

مكتف اللغة الانجليزية للفروع المهنية للعام ٢٠٢٠ (جيل ٢٠٠٢)

يحتوي هذا المكتف على المواضيع التالية

✓ * قواعد الفصلين بالنمط القديم و النمط الجديد بنظام الدوائر

✓ * مادة الحفظ

* الكتابة الموجهة

✓ * و الاشتقاق

✓ * كلمات المادة

✓ * قطع الوحدة الرابعة و التاسعة و العاشرة بنمط الدوائر

يحتوي هذا المكتف على جميع اسئلة الكتاب مع اجابتها و حسب الصيغة الوزارية

يحتوي هذا المكتف اكثر من ١٩٠ علامة من اصل ٢٠٠

✓ احفظ جمل المكتف لأنها ستأتيك في الوزارة دون تغيير

محبكم : فراس ابو كرم

٠٧٩٩٥٢٢١٦٠

See You At The Top

أراك في القمة



ضمائر الوصل

هنا يعطيك هذه الخيارات (when , where , who , which)

The thing + الشيء (which)

The subject المادة الدراسية

The event الحدث

Prize الجائزة

Museum المتحف

Word الكلمة

Book الكتاب

Stable الاصطبل

The person + الشخص (who)

Ibn Sina ابن سينا

someone شخص ما

Friend صديق

The time + الوقت (when)

The year السنة

hour الساعة

The month of Ramadan شهر رمضان

Day اليوم

The place المكان + (**where**)

The country البلد

France فرنسا

تطبيق

1. The **subject**I like most of all is Geography .
(where , who, **which** , when)
2. The **person**has influenced me most was my father .
(where , **who**, which , when)
3. The **person**opened the museum was Queen Rania .
(where , **who**, which , when)
4. The **year**Petra was World Heritage Site was 1985 CE .
(where , who, which , **when**)
5. The **thing**..... made the journey unpleasant was the heat .
(where , who, **which** , when)
6. The **prize**Huda won last year was for Art .
(**which** , who , when , where)
7. She came from **France** she had spent a vacation .
(**where** , who, which , when)
8. He still remembers **the day** he first met you.
(**when** , where , why , whom)
9. **Ibn Sina**is also known as Avicenna was a polymath .
(**who** , whose , which , where)
10. **The walls and huge corner towers of the castle**, was built at the beginning of the fourth century CE, are still standing .
(**which** , where , when , who)
11. There are also about **twenty-three stables** **horses may** have been kept. (**where** , who , which , when)
12. It was the **month of Ramadan** IbnSina died, in June 1037 CE.
(**when** , which , where , who)
13. Ibn Sina wrote on early **Islamic philosophy**..... included many subjects, especially logic and ethics. (**which** , where , when , who)
14. **London**..... is a huge city the capital of the UK .
(**which** , , when , who , whose)

ملاحظة : اذا كان قبل الفراغ اسم مكان و جاء بعد الفراغ is / was يكون الحل **which**

cleft sentences الجملة المنقسمة

1. The thing الشيء
اكتب الشيء + is// was + اكتب الجملة كاملة ماعدا الشيء + which + The thing

The subject المادة الدراسية

The event الحدث

إذا كان
نصف الجملة مضاف
إذا كان
نصف الجملة مضاف

2. The person الشخص + who + اكتب الجملة ماعدا الشخص + is// was + اكتب الشخص

3. The time الوقت + when + اكتب الجملة ماعدا الوقت + is// was + اكتب الوقت
The year السنة

The hour الساعة

4. The place المكان + where + اكتب الجملة ماعدا المكان + is// was + اكتب المكان
The country البلد

حالة رقم ٢ و هي حالة (It..)

تكملة الجملة + that + الشيء المؤكد الذي تم اختياره + (للماضي was / للمضارع is) + It

ملاحظة : الجملة التي تبدأ It فإن ضمير الوصل that نستخدمه مع كل الحالات .

The Olympic Games were held in London in 2012 CE.

It was.....

the Olympic Games that were held in London in 2012 CE. الحل الاول

in 2012 CE that the Olympic Games were held in London. الحل الثاني

in London that the Olympic Games were held in 2012CE . الحل الثالث

في حالة اعادة كتابة (تطبيق على الحالتين معا)

1. Huda won the prize for Art last year.

The **person**

It was

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

The **year**.....

It

3. My father has influenced me most.

The **person**

It.....

4. Queen Rania opened the Children's Museum of Jordan in 2007 CE.

The **person**

It was Queen Rania

5. I stopped working at 11p.m.

The **time**

It was

6. I like Geography most of all.

The **subject**

It.....

7. The heat made the journey unpleasant.

The **thing**.....

It.....

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

The **time**

9. The Olympic Games took place in London in 2012 CE.

The **event**.....

10. Jabir Ibn Hayyan did his research in a laboratory in Iraq .

The **country**.....

It was Iraq.....

الاجابة

1. **who** won the prize for Art last year was **Huda**.
Huda that won the prize for Art last year .
2. when Petra was made a World Heritage Site was **1985CE** .
was Petra that was made a World Heritage Site in **1985CE** .
3. **who** has influenced me most is my father.
is my father that has influenced me most.
4. **who** opened the Children's Museum of Jordan in 2007 CE was **Queen Rania**.
that opened the Children's Museum of Jordan in 2007 CE.
5. when I stopped working was **11p.m.**
at 11 p.m. that I stopped working
6. which I like most of all is **Geography**.
is **Geography that** I like most of all .
7. **which** made the journey unpleasant was the heat
was the heat that made the journey unpleasant
8. when Al-Jazari invented the mechanical clock was **the twelfth century** .
9. which took place in London in 2012 CE was **the Olympic Games**.
10. where Jabir Ibn Hayyan did his research in a laboratory was **Iraq** .
that Jabir Ibn Hayyan did his research in a laboratory .

(الوحدة التاسعة) I wish

افعال شاذة لا بد من معرفتها

Bring	Brought	brought
Buy	Bought	bought
Catch	Caught	caught
Forget	Forgot	forgotten
Understand	understood	understood
Eat	Ate	eaten
Do	Did	done
Speak	Spoke	spoken
Be	was//were	been
Get	Got	got
Lose	Lost	lost
Have	Had	had
Know	Knew	known
Read	Read	read
Take	Took	taken

I wish = If only

قواعد I wish

- ماضي تام منفي $\xrightarrow{\text{بكيوداى}}$ ماضي بسيط (ت ٢) $\xrightarrow{\text{ت ٢}}$ hadn't + ت ٣
 played $\xrightarrow{\text{ت ٢}}$ hadn't played
 في حالة وجود فعل ت ٢ ضع hadn't قبله و حوله من ت ٢ الى ت ٣

إذا كان الفعل منتهي ب ed فقط ضع hadn't قبله

- ماضي تام $\xrightarrow{\text{بكيوداى}}$ ماضي بسيط منفي $\xrightarrow{\text{ت ١}}$ didn't + ت ٣
 had + ت ٣

هنا حول didn't الى had و من ثم حول الفعل الموجود بعد didn't من ت ١ الى ت ٣

didn't play $\xrightarrow{\text{ت ١}}$ had played

• { is am are	سَمَكِلْ دِي	weren't
• { isn't am not are not		were
• was were		hadn't been
• { wasn't weren't		had been
• have has		hadn't
• haven't hasn't		had

تطبيق

1. I **bought** these tight shoes
I wish
2. I **have** forgotten my book
I wish
3. I **am** old .
I wish
4. I **was** wrong
I wish
5. I **didn't eat** before I went to the conference
I wish
6. Firas **forgot** to do his science homework
I wish
7. I **ate** many sweets
I wish

8. I **wasn't** able to come to the party
I wish

الاجابة

1. I **hadn't** bought.....
2. I **hadn't** forgotten
3. I **weren't** old .
4. I **hadn't** been wrong .
5. I **had** eaten before
6. Firas **hadn't** forgotten to
7. I **hadn't** eaten
8. I **had** been able.....

افكار على الدرس

١. اذا كان في الجملة الفعل regret احذفه و ضع مكانه **hadn't** ثم حول للفعل الذي بعده من ت ١ الى ت ٣

regret + ing تحويل الى hadn't + ت ٣
نمض **regret playing** **hadn't played**

٢. اذا ابتدأت الجملة بهذه التراكيب احذفها و حول الجملة التي بعدها

sorry that اسف

oh no

٣. اذا كان وسط الجملة so , قم بحذفها و حذف الجملة التي بعدها . اذن التحويل سيكون على الجملة الاولى.

٤. في حالة جملتين بينهما نقطة . احذف الجملة الثانية و حول الجملة الاولى

٥. اذا كان في الجملة should have حولها الى **had**

ن

تطبيق على الدرس

1. Sultan **forgot** to do his Science homework .
If only -----
2. **Oh no** ! I **have** forgotten my library book . I left it at home.
I wish -----

3. Our team **didn't play** very well yesterday.
If only ----- .
4. I **didn't do** much revision .
If only..... .
5. I **didn't know** much about the company .
I wish.....
6. I **didn't eat** before I went to the conference
I wish.....
7. I **regret doing** the deal now.
I wish -----
8. Samia **regrets being** angry at breakfast .
I wish.....
9. I **am sorry that I didn't read** the book.
I wish -----
10. Ali **should have** been more careful with his essay. He didn't get a good mark .
Ali wishes -----.
11. I **bought** these shoes . They hurt me .
I wish.....
12. Mahmoud **didn't consult** his career advisor, **so** he felt sorry .
Mahmoud wishes

الاجابة

1. Sultan **hadn't forgotten to do his Science homework** .
2. I **hadn't forgotten my library book**
3. our team **had played**
4. I **had done**
5. I **had known**
6. I **had eaten before I**
7. I **hadn't done the deal now** .
8. Samia **hadn't been angry at breakfast** .
9. I **had read the book** .
10. he **had been**essay .
11. I **hadn't bought these shoes** .
12. He **had consulted his career advisor** .

