )

## Present Perfect المضارع التام

I / we / you / they + **have** - haven't + v3      he / she / it + **has** - hasn't + v3

### key words

since , for , already , just , lately , recently , ever , never, so far, up to now ,yet .At last,  
How long ..... ?      (before)

1. I.....the boy, who sits beside me for 2 years.  
( **know** , **have known** , **has known** , **knew** )
2. Sami ..... his final report yet.  
( **hasn't finished** , **has finish** , **have finished** , **finishes** )
3. I ..... that movie for many times.  
( **see** , **saw** , **have seen** , **had seen** )

## Past Perfect : الماضي التام

يستخدم للحديث عن فعلين حدثا بالماضي احدهما سبق الاخر ( الفعل الذي حدث اولاً had +v3 والفعل الثاني v2)

### key words

**Before** + sub + v.2 ..... ٢ sub + had + V.3.....  
Sub + had + v3 ..... **before** + sub + v2 .....

**Note: as soon as = after.**

**After** + had V.3 ..... ٢ sub + v2.....  
Sub + v2 ..... **after** + sub + had + v3 .....

**until** زمن بالماضي . **by** زمن بالماضي . **Just** , **already** , **because** , **never** , **when**

1. Sham.....the movie after she had read the book.  
( **understand** , **understood** , **had understood** , **have understood** )
2. before I arrived home yesterday, my father ..... already ..... dinner.  
( **cook** , **was- cooking** , **had- cooked** , **have- cooked** )
3. I wasn't hungry because I ..... just .....my lunch.  
( **has - eaten** , **have - eaten** , **had - eaten** , **was - eaten** )

## 8:Past Perfect Continuous tense الماضي التام المستمر

Sub +had been + v+ ing

ملحوظة: موجود بالوحدة الثالثة.

1. Adnan **wanted** to relax because he had ..... **all** day at work.  
( **not been sitting** , **not sitting** , **not sit** , **not sat** )
2. Jameel ..... at the university for more than a year before he **left** for Asia.  
( **has been teaching** , **have been teaching** , **had been teaching** , **is teaching** )

## The Future Tense

8: Simple future with will

المستقبل البسيط باستخدام will

(Sub + will + base)

يستخدم للحديث عن فعل من المتوقع حدوثه بالمستقبل دون وجود اي دليل على ان ذلك سيحدث. تنبؤات عن المستقبل ولعرض او طلب المساعدة ( اعطاء وعود) وعند اتخاذ قرار مفاجيء غير مخطط له مسبقا)

### key words

tomorrow , next + time , in the future , the day after tomorrow , the following + future , soon. think , hope .

1. I hope the weather ..... nice tomorrow.  
( is . will be , is going to be , would be )
2. I offered Nader this job. I think he ..... it.  
( will take , takes , would take , took )

Simple future with going to + base

المستقبل البسيط باستخدام going to

Sub + is / am / are + going to + V. base

يستخدم للحديث عن فعل من المتوقع حدوثه بالمستقبل مع وجود دليل على ان ذلك سيحدث. وعند التحدث عن خطط مستقبلية.

1. The clouds cover the sky, take your umbrella with you. It .....  
( will rain , raining , is going to rain , rains )

مهم جدا: موجود بالوحدة الثالثة.

The future continuous and The future perfect

### 11: The future continuous (will be + 'ing')

Function: to talk about something that will be in progress in the future.

Key words Don't + time in the future // specific time in the future

1. Tomorrow at this time we .....on the beach. I can't wait!  
( will be sitting , will sit , are sitting , sat )

### 12: The future perfect (will have + V 3)

Key words زمن بالمستقبل // (مؤشر للمستقبل + مؤشر للتام) 'in' = within زمن بالمستقبل // 'by'

1. In 5 years' time I .....from the university and I'll be able to earn some money at last.  
( will graduate , will have graduated , will be graduating , graduated )
4. In thirty years' time, scientists ..... a cure for cancer.  
( found , find , will have found , were finding )

## Verbs followed by gerunds or infinitives

to + infinitive . أفعال تتبع بـ	ing- أفعال تتبع بـ المصدر المزيد بـ
manage	<i>Avoid</i>
promise	<i>consider</i>
seem	<i>dislike</i>
want	<i>finish</i>
would like to \ 'd like to	<i>practise</i>
<b>can't afford</b>	<i>suggest</i>

1. I want to get a new apartment but I can't afford..... money at the moment .  
( **borrow , to borrow , borrowing** )
2. In order to improve her English language, Huda manages ..... an English course.  
( **join , joining , to join** )

### Reported Speech الكلام المنقول

نختار دائما ام v2 او v3 + had

1. Rashed **said** that he..... football the day before night.  
( **was playing , were playing , is playing** )
2. The guide **said** that the tourists ..... the museum.  
( **had visited , visit , have visited** )
3. Fatima **said** that ..... her essay.  
( **finishes , finished , have finished , finish** )

### Causative

Sub + verb to have المناسب حسب زمن الجملة + obj +v3

1. My mother didn't dye her own dress blue. She had it .....  
( **dye , dyed , was dyed** )

### Passive Voice المبنى للمجهول

<u>Active Voice</u>		
Sub	Verb	Object
<u>Passive Voice</u>		
المفعول به Object	Suitable Verb to be is ,am ,are ,was , were ,being ,been, be	التصريف الثالث P.P( v3)

1. Traffic regulations must ..... by drivers as well as pedestrians.  
( **obey , be obeyed , obeyed** )
2. Huda has made some mistakes during the test.  
**Some mistakes** ..... by Huda.  
( **had been made , has been made , have been made** )
3. Last month, many students ..... as members in the English club.  
( **was elected , were elected , are elected** )
4. All the reservations ..... by the wedding planner last week.  
( **are made , were made , have made , has been made** )
5. I'm afraid that my laptop ..... by somebody else yesterday.  
( **was used , are used , will use** )

**If clause (conditional clause)** if - when - unless - even if - as long as - provided that

### Type zero

**If clause**

Simple present

Speak \ speaks ( don't / doesn't + base ) , speak \ speaks ( don't / doesn't + base )

**Main clause**

Simple present

e.g. If water boils, it turns to steam. If you mix red and yellow, you get orange.

**A** 1. When you heat cheese, it .....  
(melt , melts , melted )

2. When it....., the grass gets dry.  
(didn't rain , don't rain , doesn't rain )

3. Ali and Sameer usually sleep early if they ..... anything to do.  
(don't have , haven't , doesn't have )

### Type One

**If clause**

Simple present

V1 / v1 + s-es ( don't / doesn't ) + base , ( not ) + base

**Main clause**

will / shall / can / may / must / ought to

ملحوظة: الشق الذي يحتوي على ال if لا يوجد به modals. ال modals بالشق الاخر .

