

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

النور في اللغة الانجليزية

(2023 - 2022)

Twelfth Grade



Units 6 - 7 - 9 - 10

التوجيهي - المستوى الرابع



Emad Abu Alzumar

0785915568

0796145755

عماد ابو الزمر

Facebook : Emad Abu Alzumar

YoTube : الاستاذ عماد ابو الزمر

مركز ابو الزمر الثقافي

مخيم حطين - السوق الرئيسي

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

(2023 - 2022)

Action Pack 12

Twelfth Grade

Unit 6

المستوى الرابع

Education Today

" Live as if you were to die tomorrow. Learn as if you were to live forever. "



Emad Abu Alzumar

0785915568

0796145755

عماد ابو الزمر

مركز ابو الزمر الثقافي

Module 4 – Learning

Education Today

The Time we spend at school

A few years ago, as many as 1,000 schools across the USA started making school years longer **by adding up to ten extra days to the school year or by making each school day longer by half an hour**. This was **because** it was found that secondary school students in the USA and the UK were spending the least time at school, with an average school year of 187 days. The typical Jordanian school year is longer than this (187 days). However, none of these (average school year in UK, USA and Jordan) are nearly as long as the school year in countries like Japan and South Korea. South Koreans attend schools for 220 days per year, and in Japan the school year numbers 243 days.

منذ سنوات ما يصل إلى 1000 مدرسة في مختلف أنحاء الولايات المتحدة الأمريكية بدأت بجعل سنوات المدرسة أطول عن طريق إضافة ما يصل إلى عشرة أيام إضافية إلى السنة الدراسية أو من خلال جعل كل يوم دراسي أطول بنصف ساعة. كان هذا لأنها وجدت أن طلاب المدارس الثانوية في الولايات المتحدة الأمريكية والمملكة المتحدة يقضون أقل وقت في المدرسة، حيث يبلغ متوسط العام الدراسي 187 يوماً. العام الدراسي الأردني النموذجي هو أطول من ذلك (187 يوماً). ومع ذلك، ولا واحدة من هذه الدول فيها السنة الدراسية طويلة مثل اليابان وكوريا الجنوبية. الكوريون يلتحقون بالمدارس لمدة 220 يوماً في السنة، وفي اليابان العام الدراسي 243 يوماً.

According to a study by the organization for Economic Co-operation and Development (OECD), students in Japan, Indonesia and South Korea spend **the most** time studying in the world. They (students in Japan, Indonesia and South Korea) want to learn as much as they (students in Japan, Indonesia and South Korea) can **to** ensure excellent exam grades. They go to school for about nine hours, although this (going to school for about 9 hours) includes optional after-school tuition and activities. They also spend about three hours on homework everyday, which (They also spend about three hours on homework everyday) is three times as much as many other countries. Their high academic achievements do suggest that the longer you study, the better you do in final exams.

وفقاً لدراسة أجرتها منظمة التعاون الاقتصادي والتنمية (OECD)، الطلاب في اليابان واندونيسيا وكوريا الجنوبية يقضون معظم وقتهم في الدراسة في العالم. إنهم يريدون أن يتعلموا قدر ما في وسعهم لضمان درجات ممتازة في الامتحان. يذهبون إلى المدرسة لمدة تسع ساعات، على الرغم من أن هذا يشمل برنامج اختياري وأنشطة بعد المدرسة. كما أنها يقضون حوالي ثلاث ساعات لحل الواجبات المنزلية كل يوم، وهو ثلاثة أضعاف العديد من البلدان الأخرى. الإنجازات العالية الأكاديمية لهم تشير إلى أنه كلما درست فترة أطول، ستقدم أفضل في الامتحانات النهائية.

In Finland, however, students are usually given **less than** half an hour of homework per night, and they (students in Finland) attend school for fewer and shorter days than 85 % of other developed nations. Despite this (attend schools for), **they** (students in Finland) achieve top marks in subjects like Maths and Science. In addition, **most students also speak at least two, and often three, languages fluently.**

ومع ذلك، في فنلندا، عادة ما يتم منح الطلاب أقل من نصف ساعة لحل الواجبات كل ليلة، و يذهبون إلى المدرسة لأيام أقل وأقصر من 85% من الدول المتقدمة الأخرى. على الرغم من هذا، فإنهم يحققون أعلى الدرجات في المواد الدراسية مثل الرياضيات والعلوم. وبالإضافة إلى ذلك، فإن معظم الطلاب أيضاً يتكلمون لغتين على الأقل وغالباً ثلاث بطلاقة.

The contradictory views of the study suggest that **the number and length of school days** is not the only **factor** in determining whether students will succeed at school or not.

وتشير آراء متناقضة من الدراسة أن عدد وطول أيام الدراسة ليست هي العامل الوحيد في تحديد ما إذا كان الطلاب سوف ينجحون في المدرسة أم لا.

Key Word	Meaning in English	Meaning in Arabic
academic - adj	connected with education, especially at college or university level n- academy / adv- academically	اكاديمي
compulsory - adj	obligatory – required	اجباري
contradictory - adj	completely different – on different sides of the argument/ dict /diction	متناقض
developed nation - n	wealthy country – a rich country that has many industries	دولة متطورة
fluently -adv	speaking a language ver well, like a native speaker.	بطلاقة
Optional - adj	choice – extra - opposite of compulsory	اختياري
tuition - n	Teaching, especially in small groups. - Lessons	دراسة محاضرة

Answer the following questions :

- 1. What change has recently taken place in some American schools, and why has this occurred ?**
They have started making the school year **longer** because children were spending the least amount in schools.
- 2. Who does more homework on average students in the USA or students in Japan ?**
Students in Japan do more homework on average.
- 3. How many days a year do most students in the USA attend school ?**
Most students attend school 187 days per year.
- 4. Is it compulsory to do after school activities in Japan and South Korea ?**
No. It is optional .
- 5. What is interesting about Finland's fewer and shorter school days ?**
Despite the shortness at school, they achieve top marks in subjects like Maths and Science and can speak at least two, and often three, languages fluently. .
- 6. Write down two ways that made school years longer across the USA .**
- Adding up to ten extra days to the school year.
- Making each school day longer by half an hour .
- 7. Write down the reason for making schooldays longer in the USA and the UK . (Why)**
It was found that secondary school students in the USA were spending the least time at school, with an average school year of 187 days.
- 8. How long do South Koreans and Japanese attend school per year ?**
South Koreans attend schools for 220 days per year, and in Japan the school year numbers 243 days.
- 9. In which countries do you think students spend the most time studying in the world ? (3 countries)**
Japan , Indonesia and South Korea.
- 10. Why do students in Japan, Indonesia and South Korea spend the most time studying in the world ?**
They want to learn as much as they can .

11. Why do students in Japan, Indonesia and South Korea want to learn as much as they can ?
To ensure excellent exam grades.
12. Students in Japan, Indonesia and South Korea do many things after school. Mention two.
Optional after-school tuition **and** activities.
13. What is the result of spending the most time studying in Japan, Indonesia and South Korea ?
They make high academic achievements .
14. What are the characteristics that distinguish students in Finland ?
- Students are usually given less than half an hour of homework per night
- They attend school for fewer and shorter days than 85 % of other developed nations.
15. What are the results of attending school for fewer and shorter days in Finland ?
- Students achieve top marks in subjects like Maths and Science.
- Most students also speak at least two, and often three, languages fluently.
-

17. There are many factors that determine whether students will succeed or not. Name two. **Thinking**
The number and length of school days - concentrating – good family relationship - not wasting time
The school - the teachers - the curriculum – the difficulty of the exams – the desire for learning

18. Do you think that a longer school day would result in better grades for most students ? Why ? Why not ? **Justify your answer.**

A long school day might improve students' grades. It would necessitate well-structured timetable, with time spent on individual study during the day and less homework at night. It would also need to conclude a lot of subjects such as physical education, Drama and music. Also , crafts and creative writing .

19. Which words in the text are related to studying ?

Academic – compulsory – optional – tuition

20. Suggest three ways to achieve top marks in most subjects .

(Studying in the morning – making a timetable – studying long hours –
Training – taking extensive lessons)

It was found that secondary school students in the USA and the UK were spending the least time at school, with an average school year of 187 days. The typical Jordanian school year is longer than this . However, none of these are nearly as long as the school year in countries like Japan and South Korea. South Koreans attend schools for 220 days per year, and in Japan the school year numbers 243 days.

Students in ----- spend the least days away from their schools. **2021**

- a. South Korea b. USA c. Japan d. Jordan
-

مدرسة الفضاء – Space Schools

Studio schools are pioneering schools **which** (studio schools) receive funding as well as support from private businesses, and **which** (studio schools) seek to encourage young people to undertake a less conventional form of secondary education. These schools often specialize in one specific area, whilst understanding that the same broad range of skills and qualifications should be made available to all young people.

مدارس الاستديو هي المدارس الرائدة التي تتلقى التمويل وكذلك الدعم من شركات القطاع الخاص، والتي تسعى إلى تشجيع الشباب على اتخاذ شكل أقل تقليدي من التعليم الثانوي. هذه المدارس غالبا ما تتخصص في مجال واحد محدد، في حين أن فهم مجموعة واسعة من نفس المهارات والمؤهلات ينبغي أن تتاح لجميع الشباب.

One such school has recently opened to educate fourteen-to eighteen-year-olds **who** (fourteen-to eighteen-year-olds) have a special interest in working in the space industry. Students follow a tailor-made curriculum at the school, including subjects such as Astronomy and Astrophysics. Lessons are a mixture of small-class tutorials, with projects supervised by leading companies in both the space and technology industries.

فتحت واحدة من هذه المدرسة مؤخرا لتتقيد الطلاب البالغين 14 عاما إلى 18 من العمر و الذين لديهم اهتمام في العمل في صناعة الفضاء. الطلاب يتبعون مناهج مناسبة مصممة خصيصا في المدرسة، تشمل موضوعات مثل علم الفلك والفيزياء الفلكية. الدروس هي خليط من الدروس والبرامج التعليمية الصغيرة، مع المشاريع التي تشرف عليها الشركات الرائدة في كل من الفضاء و الصناعات التكنولوجية.

Prominent scientists and engineers are brought in as guest lecturers, with students aiming to achieve top grades in **their** (students) Maths and Science exams. When **they** (students) leave schools, **they** (students) will be well-placed to take any number of different career paths. '**They** (students) don't have to become astronauts!' says a spokesperson for the school. 'Excellent grades in science and technology subjects can open any doors and lead to a variety of career opportunities.'

يتم جلب العلماء والمهندسين البارزين كمحاضرين ضيوف، مع الطلاب الذين يهدفون إلى تحقيق درجات أعلى في امتحانات الرياضيات والعلوم. عندما يتركون المدارس، سيكونون في وضع جيد لاتخاذ أي عدد من المسارات الوظيفية المختلفة. 'ليس عليهم ان يصبحوا رواد فضاء! يقول ذلك متحدث باسم المدرسة. "الدرجات الممتازة في المواد العلمية والتكنولوجية يمكن ان تفتح أي الأبواب وتؤدي إلى تنوع في الفرص الوظيفية".

Key Word	Meaning in English	Arabic
astrophysics	The study of the chemical structure of the stars and the forces that influence them	الفيزياء الفلكية
pioneering	Introducing new and better methods or ideas for the first time. The first	ريادي - اول
tutorial	A period of intensive teaching and discussion given by a tutor to an individual student or a small group of students.	درس تعليمي بمجموعات صغيرة
tailor-made	custom-made ; made to fit exactly	مناسب تماما
undertake	To commit yourself to do something and to start to do it	يخضع ل / يقوم ب

Prominent scientists and engineers are brought in as guest lecturers, with students aiming to achieve top grades in their Maths and Science exams. When they leave schools, they will be well-placed to take any number of different career paths.

The underlined word (their) in the text refers to -----.

- a. engineers b. lecturers c. scientists d. students

2021

1. How are the following groups of people involved in space schools ?

a- Leading companies in the space and technology industries :

The companies supervise projects given to students.

b- Prominent scientists and engineers :

They are brought in as guest lecturers .

2. Studio schools receive two things . Mention them .

Who support studio schools ?

Funding as well as support from private businesses.

3. What is the aim (goal - purpose) of studio schools ?

To encourage young people to undertake a less conventional form of secondary education.

4. What are studio schools specialize in ?

One specific area.

5. Quote the sentence which indicates that studio school specializes in one subject.

These schools often specialize in one specific area, whilst understanding that the same broad range of skills and qualifications should be made available to all young people.

6. What school subjects do space schools include ?

Astronomy , Astrophysics, Maths and science.

7. What type of curriculum do students in space schools follow ?

Students follow a tailor-made curriculum

8. Who teach in space schools ?

Prominent scientists and engineers.

9. Studio schools provides students with two kinds of lessons. Mention them.

- **Lessons** are a mixture of of small-class tutorials.

- **projects** supervised by leading companies in both the space and technology industries.

10. Quote the sentence which indicates that a variety of career opportunities is the result of having better grades.

Excellent grades in science and technology subjects can open any doors and lead to a variety of career opportunities.

11. Do you think specialized schools are useful in our societies ?

I think they are useful because they can save the time and effort of our students as most of them don't want to study some subjects which they don't like and don't want to specialize in.

Studio schools are pioneering schools which receive funding as well as support from private businesses, and which seek to encourage young people to undertake a less conventional form of secondary education. These schools often specialize in one specific area, whilst understanding that the same broad range of skills and qualifications should be made available to all young people.

One of the following options is false about studio schools

2021

- a. Receiving fund from the private sectors
- c. Specialising mainly in one field

- b. Receiving fund from the government
- d. Introducing new methods for the first time.

A visiting student's blog post : Anita's blog -

Two summers ago , I (Anita) spent five months studying Arabic at the German-Jordanian University near Madaba. As my father is originally from Jordan, I grew up speaking Arabic as well as German. However, I had never studied Arabic formally, and when the opportunity came up for me to spend a year in Jordan studying Arabic, I didn't hesitate for one moment.

قبل صيفين، انا (أنيتا) قضيت خمسة أشهر في دراسة اللغة العربية في الجامعة الألمانية الأردنية قرب مادبا. لان والدي في الأصل من الأردن، كبرت وانا اتكلم العربية وكذلك الألمانية. ومع ذلك، لم ادرس العربية بشكل رسمي ابداء، وعندما جاءت الفرصة لي لقضاء سنة في الأردن لدراسة اللغة العربية، لم اتردد لحظة واحدة.

I have relatives in Jordan and **they** (relatives) arranged for me to stay with a wonderful family who (a wonderful family) live just outside Madaba. I was amazed by the number of international students there, (Jordan) who (international students) were not only from Germany, but from all over the world. Most of them (international students) had studied Arabic to a high level. I'm very familiar with colloquial Arabic, which (colloquial Arabic) is what my family speaks and understands. The Arabic class, in modern standard Arabic, was challenging, especially the grammar.

لدي أقارب في الأردن ولقد رتبوا لي للبقاء مع عائلة رائعة يعيشون خارج مادبا. لقد دهشت من عدد الطلاب الدوليين هناك، الذين هم ليس فقط من ألمانيا، ولكن من جميع أنحاء العالم. كان قد درس معظمهم العربية الى مستوى متقدم . أنا على دراية جيدة بالعربية العامية، والتي تتحدث بها عائلتي وتفهم. دروس العربي، في العربية الفصحى، تعتبر تحديا، خصوصا النحو .

Every week, we (students and I) had to learn a vocabulary list of around 50 words. We covered many topics. Living with a family helped to improve my Arabic-speaking skills because, while all the students heard Arabic in the classroom and streets, I could also practice it (Arabic) at home. I really **put my back into it**, and I earned an A on the course.

كل أسبوع، كان علينا ان نتعلم قائمة بحوالي 50 كلمة من المفردات. غطينا العديد من المواضيع. العيش مع عائلة ساعدتني لتحسين مهارات التحدث باللغة العربية، لأنه حين يسمع جميع الطلاب العربية في الفصول الدراسية والشوارع، يمكنني أيضا ممارستها في المنزل. أنا حقا احاول جهدي في ذلك، وأنا حصلت على A في الدورة.

What impressed me most about students in Jordan was their (students in Jordan) behaviour and their attitude to studying. All the students who (All the students) I met appreciated the importance of their (All the students) university education and the opportunities it would give them (All the students) to contribute to their country's prosperity. They also showed extremely positive values. Everybody was honest, and people discussed problems rather than getting angry if they (people) disagreed with each other.

ما أبهرني أكثر عن الطلاب في الأردن كان سلوكهم وتوجههم للدراسة. جميع الطلاب الذين التقيت بهم يقدرون أهمية تعليمهم الجامعي والفرص التي من شأنها أن تمنحهم للمساهمة في ازدهار بلدهم. لقد اظهروا ايضا القيم الإيجابية للغاية. كان الجميع صادقين، وناقش الناس المشاكل بدلا من ان يغضبوا إذا اختلفوا مع بعضهم البعض.

As someone who enjoys delicious food, beautiful places and friendly, hospitable people, studying in Jordan is one of the best decisions I have made in my life. I made many new friends. I also improved my Arabic speaking, writing and reading skills. My dream is to be fluent in Arabic oneday- and as I intend to return to Jordan as often as I can, I know I'm going to make this dream a reality.

كشخص يستمتع بالطعام اللذيذ، الأماكن الجميلة والشعب المضياف اللطيف، الدراسة في الأردن تعتبر واحدة من أفضل القرارات التي اتخذتها في حياتي. كونت العديد من الأصدقاء الجدد. أنا أيضا حسنت مهارات لغتي العربية نطقا وكتابة وقراءة. حلمي هو أن اصبح طليقة في اللغة العربية في يوم ما ولاني أنوي العودة إلى الأردن قدر ما أستطيع، فأنا أعلم أنني ساجعل هذا الحلم حقيقة .

Key Word	Meaning in English	Arabic
colloquial	used mainly in informal conversations rather than in writing or formal speech	عامية
put my back into it	tried extremely hard	يجتهد
fluently	Speaking a language very well ; like a native speaker	بطلافة

Answer the following questions :

1. Why was Anita so willing to go to Jordan to study Arabic ?

Her father is Jordanian and she has always spoken Arabic at home, but she had never studied it formally. She also had family in Jordan who could help her.

2. Anita was impressed by some aspects of her fellow students at the university . Mention two. Their behaviour **and attitude to studying was very good.**

3. Find an idiom from the blog post that means " to put a lot of effort into something" .
put my back into it

4. Why did Anita stay in Jordan ?

She had the chance to study Arabic language for a year.

5. Anita grew up speaking two languages. Write these two languages down.
Arabic and German.

6. Quote the sentence which indicates that students from all over the world study in Jordan .
I was amazed by the number of international students there, who were not only from Germany, but from all over the world.

7. Speaking more than one language can help you and give you more chances. Explain.
Speaking more than one language can open any doors **and**
lead to a variety of career opportunities.