هذا الدرس في حال الدوائر (متوقع)

المضارع	الماضي
ت // فعل في اخره ي	ت ٢
(play و playam) تسمي	
have / has	could
is // are	would
can/ will	was
	were
don't/ doesn't	didn't

(الزمن يجب ان يكون ماضي و ليس مضارع) فراغ..... If only

(الزمن يجب ان يكون ماضي و ليس مضارع) فراغ..... I wish

في حالة اعطاءك جملة واحدة يكون الحل ماضي . يعطيك ٣ خيارات مضارع و خيار واحد ماضي . هنا اختر الماضي

و لكن في حالة اعطاءك جملتين . انظر الى الفعل في الجملة الاولى

- اذا كان الفعل مضارع يكون حل الفراغ الموجود في الجملة الثانية ماضي بسيط أي تصريف ثاني للفعل (was , were , didn't + مجرد , had , played ,)
- اذا كان الفعل ماضي يكون حل الفراغ ماضي تام (had + ت ٢ || had + ت ٢) (had been , hadn't been , had had , hadn't had , had played , hadn't played ,

تطبيق

1. I **can** do this exercise . I **wish** Iit .
(**understood** , understand , understanding , had understood)
2. Mr Firas **does** not understand the Chinese businessman . If only he
.....Chinese . (**spoke** , speaks , had spoken , has spoken)
3. Jordan **needs** to import a lot of oil . **If only** itlarger oil reserves .
(**had** , has , had had , has had)
4. I wish Ithe answers (**knew** , know , have known , will know)
5. I wish wein a bigger flat .(**lived** , have lived , live , are living)
6. He **wishes** hetaller (**was** , is , has)
7. He **wishes** hetaller (**were** , is , has)
8. If only weolder . (**were** , are , have been)
9. I **regret** the deal now . I wish weit .
(**hadn't done** , didn't do it , don't do , haven't done)
10. We are late . If only we.....the earlier bus .
(**had caught** , have caught , catch , are catching)

11. She **wishes** shemore classic novels in Grade 11 .
 (**had read** , has read , reads , is reading)
12. Samia **regrets** being angry at breakfast . If only sheangry at breakfast .
 (**hadn't been** , haven't , hasn't , isn't)
13. Sara **has** many problems . If **only** shemore money . (**had** , has , had had)
14. Sultan **forgot** to do his homework . If only heto do that .
 (**hadn't forgotten** , forgets , didn't forget)
15. Nader **should have** been more careful . He wishes hemore careful .
 (**had been** , should been , hadn't been)
16. If only I ----- **lost** my ticket ! (**hadn't** , didn't , haven't , don't)
- شرح مثال ١٦ : الحل ماضي و هما Hadn't/ didn't. فما الفرق بينهما ؟! انظر بعد الفراغ . بعد الفراغ ت٣

ت١ + didn't

ت٣ + hadn't

Lose – lost –lost

مهم جدا للوزارة (الحالة الثالثة) If 3

If , would have + ت ٣

would have + ت ٣ if

نعرف انها الحالة الثالثة من درس (If) اذا كان في الشق الثاني would have +

could have + ت ٣

might have + ت ٣

الحل في الفراغ يكون ماضي تام (had + ت ٣)

1. If Ihis phone number , I **would have** contacted him .
(had known , knew , know , would have known)
2. If Ia headache yesterday , I **could have** done well in the test .
(hadn't had , had , have , would have)
3. If Firas **hadn't left** his camera , heable to take a picture .
(**would have been** , will have been , can have been , may have been)
4. If Firas **hadn't left** his camera , hehave been able to take a picture . (might , will , can ,)

تلخيص حالات if (الاولى و الثالثة و الصفر)

If , <u>will</u>	الحل : مجرد او فعل في اخره
If....., <u>would have</u> + ت ٣	had + ت ٣
If , will لا يوجد Would لا يوجد	الحل : مجرد او فعل في اخره

1. If heme , I **will** help him . (helps , helped , had helped)
2. If heme , I **would have helped** him . (helps , helped , had helped)
3. If youwater , it boils . (heat , heated , had heated)

هنا لا يوجد Would/ will

من الممكن ان يستبدل كلمة Unless بـ If اذا

IF I were you متى يكون الحل
Why don't you متى يكون الحل
You could متى يكون الحل

تراكيب النصيحة

1. If I were you , I would (would = 'd)

If I were you إذا جاء بعد الفراغ فاصلة يكون الحل

2. Why don't you? سؤال ينتهي بعلامة سؤال

Why don't you الحل (?) يكون الحل

3. You could مجرد

You could إذا لم ياتي بعد الفراغ فاصلة و لم تنتهي الجملة بنقطة استخدم

امثلة توضيحية

1.consider doing voluntary work ? (Why don't you , If I were you , You could)
2. , I'd find out about training courses . (Why don't you , If I were you , You could)
3.do a course in English . (Why don't you , If I were you , You could)

مادة الحفظ

متلازمات Collocations

المعنى	الاسم	الفعل
يعمل خطأ	a mistake	<u>make</u>
يجري حوار صغير	a small talk	<u>make</u>
يسبب الإهانة	offence	<u>cause</u>
يصافح	hands	<u>Shake</u>
يستحق الاحترام	respect	<u>earn</u>
يسأل سؤال	questions	<u>ask</u>
يلتحق بشركة للعمل بها	a company	<u>join</u>

By working hard , you will the respect of your boss .
(earn , make , join , ask)

متلازمات Collocations

نمو اقتصادي growth economic
تأثير سلبي effect negative
أثر الكربون footprint carbon
مواصلات عامة transport public
نفايات حيوية waste biological
تخطيط حضري / عمراني planning urban

1. Hospitals need to dispose of a lot ofwaste, and it should be carefully managed because it can be dangerous .
(urban , **biological** , public , negative)

الاشتقاق

هناك مقاطع تكون آخر الكلمة نعرف من خلالها إذا الكلمة

اسم أو فعل أو صفة أو ظرف

الظرف	الفعل	الصفة	الاسم
ly	ify	ous	ion
	ise	ible	ence
	ize	able	ance
		ant // ent	ency
		ive	ancy
	te	ed	ment
	إذا لم ينتهي الفعل بأحد هذه المقاطع يكون الفعل اصغر كلمة في الخيارات	al	ity// y
		ic	ian
			ism/// asm
			ist
			ess

ملاحظة : حسب نموذج الوزارة السابق فإن سؤال الاشتقاق مكانه السؤال الثاني فرع B .

و لكن ان تغير النمط و كان الامتحان جميعه دوائر ، حتى تميز سؤال الاشتقاق عن بقية الاسئلة ، انظر الى الخيارات الثلاثة او الاربعة ، ستلاحظ انها متشابهة كلها بالأحرف الاولى و لكن مختلفة بالأحرف الاخيرة. انظر الى الامثلة التوضيحية تحت . (الاختلاف سيكون في المقاطع التي من خلالها تعرف اذا الكلمة فعل او اسم او صفة او ظرف) .

(educate , education , educational , educationally)

(success , successful , successfully)

(achieve , achievable , achieved)

(organize , organized , organization)

الفعل

متى نستخدم الفعل ؟؟؟؟

1. بعد to

to.....

2. بعد المودالز

(will , would , won't , shall , should , can , can't , could , may , might , must)

will.....

3. بعد (don't , doesn't , didn't)

don't.....

وفي حالة السؤال بعد

do كلمة ؟

does كلمة ؟

did كلمة ؟

4. بعد ضمائر الوصل who , which

who.....

تطبيق على الفعل

1. If you ever need any help , you know you **can**on me .
(dependent , **depend** , dependence)
هنا الفعل اصغر كلمة لعدم وجود مقاطع الفعل
2. They had **to**against several larger companies to get
contract . (competence , competent , **compete**)
3. If you work hard , I'm sure you **will**
(success نجاح , **succeed** ينجح , successful)

ملاحظات :

succeed ينجح . (فعل)

discover يكتشف (فعل)

arithmetic علم الحساب (اسم)

الاسم
متى نستخدم الاسم ؟؟؟؟

1. بعد الأسماء

a
an
the

2. كلمة + أداة

المقصود هكذا

a + كلمة +
an + كلمة +
the + كلمة +

توضيح : a postgraduate

3. بعد أحرف الجر

(of , in , on , at , for , from , out , into ,)

of.....

4. بعد الكميات و الأرقام

(all جميع , some بعض , many , much كثير , several كثير , few , little قليل , any ,
no , one , two ,)

some.....

5. بعد الملكية

نعرف الملكية من طريقتين و هما

ضمائر الملكية السبعة (my , his , her , its , your , their , our)

's Ali's

My.....

Zein's.....

6. بعد الصفات

بعد الصفات أسماء

greatعظيم.....
newجديد.....
ground-breakingجديد.....
musicalموسيقي.....
mathematicalحسابي.....
importantهام.....
usefulمفيد.....
goodجيد.....
correctصحيح.....
highعالي.....