1. If Ali and Samer .....me, I'll finish my work earlier.  
( help , helps , helped )

2. Zaki will miss the bus if he .....up late.  
( get , gets , got )

3. Nabeel.....to their birthday party if they invite him.  
( go , will go , would go )

### Type Two

**If clause**

Simple past V2

didn't + base

**Main clause**

would / should / could / might / had to /

ought to ( not ) + base

1. I'd be happier if I.....in the country.  
( live , lived , lives , is living )

4. I'd go to the market if I.....enough time.  
( have , had , has , had had )

3. If I .....you, I'd buy all that food.  
( are , is , was , were )

### Type Three

**If clause**

**main clause**

**If Sub + had / hadn't v3... , sub + could / might / would / should ( not ) + have + v3.....**

**sub + could / might / would / should ( not ) + have + v3... if Sub + had / hadn't v3.....**

1. I ..... the e- mail if it had contained a virus.  
( will have opened , would open , would have opened )

2. Even if I ..... a wet-suit, I wouldn't have gone scuba-diving.  
( had have , had , had had )



## USED TO /// BE USED TO

1. We needed warm clothes when we went to London. We .....the cold weather.  
(are used to , used to , didn't use to , weren't used to)
2. My grandparents ..... emails when they were my age.  
( didn't use to send , use to send , is use to send , are used to send )
3. Rashed..... swimming every morning, but now he doesn't.  
( used to going , used to go , use to go , weren't used to go)
4. We always go to the market across the street, so we ..... fresh vegetables.  
( used to eat , is used to eating , are used to eating , weren't used to eat)
5. Please slow down. I .....walking so fast.  
( am used to , used to , didn't use to, are used to)
6. When you were younger, did you ..... in the park?  
( used to play , are used to playing , use to play , weren't used to play)
7. I .....shopping in the local supermarket, but it is closed two years ago, so now I have to drive into town shop.  
(used to go , am used to go , use to go , didn't used to go)
8. There ..... so much pollution, but these days it is a global problem.  
(didn't used to be , am not used to be , use to be , didn't use to be)
9. I have lived in Amman for ten years now so I .....in the city.  
(am used to driving , used to drive , am use to driving , use to drive )
10. When I was young, I ..... On foot to my school. (S. 2018)  
( are used to going , used to go , use to go , am used to going )
11. Rashed ..... swimming every morning, but now he doesn't. ( 2019 )  
( are used to going , used to go , use to go , am used to going )

**who /**

**which= that /**

**where /**

**when**

1. Qasr Bashir is a well-preserved Roman castle .....is situated in the Jordanian desert.
  2. there are also about twenty-three stables .....horses may have been kept.
  3. People .....love exploring will certainly find a visit to Qasr Bashir very rewarding.
  4. Ibn Sina .....is also known as Avicenna was a polymath.
  5. Ibn Sina wrote on early Islamic philosophy ..... included many subjects.
  6. Ibn Sina also wrote Al Qanun fi-Tibb,.....became the most famous medical textbook ever.
  7. Ibn Sinas's friends .....were worried about his health advised him to relax
  8. It was the month of Ramadan..... Ibn Sina died, in June 1037 CE.
  9. A mathematician is *someone* **who** works with numbers.
  10. Geometry and arithmetic are *subjects* **that/which** are studied by mathematicians.
  11. Physician' is an old-fashioned *word* **that/which** means 'doctor'.
  12. A chemist is a *person* **who/that** works in a laboratory.
  13. The stars and planets are *things* **that/which** astronomers study
1. The prize ..... Huda won last year was for Art.  
( **when** , **where** , **which** , **who** )
  2. The students ..... cleaned the streets, are from our school.  
( **who** , **which** , **when** , **whose** )

## Comparison with adjectives and adverbs

(earlier - later – less – longer – the most – the least)

1. Portuguese and Turkish children have .....compulsory schooling.  
(later , less , longer , the most )
2. Portuguese children have to go to school for.....than children in Japan.  
(the most long , long , longer , the longest )
3. In Jordan, children start school a year..... than English children.  
(earliest , less earlier , earlier , the earlier )
4. Business Studies is .....subject.  
( the most popular , the popular , more popular than , popular than )
5. .... People applied for Law in 2014 CE as in the previous year.  
( not as much as , not as many as , more , less )
6. Physics isn't..... Biology.  
( more popular , as popular as , the most popular , popular than )
7. Law is..... than Medicine and Dentistry.  
( more popular , as popular as , the most popular , popular than )
8. .... growing subject is Computer Science.  
( the faster , faster than , the fast , the fastest )

## Indirect Questions

Do you mind .....me later?

( call , called , calling , was called )

Do you mind explaining.....the sky sometimes looks red?

( if , how much , why , where )

## The impersonal passive

1. People ..... that Earth is getting warmer.

(believes , believe , believing , is believing )

2. Practicing a healthy life style such as walking has been proved ..... the heart rate.

( increase , increased , increasing , to increase )

## Talking about wishes

### **Wish = If only**

1. Smoking is bad for your health. If only you .....up smoking.

( give , can give , have given , could give )

2. I lost everything, I wish I ..... Your advice.

( hadn't taken , take , didn't take , have taken )

3. Jordan needs to import a lot of oil. If only it..... larger oil reserves.

( has , had , had had , will have )

4. Mr Haddad did not understand the Chinese businessman. If only he .....Chinese.

( speak / spoke / had spoken , can speak )

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

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

6. I didn't wake up early and I missed my bus. I wish I ..... early. ( S. 2018)

( wakes up , wake up , had woken up , have woken up )

2019

7. Zaid didn't know about Chinese culture. He wishes he ..... a book about it.

( has read , reads , had read , have read )

Our team didn't play very well yesterday. If only they..... better.

( play , hadn't played , had played )

We are late. If only we ..... the earlier bus.