8. How can living with a family who speak Arabic language helps to improve Arabic-speaking skills?
By practicing it day and night.

9. University education help students to be effective in their countries. How ?
It would give them the opportunities to contribute to their country's prosperity.

10. People could speak two forms of Arabic. What are they ?

Colloquial Arabic and modern-standard Arabic.

11. Anita enjoyed many things during her study in Jordan . Mention three.

- Delicious food - beautiful places - friendly, hospitable people

12. There are many benefits that Anita got after finishing her study in Jordan. Mention two.

- She made many new friends.
- She also improved her Arabic speaking, writing and reading skills.

13. Quote the sentence which shows the number of words Anita and other students had to learn weekly.

- Every week, we had to learn a vocabulary list of around 50 words.

Critical Thinking :

Studying abroad has many benefits (advantages) .

Think of this statement, and in two sentences, write down your point of view.

I think that studying abroad has many advantages such as learning a new language and be familiar with different cultures. Also, students who study abroad become more self-confident and they learn to do everything themselves.

My name is Anita and I come to Jordan for studying. Like other people, I enjoy delicious food, beautiful places and hospitable people. One of the best decisions I have made in my life was studying in Jordan. I made many new friends. I also improved my Arabic speaking, writing and reading skills. My dream is to be fluent in Arabic one day and I know will make this dream a reality.

The sentence which states that Anita's desire is to speak Arabic very well is 2021

- a. One of the best decisions I have made in my life was studying in Jordan.
 - b. I also improved my Arabic speaking, writing and reading skills.
 - c. My dream is to be fluent in Arabic one day and I know will make this dream a reality.
 - d. Like other people, I enjoy delicious food, beautiful places and hospitable people.
-

After school - 2022

In England, almost 50% of school leavers go on to higher education. The figure has not always been as high as this (50 %). Twenty years ago, it was closer to 30%, and thirty years before that, **it** (The percentage (figure) of school leavers who go on to a higher education.) was only about 5%. **Another huge change** has been **financial**. Before 1998 CE, higher education in the UK was completely free for UK citizens. Since then, tuition **fees** have been introduced. Most students borrow this money from the government. They (most students) don't have to repay **it** (this money) ²⁰²² immediately. Instead, they pay it back slowly out of future earnings.

يذهب 50% من تاركي المدارس الذين انجزوا الدراسة لاكمال التعليم العالي. لم يكن الرقم دائما يمثل هذا الارتفاع. قبل حوالي عشرين سنة، كان الرقم اقرب الى ال 30% وقبلها ب 30 عاما كان الرقم حوالي 5%. التغيير الكبير الثاني كان مالياً. قبل عام 1998 ميلادي، كان التعليم العالي في المملكة المتحدة مجاني بالكامل للبريطانيين. منذ ذلك الوقت، تم استحداث رسوم الدراسة بمجموعات صغيرة. اغلب الطلاب يقترضون هذا المال من الحكومة. ليسوا مضطرين لدفعه في الحال. بدلا من ذلك، يقومون بتسديده ببطء مما سيكسبون في المستقبل.

Despite the high cost, most students choose to study away from home. A recent survey of 17,000 students revealed that only 7% wanted to stay at home while they (most students) studied for their degree. Of course for most young people, living away from home means borrowing even more money from the government. So **why don't students choose to avoid debt by staying at home**, where they (students) don't have to pay rent? Most of them (students) say that **they (students) want to move to the university of their (students) choice, rather than the nearest one (university).**

Another strong motive is the desire to live in a new culture.

بالرغم من التكلفة العالية، يختار العديد من الطالب الدراسة بعيدا. في دراسة مسحية مؤخرا على 17.000 طالب اظهرت ان 7% ارادوا البقاء في منازلهم خلال دراستهم الجامعية. وبالطبع بالنسبة لمعظم الشباب العيش بعيدا عن الوطن يعني اقتراض المزيد من المال من الحكومة. فلماذا لا يختار الطالب ان يتجنب المديونية ببقائهم في بيوتهم حيث لا يضطرون لدفع اجارات؟ يقول معظمهم انهم يريدون اختيار جامعاتهم بدلا من قريها. ان الرغبة بالعيش في ثقافة جديدة تعد احد الدوافع القوية لذلك.

Where do these students live? **Many** (these students) have rooms in **halls of residence**, especially in their (these students) first year; **others** (students) rent flats or houses. **A lucky minority** live in property that their (lucky minority) parents have bought for them (lucky minority) . Most of them (students) need to learn to cook, do their (students) own washing and manage their (students) time and money.

أين يسكن هؤلاء الطالب؟ يعيش اغلبهم في سكنات جامعية خصوصا في عامهم الاول. ويستأجر اخرون غرف او منازل. يسكن القليل من المحظوظين منهم في ممتلكات اشترها اهلهم لهم. اغلبهم يحتاج ان يتعلم الطبخ والتنظيف وكيف يتدبروا امر إدارة الوقت والمال.

Key Word	Meaning in English	Arabic
degree	a qualification that is given to you when you have successfully completed a course of study	درجة علمية
halls of residence	accommodation provided by a university or college	سكن جامعي
motive	reason for doing something	حافز
minority	not many; the opposite of "majority"	اقلية
fees	costs ; charges	رسوم
debt	money you owe / tuition : teaching , especially in small groups	دين
financial	relating to money	مالي

1. What does the word 'it' in bold refer to in the first paragraph?

The percentage (figure) of school leavers who go on to a higher education.

2. The first paragraph contains the phrase in bold 'another huge change'.

What was the first huge change?

The change of school leavers go on to a higher education over 50 years from 5% to 50 %.

3. How are students able to afford to leave home? Which part of the text tells you this?

They borrow money from the government,

4. Where do UK students get money for their education from ?

Students get money for their education from the government.

5. How do UK students pay the money back?

They pay it back out of future earnings.

6. Students don't choose to avoid debt by staying at home, where they don't have to pay rent? Why?

- They want to move to the university of their choice, rather than the nearest one.
- Another strong motive is the desire to live in a new culture.

7. Where do students who leave their homes live? - 3 groups

The text states three different places that students may live in when studying away from home . Write them down .

2022

- Many have rooms in halls of residence, especially in their first year.
- Others rent flats or houses.
- A lucky minority live in property that their parents have bought for them.

8. Students who study away from their homes should do some of the daily skills.

Write down two of these skills .

2022

- Most of them need to learn to cook
- They need to do their own washing
- They need to manage their time and money.

9. Quote the sentence which indicates that studying in another university which is far from your home is expensive.

Of course for most young people, living away from home means borrowing even more money from the government.

Critical Thinking:

Studying abroad is beneficial. Suggest three things you can achieve by studying

- Learning a new language.
- Learning a new culture, habits, customs
- Making new friends
- Increasing awareness

Students who choose to study abroad face different cultural challenges.

2022

Suggest three possible ways they can do to cope with these challenges .

- Learning the new language and the new habits.
- Dealing with the new people positively
- Making new friends
- Making a lot of effort
- Studying their culture

1. Living in another country (culture) is beneficial. Explain this statement.

Are these statements true (T) or false (F) ? Correct the false statements :

- 1.The number of school leavers who go to university in England has greatly increased in the past 30 years. **T**
2. It's more expensive to go to university than it used to be. **T**
3. University students have to pay before they study. **F**
They pay the government back out of future earnings.
4. Most university students choose the cheapest option. **F**
Most students choose to study away from home which is more expensive.

Quotation

" Live as if you were to die tomorrow. Learn as if you were to live forever. "
Mahatma Gandhi (1869 CE – 1948 CE)

(عش كائنك تموت غدا , وتعلم كائنك تعيش ابدًا)

Ghandi is thinking about the changing world and how we need to keep up with it. So he is advising us to take advantage of everything there is and embrace learning in order to live a better life.

Vocabulary

Replace the words and phrases in **bold** with words from the box :

compulsory	contradictory	developed nation	tuition	optional	fluently
------------	---------------	------------------	---------	----------	----------

1. A **wealthy country** is a country that is economically and socially advanced. -----
2. Is Maths **a subject that you have to do** ? -----
3. You don't have to stay after school for the chess club – It's **your choice**. -----
4. Do you have Music **lessons** at the weekend ? -----
5. Those statements are **on different sides of the argument**. -----
6. In Jordan , pre-school and kindergarten is optional, while basic education is free and ----- . (2016)

Complete the following paragraph :

في الخارج Abroad	طول العمر Lifelong	عالمي Global	فرصة / فكرة Prospects	متزايد increasingly	كفاءة proficiency
------------------	--------------------	--------------	-----------------------	---------------------	-------------------

If you do a degree in Medicine or Law, you will find that your job ----- are better than if you do a more general degree. However, language ----- is becoming ----- important for anyone who wants to travel or work ----- for a large ----- company or organisation . Remember, it is never too late to study or change career direction. Studying is a ----- activity- you're never too old to start.

Banking and Finance

Linguistics

Fine Arts

History

Physics

Law

1. You should study ----- if you are interested in learning about the **legal system**. I studied it because I wanted to help people, and now I have a great job in an office.
2. Studying ----- lets me focus on my love of **language** in an analytical way. It has introduced me to ideas about language that I have never thought of before.
3. Maths has always been my strongest subject, and I feel that by studying ----- I can use my strength to **solve practical problems**.
4. ----- is a subject that I've always been interested in. Learning about **modern and ancient civilization** is fascinating. Studying at a higher level means really understanding how different cultures interacted in the past.
5. **Economics** and the global market have always interested me, but I wanted to study a subject with a clear career path, so I chose -----.
After I graduate, I want to begin a career in investment.

Answers : Law – Linguistics – Physics – History – Banking and Finance

University Subjects

Key Word	Meaning in English	Arabic
Agriculture	the science or practice of farming	زراعة
Business Management	the study which involves learning about running a company	ادارة اعمال
Astrophysics	the study of the chemical structure of the stars and the forces that influence them	فيزياء فلكية
Economics	the study of the way in which money and goods are produced and used	اقتصاد
Engineering	the study of how roads, bridges, machines, ...etc are built.	هندسة
Linguistics	the study of the grammar, history and structure of languages	لغويات
Marketing	the study of selling products to the appropriate customer .	تسويق
Pharmacy	the study and practice of preparing drugs or medicines.	صيدلة
Psychology	the study of the mind and how it works	علم النفس
Sociology	the study of societies and the behaviour of people in groups.	علم الاجتماع

Classify the following words : (Maths, Arabic, sociology, Marketing, Physics, Dentistry , Pharmacy, etc.)

Science	Art and Humanities	Business
Maths , Dentistry, Pharmacy, geology, Chemistry, Agriculture, Physics, Engineering, Biology, Medicine	Arabic Language and Literature, Translation, Visual Arts, Sociology, History	Marketing, Banking and Finance, Economics, Business Management

Psychology, Nursing , Linguistics and Geography are **difficult to classify**.

Read the following paragraph about the German-Jordanian University and choose the correct answer :

The German-Jordanian University (GJU) is (a private – public) university near (Madaba – Petra) . It opened I (1995 – 2005 CE) . The University enrolls (more – less) than 5,000 students , who come from Jordan and (many other countries – Germany) . About (40 – 14) percent of all students are non-Jordanian. The university differs from other universities by offering (German – French) language courses in preparation for the fourth year, which most students spend working or studying in Germany. The university also has a very good reputation in English and Arabic language courses.

Answers : public – Madaba – 2005 – more – many other countries

Body idioms :

Body idioms	Meaning	Arabic
get it off your chest	to tell someone about something that has been worrying you	يفرغ - يشكي عن مشكلة ما
get cold feet	to lose your confidence in something at the last minute	تفقد الثقة بنفسك اخر لحظة
play it by ear	to decide how to deal with a situation as it develops	تقرر كيفية التعامل مع موقف
keep your chin up	to remain cheerful in difficult situations; an expression of encouragement	يبقى مرح وقت الصعوبات
have a head for figures	to have a natural mental ability for Maths / numbers	ان يكون لك عقل رياضي
put my back into it	tried extremely hard ; put a lot of effort into something	يحاول بكل جهده

- I'm too nervous to do a parachute jump. I think that I'll ----- at the last moment.
 - If you've got a problem, talk to someone about it. It helps to ----- .
 - I don't think I would be a very good accountant. I don't really ----- .
 - ! I'm sure everything will be fine in the end.
 - I'm not sure if it'll be warm enough to have a barbecue. We'll have to ----- .
- Answers : get cold feet - get it off your chest - have a head for figures - keep your chin up - play it by ear

- Even if things have been difficult for you, always -----, everything will be normal soon. (2016)
- Majed is too nervous to do a parachute jump. I think he will lose his confidence at the last moment. (2016)
Replace the underlined phrase with the correct body idiom
- I'm not sure if it'll be warm enough to have a barbecue. We'll have to keep your chin up. (2017)
Replace the underlined body idiom with the correct one
- I was shocked when I heard the news. It came completely out of the blue . (2020)
The underlined colour-idiom in the sentence above means :
a. unexpectedly b. angry c. permission d. a useless possession

Derivation

Derivation : The origin from which a word or phrase has developed . (nouns / verbs / adjectives / adverbs)
 (**adjective** + **noun** + **verb** + **adverb** + **adjective** + **noun**)

verb	ate	ise	ize	en	ed				
noun	ion / ness	ity	ment	ence	ency	gy	ing	ist	er
adjective	al	ive	ant	ent	ful	ous	ible	able	ic/ed/ing
adverb	ly								

Verb	Noun	Adjective	Adverb- Arabic	Verb	Noun	Adjective	Adverb
educate	education	educational	يتعلم		agriculture	agricultural	زراعة
succeed	success	successful	ينجح		Pharmacy	Pharmaceutical	صيدلة
achieve	achievement		يحقق - ينجز		Economics	Economical	اقتصاد
organise	organisation		ينظم		fluency	fluent	طلاقة
develop	development		يطور	contradict	contradiction	Contradictory	يناقض
manage	management	managerial	يقدر - يدير	enroll	enrolment		يسجل
	Psychology	Psychological	علم النفس	pioneer	pioneer		رائد
	Sociology	Sociological	علم الاجتماع	market	Marketing market		يسوق
	Proficiency	proficient	اجادة - احتراف	engineer	engineer		يهندس
	academy	academic	اكاديمي academically		Engineering		
					Linguist	linguistic	لغوي
					Linguistics		علم اللغويات

Complete the sentences with the correct forms of the words in brackets :

- One of the most important things that we give children is a good ----- . (**educate**)
- If you work hard, I'm sure you will ----- . (**success**)
- Congratulations ! Not many people ----- such high marks. (**achievement**)
- My father works for an ----- that helps to protect the environment. (**organise**)
- It's amazing to watch the ----- of a baby in the first year of life. (**develop**)
- Language ----- is becoming an important requirement for many jobs .(**proficient**) 2017

Guided Writing

How to learn and memorise faster

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

2018

Why people should read more books

- develop verbal abilities
- increase focus and concentration
- refresh memory
- improve imagination skills

2017

What one can do in a free time

- visiting cultural locations.
- exercising and playing a sport.
- going shopping.
- spending time with friends.

2018

Quantifiers to make comparisons

محددات الكمية لعمل المقارنة

(as much as / less / more / not as many / the least / the most / as popular as)

Positive الصفة قبل المقارنة	Comparative المقارنة بين اثنين	Superlative مقارنة واحد بمجموعة (المفاضلة)	Equality asas not as.....as
صفات قصيرة	er..... than	Theest	as much +as مساواة الأشياء غير المعدودة
سهل easy	easier than	The easiest	as many +as مساواة الأشياء المعدودة
طويل tall	taller than	The tallest	as popular as
كبير big	bigger than	The biggest	as often as
صفات طويلة- مقارنة ايجابية	more than	the most	as hard as (adverb)
غالي expensive	more expensive than	The most expensive	isn't asas
مشهور famous	more famous than	The most famous	as tall as
حريص careful	more careful than	The most careful	as exciting as
مقارنة سلبية			
little غير معدود	less than اقل من	the least	
صفات شاذة في المقارنة			
جيد good	betterthan	the best الأفضل	
سيء bad	worsethan	the worst الأسوأ	
قليل little	lessthan اقل من	the least الأقل	
many/much	more ...than	the most الأكثر	
بعيد far	farther / further	The farthest / furthest	

I. Function : We can use (the most) , (the least) , (as ...as) , (more/less ... than) to compare adjectives and adverbs.

يمكن استخدام المقارنة والتفضيل والمساواة وعدم المساواة للمقارنة بين الصفات والظروف

1. Which subjects are **the most** popular and which are **the least** popular ?
2. Is Maths **as popular as** science ?
3. Do you think Geography is **more** interesting **than** History, or less interesting ?

II. We can use (as as) to compare adverbs :

e.g. : Mohammad works **as hard as** his brother. / I can't run **as fast as** you .

I haven't got **as much** homework ----- my brother. (so - than - as - like)

III. We use (as much / as many) to compare quantities and numbers :

- There are **not as many** people in our class **as** yours .
- I don't eat **as much** fast food **as** my brother.
- You have heard **as much** news **as** I have.

IX. We can also use (as....as) adverbially :

- I don't like running **as much as** I like swimming.
- We practice our English **as often as** possible .

Complete the sentences with the phrases in the box : (Look at the percentage of **after-school classes**)

English 40 %	Music and Art 10 %	Science 20 %	Maths 30 %
--------------	--------------------	--------------	------------

(as much as - less - more - not as many - the least - the most - as popular as)

1. English is ----- studied subject .
2. ----- studied subjects are music and art .
3. There are ----- students studying Science and Maths.
4. Maths is ----- popular than science, but ----- popular than English.
5. Students don't like doing Music and Art ----- they like doing Maths.
6. Neither Maths nor Science are ----- English .

Study the information in the table about *compulsory education* and complete the sentences below it :

The most – The least – more than – less than
earlier – later – start – leaves

Compulsory Education in different countries	
England	5-16 years
Portugal	6-18 years
Jordan	6-15 years
Turkey	6-18 years
Japan	6-15 years

1. Turkish children have the most compulsory schooling but Japanese children have the least compulsory one.
2. In Jordan, children start school a year later than English children but Jordanian children can leave school earlier one year than English children.

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

1. Portugese and Turkish children have ----- compulsory schooling .
2. Portugese children have to go to school for ----- than children in Japan.
3. In Jordan, children start school a year ----- than English children.
4. Japanese and Jordanian children have ----- compulsory schooling.
5. Jordanian children can leave school ----- one year than English children. 2022

This table gives recent information about some of the most popular university subjects offered by British universities . Use it to complete the sentences below :

Subject	No. applications in 2014 CE	Change since 2013 CE
Business Studies	280,240	+ 3.2 %
Visual Arts	244,620	+ 2.4 %
Biology	231,720	+ 8 %
Engineering	141,100	+ 11 %
Law	108,130	- 1 %
Physics	104,410	+ 5 %
Medicine & Dentistry	98,910	+ 3 %
Computer Science	97,110	+ 13 %

(as popular as – as much as – least popular – more people – less popular than – more popular – not as many – the fastest – the most popular)

1. Business studies is ----- subject .
2. ----- people applied for Law in 2014 CE as in the previous year.
3. Physics isn't ----- Biology.
4. Law is ----- than medicine and Dentistry.
5. ----- growing subject is Computer Science.
6. Engineering is ----- Visual Arts.
7. 11 % ----- applied for Engineering in 2014 CE than in 2013 CE.
8. The ----- subject on the list is Computer Science.