تطبيق على الاسم

1. The Middle East is famous for **the** of olive oil .
(produce , **production** , productive)
2. My father bought our house with **an**from his grandfather .
(inherit , inheritable , **inheritance**)
3. Al-Kindi made an important **mathematical**
(اكتشاف **discovery** , مكتشف **discoverer** , يكتشف **discover**)
قبل الفراغ صفة . بعد الصفات اسماء
4. Omar quickly proved **his**in his new position .
(competent , **competence** , compete)
5. If you have a **postgraduate** , you will get the job
quickly . (qualify , **qualification** , qualified)

الوقت الذي لا نقتله بالعمل يقتلنا بالملل

فراس ابو كرم (٠٧٩٩٥٢٢١٦٠)

الصفة
متى نستخدم الصفة ؟؟؟

1. بعد (عائلة)
بعد (is , are , am , was , were , be , been , being)
is.....
is not.....

إذا كان قبل الفراغ احد اشكال Be ضع في الفراغ صفة لكن ان جاء بعد الفراغ فعل في اخره () او
تصريف ثالث للفعل ضع في الفراغ ظرف.

is (الحل صفة)
لكن

isت (الحل ظرف)
ising (الحل ظرف)

2. the most.....
more.....
less.....

3. well-
بعد الشرطة الصغيرة صفة

4. بعد (very , too , so , extremely , fully , terribly , highly)
very.....
highly.....

5. بعد هذه الأفعال
(become أصبح , turn , feel , look يبدو , remain)

become.....

6. قبل الأسماء صفات

.....manner طريقة
..... document وثيقة
..... treatments علاجات
..... degrees شهادات
..... trials تجارب

تطبيق على الصفة

1. Who was **the most**writer in the twentieth century ?
(influence , **influential** , influentially)
2. Scholars have discovered **an****document** وثيقة from the twelfth century . (origin , **original** , originally)
3. I believe I can **be**in any position .
(succeed , success , **successful**)
4. Congratulations on a **very**business deal .
(succeed , **successful** , successfully)
5. Well done ! All your answers **were**
(correction , **correct** صحيحة , correctly)
6. 32. Nadia made a**presentation** محاضرة at a seminar in Amman last month . (success , successfully , **successful**)
7. Is one side of the brain **more**than the other ?
(dominate , **dominant** , dominance)

ملاحظة : في حالة اعطاءك دليل على استخدام الاسم مثل الأدوات ، انظر بعد الفراغ فإذا جاء بعد الفراغ اسم ضع في الفراغ صفة . لكن ان لم يأت بعد الفراغ اسم ضع في الفراغ اسم .

a.....
an.....
the

(هنا الحل اسم)

a.....اسم
an.....اسم
the.....اسم

(هنا الحل صفة)

الظرف
متى نستخدم الظرف ؟؟؟؟

1. ,
إذا ابتدأت الجملة بفراغ وجاء بعد الفراغ مباشرة فاصلة ضع في الفراغ ظرف
2. قبل الصفات ظروف
..... difficult صعب
.....dangerous خطير
3.+ ت
.....+ ing فعل في اخره
4. had.....
have.....
has.....
5. إذا انتهت الجملة بفراغ و لم يكن قبل الفراغ دليل على اسم أو صفة أو فعل ضع في الفراغ ظرف.
I speak English

تطبيق على الاشتقاق

1. Al-Kindi made an important **mathematical**
(discover , discoverer , **discovery**)
2. Scholars have discovered an**document** وثيقة from the ninth century . (origin , **original** , originally)
3. The woman used her **father's**to build a new house .
(inherit , **inheritance** , inheritable)
4. My father bought our house with anfrom his grandfather .
(inherit , inheritable , **inheritance**)
5. Bedouin tribes and villagers use sheep's wool and camel hair torugs . (production , **produce** , productive)

تطبيق رقم ٢ على الاشتقاق

1. Complementary medicine cannot be used for all**treatments** العلاج .
(medicine , **medical** , medically)
2. These days , many Complementary medicine consultants have**degrees** شهادات . (medicine , **medical** , medically)
3. Jordan **is**to making healthcare for all a top priority .
(commit , commitment , **committed**)
4. These students **are fully**to finding solutions to the world's energy problems . (commit , commitment , **committed**)
5. Masadar city is a zero-waste- **created** city .
(artifice , artificial , **artificially**)
6. In the near future ,**arms** اندرع will have taken the place of today's prosthetic limbs .
(artifice , **artificial** , artificially)
7. My grandfather has to take a lot of
(**medicine** دواء , medical , medically)
بعد حرف الجر يأتي اسم . الخيارات لا تحتوي على مقاطع الاسم . هنا احصر الخيارات أي الكلمة الثانية صفة و الثالثة ظرف . تلقائيا الحل سيكون الكلمة المتبقية .
8. You must not take awithout consulting a physician .
(**medicine** دواء , medical , medically)
9. His book became the most famous**textbook** كتاب ever .
(medicine , **medical** , medically)

تطبيق رقم ٣ على الاشتقاق

1. Jabir ibn Hayyan is most well-known for **the** of sulphuric acid .
(produce , productive , **production**)
2. This conservatoire teach **musical**and composition .
(**harmony** , harmonious , harmonise)
3. This conservatoire teach musical **harmony** and
(compose , **composition** , composer)
4. He was able tomusical theory .
(revolution , revolutionary , **revolutionize**)
5. AL-Kindi was a (**mathematician** , mathematical , mathematics)
6. Al-Kindi made many important **discoveries**
(mathematician , **mathematical** , mathematics)
7. He made a **ground-breaking**in this field .
(discover , **discovery** , discoverer)
8. A mathematician is someone who works with **and arithmetic**
(**geometry** , geometrical , geometrically)
9. Karam is good with numbers and calculations . He scores high in
(**arithmetic** , arithmetical , arithmetically)
10. Electric , driverless cars **will**as public transport vehicles .
(**operate** , operation , operational)
11. There's **some**of this megaproject . (criticize , critical , **criticism**)
12. Masadar city is a carbon -.....**city**
(neutralize , **neutral** , neutrality)
13. **The**of his book was enormous . (**influence** , influential , influentially)

رسالة الى طموحي و هدفي :

حين يكون الحب كبيرا و المحبوبة قمرا

لن يتحول هذا الحب الى حزمة قش تأكلها النيران

فراس ابو كرم (٠٧٩٩٥٢٢١٦٠)

The Arab world has many famous chemists in its history, but the person who is known as **the founder of chemistry** مؤسس الكيمياء is probably **Jabir ibn Hayyan**. He is most well-known for the beginning of the **production of sulphuric acid** حامض الكبريت. He also **built a set of scales** مجموعة ن الموازين which changed the way in which chemists weighed items in a laboratory. **His scales** موازينه could weigh things over 6000 times smaller than a kilogram اصغر من الكيلو بستة الاف مرة.

Ali ibn Nafi is also known as **'Ziryab'** (or **'Blackbird** العنديل الاسمر), because of his **beautiful voice** بسبب صوته الجميل. He was a gifted pupil of a famous musician from Baghdad, and it was his talent for music that led him to **Cordoba** قرطبة in the **ninth century CE** في القرن التاسع. He was the guest of the Umayyad ruler there. **He is the person who established** اسس **the first music school** مدرسة موسيقية in the world in **Cordoba, Al-Andalus** في قرطبة في الاندلس, teaching musical harmony and composition. He revolutionized musical theory, and is also **the person who introduced** قدم **the oud** آلة العود to Europe الى اوربيا.

Fatima al-Fihri was the daughter of a **wealthy businessman** رجل اعمال غني. She used **her father's inheritance** ميراث والدها **to build a learning centre** لبناء مدرسة in **Fez, Morocco** في فاس في المغرب. This learning centre became Morocco's top university, and it is where many students from all over the world come to study. Moreover, it was **Fatima's sister** اختها, **Mariam**, who **supervised the building of the Andalus Mosque** بناء مسجد الاندلس, which was not far from the learning centre.

Al-Kindi was a physician, philosopher, mathematician, chemist, musician and astronomer – a true **polymath** موسوعة. He made ground-breaking discoveries in many of these fields, but it is probably **his work** عمله **in arithmetic and geometry** في علم الحساب مشهور that has made him most **famous** مشهور.

1. The article is about (**important Islamic achievements** انجازات اسلامية مهمة , health in Jordan , Technology)
2. The person who is known as the founder of chemistry is probably (**Jabir ibn Hayyan** , Alkindi , Ali ibn Nafi)
3. Jabir ibn Hayyan is most well known for the beginning of the production of (**sulphuric acid** , battery acid , fertilizer acid)
4. Jabir ibn Hayyan built a set of (**scales** , knives , web pages)
5. Jabir ibn Hayyan's scales could weigh things over times smaller than a kilogram. (**6000** , 600 , 60)
6. Ali ibn Nafi is also known as (**'Ziryab'** , Jabir , Ahmed)
7. Ali ibn Nafi is also known as 'Blackbird', because of..... (**his beautiful voice** , his poetry , his books)

8. Ali ibn Nafi's talent for music led him to..... in the ninth century CE.
(**Cordoba** , Cairo , Bagdad)
9. Ali ibn Nafi' established..... in the world in Cordoba, Al-Andalus ..
(**the first music school**, space schools , law schools)
10. Ali ibn Nafi' introduced the to Europe. (**oud** , violin , guitar)
11. Ali ibn Nafi' introduced the oud to(**Europe** , America , Australia)
12. Fatima al-Fihri was the daughter of a businessman.
(**very rich** غني جدا , poor , very poor)
13. She used her father's inheritance to build
(**a learning centre in Fez, Morocco** , a music school , a laboratory)
14. Fatima's sister,, supervised the building of the Andalus Mosque.
(**Mariam** , Huda , Najwa)
15. Fatima's sister supervised the building of
(**the Andalus Mosque** , the laboratory , the music school)
16. Al-Kindi was a(**polymath** يعرف في مواضيع كثيرة , blacksmith , carpenter)
17. Al-Kindi's work in has made him most famous.
(**arithmetic and geometry** , fine arts , botany)