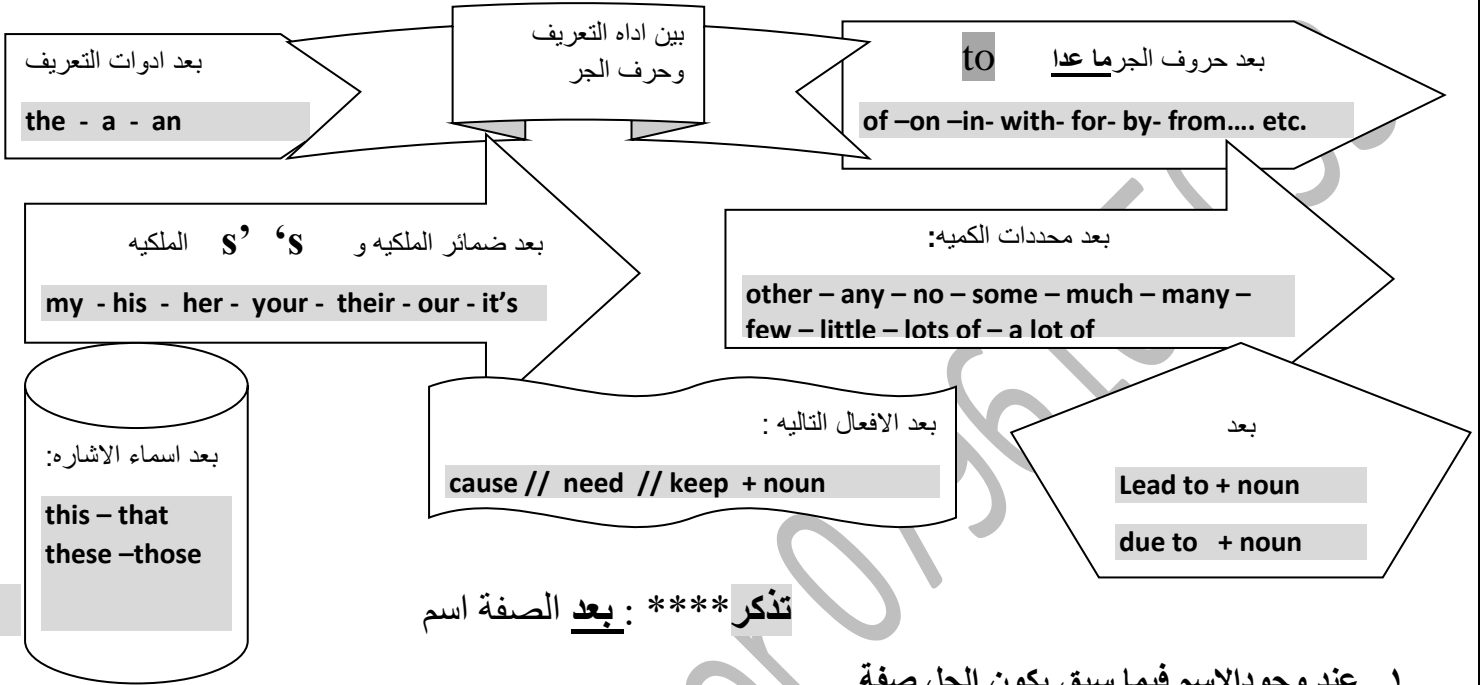
( catch , hadn't caught , had caught )

## Derivation

### Noun الاسم

المقاطع التي ينتهي بها الاسم:

**tion, ion, ity, ment, ence, ency, gy, ing, ist, er, ness, y, cy.**



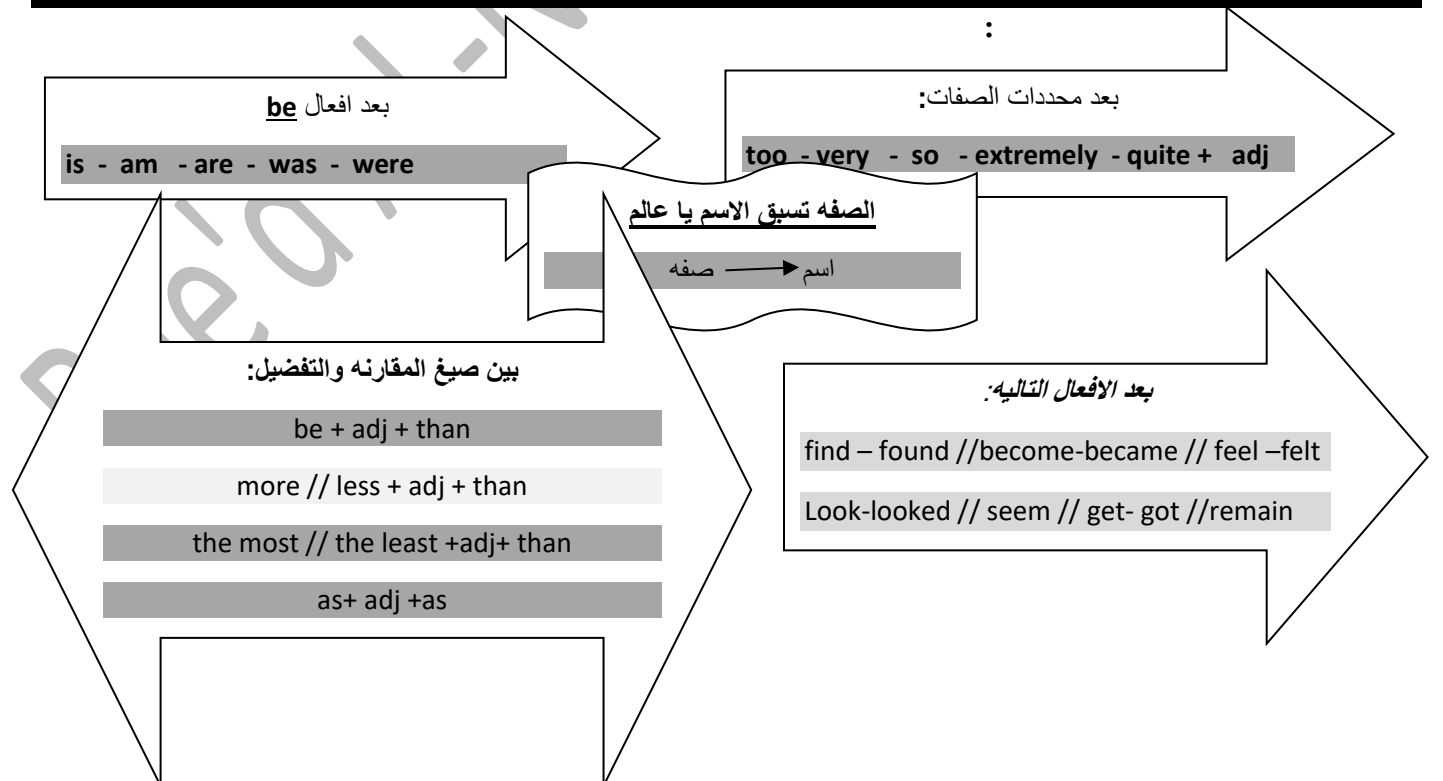
تذكر \*\*\*: بعد الصفة اسم

1. عند وجود الاسم فيما سبق يكون الحل صفة
2. وعند وجود الفراغ ببداية الجملة بشرط ان لا يكون متبوع بفاصلة.

### Adjective الصفة

المقاطع التي تنتهي بها الصفة:

**al - ful - able - ed - ing - ant - ent - ous - tive - ic -**



## الظرف Adverb

المقطع التي ينتهي بها الظرف:

ly

في نهاية الجملة العاديه:

Sub + verb + object + adverb

الظرف يسبق الصفه

Verb to be + adverb + adjective

بين الفعل المساعد والفعل الرئيسي:

-فعل رئيسي-----adverb-----فعل مساعد

I have efficiently finished my project.

الفراغ بالبدايه متبوعا بفاصله

1. ....adverb.....