Answers : the most popular – not as many – as popular as – more popular – the fastest – less popular than – more people – least popular

Complete the sentences with the words in the box :

(further - later - least - less - longer - much)

1. My sister doesn't eat as ----- as I do . She always puts ----- on her plate than I do.
2. I'm tired today because I went to bed ----- than usual last night.
3. I didn't enjoy the book. In fact it was the ----- interesting story I've ever read .
4. The bus is late. We have to wait a little -----.

2021

0796145755 - 0785915568 عماد ابو الزمر

الكميات لعمل المقارنة Quantifiers to make comparisons

taller	X	shorter	hotter	X	colder	better	X	worse	the most	X	the least
bigger	X	smaller	later	X	earlier	farther	X	nearer	the most	X	the fewest
cheaper	X	more expensive	longer	X	shorter	poorer	X	richer	more	X	fewer
easier	X	more difficult	faster	X	slower				more	X	less

التحويل من (more) الى (as as) : مع الصفات الطويلة

- عند التحويل من (more) الى (as as) : اذا بدأ السؤال بعكس الاسماء اي بوضع Ahmad في بداية الجملة بدل Ali :
اولا ننفي الفعل الموجود في الجملة :
is تصبح isn't - are تصبح aren't وهكذا . / V +s -es تصبح don't او doesn't حسب الفاعل الموجود في بداية الجملة .
نضع مكان كلمة more كلمة as ثم نضع مكان كلمة than كلمة as ونكمل الجملة كما هي .
او نستطيع عند اعادة الكتابة تحويل كلمة more الى كلمة less دون اي تغيير في الجملة سوى عكس الاسماء او اقطاب الجملة

1. Ali's car is more expensive than Ahmad's. Ahmad's car is less expensive than Ali's
Ahmad's car isn't as expensive as Ali's
2. Ali plays more quickly than Ahmad Ahmad plays less quickly than Ali.
Ahmad doesn't play as quickly as Ali

التحويل من صفة مضاف لها (er) الى (as as) : مع الصفات القصيرة

- عند التحويل من (er) الى (as as) : اذا بدأ السؤال بعكس الاسماء اي بوضع Ahmad في بداية الجملة بدل Ali :
اولا ننفي الفعل الموجود في الجملة :
is تصبح isn't - are تصبح aren't وهكذا . / V +s -es
نضع كلمة as بدل er المضافة للصفة ثم نضع مكان كلمة than كلمة as ونكمل الجملة كما هي .
او نستطيع عند اعادة الكتابة تحويل الصفة بان نحضر عكسها دون اي تغيير في الجملة سوى عكس الاسماء او اقطاب الجملة

2. Ali is taller than Ahmad Ahmad is shorter than Ali .
Ahmad isn't as tall as Ali

التحويل من (as as) الى (more) :

- عند التحويل من (as as) الى (more) : اذا بدأ السؤال بعكس الاسماء اي بوضع Ahmad في بداية الجملة بدل Omar :
اولا : الفعل الموجود في الجملة منفي يصبح مثبت ::
isn't تصبح is - aren't تصبح are وهكذا . / don't او doesn't تحذف وتعيد الفعل بعد هما الى V +s -es .
نضع مكان كلمة as كلمة more ثم نضع مكان كلمة as كلمة than ونكمل الجملة كما هي .
او نستطيع عند اعادة الكتابة تحويل كلمة not الى كلمة less دون اي تغيير في الجملة سوى عكس الاسماء او اقطاب الجملة

1. Omar is not as generous as Ahmad..... Ahmad is more generous than Omar.
Omar is less generous than Ahmad .
3. Ali doesn't play as quickly as Omar. Omar plays more quickly than Ali.
Ali plays less quickly than Omar.

التحويل من (as as) الى (er) :

- عند التحويل من (as as) الى (er) : اذا بدأ السؤال بعكس الاسماء اي بوضع Omar في بداية الجملة بدل Ali :
اولا ننفي الفعل الموجود في الجملة :
isn't تصبح is - aren't تصبح are وهكذا .
نضيف للصفة er ونحذف as الموجودة قبل الصفة ثم نضع مكان كلمة as كلمة than ونكمل الجملة كما هي .
او نستطيع عند اعادة الكتابة بتحويل الصفة بان نحضر عكسها دون اي تغيير في الجملة سوى عكس الاسماء او اقطاب الجملة

2. Ali isn't as tall as Omar. ... Omar is taller than Ali.
Ali is shorter than Omar.

استخدام (as much) و (as many) :

اذا دخلت (as many) - (as much) على (fewer - less) لا نغير شيئ في الجملة ولا نبدل الاسماء ولكن ننفي الفعل قبل كلمة المقارنة :

1. There are fewer houses in my village than in their village . (as many)
There aren't as many houses in my village as in their village .
2. Ali has less water than Omar. (as much) Ali doesn't have as much water as Omar .
اذا دخلت (as many) - (as much) على (more) :
نبدل الاسماء وننفي الفعل قبل كلمة المقارنة :
1. My brother eats more fast food than me . (as much)
I don't eat as much fast food as my brother .
2. There are more people in Amman than in Zarka . (as many)
There aren't as many people in Zarka as in Amman .

Fill in the correct form of the words in brackets (comparative or superlative) :

1. Maths was ----- exam in Tawjihi. (bad)
2. Tawjihi exams is ----- school exams. (difficult)
3. Ali is ----- at Maths than Sami. (good)
4. Sami is ----- in the class. (clever)
5. I have got ----- money in the group. (little)
6. Omar has ----- house in the city. (beautiful)
7. Cars are ----- than trains. (slow)
8. Amman is ----- Brasilia. (not/big)
9. I live in ----- house in the city. (expensive)
10. Salma is ----- than Alia. (pretty)
11. My room is ----- in the house. (tidy)
12. In the country, there are ----- houses than flats. (many)
13. The city is much ----- the countryside. (busy)
14. Farming is better now. It is ----- profitable it used to be. (little)

Rewrite the following sentences with ones that have similar meanings :

1. There is less information on the website than in the book. (as much)
There isn't -----
2. The cheapest thing on the menu is orange juice.
The least -----
3. I have got less homework than my brother. (as much)
I have -----
4. Rami is shorter than Sami. (as tall as)
Rami isn't -----
5. Salma always puts less on her plate than I do.
I always put -----
6. My sister doesn't eat as much as I do.
My sister eats -----
7. Ali's car is more expensive than Omar's.
Omar's -----
8. Ahmad doesn't eat as much as Ali.
Ali -----
9. I don't like running as much as I like swimming.
I like swimming -----
10. There are not as many people in our class as yours.
There are -----ours.
11. I don't eat as much fast food as my brother.
My brother -----
12. The easiest subject in Tawjihi is English.
The least -----
13. Maths is popular. Science is popular.
Maths is as -----
14. Neither Ahmad nor Omar are as tall as Ali.
Ali -----
Ahmad and Omar -----

15. English is more interesting than Arabic.

Arabic isn't -----

Arabic is -----

16 . Omar is cleverer than Sami . (as)

Sami -----

17. Sami plays better than Salma. (as)

Salma -----

18. Ahmad is more famous than Ali .

Ali is -----

Ali isn't -----

19. My house didn't cost as much as my neighbour's .

My neighbour's -----

My house -----

20. My house isn't as good as my neighbour's.

My neighbour's -----

21. My car is more beautiful than Sami's .

Sami's car is-----

Sami's car isn't-----

22. Ali runs more quickly than Omar .

Omar -----

Omar -----

23. English isn't as interesting as Maths .

Maths -----

24. I don't swim as quickly as Sami.

Sami -----

25. There are fewer houses in my village than in their village . (as many)

26. My brother eats more fast food than me . (as much)

27. There are more people in Amman than in Zarka . (as many)

28. Ali has less water than Omar. (as much)

29. Neither Maths nor Science are as popular as English.

2016

English -----

30. Jordanian children start school a year later than English children .

2017

English children -----

31. Studying physics is not as popular as studying Biology in Britain .

2017

Studying Biology -----

32. The electronic newspapers are not as acceptable as the ordinary ones.

2018

The ordinary newspapers -----

33. Not as many people applied for Law in 2014 CE as in 2013 CE.
In 2013 CE , -----
34. These new shoes are not as comfortable as my old ones . **2018**
My old shoes -----
-
17. Learning Chinese is more difficult than learning English.
Learning English----- 2019
18. Reading a novel is not as interesting as watching a movie.
Watching a movie ----- 2019
19. They want to interview as ----- candidates as possible for the new position.
(much - many - the most - more) 2019
20. I am not interested in football as ----- as you.
(many - more - much - less) 2019
-
21. The lunch is not ready yet. We'll have to wait a little ----- **2021**
a. long b. the longest c. the longer d. longer
22. Yehya didn't enjoy the book. In fact it was ----- interesting story he has ever read. **2021**
a. the less b. the least c. the more d. the most
23. My watch is less attractive than yours. **2021**
The sentence which has a similar meaning to the one above is :
A- My watch is more attractive than yours.
B- My watch is not as attractive as yours.
C- My watch is as attractive as yours.
D- My watch is the most attractive one.
24. Neither Maths nor Biology is as interesting as English. **This means :** **2021**
A- English is less interesting than Maths and Biology.
B- English is less interesting than Maths and Biology.
C- English is less interesting than Maths and Biology.
D- English is less interesting than Maths and Biology.
25. **There is less information on the website than there is in the book.** **2021**
A- There isn't as much information on the website as in the book .
B- There isn't as many information in the book as on the website .
C- There isn't as much information in the book as on the website .
D- There isn't as many information on the website as in the book .
26. The cheapest thing on the menu is lemon Juice. **2021**
The sentence which has a similar meaning to the one above is :
A- The less expensive thing on the menu is lemon juice.
B- The most expensive thing on the menu is lemon juice.
C- The expensive thing on the menu is lemon juice.
D- The least expensive thing on the menu is lemon juice.
27. Reading detective stories is more impressive than reading plays . **2022**
The sentence which has a similar meaning to the one above is :
A- Reading plays is more impressive than reading detective stories.
B- Reading detective stories is not as impressive as reading plays.
C- Reading plays is less impressive than reading detective stories.
D- Reading detective stories is as impressive as reading plays.

Writing:

Imagine that you have just joined a space school.

Write an email to your friend telling him/her what it is like to study there.

كتابة البريد الإلكتروني غير الرسمي

An Informal Email

Hello ...name....., (less formal) or Hi !

I hope you're in a good health. I'm sorry I haven't written to you for a long time, and that's because I'm having Tawjihi exams.

I'm writing to tell you about(subject).....

Well , I have to finish now as I've got too much study. Please write back and let me know more about your latest news. Looking forward to hearing from you.

Best wishes,

Name. Nihad/Jehad

Writing a blog : كتابة المذكرات الإلكترونية

Write a blog post for your school's website. Describe life in a Jordanian secondary school so that they will know what to expect. Choose a different topic for each paragraph from the list.

(family life – school subjects – school rules – behaviour – values a typical school day – after school activities – free-time activities)

Decisions , decisions

Posted by Hiba J.

Introduction : (ask a question such as advice)

Do you know what you are going to study at university? I've come up with some ideas but I really you're your help! Do get in touch if you have any stories or advice that you think might help me to make this life changing choice.

Body paragraph : (State your problem)

Firstly, I want to help people, but science is not my strongest subject, so I won't be able to do medicine. I could study Psychology and follow a career path in that area, but I don't know much about it. If any of you are Psychology student, please do message me about your course. I'd love to hear about it-What you love, what you like, and of course, what you don't like at all.

Secondly though, I'd really like to study something like Linguistics, because I've always been interested in language. I've done some research and found out that, while it doesn't lead directly to a career, it is interesting and academic, as well as a well-respected degree.

(Restate your question or subject and ask students to get involved)

So, can you help me with my decision ? We could start up a useful conversation about choosing paths for ourselves at this next exciting stage !

Pronunciation – Word stress

Words	Stress	No. of syllables
secondary	secondary	4
compulsory	compulsory	4
organisation	organisation	5
development	development	4
tuition	tuition	3
achievement	achievement	3
academic	academic	4
contradictory	contradictory	5

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

(2023 - 2022)

Action Pack 12

Twelfth Grade

Unit 7

المستوى الرابع

Lifelong Learning



Emad Abu Alzumar

0785915568

0796145755

عماد ابو الزمر

Is it too late to start revising now ?

2021

A – No, it is never too late to start revising !

The first thing I would do is to draw up a revision timetable.

هل فات الأوان لبدء المراجعة الآن؟ أ - لا، انها ليست متأخرة لبدء مراجعة ! أول شيء سأفعله هو أن أضع جدولاً زمنياً للمراجعة.

How should you draw up a timetable ?**B** – Look at all the subjects you have to do, and **work out** when you are going to work on each one (subject). It is a good idea to *change* the order of the subjects in your timetable for each day. Try doing a little English, followed by some Maths, then Biology, and so on. *This way*, by changing the focus of your revision, you keep your mind fresh.

كيف نضع جدولاً زمنياً؟

ب - انظر لجميع المواد التي عليك القيام بها، وابدأ العمل على كل واحدة. انها فكرة جيدة لتغيير ترتيب الموضوعات في جدول زمني لديك كل يوم. حاول بمراجعة قليلة للغة الإنجليزية، يليها بعض الرياضيات، ثم الأحياء، وهلم جرا. بهذه الطريقة، عن طريق تغيير التركيز للمراجعة الخاصة بك، سيبقى عقلك منتبه ونشط.

Is it best to get up early, or to revise late at night ?**C** – The earlier you start in the morning, the more beneficial your revision will be, because that's when you feel most awake and your **memory** is at its (your memory) best. I'd also recommend studying for 30-minute periods, and then taking a break. It's been proved that concentration starts to decrease after half an hour, so frequent breaks will help the brain to recover and concentration to return.

هل من الأفضل النهوض في وقت مبكر، أو المراجعة في وقت متأخر من الليل؟

C – كلما بدأت مبكراً في الصباح، كلما كانت المراجعة أكثر فائدة، وذلك لأنك ستشعر بقظة أكثر وذاكرتك هي في أفضل حالاتها. واود ان انصح بالدراسة لمدة 30 دقيقة، ثم أخذ استراحة. لقد ثبت أن التركيز ينخفض بعد نصف ساعة، لذلك فالراحة المتكررة سوف تساعد الدماغ ان يعيد نشاطه ويجدد التركيز .

What do you mean by frequent break ?**D** – By a break, I mean any change of activity from studying. It (a break) could be something as simple as just getting up from your desk and listening to some music, or walking around for ten minutes.

ماذا تقصد بالاستراحة المتكررة؟

D – بالاستراحة، اعني أي تغيير للنشاطات غير الدراسة. يمكن أن يكون شيء بسيط مثل مجرد القيام من مقعدك والاستماع إلى بعض الموسيقى، أو التجول لمدة عشر دقائق.

How much exercise do you need ?**E** – Physical activity is very important, of course, especially when you are studying. Exercise will make a huge difference to the way you feel. The physical activity will increase your heart rate, and in turn, that will increase your blood *circulation*. It (physical activity) also sends more oxygen to the brain, which (sending more oxygen to the brain) makes you revise more efficiently !

كم من التمارين تحتاج؟

E - النشاط البدني مهم جداً، بالطبع، وبالأخص عندما تدرس. التمارين ستحدث فرقا كبيرا في الطريقة التي تشعر بها. النشاط البدني يزيد معدل ضربات القلب، وبالتالي، ستزيد الدورة الدموية. كما أنه يرسل المزيد من الأوكسجين إلى الدماغ، مما يجعلك تراجع بكفاءة أكثر!

Do you mind giving me some advice about diet ?**F** – **Nutrition** is very important. You should try to eat as much fruit and vegetables as you can. It's essential not to become **dehydrated**, so drink lots of water.

هل تمانع إعطائي بعض النصائح حول النظام الغذائي؟

F - التغذية مهمة جداً. يجب أن تحاول أكل الكثير من الفواكه والخضروات قدر ما تستطيع. ومن الضروري ألا يصبح عندك جفاف، لذلك اشرب الكثير من الماء.

Which words are connected with the *body, eating and drinking or the mind* ?

Key Word	Meaning in English	Arabic
circulation	the movement of blood around the body when it is pumped by the heart. – circulate - v	الدورة الدموية
memory	Someone's ability to remember things, places and experiences – memorize v / memorable	ذاكرة
concentration	attention - concentrate (v)	تركيز
beneficial	useful	مفيد
diet	the kind of food that a person or animal eat each day – diet (v) / dietary (adj)	غذاء
dehydration	the state of having drunk too little water - dehydrate (v) / dehydrated (adj)	جفاف
nutrition	the process of getting the right kind of food for good health and growth - nutritious - adj	تغذية

1. How do you revise for exams ? Give some tips / suggestions / procedures : .15

- Draw up a revision timetable.
- Work out when you are going to work on each subject.
- Studying early in the morning because it is more beneficial for your revision.
- Taking frequent breaks.
- Doing some physical activities.
- Eating vegetables and drinking water.

2. What is the first thing you should do to start revising ?

What should students do before starting revision ?

To draw up a revision timetable.

3. How can you keep your mind fresh while studying ?

By changing the focus of your revision – (change the order of the subjects in your timetable)

4. When will your revision be beneficial ?

When you start revision early in the morning .

5. Revising in the morning is beneficial . Mention two reasons. (recommended)

1. You feel most awake
2. Your memory is at its best.

6. When does concentration start to decrease ? What is recommended for that ?

After half an hour . (30 minutes) Taking a break

7. Frequent breaks in revision has two benefits. Mention them.

1. Frequent breaks will help the brain to recover
2. Frequent break will help concentration to return.

8. What does “ taking a break “ mean ?

Making any change of activity from studying.

9. Mention three activities / forms / examples about taking a break.

1. Getting up from your desk
2. Listening to some music
3. Walking around for ten minutes.

10. Quote the sentence which indicates that doing exercises is important before revising .

Physical activity is very important, of course, especially when you are studying.

11. Why is physical activity important when you are studying ? = The advantages

How does physical activity makes you revise more efficiently ?

- Exercise will make a huge difference to the way you feel.
- The physical activity will increase your heart rate
- Increasing your heart rate will increase your blood circulation.
- The Physical activity sends more oxygen to the brain.

12. Two examples of good diet students should follow are mentioned in the text.

What are they ?