كلمات القطعة

1. Ground-breaking جديد : 1.new 2.innovative
2. Musical harmony الانسجام الموسيقي : good sound in music
3. Revolutionized غير : changed the way people do something
4. Inheritance الميراث : money you get from someone after they die
5. Polymath خبير في مواضيع كثيرة : 1.someone who has knowledge about many subjects 2, experts in many subjects
6. Composition مقطوعة موسيقية : a piece of music
7. Geometry هندسة الاشكال : a branch of math deal with lines , curves
8. Arithmetic علم الحساب : 1.a branch of math deal with calculations 2. study of numbers
9. Talent موهبة : special ability
10. Founder مؤسس : the person who starts something new
11. Scales الميزان : instruments to measure weight
12. Laboratory مختبر : a room for scientific experiments

ضمائر القطعة بالترتيب

ضمائر الفقرة الاولى

1. Its : the Arab world
2. Who : the person
3. He// He : Jabir ibn Hayyan
4. Which: a set of scales
5. Which : the way
6. His : Jabir ibn Hayyan

ضمائر الفقرة الثانية

1. His/ he/him/he: Ali ibn Nafi'
2. There : Cordoba قرطبة
3. He/ who /He/who : Ali ibn Nafi'

ضمائر الفقرة الثالثة

1. She / her : Fatima al-Fihri
2. It: learning centre
3. Where : in learning centre
4. Who : Maryam
5. Which : the Andalus Mosque

ضمائر الفقرة الاخيرة

1. He/ his / him : AL-Kindi

Ibn Bassal was a writer , a scientist and an engineer who lived **عاش** in **AL-Andalus** في **الاندلس** in the **eleventh century CE** . في القرن الحادي عشر . He worked in the court of **Al-Ma'mun** الذي كان ملك **Ma'mun** , عمل في بلاط الخليفة المأمون , **who was the King of Toledo** , His great passions **حبه** were **botany** علم النبات , which is the study of plants **النباتات** , and **agriculture** الزراعة . Although he was a great scholar , he was also a practical man . All of his writing came from his own " hands-on " experience of working the land .

One of the many things which Ibn Bassal achieved was **A book of Agriculture** كتاب في الزراعة . The **book consisted sixteen chapters** which explain how best to grow trees , fruit and vegetables , as well as herbs and sweet-smelling flowers ; perhaps **the most famous chapter** **كان الفصل الذي** of all was the one that **described how to treat different types of soil** وصف كيف تتعامل مع انواع مختلفة من التربة **فصل** . Ibn Bassal also worked out how to **irrigate the land** by finding underground **water** **وصمم** **pumps** and irrigation systems .

The influence **تأثير** of Ibn Bassal's book **was enormous** ضخم . As farmers down the generations followed his instructions and advice , **the land became** **و انتجت طعام كثير** **wonderfully fertile** **and produced more than enough food** **الارض** for the fast-growing population . The irrigation systems **انظمة الري** that he and his followers put in place **ما زالت موجودة** **in Spain** **في اسبانيا** are still in evidence **عملها التي** . Although his name is not widely known , Ibn Bassal's legacy to the world has been great

1. Ibn Bassal was(**a polymath** , يعرف بمواضيع كثيرة , an artist , astronomer)
2. Ibn Bassal lived in in the eleventh century CE .
(**AL-Andalus** , Bagdad , Fez)
3. Ibn Bassal lived in AL-Andalus in
(**the 11th century CE** , 9th century , 7th century) .
4. Al-Ma'mun was the King of(**Toledo** , Morocco , Bagdad) .
5. Ibn Bassal worked in the court of(**Al-Ma'mun** , Al-Mansoor , Al-Hadi)
6. Ibn Bassal 's great passions **اهتمامات** were
(**botany and agriculture** , medicine and art , geometry and arithmetic) .
7. Botany **دراسة النباتات** is the study of(**plants** , stars , organs)
8. The name **اسم** of Ibn Bassal's book **كتاب** is
(**A book of Agriculture** , Al-qanoon , Stars)
9. Ibn Bassal's book consisted of Chapters . (**16** , 60 , 6)
10. Perhaps the most famous chapter of all was the one that.....
(**described how to treat different types of soil** , about fruits , about herbs) .
11. Ibn Bassal worked out how to irrigate the land by
(**finding underground water and digging wells** , drip irrigation , sprinkle irrigation) .

12. Ibn Bassal designed..... and irrigation systems .
(**water pumps** , cars , medical apparatus)
13. The influence تأثير of Ibn Bassal's book was
(**enormous** ضخم / كبير , little , insignificant) .
14. The influence تأثير of Ibn Bassal's book was
(**huge** ضخم , little , insignificant) .
15. As farmers down the generations followed Ibn Bassal's instructions and advice ,
the land became.....
(**wonderfully fertile and produced more than enough food for the fast – growing population** , unproductive , very dry) .
16. The irrigation systems that Ibn Bassal and his followers put in place are still in evidence in(**Spain** , France , Germany)

كلمات القطعة

1. irrigate يسقي / يروي : supply land with water
2. fertile خصبة : agriculturally productive
3. Legacy التركة / الميراث : what someone leaves after his death

ضمائر القطعة بالترتيب

ضمائر الفقرة الاولى

1. Who : Ibn Bassal ابن البصال
2. He : Ibn Bassal
3. Who : Al-Ma'mun المأمون
4. His : Ibn Bassal
5. Which : botany علم النبات
6. He/he/his/his : Ibn Bassal

ضمائر الفقرة الثانية

1. Which: one of the many things احد الاشياء الكثيرة
2. Which : sixteen chapters ستة عشر فصلا
3. One// that : the chapter الفصل
4. He/ his : Ibn Bassal ابن البصال

ضمائر الفقرة الثالثة

1. His: Ibn Bassal
2. That : the irrigation systems انظمة الري
3. He/his/his : Ibn Bassal

Megaprojects المشاريع الضخمة are extremely large investment projects, which are designed to encourage economic growth and bring new benefits to cities. Although megaprojects vary in terms of size and cost, they are all, by definition, expensive, public projects that attract a high level of interest and media coverage. Projects range from motorways, airports, stations, tunnels, bridges, etc. to entire city complexes.

The concept of a megaproject is always based on the benefits it brings to a community. However, many megaprojects have been criticized because of their negative effects on a community or the environment. This essay will look at these issues with regard to Masdar City, a megaproject in Abu Dhabi.

Masdar City, which began its development in 2006 CE, will be the world's first carbon-neutral, zero waste artificially-created city. Covering an area of six square kilometers, when it is completed in 2025 CE, it is expected to house more than 40,000 residents, 50,000 commuters, and 1,500 businesses involved in mainly environmentally- friendly products.

The city will run entirely on a renewable energy sources. It is built on an advanced energy grid which monitors exactly how much electricity is being used by every outlet in the complex. Furthermore, in order to reduce its carbon footprint, Masdar City will be a car-free zone, designed to be pedestrian and cycle-friendly. Electric, driverless cars will operate as public transport vehicles, and the city will be connected to other locations by a network of roads and railways.

Energy will be provided by solar power and wind farms, and there are also plans to build the world's largest hydrogen plant. A desalination plant will be used to provide the city's water, with 80% of water used being recycled. Biological waste will be used as an energy source too, and industrial waste will be recycled.

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

While the project has **the support** of many global, environmental and conversation organizations **منظمات حماية البيئة**, there is some **criticism** of it **هناك انتقاد لمدينة**. It is felt that, **instead of building an artificial sustainable city, sustainability** **الاستدامة يجب ان تكون اولوية لمدن موجودة** should be made a priority of existing cities **مصدر**.

In conclusion, the benefits of Masdar City for the community and the environment greatly outweigh any disadvantages. If the aims of the developers are realized, Masdar City will be blueprint for future urban planning that will inspire similar megaprojects in other countries.

1. Megaprojects **vary** **تختلف** in terms of(size and cost , color , shape)
2. Megaprojects are(cheap , expensive , low cost)
3. Why are megaprojects **designed** ?.....
(to encourage economic growth and bring new benefits to cities , pollute atmosphere , kill trees)
4. What **examples** **امثلة** of megaprojects are provided in the essay ?.....
(motorways, airports, stations, tunnels, bridges / universities / colleges)
5. Why have many megaprojects been **criticized** ?
(because of their negative effects on a community or the environment , because of their cost , because of their size)
6. Masdar City is (a megaproject **مشروع عملاق** , a hospital , a factory)
7. Where is Masdar City **located** **تقع** ?.....(in Abu Dhabi , in Dhabi , Sharjah)
8. When did Masdar City **begin** **بدأت**?..... (in2006 CE . in 2009 , in 2000)
9. What is the **area** **مساحة** of Masdar city ?.....
(six square kilometers, sixteen square kilometers , sixty square kilometers)
10. When will Masar City be **completed** **تنتهي** ? in.....CE . (2025 , 2022 , 2030)
11. **How many residents** is Masdar City expected to house ?.....
(40,000 , 1,5000 , 50 ,000)
12. **How many buisnesses** will be in Masdar City in 2025 CE ?.....
(40,000 , 1,5000 , 50 ,000)
13. What is the benefit of the advanced energy **grid** ? (monitors exactly how much electricity is being used , monitor students , monitor traffic)
14. What will **operate as public transport vehicles** ?
(Electric, driverless cars / planes / trains)
15. How will the city be **connected to other locations** ?
(by a network of roads and railways , by planes , by balloons)
16. How will **energy** be provided ?.....
(by solar power and wind farms , by oil , by gas)
17. What will be used to **provide the city's water** ?.....
(a desalination plant , springs , rain water)