## الفعل Verb

المقاطع التي ينتهي بها الفعل :

ate - en - ed - ise - ize - ify

الكلمات المطلوبه :

بعد

do - does - did

بعد to

بعد ال

can - could // shall - should // will - would

May- might // must

بعد الظروف التكراريه

Usually - always - sometimes - often - generally

I love

بعد الفاعل او  
ضمائر الفاعل

Sub + verb

derivation

بعد التالي

help - make - let - would rather - had better - who  
which . ((( subject+ really + verb)))

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

1. The graduation ceremony was a very.....occasion for everyone.  
(memory / memorising / memorable)
2. Nuts contain useful..... such as oils and fats.  
(nutrients / nutritious / nutrition)

Complete the following sentences with the suitable words derived from the words in brackets and write the answer down in your ANSWER BOOKLET. (4points)

( W.2018)

1. Maha shows great..... for her new job as a lawyer in the court.  
( enthusiasm , enthusiastic , enthusiastically )
2. Our national team is now well .....for the second round of the competition.  
( qualify , qualification , qualified )
3. with children, it is important to .....the right balance between love a discipline.  
( achieve , achieved , achievable )

( S.2018)

1. Kareem wasn't able to speak Spanish..... till he was seven years old.  
( fluently , fluent , fluency )
2. Would you like to do an ..... or vocational course if you have a chance?  
( academise , academic , academically )
3. Rami closed his eyes and tried to .....  
( concentrate , concentration , concentrating )

1. Bank customers can ..... their checking accounts instantly through the electronic system.

( access , accessible , accessibly )

2. Hospitals have a ..... to provide the best medical care.

( commit , committed , commitment )

3. ...., the process of producing rugs, bags and other beautiful items is done by hand.

( tradition , traditional , Traditionally)

4. Many doctors believe that ..... supports brain development.

( repeat , repetition , repeated )

5. Your mail has been ..... sent.

( success , successful , successfully )

6. Doctors ..... A balanced diet for a good health.

( recommend , recommending , recommendation )

## Exercise:

Choose the suitable item from those given to complete each of the following sentences.

**allergy , immunisation , ailment , migraine , arthritis**

1. My grandfather has **arthritis** in his **fingers**, so he sometimes finds it difficult to write.
2. **allergy** to **nuts and milk** are becoming more common.
3. Many serious **diseases** can be prevented immunisation which helps the body to build **antibodies**.
4. Headaches and colds are **common ailment s**, especially in winter.
5. If you have a **migraine** the best thing to do is **take some medicine and rest** somewhere quiet.

**Programs / calculation / model / laptop / tablet / developed**

1. Although they are **pocket-sized tablet s** are powerful computers as well as phones.
2. My brother is learning how to write computer **Programs s**.
3. I need to make a few **calculations** before I decide **how much to spend**.
4. Mobile phones used to be huge. Early **models** were **as big as bricks!**
5. I can close the **lid** of my **laptop** and then put it in **my bag**.

**Viable / alien / conventional / sceptical / complementary**

1. I don't really **believe** that story - I'm very **sceptical**.
2. **Medicines that are not the normal**, traditionally accepted **treatments** are known as **complementary**
3. Another way of saying that something could be successful is to say it is **Viable**.
4. If something seems very strange, we sometimes say it is **alien** .

**deal successfully with / get some exercise / better and healthier lifestyle choices / suffer from health problems / antibodies**

1. A good way to cope with stress is to work extra hard. No, it isn't. You should **get some exercise**.
2. Complementary medicine can be used to immunise people. No, it can't. You can **immunise** yourself using **antibodies**.
3. Optimistic people make bad lifestyle choices. No, they don't. They make **better and healthier lifestyle choices**.
4. Seeing red has positive effects on your health. No, it doesn't. You often **suffering from health problem**.

**inspire / monitor / reputation / tiny / risk / seat belt / helmet / self-confidence / waterproof**

1. You can **wear your watch** when you go swimming if it's **waterproof**.
2. It's amazing how huge trees grow from **tiny seeds**.
3. The Olympic Games often **inspire young people** to take up a sport.
4. Please hurry up. Let's not **risk** missing the bus.
5. You must always wear a **seat belt in a car**, whether you're the driver or a passenger.
6. When my grandfather had a heart attack, the doctors attached a special **monitor** to his chest.
7. It's important to encourage young people and help them develop **self-confidence**.
8. Petra has a **reputation** as a **fascinating place** to visit.

**Philosopher / arithmetic / mathematician / chemist / geometry / polymath**

1. My father **teaches Maths**. He's a **mathematician**.
2. You must not take in medicine without **consulting** a **chemist**.
3. We learn about **shapes, lines and angles** when we study **geometry**.
4. Mr Shahin is a true **polymath** working in all kinds of creative and scientific **fields**.
5. Ramzi is very good with **numbers and calculations**. He always scores high in **arithmetic**.
6. A **Philosopher** is someone who thinks and writes about **the meaning of life**.

**benefit / farms / footprint / free / friendly / neutral / pedestrian / power / renewable /**

1. In hot countries, solar **power** is an important source of **energy**.
2. 'Green' projects are environmentally **friendly**.
3. **Wind farms** are an example of **renewable energy**.
4. If a city **recycles** everything and doesn't throw anything away, it is **zero waste**.
5. We burn carbon whenever we use oil, **coal** or gas. This is known as our **carbon footprint**.
6. If we replace as much carbon as we burn, we are **carbon neutral**.
7. A place where no cars are allowed is a car **free zone**, and it is **pedestrian friendly**.



**Sustainability , prosthetic , physician , mortality / apparatus**

1. After our science lesson in the **laboratory**, we always help the teacher to put all the **apparatus** away.
2. The **nature reserve uses recycled water**, which helps the **Sustainability** of the environment.
3. **Athletes** with **prosthetic legs** can take part in the **Paralympics**.
4. Professor Badari, aged 67, is the hospital's leading **physician specializing in cancer care**.

**used to , will have lived , attention , expect , operations**

1. Many instruments that are still used today in ..... were designed by Arab scholars.
  2. When do you **expect** to receive your test **results**?
- مهم بالقواعد
3. When we were younger, we **used to** live in a village. We moved to the city when I was about ten years old.
  4. By the end of this year, we **will have lived** here for ten years.

**ailment , artificial , fund , equipment , textiles**

1. My sister wants to be a fashion designer and work with **textiles**.
2. Before the boys go **climbing**, they'll go to a special shop to buy all the **equipment** that they need.
3. Older people tend to **suffer** from more **ailment** s than younger people.
4. My parents have **saved** enough money to **fund our** university courses.

**arithmetic/ astronomer / gallery / calculations/ disabilities/ symptoms/ Geometry**

1. If you don't feel well, you should **describe** your **symptoms** to the doctor.
2. There is a good **gallery** for contemporary art across the street.
3. A **telescope** enables **astronomer** s to observe the stars.
4. It is often impossible for people with **disabilities** to **climb stairs**.
5. In our **Maths** exam, we have to write down our **calculations** as well as the answers.

On social media. Most sites have **security settings** so that only certain people can look at your site. Strangers want your information for **identity fraud** they can **access your** passwords and **privacy settings**.