You should do two things in order to avoid dehydration. Mention them.

- Eat as much fruit and vegetables as much as you can.
- Drink lots of water.

13. Quote the sentence which indicates the advice not to be dehydrated .

It's essential not to become dehydrated, so drink lots of water.

The earlier you start in the morning, the more beneficial your revision will be, because that's when you feel most awake and your memory is at its best. I'd also recommend studying for 30-minute periods, and then taking a break. It's been proved that concentration starts to decrease after half an hour, so frequent breaks will help the brain to recover and concentration to return.

The writer recommends taking frequent breaks when revising for the exams as ----- 2021

- A- memory is at its best.
- B- attention decreases after 30 minutes.
- C- attention increases after 30 minutes.
- D- concentration is at its best.

No, it is never too late to start revising ! The first thing I would do is to draw up a revision timetable. Look at all the subjects you have to do, and work out when you are going to work on each one. It is a good idea to change the order of the subjects in your timetable for each day. Try doing a little English, followed by some Maths, then Biology, and so on. This way, by changing the focus of your revision, you keep your mind fresh.

When revising for exams, it's better to ----- .

2021

- A- follow different order of subjects everyday.
- B- revise English before any other subjects.
- C- follow the same order of subjects everyday.
- D- focus on only one subject each day.

Learning a foreign Language :

Speaking a foreign language, **it is claimed**, improves the functionality of your brain in several different ways. Learning new vocabulary and grammar rules *provide the brain with beneficial 'exercise'*, which (beneficial exercise) **improves memory**. As well as exercising the brain, it is thought that learning a new language also presents the brain with unique challenges. These include *recognising different language systems*. These skills **improve** your chances of success in other **problem-solving tasks** as well. It is said that students who learn foreign languages do better, on the whole, in general tests in Maths, reading and vocabulary than students who have only mastered their mother tongue.

التحدث بلغة أجنبية، كما يدعى، تحسن وظائف الدماغ بطرق مختلفة عديدة. تعلم المفردات والقواعد النحوية تزود الدماغ بتمارين مفيدة، تحسن الذاكرة. وكذلك تمرين الدماغ، يعتقد أن تعلم لغة جديدة أيضا يعرض الدماغ لتحديات فريدة من نوعها. وهذا يشمل هذه المعرفة انظمة اللغة المختلفة. هذه المهارات تحسن فرص النجاح في مهام أخرى لحل المشكلات أيضا. ويقال أن الطلاب الذين يتعلمون اللغات الأجنبية يفعلون الأفضل، على وجه العموم، في الاختبارات العامة في الرياضيات والقراءة والمفردات من الطلاب الذين اتقنوا لغتهم الأم.

According to a study carried out by Pennsylvania State University, USA. **Multilingual people are able to switch between two systems of speech, writing, and structure quite easily**. It has been proved that they (Multilingual people) are also able **to switch** easily between completely different tasks. One experiment required participants to operate a driving simulator while carrying out separate tasks at the same time. The experiment showed that multilingual participants were less distracted by the other tasks **and** therefore made fewer driving errors.

وفقا لدراسة أجرتها جامعة ولاية بنسلفانيا، الولايات المتحدة الأمريكية. الناس الذين يتحدثون بعدة لغات هم قادرين على التبديل بين نظامين في الكلام والكتابة، وبناء الجملة بسهولة تامة. وقد ثبت أيضا أنهم قادرين على الانتقال بسهولة بين مهام مختلفة تماما. في إحدى التجارب طلب من المشاركين بالعمل جهاز قيادة مزيف أثناء قيامهم بمهام منفصلة في نفس الوقت. وأظهرت التجربة أن المشاركين الذين يتحدثون بعدة لغات هم أقل شرودا للذهن في المهام الأخرى، وبالتالي قاموا بأخطاء في القيادة أقل.

It is believed that language learning can also improve your decision-making skills. When you speak a foreign language, *you are constantly weighing up subtle differences in meaning of a word or the way that an utterance is made*. This process is then transferred subconsciously to other situations in which judgment is called for, and decisions have to be made.

يعتقد أن تعلم اللغة يمكن أيضا ان تحسن مهارات اتخاذ القرارات الخاصة بك. عندما تتكلم لغة أجنبية، فانت باستمرار تزن الفروق الدقيقة في المعنى من كلمة أو الطريقة التي يتم إجراء الكلام فيها. هذه العملية تم تحويلها بعد ذلك لا شعوريا إلى حالات أخرى يتم من خلالها الحكم واخذ القرارات.

Finally, learning a foreign language can also **improve your ability to use your mother tongue** more effectively. As you become more aware of the way that a language works, you begin to apply it to the language that you use everyday. The skills you obtain from learning a foreign language, therefore, can make you a better speaker and writer in your own language.

وأخيرا، تعلم لغة أجنبية يمكن أيضا ان يحسن قدرتك على استخدام لغتك الأم على نحو أكثر فعالية. ولانك يمكن أن تصبح أكثر وعيا للطريقة التي تعمل بها اللغة، تبدأ في تطبيقها على اللغة التي تستخدمها كل يوم. وبالتالي، المهارات التي تكتسبها من تعلم لغة أجنبية، يمكن أن تجعلك متحدث و كاتب أفضل بلغتك الخاصة.

Key Word	Meaning in English	Arabic
multilingual	speaking , reading or writing in more than two languages	متعدد اللغات
multitask	to do several things at the same time	متعدد المهام
simulator	any device or systems that simulate specific conditions or the characteristics of a real process or machine. – simulate (v) / simulation (n)	جهاز مشابه للحقيقي للتعلم
utterance	Something that is said such as a statement - utter (v)	كلام

**1. There are many benefits of learning a foreign language ? Mention them .
How does a foreign language improve them ?**

- **Improving memory** by providing the brain with beneficial exercise.
How : It exercises the brain , and so improves your memory.
- **Improving problem-solving tasks .**
How : by presenting the brain with unique challenges.
- **Improving the ability to multitask and making the user more effective at multitasking.**
How : Multilingual people are able to switch between two or more languages easily. This transfer to other activities, making multilingual people more able to multitask.
- **Improving decision-making skills**
How : You have constantly decide between differences in language. This decision-making skills is transferred to other situations.
- **Improving the use of your mother tongue and making the user more effective in using it .**
How : You become more aware of the way language works, which helps you to understand your language better.
- **It challenges** the brain by making it recognize different language systems, and communicate within these systems.

1. Speaking a foreign language improves the functionality of your brain in different ways .Mention two

- Providing the brain with beneficial 'exercise', by learning new vocabulary and grammar rules.
- Presenting the brain with unique challenges.

2. Learning new vocabulary and grammar could be beneficial to the brain in different ways. How?

- Providing the brain with beneficial 'exercise', which improves memory.
- Exercising the brain and presenting it with unique challenges.

3. Learning a new language presents the brain with unique challenges. Mention two .

- Recognising different language systems.
- Recognising the ways to communicate within these systems.

4. Write down two ways of providing the brain with beneficial exercise .

- Learning new vocabulary.
- Learning grammar rules.

5. Students who learn foreign languages do better in some subjects in different tests. Mention two.

- Maths , Reading and vocabulary.

- 6. Who are the two groups who learn a foreign language compared to be better in Maths?**
- Students who learn foreign languages .
 - Students who have only mastered their mother tongue.
- 7. Quote a sentence which shows that speaking a foreign a language makes your brain performance better.**
- Speaking a foreign language, it is claimed, improves the functionality of your brain in several different ways.
- 8. Multilingual people are able to switch between different systems of language. Write down these systems.**
- Speech, writing and structure
- 9. Multilingual people are able to do many tasks. Write down two of these tasks.**
- They are able to switch between two systems of speech, writing, and structure quite easily.
 - They are able to switch easily between completely different tasks.
- 10. Multilingual Participants in the experiment on the driver simulator were asked to switch between two actions at the same time. Mention them.**
- Operate a driving simulator.
 - Carrying out separate tasks at the same time.
- 11. Switching between different tasks according to the experiment has two results. Mention them.**
- Multilingual participants were less distracted by the other tasks.
 - Multilingual made fewer driving errors.
- 12. When you speak a foreign language, you are constantly weighing up subtle differences in two things . Mention them.**
- Meaning of a word .
 - The way that an utterance is made.
- 13. There are two results of weighing up subtle differences in meaning of a word or the way that an utterance is made. Write them down .**
- Judgment is called for.
 - Decisions have to be made.
- 14. What is the main benefit of the skills you obtain from learning a foreign language?**
- It can make you a better speaker and writer in your own language.
- 15. Suggest three ways to encourage people to learn a foreign language .**
- Teaching students the importance of learning a foreign language and its benefits..
 - Making studying languages in universities free.
 - Practicing the languages day and night .
- 16. Learning English is very important today.**
- Think of this statement and, in two sentences, write down your point of view.**
- I think learning English is very important because it has become the language of science and communication. Also, it is spoken almost all over the world.

Education in Jordan - 2021

Our country has a high standard of education. This is mainly **due to** the fact that the government considers education a necessity. All schools, from kindergarten to secondary, are the responsibility of the Ministry of Education (MOE). Pre-school and kindergarten education is **optional**, followed by ten years of free, **compulsory** education. For higher education, students enter university, **either** for **academic or vocational** education.

بلدنا لديه مستوى عالٍ من التعليم. ويرجع ذلك أساساً إلى حقيقة أن الحكومة تعتبر التعليم ضرورة. جميع المدارس، من رياض الأطفال إلى المرحلة الثانوية، هي من مسؤولية وزارة التربية والتعليم. التعليم في مرحلة ما قبل المدرسة ورياض الأطفال اختيارية، يليها عشر سنوات من التعليم المجاني والإلزامي. للتعليم العالي، الطلاب يدخلون الجامعة، إما من أجل التعليم الأكاديمي أو المهني.

Students can attend one of **ten** public universities. A large number of Jordanian students choose to study at these institutions, as well as foreign students from all over the world. These are **undergraduates** studying for a first degree, or **postgraduate** studying for a Master's degree, **a PhD** or **a higher diploma**.

يمكن للطلاب الالتحاق بواحدة من عشرة جامعات حكومية. وهناك عدد كبير من الطلبة الأردنيين يختارون الدراسة في هذه المؤسسات، وكذلك الطلاب الأجانب من جميع أنحاء العالم. هؤلاء هم الجامعيين الذين يدرسون للحصول على الدرجة الأولى، أو الدراسات العليا وهم الذين يدرسون للحصول على درجة الماجستير، وعلى درجة الدكتوراه أو الدبلوم العالي.

The **three** universities with the most undergraduates are the University of Jordan in Amman, Yarmuk University in Irbid and Al Balqa Applied University in Salt. These are all public universities. An example of a newer university is the German-Jordanian University in Amman, which was set up in 2005 CE. It is a collaboration between the MOHE and Germany's Federal Ministry of Education and Research, and it follows Germany's model of education in applied sciences.

الجامعات الثلاث التي فيها معظم الطلاب الجامعيين هي الجامعة الأردنية في عمان، جامعة اليرموك في إربد وجامعة البلقاء التطبيقية في السلط. هذه هي جميع الجامعات العامة. مثال على جامعة جديدة هي الجامعة الألمانية الأردنية في عمان، التي أنشأت في عام 2005 م. وهي تعاون بين وزارة التعليم العالي والوزارة الاتحادية الألمانية للتعليم والبحوث، وتتبع النموذج الألماني للتعليم في العلوم التطبيقية.

For students who wish to complete their university studies while working at the same time, it is also possible in some Jordanian universities to enroll onto online distance learning programmes. In the future, **this option** will become available in many other universities.

بالنسبة للطلاب الذين يرغبون في استكمال دراستهم الجامعية بينما هم يعملون في نفس الوقت، فمن الممكن أيضاً في بعض الجامعات الأردنية التسجيل في برامج التعلم عن بعد عبر الإنترنت. في المستقبل، هذا الخيار سوف يصبح متاح في العديد من الجامعات الأخرى

Key Word	Meaning in English	Arabic
academic	connected with education	اكاديمي
compulsory	obligatory; required	اجباري
vocational	used to describe a particular job and the skills involved	مهني
undergraduate	someone who has not yet completed their first degree	المرحلة الجامعية
postgraduate	someone who has finished their first degree and continuing to study a Master's or a PhD	دراسات عليا
diploma	a document showing that someone has successfully completed a course of study	دبلوم
Master's degree	a period of one or two years of study after the completion of a Bachelor's degree	ماجستير
PhD	a doctorate; the highest degree awarded by a university faculty	الدكتوراة
Private university	a university not operated by a government	جامعة خاصة
Public university	a university that is funded by a government	جامعة حكومية
degree	a qualification that is given to you when you have successfully completed a course of study	درجة
qualifications	official records of achievement awarded upon the successful completion of a course .	مؤهلات
enrol	to officially arrange to join a school, university or a course	يسجل
Online distance learning	a formalized teaching and learning system by using electronic communication	التعلم عن بعد

1. What is the reason for having a high standard of education in Jordan ?

The government considers education a necessity .

2. Who is responsible for all schools in Jordan ?

The Ministry of Education (MOE)

3. How many years do students study free and compulsory ?

Ten years

4. What kind of education is optional in Jordan ?

Pre-school and kindergarten education is optional.

5. There are two kinds of education in university. Mention them.

Academic and vocational education.

6. There are three types of education in the students' life . Mention them .

1. Pre-school and kindergarten
2. Ten years of free compulsory education
3. higher education

7. How many public universities are there in Jordan ?

Ten public universities.

8. Two groups of people study in the public universities according to their nationalities. Who are they ?

1. Jordanian students
2. Foreign students from all over the world.

9. There are two types of students in universities in Jordan studying for different degrees. Mention them.

1. Undergraduate = studying for a first degree
2. Postgraduate = studying for a Master's degree , a PHD or a higher diploma

10. The most undergraduate students study in three universities . Mention them .

- 1.The University of Jordan in Amman
2. Yarmuk University in Irbid
3. Al Balqa Applied University in Salt.

11. Give an example of a newer university and when it was set up .

The German-Jordanian University in Amman . It was set up in 2005 CE.

12. How do students who wish to complete their university studies while working at the same time study ?

They enroll onto online distance learning programmes .

13. What are the advantages and disadvantages of both face-to-face and distance learning courses ?

1. You can work while studying
2. You can save more time
3. You pay less money

Find the best type of course or situation for the following people :

People	Courses and institutions
1. a child who is too young to start primary school	pre-school or kindergarten
2. an undergraduate who wants to get a first degree	public or private university
3. someone who wants a degree from non-free paying university	a private university
4. a postgraduate with a first degree, who wants to study further	Master's degree
5. a postgraduate with a Master's degree, who wants to study further	A PhD
6. someone who is unable to attend university but wants a degree	Online distance learning

After completing secondary education in Jordan, students can attend a public universities or a private university. A large number of them choose to study at these institutions, as well as foreign students from all over the world. For students who wish to complete their university studies while working at the same time, it is also possible in some Jordanian universities to enroll onto online distance learning programmes. In the future, this option will become available in many other universities.

The text indicates that ----- .

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- A- all Jordanian universities have online distance learning programmes.
- B- attending online distance learning programmes isn't a possible option.
- C- online distance learning programmes are a solution for learners who have jobs.
- D- Jordanian universities never consider distance learning as an option in the future.

In our country , the government considers education a necessity . All schools, from kindergarten to secondary, are the responsibility of the Ministry of Education. Pre-school and kindergarten education is optional, followed by ten years of free, compulsory education. For higher education, students enter university, either for academic or vocational courses.

The word which means “providing skills and education that prepare a student for particular job” is ----- 2021

- a. necessity
- b. compulsory
- c. kindergarten
- d. vocational

Learn English fast – The natural way – AB-37

It is said that the best way to acquire a language is to immerse yourself in it, and that's what we offer at Extreme English : **total immersion** .

تعلم اللغة الإنجليزية بسرعة – الطريقة الطبيعية
يقال أن أفضل وسيلة لاكتساب اللغة هي أن تزج نفسك في ذلك، وهذا ما نقدمه في الإنجليزية القصوى: الانغماس الكلي .

Total Immersion :

You will stay in one of our beautiful apartments. You will hear and speak English all day long. You can **either** join a small group of other students of a similar level, **or** request a tailor-made course. For example, you may require a course in **academic** English to prepare you for **undergraduate** or **postgraduate** studies, or a **vocational** course to help you with your career. Either way, you will live and work together as a family.

الاندماج الكلي :

سوف تبقى في واحدة من شققنا الجميلة. سوف تسمع وتتكلم الإنجليزية طوال اليوم. يمكنك إما الانضمام لمجموعة صغيرة من الطلاب الآخرين من مستوى مماثل لك ، أو تطلب دورة مصممة خصيصاً لك. على سبيل المثال، يمكن ان تطلب دورة في اللغة الإنجليزية الأكاديمية لإعدادك للدراسات الجامعية أو الدراسات العليا، أو المسار المهني لمساعدتك في حياتك المهنية. وفي كلتا الحالتين، سوف تعيشون وتعملون معا كأسرة واحدة.

What will I be doing ?

In the morning, after breakfast, one or more of our trained and experienced teachers will arrive, and you will have three hours of intensive tuition. Then, **after enjoying lunch** together around the table, you will visit local places of interest, go shopping, take part in sports, etc. **In the evening**, there will be a choice of cultural activities, for example **the theatre or a concert**, or you may prefer to relax at home and chat (In English, naturally!) Whatever you do, your teachers will be with you, acting as guides, tutors and friends.

ما الذي يمكنني أن افعله ؟

في الصباح، وبعد وجبة الإفطار، واحد أو أكثر من مدرّبينا ومدرّسينا ذوي الخبرة سوف يصل، وسيكون لديك ثلاث ساعات من التعليم المكثف. ثم، بعد التمتع بالغذاء معا حول الطاولة، سوف تقوم بزيارة الأماكن المحلية المهتم بها ، والذهاب للتسوق، والمشاركة في الألعاب الرياضية، الخ . في المساء، سيكون هناك اختيار للأنشطة الثقافية، على سبيل المثال المسرح أو حفل موسيقي، أو قد تفضل الاسترخاء في المنزل والدراسة (باللغة الإنجليزية، بطبيعة الحال!) مهما فعلت، سوف يكون المعلمون معك، يتصرفون معك كمرشدين ومعلمين واصدقاء.

How long are the courses ?

Some people just come for **a week**, and they are usually amazed by how much progress they make in such a short time. Others come for **two, three, even four weeks**. It's up to you. You can be sure of onething- we'll do our very best to give you a first-class experience and send you home thinking and dreaming in English !

ما هي مدة الدورات؟

بعض الناس يأتون فقط لمدة أسبوع، وعادة ما يدهشون بمدى التقدم الذي يفعلوه في هذا الوقت القصير. ويأتي آخرون لمدة اسبوعين، ثلاث، او حتى أربعة أسابيع. الأمر متروك لك. تاكد من شيء واحد – سنبدل قصارى جهدنا لتعطيك تجربة من الدرجة الأولى ونرسلك للمنزل تفكر وتحلم في اللغة الإنجليزية!