18. **How many plants** will be built in Masdar City ?.....plants .
(two , five , seven)
19. **Who** are the **current residents** of Masdar City ?..... .
(all students at the Masdar Institute of Science and Technology , pilots , civil engineers)
20. **What** is the name of the university اسم الجامعة mentioned in the text ?..... .
(Masdar Institute of Science and Technology , Yarmouk university , Jordan University)
21. **What** goal is the university students **committed to** ?.....
(to finding solutions to the world's energy problems , to finding solutions to unemployment , to finding solutions to truancy)
22. **Who** **supports** يدعم the project of Masdar City ?
(many global, environmental and conservation organizations , Pharmaceuticals , computer companies)
23. **What** is the **criticism** الانتقاد of Masdar City ?
(instead of building an artificial sustainable city, sustainability should be made a priority of existing cities. , its cost , its size)

كلمات القطعة هي :

1. Grid شبكة كهرباء : a system of wires
2. Artificially-created (غير حقيقي) مصطنع : 1. Not real 2. made by people
3. Zero-waste خالية من الفضلات : 1. producing no waste 2. having parts that can be reused
4. Outweigh يفوق في الأهمية : to be more important than something else
5. Windmill طاحونة هواء : a building that uses wind power to grind corn into flour
6. Vary يختلف : differ
7. Pedestrian المشاة : someone who is walking
8. Megaproject مشروع عملاق : very large , expensive business project
9. Sustainability الديمومة : the state of being able to continue forever
10. Desalination تحلية مياه البحر : removing salt from sea
11. Carbon-neutral محايد للكربون : not affecting the total amount of carbon dioxide in Earth's atmosphere
12. Criticism انتقاد (اسم) : 1. judgement with disapproval 2. evaluation 3. analysis
Criticized ينتقد (فعل) : 1. judged with disapproval 2. evaluated 3. analyzed

ضمائر القطعة بالترتيب

صيغة السؤال على الضمير العائد تكون كالتالي

What does the underlined word () refer to?

على ماذا تعود الكلمة التي تحتها خط؟

ضمائر الفقرة الاولى

1. Which/ they : mega projects مشاريع عملاقة
2. That : public projects مشاريع عامة

ضمائر الفقرة الثانية

1. It : the concept of a megaproject مفهوم المشروع العملاق
2. Their : many megaprojects مشاريع عملاقة كثيرة

ضمائر الفقرة الثالثة

1. Which/ its/it/it : Masdar City

ضمائر الفقرة الرابعة

1. It: Masdar City
2. Which : an advanced energy grid شبكة كهرباء متقدمة
3. It: Masdar City

ضمائر الفقرة السادسة

1. Whose : university جامعة

ضمائر الفقرة السابعة

It : the project المشروع

القطع

In this report, we will look at the countries that Jordan trades with and what goods it exports and imports. First , let's look at exports الصادرات . Jordan is rich in potash and phosphate البوتاس و الفوسفات , and the extraction industry for these minerals is one of the largest in the world. Not surprisingly, two of Jordan's largest exports are chemicals and fertilizers الكيماويات هي اثنتان من اكبر صادرات الاردن Pharmaceuticals and other industries represent 30% of Jordan's Gross Domestic Product (GDP) من الناتج المحلي , and 75% of Jordan's pharmaceuticals are exported. However, the majority (65%) of the economy is dominated by services الخدمات , mostly travel and tourism السياحة و السفر . Most of Jordan's exports go to the USA , India and Saudi Arabia العراق , تذهب الى , the USA امريكا , India الهند and Saudi Arabia السعودية .

Now let's look at imports الواردات . Unlike some other countries in the Middle East , Jordan does not have large oil or gas reserves احتياطي من الغاز و النفط لا يمتلك . For that reason , Jordan has to import oil and gas for its energy needs احتياطي من الغاز و النفط . Its other main imports are cars , medicines , wheat and Saudi Arabia . In 2013 CE, 23.6 % of Jordan's imports were from Saudi Arabia . This was followed by the EU . Other imports have come from China and the United States .

Jordan has more free trade agreements than any other Arab country, and it trades freely with many countries, including the USA, Canada and Malaysia . Which other areas are important for Jordan's trade? Jordan first signed a trade agreement with the EU in 1997 CE. It signed a free trade agreement with Egypt , Morocco and Tunisia in 2004 CE . In 2011 CE, another trade agreement was made with the EU, Egypt , Morocco and Tunisia . Trade with the EU and North Africa is likely to grow .

1. What does the article suggest many of Jordan's fertilizers are made from (potash and phosphate , salt and sugar , iron and copper) مهم (potash and phosphate , salt and sugar , iron and copper)
2. Which country supplies Jordan with most of its imports? أي بلد زودت الاردن بمعظم وارداتها (Saudi Arabia , China , Morocco) مهم
3. Aboutof Jordan's imports were from Saudi Arabia تأتي من السعودية (quarter , half , two-thirds) ربع , نصف , الثلثان

4. Why is trade with the EU and North Africa **لماذا التجارة مع الاتحاد الاوربي و دول شمال افريقيا** in particular is likely to grow **سوف تنمو ؟ because**
(Jordan has signed another trade agreements with both areas , Jordan is a neighboring country , Jordan is rich in potash) **مهم**
5. Jordan is rich in two minerals **ملحان :**
(potash and phosphate , salt and sugar , iron and copper)
6. The extraction industry for is one of the largest in the world .
(potash and phosphate , salt and sugar , iron and copper)
7. Because Jordan is rich in potash and phosphate, two of Jordan's largest exports are
(chemicals and fertilizers , iron and copper , cars and wheat)
8. and other industries represent 30% of Jordan's Gross Domestic Product . (Pharmaceuticals , Oil , Cars)
9. 65% of the Jordanian economy is dominated by services, mostly
(travel and tourism , properties , gold)
10. Most of Jordan's exports go to **الى** **صادرات الاردن تذهب الى** Iraq, the USA, India and
(Saudi Arabia , China , Morocco)
11. Why does Jordan import **لماذا الاردن يستورد** a lot of oil and gas ?
(Jordan **الاردن** does not have **لا يمتلك** large oil or gas reserves **احتياطي من الغاز و النفط**)
(مهم) (to store it , to sell it)
12. Jordan does not have large reserves . (oil or gas , gold , silver)
13. Jordan has to import for its energy needs .
(cars and wheat , medicines and wheat , oil and gas)
14. Jordan's main imports **واردات الاردن** are , medicines and wheat .
(cars , silver , gold)
15. In 2013 CE , 23.6 % of Jordan's imports were from
(Saudi Arabia , China , the United States) .
16. 17.6 % of Jordan's imports were from
(the EU , China , the United States)
17. About of Jordan's imports were from the EU **الاتحاد الاوربي** .
(fifth **خمس** , half , two-thirds)
18. Jordan first signed a trade agreement with the EU in
(1997 CE , 2000 CE , 2002 CE) .
19. Jordan signed a free trade agreement with Egypt , Morocco and Tunisia in CE . (2004 , 2016 , 2017)
20. are substances that are present in some foods and are needed for good health . (Minerals , Chemicals , Fertilizers)
21. are substances that are found naturally in the earth .
(Minerals , Chemicals , Fertilisers)

22.are substances are put on the land to make crops grow .
 (Fertilisers , Gas , Chemicals)
23.is the value of a country's total output of goods and services .
 (Gross Domestic Product , Extraction , Export)
24.are companies which produce drugs and medicine .
 (Pharmaceuticals , Fertilisers , Agreements)

كلمات القطعة

الكلمة	المعنى
1. agreement اتفاقية // معاهدة	an arrangement or promise to do something , made by two people .
2. domestic محلي	happening in one particular country
3. dominated يسيطر على // يهيمن على	to be the most important feature of something
4. exports صادرات	goods sold to another country
5. extraction استخلاص // استخراج	the process of removing إزالة and obtaining something from something else
6. fertilizer سماد	a substance that is put on the land to make crops المحاصيل grow
7. goods بضائع	things that are produced to be sold
8. Gross Domestic Product الناتج القومي المحلي	the value قيمة of a country's total output of goods and services
9. imports واردات	goods brought from other countries
10. reserves احتياطي (نفط / ذهب)	things kept back for future use
11. Pharmaceuticals الشركات المصنعة للأدوية (الشركات الدوائية)	Companies شركات which produce drugs and medicine
12. minerals املاح	1. a substance مادة that are presented in some foods and are needed for good health 2. substances that are found naturally in the earth

الضمائر

It/ its : Jordan الاردن

It is essential to know everything about **your product** منتجك . Do you know **when it was developed** متى انتج , **and where it is produced** اين انتج ? You also need to know who **the target market** الزبائن is – for example, **the age group** الفئة العمرية **or income of the people who might buy it** دخل الناس الذين يشتروه . Not only that , you should know all about the competition – that is , similar products on the market . Why is your product superior to **others** and why does it have better value ? In addition , you should know exactly which people you are speaking to, and what **their** needs are . For example, if **they** represent a middle – class department store in a humble neighbourhood , be ready to explain why your particular product would suit customers **who** do not have lots of money. What makes your product perfect for **them** ? **Most of all , you need to believe in what you're selling , and the best way to do that is to use it !**

Plan your presentation carefully, not just what you will **say**, but how you will say it . **Will you read it word by word** تحفظه **or memorise it** تستخدم ملاحظات , **use notes** , **اقرأ كلمة كلمة** , **تقرأه كلمة كلمة** . Whatever you decide, it is always a good idea to have **a list of your main points** شيء يقاطعهك **or you simply freeze with nerves** (it happens !) . Then practise it , if possible in front of colleagues . Make changes and practise it again .