<b>1 economic growth</b> نمو اقتصادي	<b>4 public transport</b> النقل العام
<b>2 negative effects</b> تأثير سلبي	<b>5 biological waste</b> المخلفات العضوية
<b>3 carbon footprint</b> آثار الكربون	<b>6 urban planning</b> التخطيط المتحضر

1. When people talk about **economic growth** they can mean either an improvement in the average standard of living, or an **increase in the value of a country's** products.
2. **Pollution** has some serious **negative effects** on the **environment**, such as the death of wildlife and plant life.
3. We can all work hard to **reduce** our **carbon footprint** by living a more environmentally-friendly lifestyle.
4. If we take **public transport** more often, there will **be fewer cars** on the roads, which will result in cleaner air in our cities.
5. Hospitals need to dispose of a lot of **biological waste** and it should be carefully managed because it can be **dangerous**.
6. The need for more effective **urban planning** is evident when we consider **modern** day problems like traffic.

تمارين المفردات المستوى الرابع

**Banking and finance , linguistics , Fine Arts , History , Physics , Law**

1. You should study ..... if you are interested in learning about the **legal** system.
2. Studying ..... let me focus on my **love of language** in an analytical way.
3. **Maths** has always been my strongest subject, and I feel that by studying .....
- 4..... is the subject that learning about **ancient civilization**.

**circulation , memory , concentration , beneficial , diet , dehydration , nutrition**

1. I used to **eat** too much junk food, but now I have a much **healthier diet**.
2. It's **beneficial to** take **regular** breaks when revising.
3. It's important to drink a lot of **water** in order to avoid **dehydration**.
4. Don't sit still for too long – move around frequently to **increase** your **circulation**.
5. Zainab listens to music while she is working. It helps her **concentration**.
6. Adnan **never forgets** anything! He has got an amazing **memory**.

**circulate , dehydration , advice , revise , concentrate**

1. I'm **confused**. Could you give me some **advice**, please?
2. **Before an exam**, you must **revise** everything you've learnt.
3. In **hot weather** our bodies are in danger of **dehydration**.
4. **Don't talk to the driver**. He must **concentrate** .
5. How quickly does **blood circulate round** the body?

**academic , postgraduate , undergraduate , vocational**

1. After Nasser completes his first degree, he is hoping to do a **postgraduate degree**.
2. Mariam is an excellent student .She gets top mark in academic like history, Maths and Arabic.
3. My brother has **just left school**. Now he is a university **undergraduate** .
4. My cousin is an electrician. Instead of going to university, he did a **vocational** course at local training college.

**dominant , experience , repeat , depend**

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

**Collocation activity book p 44**

<b>make a mistake</b>		يرتكب الأخطاء
<b>ask questions</b>		يسأل أسئلة
<b>shake hands</b>		يسلم/ يرحب
<b>earn respect</b>		يكسب الاحترام
<b>join a company</b>		ينضم لشركة
<b>cause offence</b>		يسبب الجريمة
<b>make a small talk.</b>		يدرّش

**ask - cause - do - earn - join - make (+2) - shake**

1. ....a mistake    2. .... questions    3. ....hands  
 4. .... respect    5. ....a company    6. ....offence  
 7. .... small talk

- 1. Be very careful** when you **answer the questions**, and try not to **make a mistake**.
- If you are **polite**, you won't **cause offence or upset** anybody.
- Before** the serious **discussion starts**, we always **make a small talk** ; it's often about the weather!
- Nasser has **applied** to **join** the **company** where his father **works**.
- In business, when you meet someone for the **first time**, it's polite to **shake hands** .
- After the talk, there will be a chance for you to **ask questions** about anything you **don't understand**.
- By working hard, you will **earn** the **respect** of **your boss**.

**successful , advice , qualification , youth , awareness , recommendation**

- Before you **apply for a job**, check that you have the correct **qualification**.
- The **company is pleased** with your work and is happy to give you a **recommendation**.
- Congratulations on a **very successful** business deal.
- We should always be ready to **listen to good advice**.
- My father** often talks about what he did in his **youth**.
- It's important to have an **awareness** of different countries' customs.

1. When you talk about business and **try to do a deal**, you **negotiate** .
2. When you are ready for something, you are **prepared** for it.
3. When you can prove that you **have experience**, you have a **track record**.
4. When two sides disagree and argue, there is **conflict**.
5. When each side **change their position** a little so that they can **agree**, they have managed to **compromise**.
6. When you **stay calm and take your time**, you are being **patient**.

<b>package holiday</b>	an organised trip with everything included in the price (travel, accommodation, food)	رحلة شاملة التكاليف
<b>sales pitch</b>	a presentation made by someone who is trying to sell a product	فن البيع ( التسويق )
<b>target market</b>	people who are identified as possible customers	السوق المستهدف
<b>age group</b>	a set of people of similar age	جيل
<b>department store</b>	a large shop that sells many different types of things	سوبرماركت / مول

- 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).

1. Please **listen** to the music through **headphones**, so that you don't disturb anybody.
2. I have just read a **translation** of a **book** by a Japanese author.
3. In the UK, there is a **central government**, but there are also **regional** councils around the country.
4. My uncle is fluent in several languages. He is often able to **interpret** for us during **conversations with foreigners**.
5. Nada made a successful **presentation** at a **seminar** in Irbid last month.
6. **doing volunteer** work can be a very **rewarding** experience.

**responsible , job , secure , taking , meeting , rewarding , satisfaction**

1. Ali is thinking of **taking a course** in agriculture.
2. I get a **feeling of satisfaction** after a hard day's work.
3. Make sure your online **passwords are secure**.
4. In order to **work in finance**, you need to be very **responsible person**.
5. My friend has just **got a job** at our local bank.
6. After a long **meeting**, we **managed to do a deal**.

collocations	
<b>catch / caught</b>	someone's <b>attention</b>
<b>get / got</b>	an <b>idea</b>
<b>take / took/ taken</b>	an <b>interest in</b>
<b>spend / spent</b>	<b>time</b> doing something
<b>attend/ attended</b>	a <b>course</b>

Words with Preposition	
<b>know a bout</b>	
<b>connect with</b>	
<b>turn on</b>	
<b>give out</b>	
<b>fill in</b>	
<b>work as</b>	
<b>decide on</b>	
<b>translate into</b>	
<b>talk a bout</b>	
<b>ask a bout</b>	
<b>good at</b>	

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

وزاري 2018

We need to decide .....a place to meet.

( **into** , **about** , **on** , **at** )

My brother is good ..... computer skills.

( **into** , **of** , **at** , **about** )

The teacher asked us ..... our favourite books.

( **into** , **of** , **at** , **about** )

Phrasal Verbs idiom with ( body) Activity book p(٣٤)

get it off your chest	To tell someone about something that has been bothering (worrying) you. To tell someone your problem	يبث حزنه /يشكى همومه/ ان تقول ما يقلق
get cold feet	To lose your confidence at the last time. To feel nervous before a big event.	عدم الاستمرار بسبب الخوف/ الشعور بالقلق حيال حدث مهم فقدان الثقة
play it by ear	To decide how to deal with a situation as it develops. To do something without plan.	القيام بشيء دون تخطيط سرعه التعامل مع موقف معين
keep your chin up	To remain cheerful in difficult situation. Try to be cheerful. An expression of encouragement.	ان تبقى سعيدا وقت الازمات
have a head for figures	To have a natural ability for Maths and numbers.	الحساب بالعقل
shake hands [with someone]	To move someone's hand up and down in a greeting.	يصافح
put my back into	To put a lot of effort into something.	يبذل كل ما بوسعه //يجتهد

get it off your chest / get cold feet / play it by ear /keep your chin up / have a head for figures / put my back into

1. I'm too nervous to do a parachute jump. I think that I'll..... at the last minute.
2. If you've got a problem, talk to someone about it. It helps to.....
3. I don't think I'd be a very good accountant. I don't really.....
4. ....! I'm sure everything will be fine in the end.
5. I'm not sure if it'll be warm enough to have a barbecue. We'll have to.....