Key Word	Meaning in English	Arabic
immerse	to be deeply involved in something and spend most of your time doing it.	يزج في - يغمر في
tailor-made	custom-made ; made to fit exactly	يزج في - يغمر في
tuition	teaching; especially in small groups	تعلم - دراسة
academic	connected with education	اكاديمي
postgraduate	someone who has finished their first degree and continuing to study a Master's or a PhD	دراسات عليا
undergraduate	someone who has not yet completed their first degree	المرحلة الجامعية
vocational	used to describe a particular job and the skills involved	مهني
career advisor	someone who provides information to help people to make choices about their training or work	مستشار مهني
drop (a course)	To stop studying a certain subject at university	يسقط المادة
stand out	To be much better than other people or things	يبرز - يكون الافضل

- The text says that students will be living, as a family, Give two examples from the text that illustrate this .**
 - The students eat and socialize together.
 - You will live and work together as a family.
- What do you think "a tailor-made course" means ?**
 - A course designed to meet the specific need of an individual students.
 - custom-made ; made to fit exactly
- Students have two options about the courses before they attend this school . Mention them.**
 - They can either join a small group of other students of a similar level, **or** request a tailor-made course.
 - They have to decide the duration of the course.
- Quote the sentence which indicates the place where participants will stay during their study ?**
 "You will stay in one of our beautiful apartments."
- Students can take two kinds of courses in ' Extreme English ' . Mention them.**
 - Academic
 - Vocational
- What is the aim of taking a course in academic English ?**
 It helps to prepare you for undergraduate or postgraduate studies.
- What is the aim of taking a vocational course ?**
 It helps you with your career.

8. Which part of the day will be the most formal ? What happens then ?

The morning, when there are three hours of intensive tuition.

9. After lunch, students will do many activities. Mention three.

1. visit local places of interest
2. go shopping
3. take part in sports.

10. In the evening, students will do many activities. Mention them.

1. Cultural activities
2. Relax at home and chat .

11. The writer mentions two kinds of cultural activities as a choice in the evening. Mention them.

1. The theatre
2. a concert.

12. Two qualities for teachers who will arrive at Extreme English are mentioned. What are they ?

1. Trained
 2. Experienced
-

13. How long are the courses and who decide the duration ?

1. a week
 2. Two weeks
 3. Three weeks
 4. Four weeks
- (It's up to students – optional)

14. According to Extreme English, what two benefits can students achieve from taking these courses ?

1. They will give students a first-class experience
 2. They will send students home thinking and dreaming in English !
-

15. Imagine you joined a small group of students on a course like this.

Think of three positive aspects, and three possible problems you may face .

Positive aspects :

1. Making new friends
2. Knowing others' customs
3. exchanging experiences

Possible problems :

1. Not adapting with others
2. feeling isolated
3. Relying on others.

16. Would you go on a course like this? Why ? Why not ?

Yes, because I can improve my skills in English language.

Writing – Using pronouns :

Function : We use pronouns as ways to link paragraphs and ideas.

The following advice about preparing for exams was given by our teacher. **He** should know- as he has taken so **many of them** in his life ! He said, "It is not a good idea to study late at night. **This** is because your brain is tired then, and **it** is unlikely to retain the information as well. The best time to study is early in the morning. **That** is when you feel most awake."

He : our teacher

Many of them : exams

This : the reason why you shouldn't study late at night

It : the brain

That : early in the morning

The best time to study is early in the morning. **That** is when you feel most awake. **2016**

What is the function of using the pronoun that in the above sentence ? **link ideas**

My computer isn't working. Can you have a look at ----- **2018**
(him , her , it , them)

Words connected with the body, eating and drinking and the mind : AB – 35

(circulation - memory - concentration - beneficial - diet - dehydration - nutrition)

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

Complete the sentences with the correct words : AB-37

(academic - undergraduate - postgraduate - vocational)

1. After Naser completes his first degree, he's hoping to do a ----- degree.
2. Mariam is an excellent student.
She gets top marks in ----- subjects like History, Arabic and Maths.
3. My brother has just left school. Now he's a university -----.
4. My cousin is an electrician. Instead of going to university,
he did a ----- course at a local training college.

Complete the the mind map with the following words and phrases : SB-89

(academic - undergraduate - PhD - postgraduate - vocational - degree - diploma - Master's degree - online distance learning - Private university - Public university)

Education		
Places and ways to study	Qualifications	Types of courses
online distance learning	degree	postgraduate
private universirty	deploma	undergraduate
public university	Master's degree - PhD	vocational

Use the following collocations to complete the sentences below :

Collocating Phrases	Defenitions	Arabic
draw up a timetable	write a scheduale	يصمم جدول
do exercise	keep fit	يتمرن
do a subject	study	يدرس
take a break	relax	يرتاح
make a start	begin	يبدأ
make a difference	change something	يغير شيء

1. If you want to lose weight, yiu should ----- everyday.
2. The deadline is tomorrow, and you haven't done everything yet. You really must -----.
3. If you send money to charity, you will ----- to a lot of lives.
4. You look tired. Why don't you ----- ?
5. I need to organize my time better. I think I'll -----.

Answers :1. Do exercise 2. Make a start 3. Make a difference 4. Take a break 5. Draw up a timetable 6. Make a difference

6. Taha's organized participation in the seminar ----- and activates everyone there. (2016)

Replace the underlined misused collocation in the following sentence with the correct one :

7. If you send money to a charity, you will do exercise to a lot of lives. (2018)

(Derivation)

Vocabulary : Word – building :

Choose the correct form of the words to complete the sentences :

Verb	Noun	Adjective	Adverb- Arabic	Verb	Noun	Adjective	Adverb
experience	experience	experienced	تجربة	diet	diet	dietary	يغذي
dominate	dominance	dominant	يهيمن على		economic	economical	اقتصاد ly
depend	dependance	dependant	يعتمد على	immerse	immersion		ينخرط في
repeat	repetition	repeated	يعيد	memorise	memory	memorable	يتذكر
correct	correction	correct	يصحح		multilingualism	multilingual	متعدد اللغات
circulate	circulation		يدور		nutrition nutrients	nutritious	تغذية
dehydrate	dehydration	dehydrated	يجفف		Pharmacy	Pharmaceutical	صيدلة
advise	advice	advisable	ينصح	simulate	simulator simulation		جهاز محاكاة (تقليد للواقع)
revise	revision		يراجع	tutor	tutor – tutorial	فترة – مدرس	يدرس – خاص
concentrate	concentration		يركز	undertake	undertaking		يلتزم بفعل شئى
qualify	qualification	qualified	يوهل	utter	utterance		لفظة (عبارة)
					vocation	vocational	مهني

1. Have you had any ----- of learning another language ? (experience)
2. Is one side of the brain more ----- than the other ? (dominate)
3. Whether or not you remember something that you have learnt in the past ----- on the experience you had while you were learning it . (dependant)
4. I'm confused. Could you give me some -----, please ? (advise)
5. Before an exam, you must ----- everything you have learnt. (revision)
6. In hot weather our bodies are in danger of ----- . (dehydrate)
7. Don't talk to the driver. He must ----- . (concentration)
8. How quickly does blood ----- round the body ? (circulation)

وزارة 2016

9. Kareem is a ----- journalist, he has worked previously for many scientific journals. (qualification)
10. Doing lots of exercise won't keep you healthy if you don't eat ----- food as well. (nutrients)

تكميلي 2022

12. I avoid drinks which are ----- prepared when having my main meals .
a. artifice b. artificially c. artificer d. artificial
13. Abeer teaches Maths . She is a brilliant ----- in my school .
a. mathematician b. mathematical c. mathematics d. mathematically
13. Several errors in this report need ----- as soon as possible .
a. corrected b. correction c. corrective d. correctly
14. The land became wonderfully ----- and produce more than enough food .
a. fertilise b. fertiliser c. fertilisation d. fertile

Indirect Questions

1. **Function** : We can use indirect questions to ask questions in a polite, formal way.
 3. The structure is like a reported question but it ends with a question mark.

Direct Questions	Indirect Questions
<p>Questions is introduced with (what , where , why , who , when , how , ... etc.). اذا دخلت هذه الاسئلة او العبارات على اي سؤال مباشر يصبح السؤال غير مباشر</p>	
<p>Could you tell me ? Do you know? .1 Do you mind telling me? Could you explain? I wonder I want to know</p>	<p>1. اذا بدأ السؤال ب (Wh – How) اي كانت اجابته ليس (Yes او No) نضع (Wh – How) كما هي في جملة الحل واذا لم توجد في السؤال نضع كلمة (if) او (whether) 2. اذا كان السؤال يحتوي على (do) كفعل مساعد وليس اصلي تحذف ونكمل باقي الجملة كما هي دون اي تغيير 3. اذا كان السؤال يحتوي على (does) كفعل مساعد وليس اصلي تحذف ويضاف للفعل s او es 4. اذا كان السؤال يحتوي على (did) كفعل مساعد وليس اصلي تحذف ويحول الفعل للماضي 5. اذا لم يوجد في الجملة (do-does-did) نعكس الفاعل مع الفعل المساعد ثم نكمل الجملة - ملاحظة : لا يتغير زمن الجملة او الضمائر او الظروف 6. استخدام (Do you mind ...) مع اسئلة (Yes / No) نحول الفعل الرئيسي الى (V+ing)</p>
<p>6. Could you help me? Do you mind helping me ? استخدام (Do you mind ...) مع الجمل التي تبدأ ب (please) نحول الفعل الرئيسي الى (V+ing)</p>	<p>7. Please , help me . Could you help me? استخدام (Do you mind ...) مع اسئلة (Wh-Q) تصبح (Do you mind telling me + wh...)</p>
<p>8. What's this ? Do you mind telling me what this is ? استخدام (Do you mind ...) مع اسئلة (Why) تصبح (Do you mind explaining why)</p>	<p>9. Why is the train late ? Do you mind explaining why the train is late ?</p>
<p>What time is it ? Why was he late ? When does the lesson end ? How did you make that cake ?</p>	<p>Do you know what time it is ? Can you tell me why he was late ? Do you know when the lesson ends ? Do you mind telling me how you made that cake ?</p>
<p>Yes / No questions are introduced with (if / whether)</p>	
<p>Did she make it on time ? Is this the right bus for the school ? Is the restaurant closing now ?</p>	<p>Can you tell me if she made it on time ? Could you tell me if /whether this is the right bus for the school? Do you know if the restaurant is closing now ?</p>

- | | |
|---|--|
| - What is the time, please ? | Could you tell me what the time is , please ? |
| - Who is that man ? | Do you know who that man is ? |
| - Why is the train late ? | Do you mind telling me (explaining) why the train is late ? |
| - Where is the nearest bank, please ? | Could you tell me where the nearest bank is , please ? |
| - How did you solve this puzzle ? | Could you explain how you solved this puzzle ? |
| - Is there a post box near here, please ? | Do you know if ther is a post box near here, please ? |

Rewrite all these direct questions as indirect questions using all the following phrases :

- Could you tell me ... / Do you know ... / Do you mind telling me ... / Could you explain ...

1. Where should I revise for exams ?

Could you tell me ----- ?

2. How much sleep do teenagers of our age need ?

Do you know ----- ?

3. Is it possible to improve your memory ?

Could you tell me ----- ?

4. What do you mean by "mnemonics" ?

Could you explain ----- ?

5. What should I **do** on the day before the exam ?

Do you mind telling me ----- ?

Complete the questions with words the following words :

(**how - how much - if - when - where - wheather - who - why**)

1. Do you know ----- we can take water into the exam ?

2. Could you tell me ----- this book costs , please ?

2022

3. Do you know ----- I've passed my exams or not ?

4. Do you mind telling me ----- the library is ?

5. Could you explain ----- I can solve this Maths problem ?

6. Could you possibly tell me ----- the Arabic teacher is ?

7. Do you know ----- we will know our results ?

8. Do you mind **explaining** ----- the sky sometimes looks red ? 2022

Answers : 1- if 2. how much 3. whether 4. where 5. how 6. who 7. when 8. why

Complete the following indirect questions : AB – 36

Complete the sentences so that they mean the same as the ones above them :

1. Can you **suggest** a healthy breakfast ?

Do you mind **suggesting** a healthy breakfast ?

2. Please help me to plan my revision.

Do you mind ----- ?

3. How can I relax ?

----- **you explain** ----- ?

4. Are we allowed to eat sweets during the exam ?

----- **you know** ----- ?

5. Please tell me where you found that information .

----- **mind** ----- ?

6. Does the exam start at ten or half past ten ?

----- **wheather** ----- ?

7. Where's the post office, please ?

Do you mind ----- ?

8. Where does the bus go from ?
Could -----?
9. Could you explain the best way to revise ?
I wonder -----.
10. Could you explain what you mean by "mnemonics"?
What -----?
11. Do you know how much sleep a teenager needs ?
How -----?

Rearrange the words to make indirect questions :

1. if - revise - you - explain - I - the - could - best - wonder - to - way .
2. needs - you - much - sleep - how - a - do - know - teenager - ? .
3. should - much - I - do - could - you - revision - me - tell - how - ?
4. mind - you - water - giving - a - glass - do - of - me - ?
5. know - in - would - you - the - happen - whether - to - morning - or - the - in - exercise - is - better - evening - ?

Answers :

1. I wonder if you could explain the best way to revise
 2. Do you know how much sleep a teenager needs ?
 3. Could you tell me how much revision I should do ?
 4. Do you mind giving me a glass of water ?
 5. Do you know whether exercise is better in the morning or in the evening ?

1. How can I get to Queen Alia airport by public transport ? **2016**
Could you tell me -----?
2. Is there a connection between the amount of TV people watch and how fit they are ? **2016**
Do you know -----?
3. Are students allowed to navigate the internet during the open exam ? **2017**
Do you know -----?
4. Does the bell ring at eight or half past eight ? **2017**
Do you know -----?
- 5 " What can't we bring into the plane ?" **2018**
Could you tell me -----?
- 6" How can I fix this smartphone ?" **2018**
Could you tell me -----?
7. Did she attend the meeting yesterday ? **2019**
Could you tell me -----?
8. How much does the cotton shirt cost ? **2019**
Could you tell me -----?
9. Did she attend the meeting yesterday ? **2019**
Could you tell me -----?
10. What should I do on the day before the exam ? **2020**
Could you explain -----?
11. How can I irrigate my plants ? **2021**
Could you explain -----?
12. Is it impossible to learn a new language online ? **2021**
Do you know whether -----?

The Impersonal Passive المبنى للمجهول الغير شخصي

Function : The Impersonal Passive is a formal way of reporting thoughts, sayings, beliefs and opinions .

المبنى للمعلوم	Active Sentences	المبنى للمجهول الغير شخصي	Impersonal Passive
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We can use the impersonal passive with:

يقول (say = said) , يعتقد (think = thought) , يدعي (claim = claimed) , يعتقد (believe = believed)
 يبرهن (prove = proved) , يعرف (know = known) , يفترض (assume = assumed) , يتوقع (expect = expected)

1. اذا بدأت جملة المبني للمجهول غير الشخصي ب **it** كفاعل في البداية .
2. نحول الفعل الاول للمبني للمجهول ويبقى باقي الجملة كما هي :

- Scientists **say** that dolphins **are** highly intelligent .
- **It is said** that dolphins are highly intelligent

3. The impersonal passive can also be used with (object + infinitive) :

1. نبدأ بالفاعل الثاني بعد (that) كفاعل اول لجملة المبني للمجهول
2. نحول الفعل الاول للمبني للمجهول ثم نضيف كلمة (to) مباشرة .
3. نحول الفعل الثاني بعد كلمة (to) حسب القواعد التالية :

4. اذا بدأت الجملة بمصدر أي (V + ing) فانه يعامل معاملة المفرد = Reading stories **is** / Eating health food **helps**

- | | | | | |
|-------------|-----------------------|-------------|-----------|-----------------|
| فاعل 1 | فعل 1 | that | فاعل 2 | فعل 2 |
| - They | believe | that | the story | is true . |
| - The story | is believed to | | | be true. |

تحويل الفعل الاول للمبني للمجهول	تحويل الفعل الثاني بعد كلمة (to)
V1 / V+s ----- (am – is – are) + V3	V1 / V+s ----- V-inf.
V2 ----- (was – were) + V3	am, is, are----- be
will , can, must , has to , used to ----- (will , used to + be) + V3	was, were ----- have been
has / have + V3 ----- (has / have + been) + V3	V2 / has +V3 / have + V3 / had +V3 ----- have +V3
am, is, are, was, were + V-ing ---- (am ,is ,are,was,were) + being +V3	will + V-inf. ----- V- inf.
doesn't + V / don't + V ----- (am not ,is not ,are not) + V3	am not , is not , are not ----- not to be

التحويل العكسي

1. نحذف الكلمات من الفعل المساعد الى كلمة (to) .
2. نحضر الفاعل الموجود في الجملة قبل الفعل المساعد ونضعه بعد كلمة (that)
3. نعيد الفعل المحول بعد كلمة (to) الى حالته الاصلية
4. اذا لم يكن فعل المبني للمجهول محول الى المعلوم ... نحوله اولاً ثم نبدأ بالخطوات السابقة

- The brain **is said to** be good like a computer.
- **Scientists say that**-----
- Exercise **has been proved to** be good for concentration by experts.
- **Experts** -----
- Doing regular exercise **is believed to** reduce the risk of several diseases.
- **People believe** -----

- Scientists **say** that dolphins **are** highly intelligent
- **It is said that** dolphins are highly intelligent

- Scientists **used to think** that the Earth was flat.
- **It used to be thought that** the Earth was flat .

- People **believe** that learners will absorb the grammar as they learn vocabulary.
- **It is believed that** People believe that learners will absorb the grammar as they learn vocabulary.

- People **say** that children are afraid of ghosts .
- **It is said that** children are afraid of ghosts .

- They believe that **the story is** true .
- The story **is believed to be** true.

- People know that **he is** talented.
- **He is known to be** talented.

- People say that **children are** afraid of ghosts .
- Children **are said to be** afraid of ghosts.

- People believe that **solving puzzles keeps** the brain active.
- Solving puzzles **is believed to keep** the brain active.

- They think that **she has written** a book.
- **She is thought to have written** a book.

- They think that **you lived** in London. (past Simple)
- **You are thought to have lived** in London. (Present Perfect)

- People believe that **Ali was** a great person.
- **Ali is believed to have been** a great person.

- People think that **the government was** building new schools
- The government **is thought to have been** building new schools.

- They think that **you had lived** in Amman.
- **You are thought to have lived** in Amman.

- They believe that **it will** rain.
- **It is believed to rain**

- Scientists believe that children have to sleep early.
- Children are **believed to sleep early**.