Keep your presentation short and simple بسيط . Start **ابدأ** with some **friendly comments** تعليقات ودودة . For example , **thank your hosts** اشكر مستضيفك **for allowing you to speak to them** , **and compliment their company** . Remember to speak **slowly and clearly** ببطء ووضوح . It is important to appear confident واثق من نفسه . **When you've finished speaking** عندما تنهي , **invite questions** افتح باب الاسئلة . **If you don't know the answers** , **don't pretend** ! **Thank the questioner** اشكر السائل **and promise to find out the answer** (and do it !) .

1. The best heading for paragraph one is
(**Do your research** , **Be professional** , **اعمل بحثك** , **Prepare and practice**)
2. The best heading for paragraph two is
(**Do your research** , **Be professional** , **تمرن** , **Prepare and practice**)
3. The best heading for paragraph three is
(**Do your research** , **Be professional** , **كن محترفا**)
4. **What** should a salesperson know about his **product** ? (**when it was developed** , where will it spread , which country hates it)
5. What should a salesperson know about the **target market** ?
(**the age group and the income of the people who might buy it** , the religion of customers , the nationality of customers)

6. The best way to show that you **believe** in what you're selling is to it !
(**use**, talk about , write about)
7. One of these is not of the ways to say a sales pitch :.....
احدى هذه ليست احد الطرق لكي تقول العرض التسويقي
(reading it word by word, using notes , memorising it , **recording it** تسجيلها)
8. According to the writer , the best way to **say** a sales pitch is to :
حسب الكاتب ، ما هي افضل طريقة لكي تعرض العرض التسويقي
(read it word by word, **use notes** , memorise it)
9. A list of the **main points** is beneficial when
(**something interrupts you** , you don't freeze with nerves ,
you have a good memory)
10. The sales pitch should be العرض التسويقي يجب ان يكون
(**short and simple** , short and complicated , long and easy)
11. The sales person should **not speak** لا يتكلم
(slowly , **quickly** , clearly)
12. The sales person should **speak** يتكلم (**slowly** , quickly , angrily)
13. The sales person should مندوب المبيعات يجب ان يكون
(**be confident** , be angry , appear nervous)
14. The first thing a salesperson should do when he **finishes his sales pitch** is
.....
اول شيء مندوب المبيعات يعمل به عندما ينهي العرض التسويقي هو
(**inviting questions** , thanking the questioner , promising to find the answer)

الضمائر

ضمائر الفقرة الاولى

1. It: your product منتجك
2. It: your product منتجك
3. Who: the people الناس
4. It: your product منتجك
5. It: your product منتجك
6. Their : people الناس
7. They: people الناس
8. Who: customers الزبائن

9. Them: customers الزبائن

10. That: believe in what you are selling ان تؤمن بما تبيعه

11. It : your product منتجك // (what you are selling (الذي تبيعه)

ضمائر الفقرة الثانية

1. It / it / it / it : your presentation العرض التسويقي

2. It happens : you simply freeze with nerves (تتوتر) تجمد اعصابك

ضمائر الفقرة الثالثة

1. them : your hosts مستضيفك

2. their : your hosts مستضيفك

3. It : finding out the answer ايجاد الجواب

كلمات القطعة

الكلمة	المعنى
1. Package holiday رحلة منظمة مغطاة فيها تكاليف كل شيء	An organized trip رحلة with everything included in the price
2. Target market (الزبائن) السوق المستهدف	People who are identified as possible customers الناس الذين يعتبروا زبائن محتملين
3. Sales pitch العرض التسويقي	A presentation made by someone who is trying to sell a product
4. Age group الفئة العمرية	A set of people of similar age
5. Department store متجر	A large shop دكان that sells many different types of things

Today we talk to Mr Ghanem , a businessman رجل اعمال based in Amman مقيم في who often visits China يزور الصين . We asked him when he first started doing business with China في الصين . 'I've been doing business with China رحلتي الاولى هناك for many years لسنوات عديدة . My first trip there كانت في عام 2004 CE and it was not very successful . ' ولم تكن ناجحة

Why was it not successful لماذا لم تكن ناجحة ? 'I worked for a small computer company in Amman عمان . They sent me to China when I was quite young انا شاب . If only the company had realized that the Chinese respect age and experience يحترموا الخبرة more than youth!'

Did you make any mistakes on that visit ? 'Yes! I wish I had researched Chinese culture before I visited the country . In order to be successful in China , you need to earn their respect . Chinese business people will always ask about the company's successes in the past . However, because I worked for a new company لم اتمكن من التحدث , I could not talk about its track record , لأنني عملت في شركة جديدة . We did not do any business deals on that first trip لم نعمل أي صفقة تجارية في . الرحلة الاولى

When did you learn how to be successful in China متى نجحت في الصين ? 'I joined a larger company and they sent me on a cultural awareness course و التحقت بشركة اكبر . On my next visit to China, it felt as if I hadn't known anything on my first visit!'

What advice النصائح can you give to people wanting to do business in China ? 'Before I visit a company, I send recommendations from previous clients . I also send my business card with my job position and qualifications translated into Chinese.'

Can you tell us about your last meeting in China? 'Of course ! I arrived on time لأن هذا shows as this , يجب ان لا تصل متأخرا . You must not arrive late . وصلت بالوقت المحدد . Then, when I met the company director , I shook hands with him gently بظهر قلة الاحترام . I began the meeting بدأت الاجتماع by making small talk عن تجاربي الممتعة في الصين about my interesting experiences in China . During the meeting, I made sure that my voice and body language لغة الجسد were calm and controlled هادنة و منضبطة . I never told a joke , لأن هذا من الممكن ان لا يترجم بشكل صحيح or could cause offence . 'او يسبب الالهانة

Was it a successful meeting? 'Yes, it was . I knew that the director had researched my business thoroughly before the meeting, so I was prepared for his detailed questions. When I began negotiating, I started with the important issues. The Chinese believe in avoiding conflict. It is always important to be patient . I was prepared to compromise, so in the end , the meeting الاجتماع was successful ناجح .

1. What is Mr Ghanem' job وظيفة ؟..... (businessman , teacher , nurse)
2. Where does Mr Ghanem live يسكن ؟..... (in Amman , In Irbid , In Jerash)
3. When did Mr Ghanem visit زار China for the first time ? in.....CE .
(2004 , 2009 , 2011)
4. When was Ghanem's first trip to China الرحلة الاولى للصين ? in.....CE .
(2004 , 2009 , 2011)
5. What is the name of the country ما هو اسم البلد that Mr Ganem often visits
?..... (China , France , Germany)
6. How long كم طول المدة has Ghanem been doing business with China ? for
..... (many years , four years , five years)
7. How was Ghanem's first trip الرحلة الاولى ؟
(fruitful , successful , not successful)
8. The Chinese respect يحترموا two things . What are they ?
(age and experience / appearance and looks / surname and looks)
9. Ghanem did not do any لم يعمل business deals on his first trip ?
(because he worked for a new company , because he worked for a large company , because he has experience)
10. When did Ghanem learn how to be successful in China متى اصبح غانم ناجحا
?..... (when he joined a larger company , when he remained working in the small company , when he grew up)
11. Mr. Ghanem arrive وصل the meeting الاجتماع
(on time , late , before it started in an hour)
12. Why mustn't a businessman arrive meetings late ? because this
(shows disrespect , is good , is ideal)
13. How did Mr Ghanem shake the director's hand كيف صافح غانم المدير الصيني
..... (gently , violently , aggressively)
14. How did Ghanem begin بدأ the last meeting in China ? by making
(small talk , exercises , talking about the deal straightaway)
15. How was Ghanem's voice and body language during the meeting ?.....
(cam and controlled / nervous and uncontrolled , stressed and shaky)
16. Why did Ghanem never tell a joke during the meetings ? because
.....(this may not be translated correctly , Chinese business people like jokes , Chines business people like troublemaking)
17. Why did Ghanem never tell a joke during the meetings ? because
.....(this could cause offence , Chinese business people like jokes , Chines business people like troublemaking)
18. How was Ghanem's last meeting كيف كان الاجتماع الاخير ?
(successful , not successful , unfruitful)

كلمات القطعة

الكلمة	المعنى
1. negotiating يتفاوض	discussing something to reach an agreement
2. shook hands (يصافح) يسلم باليد	moved hand up and down in greeting
3. told a joke يحكي نكتة	said something to make people laugh
4. making a small talk يجري حديث صغير	having informal chat
5. give a business card يعطي بطاقة العمل التي تعرف بك	give someone a card that shows name , details
6. do a deal يعقد صفقة تجارية	arrange يرتب an agreement in business
7. track record الانجازات	all of a person's past achievements , successes
8. qualifications مؤهلات	official records of achievement awarded upon the completion of a course
9. prepared for his detailed questions مستعد لأسئلته الدقيقة و الصعبة	ready مستعد to understand complicated questions

الضمائر

جميع هذه الضمائر (I , me , my , you , your) تعود على Mr Ganem
الضمير (we) يعود على (presenter المذيع)

ضمائر القطعة بالترتيب

1. who : Mr Ganem
2. him // he : Mr Ganem
3. there : China الصين
4. it//it : Ganem's first trip رحلة غانم الاولى
5. they : a small computer company in Amman شركة كمبيوتر صغيرة في عمان
6. their : Chinese business people رجال الاعمال الصينيون
7. its : a new company شركة جديدة
8. they : a larger company شركة اكبر
9. this : arriving late متأخرا (not arriving on time عدم الوصول في الموعد)
10. him : the company director مدير الشركة
11. this : telling a joke ان تحكي نكات
12. it // it : last meeting in China الاجتماع الاخير في الصين
13. his : the director المدير

قطعة مترجمة فورية من الوحدة العاشرة

My name is Fatima Musa and I have worked as an interpreter for five years . Many students have emailed me about my work because they want to know what it would be like to do my job . So here is my reply .