What does the underlined colour idiom mean in the following sentences?

1. I don't have any plans, so I'm just going to **play it by ear**. When I get there I will make some decisions.
2. I was planning to quit form my job many times, but I **kept my chin up** and kept trying to earn the respect of my boss.
3. I'm not sure how to do this assignment, but if we **put our heads together**, I think we might be able to figure it out.
4. Nasser wanted to give a speech at the conference, but he **got cold feet** at the last second. and was unable to speak.
5. We need to **put our back into** this project to pass our economic crises.

الأسئلة الوزارية  
السابقة

2016

Choose the suitable item from those given in the box to complete each of the following sentences.

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

Even if things have been difficult for you, always ..... everything will be normal soon.

2018

I'm not sure if it'll be warm enough to have a barbecue. We'll have to keep your chin up.

Replace the underlined body idiom with the correct one.

2018 وزاري

I really put my back into it, and I earned an A on the course.

Find an idiom that means "to put a lot of effort into something".

2019

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

تنبه/ي الى ما يطلبه السؤال

I don't think I'd be a very good accountant. I don't really get cold feet.

Replace the underlined body idiom with the correct one.

the green light وافق/سمح	permission / agree
red-handed متلبس	in the act of doing wrong
out of the blue غير متوقع	unexpectedly
a white elephant شيء ثمين دون الفائدة	a useless possession
feel / felt a bit blue الحزن	sadness/to feel sad
see /saw /seen /seeing red الغضب	anger /angry

Collocation	Meaning
do exercise يتدرب / يتمرّن	keep fit
do a subject يدرّس	study
draw up a timetable يعدّ جدول مواعيد	write a schedule
make a start يبدأ من جديد	begin
make a difference يحدث فارقا / يؤثر	change something
take a break يأخذ استراحة	relax

Use the collocations from exercise to complete the sentences.

- If you want to **lose weight**, you should .....every day.
- The **deadline is tomorrow**, and you haven't done anything yet! You really must.....
- If you send money **to charity**, you will..... to a lot of lives.
- You **look tired**. Why don't you.....?
- I need to **organise my time** better. I think I'll.....

يأتي السؤال بعدة أنماط ( املأ الفراغ حسب المعنى )

look up , earn , do a subject , compulsory , take a break

You look tired. Why don't you.....?



Study the following sentence and then answer the question that follows.

Salah is the best player in the world, he always **makes the difference** in the score.

What does the underlined collocation mean in the following sentences?

2018



تنب/ي الى ما يطلبه السؤال .

Replace the underlined missed collocation in the following sentence with the correct one.

If you send money to charity, you will **do exercise** to a lot of lives.

Choose the suitable item from those given in the box to complete each of the following sentences.

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

You can ..... the respect of your colleagues through your hard work and honesty.

### Functional language

Giving advice
If I were you ..... I would.
You should/ not .....
Why don't you .....
The main recommendation // reason is .....
Have you thought about .....

Showing result explain the consequence
There fore // as a result of // consequently // because of

Showing cause explain the reason
Lead to // due to // because //why // since // as

It's a mystery how the mistake .....

**A- Study the following sentence and answer the question that follows.**

Ahmad should **speed up** or he'll be late.

Replace the underlined phrasal verb with the suitable meaning. Write the new sentence down in your ANSWER BOOKLET.



W ( 2016 )

Choose the suitable item from those given in the box to complete each of the following sentences:

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

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

S ( 2016 )

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

1. Many large **companies** provide ..... To their employee when they **retire**.
2. Huda's ..... indicates she has the needed **experience** for the required job.
3. Scientific evidence shows that some ..... supplements are beneficial for **health**.
4. Tasha's organised participation in the seminar ..... and activate everyone there.

W ( 2017 )

dehydration , contradictory , keen , interpreter , tuition

1. Yousef's ..... sense of observation allowed him to notice that his keys were not where he had left them.
2. It is important to drink a lot of water in order to avoid .....
3. The new courses will give the beginners personal ..... in all types of outdoor photography.
4. Zaid justified the main ..... points between the two sides in the debate.

S ( 2017 )

lifelong , draw up , recall , cause offence , conflict

1. Meeting new people and developing..... friendships around the world are some benefits of studying abroad.
2. Polite children don't .....
3. Students need to ..... a revision timetable to organise their time better.
4. When two sides disagree and argue, there is a .....

W ( 2018 )

**rewarding , dialects , recall , gross demonstric product , developed nation**

1. Spoken and sign languages have different ..... and registers in every country.
2. Tourism is one of Jordan's biggest contributors to .....
3. The main feature of a..... is that it is socially and economically advanced.
4. Doing volunteer work can be a very .....experience for everyone.

**S ( 2018 )**

**compromise , online distance learning , headphones, earn , aware**

1. Please listen to the music through ....., so that you don't disturb anybody.
2. Are smokers well..... of the danger of smoking to their health?
3. Parents should encourage their children to ..... between what they want and what others want.
4. students can enroll onto ..... courses in some Jordanians universities.

**S ( 2019 )**

**recall , point out , headphones , work experience , small talk**

1. Can you ..... my mistakes when I speak, please?
2. I'm afraid I don't ..... your name. Could you tell me again?
3. Finding work can be challenging for graduates who don't have any .....
4. Saleem began the meeting by making ..... about his interesting experience in Egypt.

**Choose the suitable item from those given to complete each of the following sentences.**

**Write your answers in your ANSWERBOOKLET. (8 point ( w.2016)**

**symptoms , take , catch , email exchange , optimistically**

1. Some teachers depend on ..... to follow up with their students' assignment .
2. The teacher asked me to describe the ..... of my ailment precisely.
3. Brilliant students always .....their teachers' attention with their remarkable answer.
4. Safwan has spoken .....about his latest achievements in the medical field.

**1. email exchange 2. symptoms 3. catch 4. Optimistically**

Choose the suitable item from those given to complete each of the following sentences.

Write your answers in your ANSWERBOOKLET. (8 points)

(s.2016)

major , attend , make , legacy , side-effects

1. Although Ibn Bassal's name isn't widely known, his .....to the world has been great.
2. Medicine companies usually support researchers which try minimize the ..... of many drugs.
3. Fatima plans to .....several courses on prosthetic with specialized people.
4. King Hussein was a .....world figure in the twentieth century.