Use the impersonal passive to report the following sentences : SB – 53

1. People claim that Speaking a forien language improves the functionality of your brain.
Speaking a forien language, -----, improves the functionality of your brain.
2. People **believe** that language learning can also improve your decision-making skills.
It -----
3. **People think** that learning a new language also present the brain with unique challenges.
It -----
4. **They say** that students who study forein languages do better, on the whole, in general tests.
It -----

Rewrite the following sentences using the impersonal passive in two different ways : AB – 36

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

a. It is said that fish **is** good for the brain.

b. Fish is said to be good for the brain .

1. People think that we only use a small percentage of our brain power.
- **It** -----
- **We** -----
2. They claim that we remember things in our sleep.
- **It** -----
- **We** -----
3. People believe that solving puzzles keeps the brain active.
- **It** -----
- **Solving puzzles** -----
4. Experts have proved that exercise is good for concentration.
- **It** -----
- **Exercise** -----
5. They say that fish is good for the brain .
Fish -----
6. People say that the brain is like a computer.
It -----
7. People believe that Ali was a great person
Ali -----
8. They think that students studied hard.
Students -----

1. People believe that eating almonds reduces the risk of heart disease . 2016
Eating almonds -----
2. Doing regular exercise is believed to reduce the risk of several diseases. 2016
People believe that -----
3. They assumed that the last Olympic Games were a great success. 2017
It -----
4. Experts have proved that eating fresh vegetables is good for the stomach. 2017
Eating fresh vegetables -----
5. My English teacher says that English clubs are essential for learning English well. 2018
English clubs -----
6. Linguists have proved that learning some languages is helpful for the learners. 2018
Learning some languages -----
7. People think that success comes from hard work and learning from failure . 2019
Success -----
8. People believe that the heavy rainfall caused the devastating of the dam. 2019
The heavy rainfall -----
10. People think that solving mathematical puzzles keeps the brain active. 2020
Solving mathematical puzzles -----
11. **Exercise has been proved to be good for concentration .** 2021
A- Experts had proved that exercise is good for concentration.
B- Experts have proved that exercise is good for concentration.
C- Experts have proved that exercise was good for concentration.
D- Experts have proved that exercise is to be good for concentration.
12. **Too much pastry affects health negatively.** 2021
A- It has believed that too much pastry is to be affected health negatively.
B- It was believed that too much pastry had affected health negatively.
C- It is believed that too much pastry affects health negatively.
D- It had believed that too much pastry will affect health negatively.
13. **They claim that technology makes our life very easily .** 2022
The sentence which have a similar meaning to the one above is -----
A- Technology has claimed to make our life very easy .
B- Technology is claimed to make our life very easy .
C- Technology was claimed to make our life very easy .
D- Technology is claimed makes our life very easy .
14. **Fresh meals ----- to be good for concentration .**
a. has been proved b. have proved c. have been proved d. had proved 2022
14. **It ----- that kids only use a small percentage of their potentials .**
a. has believed b. is believed c. had believed d. are believed 2022

Editing

Edit the following text. There are three grammar mistakes, one spelling mistake and one punctuation mistake. Find and correct them.

It is believe that when you learn a foreign language, it helps to use the language as much you can. You should take every opportunity to engage in the convarsation with a native speaker. Reading English books, or magazines also helps.

1. believed 2. foreign 3. as much as you can 4. a conversation 5. books or magazines

Imagine you are an editor in the Jordan Times. You are asked to edit the following lines that have four mistakes (one grammar mistake, two spelling mistakes and one punctuation mistake). Find out these four mistakes and correct them. Write the correct answer down in your ANSWER BOOKLET. 2016

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

1. Nutrition 2. . You 3. is 4. water.

2018

Writing - Persuasive Letter رسالة اقناعية

Persuasive letter include :

1. A statement of the letter's purpose.
2. A brief and concise statement of the problem.
3. A detailed description of the problem.
4. A proposed solution.
5. A polite manner and formal language.
6. A restatement of the problem at the end.
7. A plea such as (I look forward to hearing from you regarding a solution to this issue.
8. A formal sign-off.

Dear Mr Hammad, (Greeting)

(Introduction : State why you are writing)

I am writing in view of the recent news that instruction in all modern languages at our school will be cancelled as of next year. A large proportion of the student body is extremely upset at this.

(Body : In two or three paragraphs, build up your persuasive argument)

However, there are wider implications of this move to stop teaching modern languages. In the first place, the school would lose many gifted students. This would result in falling performance across the school.

In addition to this, the school would attract students in similar interests, which would have a negative impact on student wellbeing. It is known that the students develop empathy and awareness in a nurturing, all-inclusive environment.

Most worryingly, modern languages is a department which which is growing in popularity as global job opportunities become more and more attainable. I am sure that you would not wish them to be disadvantaged by having no exposure to modern language teaching.

(Request : Ask for what you want. Show that you are flexible)

Therefore, if language teaching must be done by way of after school or lunchtime clubs, so be it, but cutting this area of study completely would be detrimental to both the school and the students.

(Sign-off : Add a sentence of good wishes before you sign-off)

I hope you will consider this letter when deciding the future of our school. Thank you.

Yours sincerely,
Nawal Mohsen

Quotation

" Anyone who stops learning is old, whether at twenty or eighty.

Anyone who keeps learning stays young."

Henry Ford (1863 CE – 1947 CE)

من يتوقف عن التعلم يهرم سواء كان في العشرين او في الثمانين, ومن يستمر في التعلم يبقى شابا

Ford refers to the fact that the world is moving forwards, so people need to keep up with progress.

He also refers to the brain being "trainable". i.e. if you practice learning, you will learn more effectively.

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

(2023 - 2022)

Action Pack 12

Twelfth Grade

Unit 9

المستوى الرابع



Emad Abu Alzumar

0785915568

0796145755

عماد ابو الزمر

The world of business

This is an interview with a Jordanian businessman about his experiences in China.

Doing business in China

Today, we (interviewer) talk to Mr Ghanem, a businessman based in Amman who (Mr Ghanem) often visits China. We asked him (Mr Ghanem) when he first started doing business with China.

'I've been doing business with China for many years.

My first trip there was in 2004 CE, and it (Mr Ghanem's first trip) was not very successful.'

اليوم، يجمعنا الحديث بالسيد غانم وهو رجل أعمال في عمان، والذي غالباً ما يزور الصين، سأله متى بدأ عمله التجاري مع الصين لأول مرة؟ فأجاب قائلًا: " لا زلت أقوم بأعمال في الصين لعدة سنوات، حيث كانت رحلتي الأولى عام 2004 م، والتي لم تكن ناجحة".

Why was it not successful?

'I worked for a small computer company in Amman. They (a small computer company) sent me to China when I was still quite young. If only (If only = I wish) the company had realized that the Chinese respect age and experience more than youth!'

ولم تكن ناجحة؟
فأجاب: " عملت لدى شركة حاسوب صغيرة، وارسلوني إلى الصين عندما كنت صغير السن، ويا ليت الشركة كانت مدركة بأن الصينيين يحترمون العمر والخبرة أكثر من كون الشخص شاباً!"

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 (Chinese people) respect (disrespect = opposite). Chinese business people will always ask about a company's successes in the past. However, because I worked for a new company, I could not talk about its (a new company) track record.

We (Mr Ghanem's company) did not do any business deals on that first trip.'

وهل ارتكبت أخطاء في تلك الزيارة؟
نعم، تمنيت لو أنني قمت بالبحث في الثقافة الصينية قبل أن أزور الدولة، فلكي تكون ناجحاً في الصين فأنت بحاجة إلى أن تكسب احترامهم، حيث يسأل رجال الأعمال الصينيون عن نجاحات الشركة في الماضي، ولأنني عملت في شركة وليدة (جديدة)، فلم أستطع الحديث عن سجلها الأدائي، ولم نقم بأية صفقات في تلك الزيارة الأولى".

When did you learn how to be successful in China?

'I joined a larger company and they (a large company) sent me on a cultural awareness course. On my next visit to China, it (the next visit to China) felt as if I hadn't known anything on my first visit!'

وكيف تعلمت أن تكون ناجحاً في الصين؟
"التحقت بشركة أكبر، وقاموا بإرسالني لدورة في الوعي الثقافي (الحضاري)، وفي زيارتي التالية للصين، شعرت وكأنها أول رحلة لي إلى الصين".

What advice 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.'

ما هي النصيحة التي توجهها لمن يرغب بالقيام بالأعمال في الصين؟
قبل أن أزور شركة ما، أقوم بإرسال توصيات من زبائن سابقين، كما أقوم بإرسال كرت عمالي مع وظيفتي ومؤهلاتي مترجمة إلى الصينية.

Can you tell us about your last meeting in China?

'Of course! I arrived on time. You must not arrive late, as this shows disrespect. Then, when I met the company director, I shook hands with him gently. I began the meeting by making small talk about my interesting experiences in China. During the meeting, I made sure that my voice and body language were calm and controlled. I never told a joke, as this may not be translated correctly or could cause offence.'

هل يمكن أن نخبرنا عن آخر لقاء لك في الصين؟

“بالطبع! وصلت في الوقت المناسب، يجب عليك ألا تصل متأخراً؛ لأن ذلك يعكس عدم الاحترام، وعندما قابلت مدير الشركة، صافحته بلطف، وقد بدأت المقابلة بحديث يسير عن تجاربي الممتعة في الصين، وخلال المقابلة، تأكدت من كون صوتي ولغة جسدي هادئين ومضبوطين، ولم أخبره بأي طرفة (نكتة)؛ ولأنها لربما تترجم بشكل غير صحيح أو تسبب هجوماً“.

I , me, my , you , your = Mr Ghanem

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** (the director) 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 was successful.'

وهل كانت مقابلة ناجحة؟

“نعم، لقد كانت ناجحة، عرفت أن المدير قد بحث عن عملي بشكل كامل قبل المقابلة، لذا كنت متأهباً (مستعداً) لأي أسئلة تفصيلية، وعندما بدأت النقاش، بدأت بالقضايا المهمة، حيث يعتقد الصينيون بتجنب النزاع، ومن المهم دوماً أن تكون صبوراً، وكنت متجهزاً لتسوية الخلاف ، ولذا في النهاية، المقابلة كانت ناجحة“.

Which of the following do you think is most and least essential in a business meeting?

Key Word	Meaning in English	Arabic
do a deal	to arrange an agreement in business	يعقد صفقة
shake hands	To move someone's hand up and down in a greeting	يصافح
tell a joke	to say something to make people laugh	يقول نكتة
make small talk	to have an informal chat with someone in order to start a conversation	يعمل حوار بسيط
negotiate	to discuss something in order to reach an agreement, especially in business or politics	يفاوض
track record	all of a person's or organisation's past achievements, successes or failures which show how well they have done something	سجل الأداء
give a business card	To give someone a card that shows a business person's name, position and contact details	يقدم بطاقة اعمال
be able to answer detailed questions	to have the ability to understand complicated questions and respond to them appropriately	قادر على الاجابة على اسئلة مفصلة

1. Who is Mr. Ghanem?

Mr Ghanem is a businessman based in Amman.

2. When was his first trip to China ?

In 2004 CE.

3. Why wasn't Mr Ghanem's first trip to China successful ? - failed

1. Because he was young and didn't have enough experience (knowledge) about China.
2. Because he worked for a small company which doesn't have a track record.

4. Mr. Ghanem says that there are two element (factors) that the Chinese consider more than youth . What are they ?

1. age
2. experience

5. What were his mistakes in the first visit to China?

Why didn't he do any business deals on the first trip ? (didn't do any contracts)

1. He hadn't been on a cultural awareness course and so he didn't know how to do business.
2. He worked for a new company, so he could not talk about its track record. (didn't know information)

6. How could you earn Chinese respect ?

1. You should have experience.
2. You should know the companies success (track record) in the past to talk about it.

7. Why could not Mr Ghanem talk about the new company's track record ?

Because it is new and he is new in the company and didn't have any experience.

8. What do does a "track record" mean ?

- A 'track record' is your reputation based on the things you have done or not done in the past.
- All of a person's or organisation's past achievements, successes or failures.

9. What changed when Mr Ghanem visited China for the second time? What helped him ?

1. He had been on a cultural awareness course and so he knew how to do business in China.
2. He joined a large company , so he could talk about its track record.

10. Mr Ghanem does two things before doing business . Mention them.

What is the advice (tips) that Mr Ghanem gives to people before doing business in China ?

- a - He sends recommendations from previous clients.
- b- He also sends his business card with his job position and qualifications translated into Chinese.'

11. How could you be successful in China ? (polite behaviours must be followed)

What did he learn from the course ?

- arriving on time
- Shaking hands with the director gently.
- beginning the meeting by making small talk about the interesting experiences in China.
- making sure that the voice and body language should be calm and controlled.
- never telling a joke.

12. You mustn't tell jokes (makes people laugh) during the meeting with Chinese ?

Mention 2 reasons.

- They may not be translated correctly
- They could cause offence.

13. Mr Ghanem arrived early to the meeting. Give the reason.

Arriving late shows disrespect.

14. Write down two pieces of advice to avoid conflict with Chinese .

- It is always important to be patient.
- You should be prepared to compromise.

15. Quote the sentence which shows the importance of patience in meetings.

“It is always important to be patient.”

16. Quote the sentence which indicates that Mr. Ghanem was flexible during the meeting ?

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

17. Quote the sentence which indicates that Mr. Ghanem was ready for any question ?

I was prepared for his detailed questions.

18. How could you be successful in China ?

- You need to earn their respect.
- You should know about the Chinese culture.
- You should have a good track record about the company.

19. What similarities do you think there are, in terms of expectations at business meetings, between China and Jordan?

- Awareness of the culture.
- Preparing
- Listen carefully and negotiating.

20. Do you think that you would be a successful business person in China? Why/Why not?

I think I wouldn't be a successful person now but after being old and having too much experience, I may become successful because the Chinese value age and experience.

Critical Thinking :

1. Success needs tiredness . Explain .

I think you have to work hard, train and learn more in order to be successful. Also, you can be successful by developing your skills in various fields.

2. Knowing about the culture of the country before visiting it is very important .

Mention three problems you may face.

- Behaving wrongly and saying bad things.
- Talking about different and wrong subjects.
- Not understanding their language and their needs.

Our country's imports and exports

(SB, p.66)

صادرات وواردات بلدنا

In this report, we (researchers) will look at the countries that (countries) Jordan trades with and what goods **it** (Jordan) exports and imports.

في هذا التقرير، سنتناول الدول التي يتاجر معها الأردن، والبضائع التي يصدرها ويستوردها.

First, let's look at **exports**. Jordan is rich in potash and phosphate, 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 fertilisers. Pharmaceuticals and other industries represent 30% of Jordan's Gross Domestic Product(GDP), and 75% of Jordan's pharmaceuticals are exported. However, the majority (65%) of the economy is dominated by services, mostly travel and tourism. Most of Jordan's exports go to Iraq, the USA, India and Saudi Arabia.

أولاً: دعونا ننظر إلى الصادرات، حيث أن الأردن غني باليوتاس والفوسفات، وصناعة استخراج هذه المعادن تعد واحدة من أكبر الصناعات في العالم، فلا يستغرب أن 2 من المواد الكيميائية والأسمدة تعد من أكبر صادرات الأردن، كما وتمثل صناعة الدواء والصناعات الأخرى 30 % من المنتجات المحلية الضخمة في الأردن، ويصدر الأردن 75 % من منتجات الأدوية. وعلى أية حال، فإن الغالبية 65 % من اقتصاد البلد مسيطر عليها من قبل الخدمات، معظمها من السياحة والسفر، كما أن معظم صادرات الأردن يذهب للعراق والولايات المتحدة الأمريكية والهند والمملكة العربية السعودية

Now let's look at **imports**. Unlike some other countries in the Middle East, Jordan does not have large oil or gas **reserves**. For that reason, Jordan has to import oil and gas for **its** (Jordan's) energy needs. Its (Jordan's) other main imports are cars, medicines and wheat. In 2013 CE, 23.6 % of Jordan's imports were from Saudi Arabia. This (23.6) was followed by the EU, with 17.6 % of its imports. Other imports have come from China and the United States.

الآن، دعونا نتناول الواردات، وبخلاف بعض الدول الأخرى في الشرق الأوسط فإن الأردن لا يملك مخزوناً ضخماً من النفط والغاز، ولهذا السبب، فإن على الأردن يستورد النفط والغاز لحاجاته في الطاقة. حيث أن وارداته الرئيسية الأخرى هي السيارات والأدوية والقمح، ففي عام 2013 م، فإن 23.6 % من واردات الأردن، كانت من المملكة العربية السعودية، وتبعث بالاتحاد الأوروبي بنسبة 17.6 % من وارداته، وواردات أخرى أتت من الصين والولايات المتحدة الأمريكية.

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 (Jordan) signed a free trade agreement with Egypt, Morocco and Tunisian 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 in particular is likely to grow.

ويحظى الأردن باتفاقيات تجارية حرة أكثر من أية دولة عربية أخرى، ويقوم بالتجارة بحرية مع العديد من الدول، بما فيها الولايات المتحدة الأمريكية وكندا وماليزيا. ما هي المناطق الأخرى المهمة للأردن؟ أولاً الأردن وقع اتفاقية تجارية مع الاتحاد الأوروبي عام 1997 م، كما وقع اتفاقية تجارية أخرى مع كل من مصر والمغرب وتونس في عام 2004م، وفي عام 2011 وقع اتفاق تجاري مع الاتحاد الأوروبي ومصر والمغرب وتونس.

Key Word	Meaning in English	Arabic
exports (n)	goods sold to another country / export (v) exportation (n) 2019	صادرات
imports (n)	goods bought from other countries / import (v) importation (n) imported (adj)	واردات
goods	things that are produced in order to be sold	بضائع
extraction (n)	the process of removing and obtaining something from something else extract (v)	استخراج / استخلاص
reserve (n)	something kept back or set aside, especially for future use / reserve (v)	مخزون
pharmaceuticals (n)	companies which produce drugs and medicine / pharmaceutical (adj)	شركات أدوية
domestic (adj)	relating to or happening in one particular country and not involving any other countries / domesticate (v) / domesticity (n)	محلي
Gross Domestic Product (n)	the value of a country's total output of goods and services	إجمالي الناتج المحلي
dominate (v)	to be the most important feature of something / dominance (n) dominant (adj)	يهيمن - يسيطر
mineral (n)	a substance that is present in some foods and is needed for good health ; a substance that is found naturally in the earth / mineral (adj)	معادن
fertiliser (n)	a substance that is put on the land to make crops grow fertilise (v) fertilisation (n) fertile (adj)	سماد
agreement (n)	an arrangement or promise to do something, made by two or more people, companies or organisations / agree (v)	اتفاقية

1. There are two aims / reasons / purposes for writing this report . Mention them.

1. Looking at the countries that Jordan trades with.
2. Looking at what goods Jordan exports and imports.

2. What does the article suggest that many of Jordan's fertilisers are made from?

They are made from potash and phosphate, as this is what Jordan is rich in. (two minerals)

3. Jordan is rich in two minerals (natural resources) . What are they ?

1. Potash
2. Phosphate

4. There are many things / materials that Jordan exports. What are they ?

1. Chemical
2. Fertilisers
3. Pharmaceuticals

5. More than half of the economy in Jordan is dominated by services. Mention two of them.

1. Travel
2. Tourism

6. Jordan's exports go to four countries . Mention them.

1. Iraq
2. USA
3. India
4. Saudi Arabia

7. What are the following percentages refer to ?

1. 30 % : Pharmaceuticals and other industries represent 30% of Jordan's Gross Domestic Product(GDP)
2. 75 % : 75% of Jordan's pharmaceuticals are exported.
3. 65 % : 65% of the economy is dominated by services, mostly travel and tourism.