I have always been fond of languages . My father worked in many different countries when I was young and we usually travelled with him . When we visited a country , I always wanted to learn the language . At school I was very good at English . Therefore , I decided on a career as an interpreter .

اسئلة الفقرة الاولى و الثانية

1. What is the **name of the interpreter** ?

ما هو اسم المترجم الفوري

Fatima Musa

2. What is the **job of Fatima Musa** ?

ما هي وظيفة فاطمة موسى

An interpreter مترجمة فورية

3. **How long has she worked** as an interpreter ?

كم طول المدة التي عملت فيها فاطمة موسى كمترجمة فورية

For five years لمدة خمس سنوات

4. **Why** have many students **emailed** Fatima ?

لماذا طلاب كثيرون ارسلوا ايميلات الى فاطمة

لأنهم يريدوا ان يعرفوا ان يكونوا مثلها
طبيعية عملها

5. **How** did the students **communicate** with Fatima ?

كيف تواصل الطلاب مع فاطمة

emailed her بالاييميلات

اسئلة الفقرة الثالثة

My job now involves going to important conferences and seminars around the world .When a person speaks in English at a conference , I listen to what they say through headphones . I then translate into Arabic while the speaker is talking . I give the translation through headphones to other people at the meeting . This means that anyone in the room who speaks Arabic can understand what people are saying .

1. What does Fatima's job involve ?

ماذا يتطلب عمل فاطمة

الذهاب الى مؤتمرات و ندوات هامة حول العالم going to important conferences and seminars around the world

2. How does Fatima listen to what a person say ?

كيف تستمع فاطمة الى ما يقوله الناس

خلال سماعات على الاذنين through headphones

3. How does Fatima give the translation to other people at the meeting ?

كيف تقدم فاطمة الترجمة الى ناس موجودة في الاجتماع

خلال سماعات على الاذنين through headphones

اسئلة الفقرة الرابعة

Is it an easy job ?Not at all . English is not the same in all English-speaking countries . For example , the English words that are used in India are sometimes different to the words that people use in the UK , the USA or Australia .As well as knowing regional English ,you also need to know a lot of specialist language .Some of the words that are used to talk about business , science or law , for example , make it almost a different language !

1. Interpretation is not an easy job . Write down three reasons .

الترجمة ليست مهنة سهلة . اكتب ثلاثة اسباب .

the English words that are used in India are sometimes different to the words that people use in the UK , the USA or Australia

الكلمات الانجليزية المستخدمة في الهند مختلفة عن الكلمات المستخدمة في بريطانيا و امريكا و استراليا . As well as knowing regional English ,you also need to know a lot of specialist language . يجب ان تعرف اللهجات يجب ان تعرف اللغة المتخصصة

اسئلة الفقرة الخامسة

Unless you have a language degree , you will not be able to become an interpreter .Provided that you have a postgraduate qualification , you will probably get a job as an interpreter quite quickly .If you get an interview for a job , you will need to show that you have good listening skills and a clear speaking voice . You will also need to show that you can think quickly and that you are able to concentrate for long periods of time .If you are successful, it is a secure and rewarding job .You will probably need to travel a lot , but that is not a problem as long as you enjoy visiting other countries .

1. What will you need to show if you get an **interview** for a job of an interpreter ?

ماذا تحتاج اذا كان عندك مقابلة لوظيفة مترجم فوري

you have good listening skills مهارات استماع and a **clear speaking voice** صوت **and** تفكر بسرعة **You will also need to show that you can think quickly** واضح **that you are able to concentrate for long periods of time** تركيز لفترات طويلة

2. How will you probably **get a job** as an interpreter quite **quickly** ?

كيف من الممكن ان تحصل على وظيفة مترجم فوري بسرعة

Provided that you have a postgraduate qualification اذا كنت تمتلك مؤهل جامعي عالي

3. When interpretation is a **secure and rewarding** job ?
متى تكون الترجمة امنة و مرضية

If you are successful اذا كنت ناجحا

اسئلة الفقرة السادسة

It is a very responsible job . I'm aware that if I translate things badly ,it could affect an important law or trade agreement between countries .However , you get a huge feeling of satisfaction when you know that people understand everything that you translate .

1. What would happen if an interpreter **translates things badly** ?

ماذا سوف يحدث اذا المترجم الفوري ترجم الاشياء بطريقة خاطئة ؟

تؤثر على قانون it could affect an important law or trade agreement between countries
مهم او معاهدة تجارية بين الدول

2. **When** does the interpreter get a huge **feeling of satisfaction** ?

متى يحصل المترجم على شعور بالرضا و السعادة ؟

عندما يعرف ان when you know that people understand everything that you translate
الناس تفهم كل ما يترجمه

كلمات الوحدة الرابعة

1. arithmetic علم الحساب
2. algebra علم الجبر
3. geometry علم الهندسة
4. mathematician عالم رياضيات
5. philosopher فيلسوف
6. physician طبيب
7. polymath متعدد المواهب (شخص علامة / موسوعة)
8. composition تأليف موسيقي // مقطوعة موسيقية
9. musical harmony إيقاع موسيقي متناغم
10. revolutionise يحدث تغيير // يحدث ثورة بهدف التغيير
11. windmill طواحين الهواء
12. inoculation تطعيم // وقائي
13. artificially created نسخه صناعية مطابقه للحقيقة
14. carbon – neutral متعادل كربونيا (لا يزيد من كمية الكربون بالجو)
15. criticise ينتقد
16. desalination تحلية مياه البحر
17. grid شبكة كهرباء
18. megaproject مشروع ضخم
19. outweigh يفوق في الأهمية
20. pedestrian المشاة
21. sustainability استدامة
22. irrigate يسقي //// يروي
23. zero waste خال من النفايات
24. inheritance ميراث
25. carbon footprint اثر الكربون
26. biological waste نفايات المستشفيات // نفايات حيوية
27. economic growth نمو اقتصادي
28. urban planning تخطيط حضري / تخطيط عمراني
29. negative effect تأثير سلبي
30. public transport مواصلات عامة
31. minaret منذنة مسجد
32. talent موهبة
33. chemist كيميائي
34. founder مؤسس
35. scale الميزان
36. laboratory مختبر
37. fertile خصبة (ارض)
38. Legacy الورثة (التركة)

39. solar power الطاقة الشمسية
 40. environmentally friendly صديق للبيئة
 41. pedestrian friendly صديق للمشاة
 42. wind farms طاقة الرياح // مزارع الرياح
 43. renewable energy الطاقة المتجددة
 44. car-free خالية من السيارات
 45. Fountain pen قلم ريشة
 46. Soap الصابون
 47. Breathtaking جميل / اخاذ
 48. Lifelike شبيه بالحياة كأنه حقيقي
 49. Qualify يتأهل الى
 50. Commitment التزام / تعهد
 51. Crystal glasses كاسات كريستال
 52. Carpets السجاد
 53. Clock الساعة
 54. Flying الطيران
 55. Cheques الشيكات
 56. Chess الشطرنج
 57. Coffee القهوة
 58. Camera obscura كلمة لاتينية معناها الغرفة المظلمة و هي جهاز ادى الى اختراع الكاميرا

تطبيق رقم ١ على الكلمات

Negative effects , biological waste , urban planning , Physician , mathematician , philosopher , laboratory

1. Pollution has some seriouson the environment , such as the death of wildlife and plant life . مهم
2. Hospitals need to dispose of a lot ofbecause it is dangerous . مهم
3. The need for more effectiveis evident when we consider modern day problems like traffic . مهم

في حالة الدوائر يكون سؤال الكلمات على هذا الشكل

Pollution has some serious negativeon the environment , such as the death of wildlife and plant life . (effects , planning , transport , laboratory)

تطبيق مهم

Farms , renewable , Mathematician , physician , geometry , polymath , arithmetic , philosopher

1. **Wind**are an example of renewable energy .
2. **Wind** farms are an example of **energy** .
3. My father teaches **Maths** . He is a
4. You must not take in a medicine without **consulting** a
5. We learn about **shapes , lines and angles** when we study
6. Mr Karam is a **true**, working in **all** kinds of creative and scientific fields .
7. Karam is very good with **numbers** and **calculations** . He always scores high in
8. Ais **someone** who thinks and writes about the meaning of **life** .

Economic growth , carbon footprint , public transport irrigate ,

1.means an **improvement in the average standard of living** or an increase in the value of a country's products . ✎
2. We can all work hard to **reduce** ourby living a more environmentally-friendly lifestyle . ✎
3. If we takemore often , **there will be fewer cars** on the roads , which will result in **cleaner air** in our cities . ✎

تطبيق مهم بحاجة الى تركيز

power , friendly , zero-waste , footprint , neutral , car-free , pedestrian

1. In hot countries , **solar**is an important source of **energy** .
2. “ **green** “ projects are **environmentally**
3. If a city **recycles** everything and doesn't throw anything away , it is
.....
4. We **burn carbon** whenever we use oil , coal or gas . This is known as our
carbon
5. If we **replace as much carbon as we burn** , we are **carbon-**
6. A place where **no cars** are allowed is a**zone** .
7. A place where **no cars** are allowed is**friendly** .