1. legacy 2. side-effects 3. attend 4. major

Choose the suitable item from those given to complete each of the following sentences.

Write your answers in your ANSWERBOOKLET. (8 points)

(w.2017)

calculation , sponsor , security setting , carbons footprint ,disabilities

1. People with visual ..... are now included in the Paralympics.
2. Mathematical geniuses are often able to do complicated .....very quickly.
3. People can work hard to reduce their .....by living a new environmentally-friendly lifestyle.
4. Large companies will ..... the next football games.

1. disabilities 2. calculation 3. carbons footprint 4. sponsor

herbal remedy, reputation, arithmetic, urban planning, disabilities

1. Many people believe that ..... helps them to be cured from common complaints such as insomnia.
2. The need for more effective ..... is evident when we consider modern day problems like traffic.
3. Poor customer service has ruined the company's .....
4. Ali's progress in ..... has been remarkable.

1. herbal remedy 2. urban planning 3. reputation 4. Arithmetic

Choose the suitable item from those given to complete each of the following sentences.

Write your answers in your ANSWERBOOKLET. (8 points)

( W.2018)

**access , renewable , handicrafts , world wide web , migraine**

1. More and more schools have begun posting their own homepages on the .....
2. If you have a ....., the best thing to do is to some medicine and rest somewhere quite.
3. Wind farms are example of ..... energy.
4. Various kind of .....will be shown at the exhibition.

1. world wide web 2. migraine 3. renewable 4. handicrafts

Choose the suitable item from those given to complete each of the following sentences.

Write your answers in your ANSWERBOOKLET. (8 points)

(S.2018)

**tiny , coma , sanitation , philosopher , visual arts**

1. Many communities still suffer from lack of clean drinking water and .....
2. It is amazing how huge trees grow from ..... seeds.
3. Photography and painting are two examples of .....
4. it is possible for neuroscientists to communicate with some patients in a .....

1. sanitation 2. tiny 3. visual arts 4. coma

Choose the suitable item from those given to complete each of the following sentences.

Write your answers in your ANSWERBOOKLET. (8 points) 2019

**seat belt , calculation , educational , tiny , sponsor**

1. Our new computers will read out the results of the ..... in a few seconds.
2. Clouds are formations of ..... drops of water in the sky.
3. You must always wear a ..... In a car whether you are the driver or a passenger.
4. When students go on school trips, they always learn new things because the trips are .....

1. calculation 2. tiny 3. seatbelt 4.educational

## GUIDED WRITING

Read the information in the table below then, in your ANSWER BOOKLET, write two sentences about reasons that make you energetic. Use appropriate liking words.

reasons that make you energetic
---------------------------------

- |   |
|---|
| <ul style="list-style-type: none"><li>-practice exercise regularly.</li><li>- avoid all kind of drinks which have caffeine at night.</li><li>- eat fruit and vegetable.</li><li>-go to sleep early.</li></ul> |
|---|

Read the information in the table below then, in your ANSWER BOOKLET, write two sentences about disadvantages of deforestation. Use appropriate liking words.

- raise the amount of carbon dioxide in the atmosphere.
- destroy habitats of many animals and plants.
- increase rates of soil erosion.
- affect the water cycle.

Ways to lose your weight
--------------------------

- |  |
|--|
| <ul style="list-style-type: none"><li>- You should drink 8 to 10 glasses of water.</li><li>- You should do exercises.</li><li>- You should use certain types vegetarian nutrition.</li><li>- You should reduce the amount of calories you eat.</li></ul> |
|--|

**How to save Forests?**

- avoid building residential areas.
- build parks for visitors.
- reduce cutting down trees.
- ban the criminals who cut trees.

.....

.....

.....

.....

**Read the information below, and then write two sentences about “How to sleep the night before the exam”?**

- forget all about the exam.
- do light exercise.
- have some milk.
- go to bed early.

.....

.....

.....

.....

**Why do people leave their home country?**

- find a better life.
- escape from poverty.
- learn about other culture.
- save money.

.....

.....

.....

.....

**Ways to foster creativity in children**

- create a creative atmosphere.
- allow children the freedom to explore their idea.
- encourage children to read for pleasure.
- give children the opportunity to disagree with you.

**The impacts of the arts on learning....**

- changing the learning environment.
- providing challenges to students.
- teaching students to become self-directed learners.
- teaching students ways and methods not normally used.

**How to improve education .... (W. 2018)**

- expand access to high- quality early child hood education programme.
- focus on recruiting , training and supporting teachers .
- upgrade infrastructure to provide proper learning environment .
- encourage schools that show improvement.



**Ways to start a speech .... (S.2018)**

- start with a positive statement.
- refer to a well-known person.
- quote from recent research.
- thank the organisers and audience.

**How to learn and memorise faster.....**

- exercise to clear your head.
- write down what needs to be memorise.
- study or practice in the afternoon.
- relate new things to what you already know.

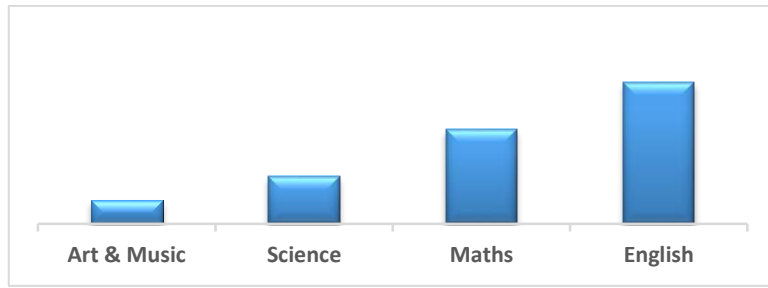
**Tips for growing a successful business..... (S.2019)**

- stay focused .
- provide great services.
- be creative.
- get organised.

**Benefits of walking .....(S.2019)**

- improves heart heath.
- aids weight loss.
- strengthens muscles.
- regulates blood pressure.

The most studied subject



.....

.....

.....

.....

**B-GUIDED WRITING**

(4 points)



Read the information in the table below, and write two sentences comparing and contrasting compulsory education in different countries.

Compulsory education in different countries	
England	5- 16
Jordan	6-16
Turkey	6-18
Japan	6-15

.....

.....

.....

.....

Imagine you are an editor in the Jordan times. You are asked to edit the following lines that have four mistakes (one grammar mistake, one punctuation mistake and two spelling mistakes). Find out these four mistakes and correct them. Write the answers down in your ANSWER BOOKLET.

Mr khalid who is a career advisor believe that Biolojy and Chemistry are the most important subjects for those who want to go on to study Dintistry at university. Maths is not as important , but it is compulsory and he would strongly recommend that they work harder on his subject because they cannot drop it.

I am doing an online postgreduate course in education. It is think that distance learning means that you don't socialize with other students? as you do when you are doing a face- to -face course. It's not true! Our class consists of 30 students from all over the world. We study at home and send our assignments to our totors by email and there are a lot of different class discussions on the Internet.

Language competence is becoming increasengly important for anyone who wants to travel or work abroad for a large glopal company. Remember, career direction is never too late to be studied or change. Studying in a lifelong activity – you're never too old to start!