8. What are Jordan's main imports ?

The text states the main goods that Jordan has to import from different countries . What are they ?

1. Oil
2. Gas
3. Cars
4. Medicines
5. Wheat

9. Jordan imports come from different countries . Mention them.

1. Saudi Arabia = 23.6 % (the most)
2. EU = 17.6 %
3. China
4. The United States

10. Why does Jordan have to import oil and gas for its energy needs?

Because Jordan doesn't have large oil and gas reserves.

11. Quote the sentence which indicates the country which supplies Jordan with nearly 25 % of its imports in 2013.

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

12. Jordan trades freely with different countries. Write down three of these countries.

USA, Canada and Malaysia

13. Why is trade with the EU and North Africa likely to grow?

Because Jordan has signed trade agreements with both areas.

14. Jordan signed trade agreements with different countries . What are they ?

1. In 1997 : Jordan first signed a trade agreement with the EU in 1997 CE.
2. In 2004 : Jordan signed a trade agreement with the Egypt, Morocco and Tunisian .
3. In 2011 : Jordan signed a trade agreement with the EU , Egypt, Morocco and Tunisia .

15. Why do countries need to export and import goods?

They export goods to increase the economy and make money, and they import goods that are rare in the country.

16. Why should our community buy Jordanian goods?

To support Jordanian economy and industries.

17. How can we decrease or stop importing wheat from other countries. Suggest .

- a. encouraging farmers by offering them money and fertilizers.
- b. Giving deserted lands to farmers freely.
- c. Stopping building in fertile lands.
- d. Helping them by offering new machines.

18. Suggest three ways to decrease Jordan's imports of oil and gas from other countries .

- a. Decreasing the use of electricity in our homes.
- b. Depending more on solar energy and wind farms. (renewable sources)
- c. Using public transports in our travels.

Quotation

“Unless the exchange be in love and kindly justice, it will but lead some greed and others to hunger.”

Do you agree with it? Why? Why not?

Gibran Khalil Gibran

ما لم يكن التبادل في الحب والعدالة ، فلن يؤدي في البعض إلا إلى الجشع والبعض الآخر إلى الجوع.

I agree with the quotation. I think that Gibran is talking about trade here. He is talking about mutual respect, and this could be applied to any exchange, as well as trade. He is perhaps commenting on the emergence of capitalism.

أنا أتفق مع الاقتباس. أعتقد أن جبران يتحدث هنا عن التجارة. إنه يتكلم عن الاحترام المتبادل ، ويمكن تطبيق هذا على أي تبادل ، وكذلك التجارة. ربما كان يعلق على ظهور الرأسمالية.

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

سواء أكنت تبيع نوعاً جديداً من معجون الأسنان لعدد من الصيدليات، أو آخر برامج الحاسوب لمدرسة، أو نوع جديد من عروض العطلات لوكالة سفر فإنك بحاجة إلى أن تعلم...

كيف تقوم بعرض المبيعات (خطاب بيع) How to make a sales pitch

1. Do your research قم بإجراء بحثك

Don't come away from a sales pitch wishing you had been better prepared. It is essential to know everything about your product. Do you know when it (your product) was developed, and where it (your product) is produced? You also need to know who the target market is – for example, the age group or income of the people who (people) might buy it (your product). Not only that, you should know all about the competition – that is, similar products on the market. Why is your product superior to others (other products) and why does it (your product) have better value?

لا تخرج من عرض دعائي للمبيعات متمنياً لو أن استعدادك كان أفضل، فمعرفة منتجك أمر أساسي، هل تعرف متى تم تطويره؟ وأين تم إنتاجه؟ كما أنك بحاجة لأن تعرف من هم الفئة المستهدفة في السوق، فمثلاً، عمر ودخل الناس الذين يحتمل أن يشتروا المنتج، ولا يقف الأمر عند ذلك، بل يتعداه لوجوب معرفة كل ما يتعلق بالمنافسة، بما معناه المنتجات المشابهة في السوق. لماذا يتفوق منتجك على المنتجات الأخرى؟ ولماذا يحظى بقيمة فضلى؟

In addition, you should know exactly which people you are speaking to, and what their (people) needs are. For example, if they (people) represent a middle-class department store in a humble neighbourhood, be ready to explain why your particular product would suit customers who (customers) do not have lots of money. *What makes your product perfect for them (customers)?* Most of all, you need to believe in what you're selling, and the best way to do that is to use it!

وإضافة إلى ذلك، ينبغي عليك أن تعرف بدقة الناس الذين تتحدث إليهم، وما هي حاجاتهم، فعلى سبيل المثال، إذا كانوا يمثلون الطبقة الوسطى بمنطقة متواضعة، فكن على استعداد لبيان سبب مناسبة منتجك للطبقة الكادحة الذين لا يملكون الكثير من المال. وما الذي يجعل منتجك مثالياً لهم، وبالجملة فأنت بحاجة لأن تعتقد بما تبيعه، والطريقة الفضلى لتحقيق ذلك هي استعمال المنتج!

2. Prepare and practice حضر نفسك وتدرّب

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

خطط لعرضك التقديمي بحذر، ليس فقط ما ستقول، ولكن كيف ستقول أيضاً؟ هل ستقرأه كلمة كلمة، أو تستعمل ملحوظات أو تحفظه عن ظهر قلب؟ مهما كان قرارك، فمن الجيد أن تحتفظ بقائمة تضم النقاط الرئيسية، في حال قاطعك شيء ما، أو تجمدت أعصابك (تحدث). ثم تمرن عليها وإذا أمكن الأمر أمام زملائك، أحدث تغييرات وتدرّب عليها مرة أخرى.

3. Be professional كن محترفاً

Keep your presentation short and simple. Start with some friendly comments. For example ,thank your hosts for allowing you to speak to them (hosts), and compliment their (hosts) company. Remember to speak slowly and clearly. It is important to appear confident (even if you're nervous!). While you're speaking, don't keep your head down. Instead, look round the room and make eye contact with your audience .Smile!

اجعل عرضك التقديمي قصيراً وبسيطاً، وابدأ ببعض التعليقات الودية، فمثلاً أشكر المستضيفين على السماح لك بالتحدث إليهم، وأثنِ على شركتهم، وتذكر أن تتحدث ببطء ووضوح، ومن الضروري أن تبدو واثقاً بنفسك حتى ولو كنت خائفاً! وحال الكلام، لا تبقِ رأسك للأسفل، وبدلاً من ذلك انظر حول الغرفة واتصل بعينيك بجمهورك وابتسم!

When you've finished speaking, invite questions. If you don't know the answers, don't pretend! Thank the questioner and promise to find out the answer (and do it (finding out the answers)!). Finally, have a summary of your presentation ready to hand out at the end of the session. I wish I had known all this (information of experience) when I started out in business! Good luck!

وعندما تفرغ من الحديث، افتح المجال للأسئلة، وإذا لم تعرف أجوبة ما لا تتظاهر بالمعرفة واشكر السائل، وعده بالبحث عن الجواب وقم بذلك بحق . وختاماً، احتفظ بملخص لما تم تقديمه لتوزيعه في نهاية الجلسة. أتمنى لو أنني عرفت كل ذلك عندما بدأت العمل في مجال الأعمال! حظاً جيداً

AB – p - 47

Key Word	Meaning in English	Arabic
package holiday	an organised trip with everything included in the price (travel, accommodation, food)	حزمة رحلة
sales pitch	a presentation made by someone who is trying to sell a product	خطاب بيع
target market	people who are identified as possible customers	السوق المستهدف
age group	a set of people of similar age	الفئة العمرية
department store	a large shop that sells many different types of things	متجر لسلع مختلفة

Key Word	Meaning in English	Arabic
sales pitch (n)	the promises that someone makes to try to persuade someone to buy something	خطاب البيع
machinery (n)	machines, especially large ones	ماكينات
knitwear (n)	clothing made from wool	ملابس صوفية
extensively (adv)	in a way to cover or affect a large area	بشكل توسعي
marketing	The study of selling products to customers	تسويق

When doing a sales pitch, it is essential to know everything about your product. Do you know when it was developed, and where it is produced? You also need to know who the target market is – for example, the age group or income of the people who might buy it. 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?

1. Knowing everything about similar products on the market refers to ----- 2021

- a. competition b. value of the product c. target market d. age group

2. The underlined word "it" refers to ----- 2021

- a. target market b. product c. age group d. income

1. How can we make a sales pitch ?

- Doing our research
- Preparing and practicing
- Being professional

2. What are the things that you should know while doing your research ?

- **know** everything about your product.
when it was developed and where it is produced
- **know** who the target market is.
the age group or income of the people who might buy it.
- **know** all about the competition .
similar products on the market.) (Why \$ Why)
- **know** exactly which people you are speaking to, and what their needs are.

3. Give two examples about the target market .

- age group
- income of the people who might buy the product.

4. What is the best way to believe in your product ?

The best way is to use it

5. Your presentation should be planned carefully in two ways . Mention them .

- You should know **what** you will say about your presentation.
- You should know **how** you will say it.

6. You can present your presentation in three different ways. Mention them .

1. read it word by word
2. use notes
3. memorise it

7. It is a good idea (recommended) to have a list of your main points ?

Mention two reasons.

1. In case something interrupts you
2. **or** you simply freeze with nerves.

8. Your presentation should have two qualities . Mention them.

1. short
2. simple

9. Mention two examples about making friendly comments before your presentation.

1. Thank your hosts for allowing you to speak to them
2. Compliment their company.

10. What should you do at the end of the session ?

You should make a summary of the presentation.

11. What should sellers do while giving their presentations ? (Recommendations by experts)

- Keep your presentation short and simple.
- Start with some friendly comments
- Speak slowly and clearly
- It is important to appear confident
- Don't keep your head down
- Instead, look round the room and make eye contact with your audience . Smile!
- have a summary of your presentation ready to hand out at the end of the session.

Vocabulary

1. Complete the collocations with the verbs in the box.

Collocations	Arabic
make - a mistake	يرتكب خطأ
ask - questions	يسأل أسئلة
shake - hands	يصافح
earn - respect	يكسب الاحترام
join - a company	ينضم الى شركة
cause - offence	يسبب اساءة
make - small talk	يعمل حديث قصير

2. Complete the sentences with collocations from exercise :

1. Be very careful when you answer the questions, and try not to -----.
2. If you are polite, you won't -----or upset anybody.
3. Before the serious discussion starts, we always ; ----- it's often about the weather!
4. Nasser has applied to ----- the----- where his father works.
5. In business, when you meet someone for the first time, it's polite to-----.
6. After the talk, there will be a chance for you to----- about anything you don't understand.
7. By working hard, you will----- the -----of your boss.

3. Complete the explanations with words from the box :

(**compromise - conflict - negotiate - patient - prepared - previous - track record**)

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

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

Listening

(**exported - had exported - imported - was exported - was imported - were exported**)

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

Answers : 1 had exported 2 exported 3 were exported

Derivation

Verb	Noun	Adjective	Adverb	Verb	Noun	Adjective	Adverb
qualify	qualification	qualified	يؤهل	advise	advice	advisable	ينصح
recommend	recommendation	recommended	يوصي		youth	young	صغير
succeed	success	successful	ينجح		awareness	aware	ادراك
memorize	memory	memorable	يتذكر		nutrition nutrients	nutritious	تغذية

4. Complete the sentences with the correct form of the words in brackets.

1. Before you apply for a job, check that you have the correct **qualifications**. (qualify)
2. The company is pleased with your work and is happy to give you a----- . (recommend)
3. Congratulations on a very----- business deal. (succeed)
4. We should always be ready to listen to good ----- . (advise)
5. My father often talks about what he did in his ----- . (young)
6. It's important to have an ----- of different countries' customs. (aware)
7. The graduation ceremony was a very ----- occasion for everyone. (memory)
8. Nuts contain useful ----- such as oils and fats. (nutritious)

Pronunciation : Sentence stress – p-69

The word in **bold** in each sentence indicates the **stress**.

Say the sentences. How does the meaning of each sentence differ?

- a. I retired when I was 60, which was in 1999 CE.
- b. I **retired** when I was 60, which was in 1999 CE.
- c. I retired when I was **60**, which was in 1999 CE.
- d. I retired when I was 60, which was in **1999 CE**.

Answers :

- a. It was I, not someone else, who retired.
- b. I did other things when I was 60, but this is when I retired.
- c. I was 60 when I retired not another age.
- d. It was in 1999 CE when I retired, not another year in the 1990s.

Wish = If only

1. Unreal past forms for past regrets : (S + wish or If only + Past Perfect - had + V3)
express regrets about the past

الماضي غير الحقيقي للتعبير عن الندم (التحسر – الاسى) في الماضي

2. Unreal past forms for present wishes : (S + wish or If only + Past Simple - V2)
express wishes about the present

الماضي غير الحقيقي للتعبير عن اشياء (امنيات في الحاضر) ولكن مستحيل حصولها

NOTE: We usually say (**I wish / If only + were.**)

Rule	Wish – If only : (express <i>regrets</i> about the past)
V2 ----- hadn't + V3	I slept too long. I wish I hadn't slept so long.
didn't + V-inf. ----- had + V3	I didn't do If only I had done
wasn't – weren't ----- had been	I wasn't successful. I wish I had been successful.
wasn – were ----- hadn't been	I was late . I wish I hadn't been late.
Rule	Wish – If only : (express wishes about the present)
V1 / V-s ----- didn't + V-inf.	We live in a small flat I wish we didn't live
don't / doesn't + V-inf. ----- V2	I don't know the answer. I wish I knew the answer.
am / is / are ----- weren't	He is far from here. He wishes he weren't far
am not / isn't / aren't ----- were	He is not tall enough. He wishes he were taller.
regret + V-ing ----- hadn't + V3	I regret being angry ----- I wish I hadn't been angry.
regret + not + V-ing ----- had + V3	I regret not being happy. ---- I wish I had been happy.
should have + V3 ----- had + V3	He should have been careful. – He wishes he had been
shouldn't have + V3 ----- hadn't + V3	He shouldn't have been careless. He wishes he hadn't been ..

تحويل الافعال

can	couldn't	can't	could
will	wouldn't	won't	would
have + V3 / has + V3	hadn't + V3	must	hadn't to
have to / has to = V1	didn't have to	mustn't	had to
have / has = V1	didn't have	old , tall	older , taller
too , very	so	good , well	better

1. I didn't do much work for my exam.

I wish I -----

2. We didn't catch the earlier bus.

If only -----

3. I slept too long.

I wish -----

4. These shoes hurt my feet.

I wish I ----- these shoes. (**not buy**)

5. I don't know the answer.
I wish -----
6. We live in a small flat .
I wish ----- in a bigger flat.
7. He is not tall enough.
He wishes -----
8. We aren't old enough .
If only -----
9. We don't study hard.
I wish -----
10. We visited the museum .
I wish -----

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

1. Ali did not pass his exams.
If only he ----- harder last year. (study)
2. Ziad is not very good at basketball.
He wishes he ----- taller! (be)
3. We didn't catch the earlier bus. We're late.
If only we ----- the earlier bus. (catch)
4. Our flat is very small.
If only we ----- in a big house. (live)
5. Jaber isn't old enough to drive a car.
He wishes he ----- older. (be)
6. I wish I ----- English better when I was younger. (learn)
7. I regret that I made an accident.
I wish I ----- fast. (not drive)
8. Ziad did not know about Chinese culture .
He wishes he ----- a cultural awareness course. (do)
9. It was too hot to go to the beach yesterday.
If only it ----- cooler. (be)
10. I feel ill.
I wish I ----- so many sweets! (not eat)

Read the situations and complete the sentences :

1. Sultan forgot to do his Science homework.
If only he ----- to do it.
2. Nahla could not find her way round the city very easily.
If only she ----- a map.
3. Oh no! I've forgotten my library book. I left it at home.
I wish I ----- .
4. Our team didn't play very well yesterday.
If only they ----- better.
5. I regret going to bed late last night.
I wish I ----- earlier.
6. Samia regrets being angry at breakfast time.
If only -----
7. If only I had concentrated properly in class today. This homework is really difficult.
I -----
8. Nader should have been more careful with his essay. He didn't get a good mark.
Nader wishes -----
9. I wish I had learnt English better when I was younger.
If -----
10. I should have studied hard before the exam.
I wish -----
11. I regret I didn't study English when I was young.
I wish -----
12. I didn't take piano lessons when I was a child.
I wish I -----
13. I didn't visit England last summer.
I wish I -----
14. I didn't read more classic novels in Grade 11.
I wish I -----
15. I didn't visit my grand parents yesterday.
I wish I -----
16. I didn't help my mother more in the kitchen.
I wish I -----

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

1. • an exam that you **did not do** as well in as you expected.

2. • a holiday or short trip that **was not** as enjoyable as you had hoped it would be.

3. • a telephone call or meeting that **was not** successful.

Use the prompts and write sentences with (I wish and If only).

1. I'm cold. **I wish** I (bring a coat)
2. We're late. **If only** (get up earlier)
3. I feel ill. **If only** (not eat so many sweets)
4. Fadi has lost his wallet. **I wish** (be more careful)
5. Huda was too busy to visit us yesterday. **I wish** she----- . (be able to come)
6. I've broken my watch. **If only** (not drop it)
7. I am very hungry! **I wish** I ----- before I went to the conference. (not eat)

Complete the sentences with words from the box.