كلمات الوحدة التاسعة لصندوق الكلمات و الاملاء ايضا

المعنى	الكلمة
مستعد لأسئلته الصعبة و الدقيقة	1. prepared for his detailed questions
محلي	2. domestic
يقدم بطاقة الاعمال	3. give a business card
سماد	4. fertilizer
يتفاوض	5. negotiate
مساهمة (تقال لشركة)	6. Corporate
يحكي نكتة	7. tell a joke
سجل الاداء // سجل الانجاز	8. track record
معاهدة // اتفاقية	9. agreement
يهيمن // يسيطر	10. dominate
يصدر صادرات	11. export exports
يستورد واردات	12. import imports
احتياطي (غاز / نفط)	13. reserve
استخلاص / استخراج	14. extraction
الناتج القومي المحلي	15. Gross Domestic Product
رحلة منظمة : رحلة شاملة التكاليف بما فيها السكن و الطعام	16. package holiday
عرض ترويجي لسلعة (عرض تسويقي)	17. sales pitch
الزبائن المحتملين (السوق المستهدف)	18. target market
الفئة العمرية	19. age group
متجر كبير	20. department store
يتنازل // يساوم	21. compromise
مستعد	22. prepared
السابق	23. previous
صبور	24. patient
جدال/ خلاف / صدام / صراع	25. conflict
يسبب الالهانة و الحرج	26. cause offence
يستحق الاحترام	27. earn respect
يلتحق بشركة للعمل فيها	28. join a company
يسأل اسئلة	29. ask questions
يرتكب خطأ	30. make a mistake
يصافح // يسلم باليد	31. shake hands
يعقد صفقة تجارية	32. do a deal
يجري حوار صغير	33. make small talk
بضائع	34. goods
تريكو (المنسوجات)	35. knitwear
الآلات	36. machinery
الاملاح (مواد موجودة في الطعام وجيدة للصحة)	37. minerals
الشركات التي تنتج (تصنع) الادوية	38. pharmaceuticals

كلمات الوحدة التاسعة

1. Before the serious discussion starts , we always **make a**; it's often about the **weather** طقس ! .
(cause offence , reserves , **small talk** حديث صغير , shake hands)
2. In business , when you meet someone for the **first time** للمرة الاولى , **it's polite** to..... (cause offence , reserves , **small talk** , **shake hands** يسلم)
3. Before you **apply** for a job , check that you **have the correct** الصحيحة (**qualification** مؤهلات , reserves , **small talk** , shake hand)
4. If you are **polite** مؤدب , you **won't** لنor upset anybody .
(**cause offence** تسبب الحرج , compromise , , conflict , , patient)
5. When each side **changes** يغير **their position** a little so that they can agree , they have managed to
(cause offence , **compromise** يتنازل , conflict , , patient)
6. When two sides **disagree and argue** يجادل , there is
(cause offence , compromise , , **conflict** جدال , patient)
7. When you stay **calm** هادئ and take your time , you are being.....
(cause offence , compromise , , conflict, **patient** صبور)
8.means people who are identified as possible **customers** زبائن .
(**Target market** الزبائن , Department store , Sales pitch , Package holiday)
9.means a large **shop** دكان that sells many different types of things
(target market , **department store** متجر , sales pitch , package holiday)
10. Ameans a **presentation** made by someone who is trying to **sell** تبيع a product .
(target market , department store , **sales pitch** عرض تسويقي , package holiday)
11. A means an organized **trip** رحلة with everything included in the price such as travel , accommodation and food .
(target market , department store , sales pitch , **package holiday** رحلة)
12. When you talk about business and try to **do a deal** صفقة , you
(**negotiate** يتفاوض , department store , sales pitch , patient)
13. Karam has **applied** to تقدم الىwhere his father **works** .
(**join the company** يلتحق بالشركة , ask questions , earn the respect , make a mistake)
14. After the talk , there will be a chance for you toabout anything you **don't understand** لا تفهمه .
(join the company , **ask questions** تسأل اسئلة , earn the respect , make a mistake)
15. By working hard , you willof your **boss** مديرك .
(join the company , ask questions , **earn the respect** تكسب احترام , make a mistake)
16. Be careful when you **answer** تجيب على the questions , and try not to
(join the company , ask questions , earn the respect , **make a mistake** تخطئ)
17. When you can prove that you have **experience** خبرة , you have a
(prepared , **track record** انجازات , fertilisers)

الاملاء

يعطيك ٤ خيارات الفرق بين الخيارات الاربعة حرف واحد

توضيح

(qualifications , qualificationz , qualifcisions)

او ان يكتب لك في السؤال هذه الكلمات

Spelling الاملاء

Correct spelling الاملاء الصحيح

incorrect spelling الاملاء الخاطئ

تطبيق

1. The word which is **spelt correctly** is (**prepared** , prebared , pripared)
2. The word which is spelt correctly is (**detailed** , ditailed , detailid)
3. The word which is spelt correctly is (**negotiating** , nigotiating , nejotiating)
4. The word which is spelt correctly is (**conflict** , konflict , conflect)
5. The word which is spelt correctly is (**patient** , pasient , batient)
6. The word which is spelt correctly is
(**compromise** , combromise , kompromise)

الكتابة الموجهة Guided writing

السؤال الخامس الفرع B (٦ علامات)

<u>benefits of tablet computers</u>
<ul style="list-style-type: none">• show photographs• research information• record interviews• create diagrams

فكرة هذا الدرس : يعطيك ٤ نقاط و يطلب منك ربطها بجملتين . (هنا تربط النقطة الأولى و الثانية من أجل تكوين الجملة الأولى . و تربط النقطة الثالثة و الرابعة من أجل تكوين الجملة الثانية)

هنا بداية كل جملة فعل مجرد عليك أن تضيف إلى آخره (ing) . أي أن الفعل (show) يصبح showing
ملاحظة : إذا انتهى الفعل ب (e) واحدة احذفها ثم أضف (ing) . توضيح (make) يصبح (making)
ملاحظة : إذا كان بداية العنوان (+ he) احذفها .

طريقة الحل :

1. There are many انقل العنوان like اكتب النقطة الأولى and اكتب النقطة الثانية
2. Also . اكتب النقطة الثالثة and اكتب النقطة الرابعة are other العنوان

الحل

There are many benefits of tablet computers like showing photographs and researching information .

Also , recording interviews and creating diagrams are other benefits .

مثال ٢

<u>Purposes of using social media at schools</u>
<ul style="list-style-type: none">• Helping students with their studies• sharing ideas• sending messages• comparing work

✓ ملاحظة : هنا ing جاهزة فلا داعي لإضافتها . إذن الحل سيكون نفس طريقة الحل السابقة

مثال ٣

how to revise for exams

- draws up a timetable
- starts early in the morning
- changes the order of the subjects
- highlights the key notes

ملاحظة : إذا ابتدأ العنوان بأداة سؤال احذف أداة السؤال .

فإذا كانت الأداة

- ✓ 1. how تحدد → ways طرق
2. what → things that الأشياء التي
3. why → reasons that make الأسباب التي تجعل

✓ إذن الحل سيكون نفس طريقة الحل السابقة

فكرة : سيرة حياة brief biography

Name الاسم : Naguib Mahfouz نجيب محفوظ

Date التاريخ : (1911 – 2006)

Profession المهنة : novelist

Achievements الانجازات : the Cairo Trilogy , Middaq Alley

طريقة الحل

الاسم was born in اكتب سنة الولادة and died in اكتب سنة الوفاة . His // Her اكتب اسم المهنة .
profession was a

His // Her achievements were انقل الانجاز الأول and انقل الانجاز الثاني .

الحل

Naguib Mahfouz was born in 1911 and died in 2006 . His profession was a novelist . His achievements were the Cairo Trilogy and Middaq Alley .

الكلمات التي تحتها خط تحفظها

هذا الدرس من الممكن ان لا يأتي في اسئلة الوزارة ان كان نمط الامتحان كله دوائر ملاحظة د

الإنشاء

1. A person who has influenced you most (شخص أثر فيك)

My father is the person who has influenced you most . He is my godfather , العراب , friend , mentor معلم and tutor معلم .

He teaches me طموح ambitious , صبور patient , hardworking مجد , how to be اكون علمني . He instilled in me positive values قيم ايجابية such as patience الصبر , tolerance التسامح , self-confidence الثقة , self-esteem احترام الذات , sacrifice التضحية , positivity الإيجابية , honesty الصدق and the power of knowledge . He teaches me that knowledge is power . I always think of seeing myself at the top . ان يراني في القمة . His desire to see me at the top . ارى نفسي في القمة .

2. Doing voluntary work العمل التطوعي

Volunteer work is rewarding . In this essay , I will write about the benefits of doing volunteer work .

There are many benefits of doing voluntary work . Firstly , volunteering leads to strong bonds with other people . Also , It changes people's lives for the better . Moreover , when you volunteer , you develop self-esteem and confidence . In addition , It helps you discover a hobby or passion . When you volunteer , you can meet people and have fun . Not only that , you build social skills and build awareness .

شرح كلمات الموضوع

Volunteer work is rewarding العمل التطوعي مرضي للضمير

volunteering leads to strong bonds العمل التطوعي يؤدي إلى روابط قوية

It changes people's lives for the better تغيير حياة الناس للأفضل

you develop self-esteem and confidence تطور احترام الذات و الثقة

discover a hobby or passion تكتشف هواية أو شغف

Not only that , you build social skills and build awareness .

ليس هذا فحسب ' انك تبني مهارات اجتماعية و تزيد من الإدراك