All schools, from kindergarten to secondary, are the responsibility of the Ministry of Education in Jordan. Pre-school and kindergarten education is obtinal, follow ten years of free, compulsary education . for higher education , students enter university to , either for academic or vocational courses.

At international conferences, people from different countries talk to each other through **interpreters** . They listen to the words which **is said** through headphones and then **trenslate** them into the listener's native language while the speaker is talking !

At international conferences, people from different countries talk to each other through **interpreters** . They listen to the words which **is said** through headphones and then **trenslate** them into the listener's native language while the speaker is talking !

**Nutrision** is very important, You should try to eat as much fresh fruit and vegetables as you can. It **was** essential not to become **dehydrited** , so drink lots of water.

The night before the exam it's a good idea to **prepared** yourself for the next day: make sure you've got all the details about the exam , In the morning , you have a **nutretious** breakfast and drink enough water to avoid **dehidration**.

A Green Cornfield// Christina Rossetti

The rhyme scheme is a b a b.

Vocabulary	
<b>speck</b>	small
<b>accord</b>	agreement
<b>tender</b>	fresh and young
<b>unseen</b>	hidden
<b>stalks</b>	upright plants
<b>paused</b>	stop
<b>swift</b>	fast

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

The poet describes how \_\_\_\_\_ she feels as she walks through a cornfield.

(*content* , *sad* , *lonely*)

As the poet walks along, the poet sees a skylark.....

(*flying away from the cornfield* , *flying in the sky* , *falling towards her*).

The skylark doesn't sing as it flies.....

(*lower* , *higher*).

Butterflies.....in the cornfield.

(*sit quietly* , *move slowly* , *move quickly*)

The poet knows that the skylark's nest is.....the cornfield.

(*visible in* , *hidden in* , *far away from*)

She.....that its companion is also listening somewhere in the cornfield.

(*notices* , *imagines* , *knows*)

**1** The poet uses many **examples** of **alliteration**. Find one example.

singing speck / singing skylark soared/ silent sank and soared to sing/ listening long / While swift the sunny moments slid/

**2** Find two references to another listener, apart from the poet herself, in lines 10 to 16 of the poem.

Who or what is this listener?

1. I knew he had a **nest** unseen. 2. Perhaps his **mate** sat listening long.

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

Perhaps his **mate** sat listening long, and listened longer than I did.

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

And as I paused to hear his song

While swift the sunny moments slid,

Perhaps his mate sat listening long,

And listened longer than I did.

**1. Why did the poet stop in the cornfield?**

**2. How did time pass when the poet was listening to the skylark?**

**3. Find an example of alliteration in the above stanza.**

**4. What is the effect the poet is trying to achieve with alliteration?**

## Around the World in Eighty Days (by Jules Verne)

Parsee	a person living in South Asia.
Howdah	a seat for riding an elephant
bungalow	A house with one floor.
hamlet	small village/ few people and houses.
steamer	ship
wry grimace	pain or unhappiness
Growing warm	getting annoyed

1. Which words tell us that the elephant was kept safely away from direct contact with humans?

**Enclosed within some high palings,**

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

**The railway isn't finished**

3 How does Mr Fogg deal with the situation when he discovers that his train journey cannot continue? How does his attitude differ from that of Sir Francis?

**Fogg calm and confident // Sir Francis angry**

4 Why did the Indian man decide to rear an elephant?

**He wanted it for fighting.**

5 How do we know that the elephant is not aggressive?

**It still preserved its natural gentleness.**

6 How many people travel on the elephant?

**Four – the guide, Passepartout, Sir Francis and Mr Fogg.**

### Complete the sentences with the correct word.

1 The conductor is..... about having sold a ticket to Allahabad to the travellers, even though the train will not take them there.

( **confident**    **enthusiastic**    **unapologetic** )

2 Mr Fogg is..... that he will still complete his journey in eighty days.

( **confident**    **enthusiastic**    **unapologetic** )

3 Passepartout feels.....about the prospect of walking the rest of the way to Allahabad.

( **confident**    **worried**    **unapologetic** )

4 Mr Fogg remains..... while he negotiates the sale of the elephant.

( **calm**    **worried**    **unapologetic** )

5 The guide is very..... about making the journey by elephant.

( **confident**    **enthusiastic**    **unapologetic** )

6 ..... is prepared to walk the rest of the way to Allahabad.

( **Sir Francis**    **Passepartout**    **Phileas Fogg** )

7 ..... thinks that two thousand pounds is too much to pay for an elephant.

( **Sir Francis**    **Passepartout**    **Phileas Fogg** )

8 ..... does not know where they are when the train stops.

( **Sir Francis**    **Passepartout**    **Phileas Fogg** )

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

1 time: = Mr Fogg, this is a delay greatly to your disadvantage.' 'No, Sir Francis; it was foreseen.'

2 money: = Phileas Fogg, without getting in the least flurried, then proposed to purchase the animal outright, and at first offered a thousand pounds for him. The Indian, perhaps thinking he was going to make a great bargain, still refused.

3 transports: = the animal's instruction in this direction had not gone far.

- **Kiouni – this was the name of the elephant**

### Literature spot وزاري

**Read the following extract from *A round the World in Eighty Days* carefully, then answer the question that follows:**

Yet you sell tickets from Bombay to Calcutta,' retorted Sir Francis, who was growing warm. 'No doubt,' replied the conductor, 'but the passengers know that they must provide means of transportation for themselves from Kolby to Allahabad.'

**What is the expression that is used to mean that Sir Francis is getting annoyed?**

**Read the following lines which are taken from *A round the World in Eighty Days* carefully, then answer the questions that follow:**

They soon reached a small hut. Enclosed within some high palings, was the animal in question. An Indian came out of the hut, and, at their request, conducted them within the enclosure. The elephant, which was reared as a half-domesticated animal.

1. How was the elephant reared?
2. Which words tell you that the elephant was kept safely away from direct contact with human?

**Read the following lines from *A round the World in Eighty Days* carefully, then answer the questions that follow:**

'Not at all, but I knew that some obstacle or other would sooner or later arise on my route. Nothing, therefore, is lost. I have two gained days to sacrifice. A steamer leaves Calcutta for Hong Kong at noon, on the 25th.

1. What form of transport is a *steamer*?
2. Write down the two *cities* which are mentioned in the above lines.

Phileas Fogg, without getting in the least flurried, then proposed to purchase the animal outright, and at first offered a thousand pounds for him. The Indian, perhaps thinking he was going to make a great bargain, still refused.

1. What idea do the above lines represent?
2. How **much money** did Phileas Fogg at first offer for buying the elephant?

**Read the following extract from *A round the World in Eighty Days* carefully, then answer the questions that follow:**

The train stopped at eight o'clock, in the midst of a glade some fifteen miles beyond Rothal, where there were several bungalows and workmen's cabins. The conductor, passing along the carriages, shouted, 'Passengers will get out here!'

1. What kind of house is a bungalow?
2. Where did the train stop?