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

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

Complete the sentences using the correct form of the following prompts :

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

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

1. Nader should have been more careful with his essay. He didn't get a good mark.
Nader wishes ----- 2016
2. I regret living abroad for a long time .
I wish ----- 2016
3. I regret speaking aloud in my class .
I wish ----- 2017
4. Mohammad didn't consult his career advisor, so he felt sorry.
I wish ----- 2017
5. I didn't do much work for my exam.
I wish ----- 2019
6. Jamal didn't prepare well for the exam. He didn't get a good mark.
If only ----- 2019
7. Maha regrets being angry at breakfast time.
If only ----- 2020
8. I ate too much and now I have a stomachache.
I wish ----- 2020

Choose the correct answer :

1. Ziad is not very good at basketball.
He wishes he ----- taller! (is / were / was)
2. I can't do this exercise.
I wish I ----- it. (understood / understand / understanding)
3. Mr Haddad does not understand the Chinese businessman .
If only he ----- Chinese. (speak / spoke / had spoken)
4. Jordan needs to import a lot of oil.
If only it ----- larger oil reserves. (has / had / had had)
5. If only I ----- lost my ticket! (haven't / didn't / hadn't)
6. I always have to get home early . **I wish** my parents ----- me stay out later. 2018
a. lets b. won't let c. would let d. will let
7. I didn't wake up early and I missed my bus . **I wish** I ----- early. 2018
a. wake up b. wakes up c. had waken up d. have waken up
8. Rami didn't play basketball very well . **He wishes** he ----- a professional player. 2019
a. becomes b. will become c. become d. had become
9. I'm sorry I made you angry last night . **I wish** I ----- at you. 2019
a. hadn't shouted b. hasn't shouted c. am not shouting d. don't shout
10. I wish I -----my pen. I had to buy one from the library. 2020
a. has forgotten b. hasn't forgotten c. had forgotten d. hadn't forgotten
11. Muna was right and I was wrong . **I wish** I ----- to her. . 2020
a. has listened b. hasn't listened c. had listened d. hadn't listened

12. I can't do this exercise . I wish I ----- it.. 2021
 a. understand b. had understood c. understood d. have understood
13. I feel a bit confused because I stayed late at night . I wish I ----- late at night. 2021
 a. were b. had c. is d. has been
14. Fatima wishes she ----- older to participate in the poetry competition. 2022
 a. hadn't stayed b. haven't stayed c. had stayed d. stayed
15. I wish we had got up earlier. This means : 2021
 A. We didn't get up earlier, and now we are not late.
 B. We don't get up earlier, and now we were late.
 C. We didn't get up earlier, and now we are late.
 D. We don't get up earlier, and now we aren't late.
16. I don't know how to use Zoom application for meeting. The similar meaning is ----- : 2021
 A. If only I have known how to use Zoom application.
 B. If only I had known how to use Zoom application.
 C. If only I knew how to use Zoom application.
 D. If only I know how to use Zoom application.
17. I didn't check my car before leaving home in the morning. 2022
 The sentence which have a similar meaning to the one above is -----
 A. If only I have checked my car before leaving home in the morning.
 B. If only I didn't check my car before leaving home in the morning.
 C. If only I check my car before leaving home in the morning.
 D. If only I had checked my car before leaving home in the morning.

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

(2023 - 2022)

Action Pack 12

Twelfth Grade

Unit 10

المستوى الرابع - (الكتاب الجديد)

Career Choices



Emad Abu Alzumar

0785915568

0796145755

عماد ابو الزمر

Career choices

Which of the following can help you to understand foreign languages?

headphones - interpreter - regional - rewarding - secure - seminar - translation

Fatima Musa is talking about her career as an interpreter. Listen and read.

My job as an interpreter

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

وظيفتي كمترجمة

اسمي فاطمة موسى و لقد عملت كمترجمة لمدة 5 سنوات . و العديد من الطلاب ارسلوا لي ايميلات عبر البريد الالكتروني يسألوني عن عملي لأنهم يريدون أن يعرفوا ما سيكون عليه الوضع عندما أقوم بعملي . لهذا هذا هو ردي .

I (Fatima) have always been **fond of** languages. My father worked in many different countries when I (Fatima) was young and we usually travelled with him (Fatima's father). 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.

لقد كنت دائما مولعة ومحبة للغات. كان والدي يعمل في العديد من البلدان المختلفة عندما كنت صغيرا ، ونحن عادة سافرنا معه . عندما كنا نزرور الدول ، أردت دائما تعلم اللغة . في المدرسة كنت جيدة جدا في اللغة الإنجليزية . لذلك ، قررت مهنتي كمترجمة .

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.

يتضمن عملي الآن الذهاب إلى المؤتمرات والندوات الهامة في جميع أنحاء العالم . عندما يتحدث شخص باللغة الإنجليزية في مؤتمر ، فأنا استمع إلى ما يقولونه من خلال سماعات الرأس . وبعد ذلك اترجم إلى اللغة العربية بينما المتكلم يتحدث . أعطي الترجمة من خلال سماعات الرأس لأشخاص آخرين في الاجتماع. وهذا يعني أن أي شخص في الغرفة يتحدث العربية يمكن أن يفهم ما يقوله الناس .

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 (the words) are used to talk about business, science or law, for example, make it almost a different language!

هل هو عمل سهل ؟ على الاطلاق. اللغة الإنجليزية ليست هي نفسها في كل البلدان الناطقة باللغة الإنجليزية . على سبيل المثال ، الكلمات الإنجليزية التي تستخدم في الهند تختلف في بعض الأحيان عن الكلمات التي يستخدمها الناس في المملكة المتحدة والولايات المتحدة وأستراليا . وكذلك معرفة اللغة الإنجليزية الإقليمية ، أنت أيضا بحاجة إلى معرفة الكثير من اللغة المتخصصة . بعض الكلمات التي تستخدم للحديث عن الأعمال التجارية أو العلمية أو القانون ، على سبيل المثال ، تجعلها تقريبا لغة مختلفة !

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.

ما لم يكن لديك شهادة علمية في اللغة ، فلن تكون قادرا على أن تصبح مترجما . اذا كان لديك لديك مؤهل في الدراسات العليا ، فربما كنت ستحصل على وظيفة مترجم بسرعة. اذا كان لديك مقابلة عن وظيفة، سوف تحتاج إلى إظهار أن لديك مهارات الاستماع الجيدة وصوت واضح في النطق . سوف تحتاج أيضا إلى إظهار أنه يمكنك التفكير بسرعة وانك قادرا على التركيز لفترات طويلة من الزمن . إذا كنت ناجحا ، فهو عمل آمن ومجزي . وربما تحتاج إلى السفر كثيرا ، ولكن هذا ليس مشكلة طالما انك تستمتع بزيارة بلدان أخرى .

It is a very responsible job. I am 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.

هل هو عمل مسؤول جدا . وأنا أدرك أنني إذا ترجمت أشياء بشكل سيئ ، يمكن أن تؤثر على قانون مهم أو اتفاقية تجارة بين البلدان. ومع ذلك ، تحصل على شعور كبير من الارتياح عندما تعلم ان الناس يفهمون كل ما ترجم .

Key Word	Meaning in English	Arabic
interpreter	someone who translates spoken words from one language into another	مترجم
fond of	having an affection or liking for someone or something	مولع ب
seminar	a class on particular subject – given in training	ندوة
headphones	a piece of equipment that you wear over your ears to listen to the radio, music	سماعات
regional	relating to a particular region or area	اقليمي - محلي
concentration	attention	تركيز
secure	safe – free from danger	امن
rewarding	giving personal satisfaction	مجزي

Read and answer the questions :

1. Why have many students emailed Fatima about her work ?

Because they want to know what it would be like to do my job. So here is my reply.

2. How long has Fatima worked as an interpreter ?

For five years

3. Quote the sentence which indicates that Fatima likes languages.

I have always been fond of languages.

4. What is the reason which made Fatima wanted to learn the language ?

Her father worked in many different countries when she was young and they usually travelled with him. When they visited a country, she always wanted to learn the language.

5. In which places does Fatima work ?

Conferences and seminars

6. The job of an interpreter is not easy for three reasons. Mention them.

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

English words used in India are different to the words used in the UK, USA or Australia.

2. An interpreter needs to know the regional English.

3. An interpreter needs to know a lot of specialist language.

The words that are used about business, science or law make it different.

7. What qualifications should you have to become an interpreter ?

You should have a language degree.

8. How can you get a job as an interpreter quite quickly?

By having a postgraduate qualification.

9. There are some qualities an interpreter should have . What are they ? (successful in an interview)

1. Having good listening skills

2. Having a clear speaking voice.

3. Think quickly .

4. Being able to concentrate for long periods of time.

10. Mention two benefits (advantages)for the job of an interpreter.

1. Secure 2. rewarding

11. Is the job of an interpreter a very responsible job ? Why ?

Yes, because if you translate things badly, it could affect an important law or trade agreement between countries.

12. What are the six official languages used at the United Nations ?

Arabic – Chinese – English – French – Russian – Spanish

Read the talk again and complete the sentences.

1. Fatima Musa's job involves going to

important conferences and seminars around the world.

2. As well as knowing regional English, you also need to know

a lot of specialist language

3. Unless you have a language degree, you will not

be able to become an interpreter

4. Provided that you have a postgraduate qualification, you will probably get

a job as an interpreter quite quickly

5. You will probably need to travel a lot, but that is not a problem as long as

you enjoy visiting other countries

Stepping into the business world

Business Studies is a popular choice for students who (students) are choosing a degree course in the UK. After graduating, some (students) go on to further study, but most of them (students) take up employment. Many large companies offer graduate training schemes, which (graduate training scheme) are a kind of apprenticeship. We went to meet twenty-two-year-old Ricky Miles, who (Ricky Miles) is about to graduate in the subject.

الدخول في عالم الأعمال

دراسات الأعمال هو خيار شائع للطلاب الذين يختارون دراسة الشهادة الجامعية في المملكة المتحدة. بعد التخرج ، يذهب البعض إلى مزيد من الدراسة ، ولكن معظمهم يباشروا في التوظيف . العديد من الشركات الكبرى تقدم برامج تدريب الخريجين ، والتي هي نوع من التدريب المهني. ذهبنا للقاء ريكي مايلز البالغ من العمر اثنين وعشرين عاما، والذي هو على وشك التخرج في هذا الموضوع. منذ متى وانت تم تدرس دراسات الأعمال ، ريكي ؟

How long have you been studying Business Studies, Ricky?

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

Each one (period of work experience) lasted six months, but they (two periods of work experience) weren't in the same year.

كم المدة التي قضيتها في دراسة هذا التخصص ؟

انها دورة مدتها أربع سنوات ، بما في ذلك دورتين من الخبرة في العمل . كل واحدة استمرت ستة أشهر ، لكنهما لم تكونا في نفس العام ،

What exactly have you studied over those four years ?

Quite a lot! Maths, of course, Accounting ,Finance and Economics. Oh yes ,**Marketing** and Sales, too. I (Ricky Miles) also did a course in Management, which (a course of management) is about **recruiting** and managing staff, and how to deal with conflict, and a course in Advertising.

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

بالضبط ما الذي درسته خلال تلك السنوات الأربع ؟

الكثير جدا ! الرياضيات ، وبطبيعة الحال ، المحاسبة ، المالية والاقتصاد . أوه نعم ، التسويق والمبيعات ، أيضا . كما أنني درست دورة في الإدارة ، وهي عن التعيين و إدارة الموظفين ، وكيفية التعامل مع النزاع ، و دورة في الإعلان . كان علينا جميعا أن نفعل ذلك ، أيضا ، لان مهارات الكمبيوتر ضرورية.

What did you most enjoy about the degree ?

The work experience, definitely. I learnt so much, both times, and of course it (work experience) looks great on my curriculum vitae . One of the companies offered me paid work last summer, so I managed to get even more experience that way. Also, I wouldn't have had much money last year if I hadn't had that job!

بماذا استمتعت اكثر شيء فيما يتعلق بالشهادة الجامعية ؟

في الخبرة العملية، بالتأكيد . لقد تعلمت الكثير ، في المرتين ، وبالطبع تبدو رائعة عندما توضع في سيرتي الذاتية. عرضت إحدى الشركات علي العمل باجرة مدفوعة في الصيف الماضي ، لذلك تمكنت من الحصول على خبرة اكثر بهذه الطريقة . أيضا ، لم اكن امتلاك الكثير من المال في العام الماضي لو لم احصل على هذا العمل ! أي نوع من الشركة تلك، و ماذا فعلت هناك؟

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

It was a company that (a company) provides financial products – savings and pensions, mostly. At first I just ‘shadowed’ different people, watching what they (different people) were doing . Then I did quite a lot of checking for them (different people) – you know, checking their (different people) calculations. When I went back in the summer, I was in the sales department. My job was to follow up web enquiries, and send out further information to possible clients . I enjoyed it (Rickey's job) , and I wouldn't have had that opportunity if I hadn't done the work experience first.

ما نوع الشركة وما الذي فعلته هناك ؟

انها شركة توفر المنتجات المالية - الادخار و المعاشات التقاعدية ، في الغالب. في البداية أنا فقط " تعقبت " أشخاص مختلفين ، اراقب ما كانوا يفعلوا . ثم قمت بالكثير جدا من التدقيق وراءهم - كما تعلم ، والتحقق من حساباتهم . عندما عدت في الصيف ، كنت في قسم المبيعات . كانت مهمتي متابعة الاستفسارات التي تأتي على شبكة الإنترنت ، وارسال المزيد من المعلومات للزبائن المحتملين . لقد استمتعت بذلك ، و لم اكن لاحصل على هذه الفرصة لو لم اقم بالخبرة العملية أولا .

What are you planning to do next ?

I've just applied for a job with a bank. I have the right qualifications, but I know there will be a lot of other applicants. I'll just have to wait and see if I get an interview. If I do, I'll have to prepare really carefully.

ماذا تخطط للقيام به بعد ذلك؟

لقد تقدمت بطلب لوظيفة في البنك الحصول على وظيفة . لدي المؤهلات المناسبة ، لكنني أعرف أنه سيكون هناك الكثير من المتقدمين الآخرين . يجب أن انتظر و ارى ما اذا كان يمكنني الحصول على مقابلة . إذا حصلت عليها ، يجب ان استعد حقا.

Key Word	Meaning in English	Arabic
Marketing	promoting your product; finding customers	تسويق
recruiting	finding suitable employees	تعيين موظفين جدد
pensions	money you save over your lifetime to pay for your old age	التقاعد
calculations	maths; work with numbers	حسابات
web enquiries	online questions	استعلامات عن طريق النت

Read the text and answer the questions.

1. What is the name of Ricky's degree?

Business studies

2. After doing a degree course in business studies , students can do two things. Mention them.

- 1- Some go on to further study.
- 2- Most of them take up employment.

3. What is graduate training schemes ?

They are a kind of apprenticeship.

4. How did he spend a quarter of his time as a student?

Doing work experience. = The two periods = (6 months + 6 months = 1 year)

5. Ricky has studied many subjects in the university ? Mention them.

Maths, accounting, Finance and Economics, Marketing and sales and IT .

6. Ricky did two courses in the university ? Mention them.

Management and Advertising.

7. Taking a course in management is about three things. Mention them.

- 1- recruiting
- 2- managing staff
- 3- how to deal with conflict

8. Ricky has two benefits as a result of the paid work last summer. Mention them .

- 1- He managed to get more experience
- 2- He had more money

9. There are two benefits for the work experience for Ricky . What are they ?

- 1- It looks great in his curriculum vitae.
- 2- Having the opportunity to work in the company .

10. What kind of company did Ricky work for last summer

It was a company provided financial products – savings and pensions.

11. Mention two examples about financial products .

1. savings
2. pensions

12. What was Ricky's job in the company at first ?

1. Watching what people were doing.
2. Checking people's calculations

13. What was Ricky's work in the sales department in the summer ?

1. Follow up web enquiries.
2. Send out further information to possible clients.

14. What is he waiting to find out?

An interview

15. Would you like to do the same kind of degree course as Ricky? Why/Why not?

Yes, I would. Because by studying business, you can learn and improve many skills and this opens many career prospects for you.

16. What should new graduates do ? Suggest three possibilities .

- Accept the little – paid jobs
- Look for a larger company with a better salary
- Taking different courses in different fields.
- Improving skills and abilities

Reading – Applying for jobs

1. These people are **applying for a job** at a pharmaceutical company.

Read and complete the two curriculum vitae with the headings in the box.

Dear Sir/Madam,

I would like to apply for the position of researcher at your pharmaceutical company. As can be seen from the enclosed curriculum vitae that I have a degree in Chemistry. Furthermore, I have worked as a shop assistant at a chemist's, so I know a lot about this industry. I also have a qualification in Journalism and have worked previously for a scientific journal. I have excellent research skills.

In my spare time, I help elderly people, and I can see the difference that medicines can make to their lives. I am very keen to join a company that can really help people.

I look forward to hearing from you concerning the next stage of my application.

Yours faithfully,
Tareq Hakim

سيدي العزيز / سيدتي ،
أود أن اتقدم بطلب للحصول على وظيفة باحث في شركة الأدوية الخاصة بكم . كما يتبين من السيرة الذاتية المرفقة التي تبين ان لدي شهادة جامعية في الكيمياء . وعلاوة على ذلك ، لقد عملت كمساعد بائع في الصيدلية ، لذلك انا اعرف الكثير عن هذه الصناعة . ولدي أيضا مؤهل في الصحافة وعملت سابقا في مجلة علمية . لدي مهارات ممتازة في مجال البحث .
في وقت فراغي ، اساعد كبار السن ، وأستطيع أن أرى الفرق الذي تعمله الأدوية لحياتهم . أنا حريص جدا على الانضمام الى الشركة التي يمكن أن تساعد الناس فعلا .
وإنني أتطلع إلى الاستماع منكم (الرد) بشأن المرحلة المقبلة من طلبي .
المخلص لك،
طارق الحكيم

تفاصيل الاتصال - العنوان contact details	الاسم - Name	السمات الشخصية - Personal attributes	المؤهلات والتدريب - Qualifications and training
المهارات والانجازات skills and achievements		الخبرة العملية - work experience	المرجع - المعرف - Reference

Headings	curriculum vitae
Name	- Tareq Hakim
	- 5 - North Street , Ajloun.
	- 2009 – 2012 : shop assistant at a chemist's 2012 – 2014 : reporter for Medicine Today 2014 – now : editor at a scientific journal.
	- Degree in Chemistry (graduated 2008); Certificate in Journalism (2011).
	- Captain of school basketball team; - Voluntary work for a charity that helps elderly people.
	- I am a conscientious worker and I am very enthusiastic about working in pharmaceuticals.
	- Osama Hayek, Chemistry teacher at my secondary school.

Dear Mr Rahhal,

I am very interested in the position of researcher at your pharmaceutical company. You will see from the enclosed curriculum vitae that I have worked in sales for a large pharmaceutical company for many years. I have been very successful in this job and I was Salesperson of the Year in 2013 CE.

I would now like a new challenge and would be interested in moving into research. I have a degree in Physics. I am a competent and adaptable worker and I believe that I can be successful in any position. I like reading and camping. I also like travelling.

References are available on request.

I look forward to hearing from you.

Yours sincerely,

Hisham Khatib

عزيمي السيد رحال ،
أنا مهتم جدا في وظيفة باحث في شركة الأدوية الخاصة بكم . سوف ترى من السيرة الذاتية المرفقة انني قد عملت في المبيعات لشركة أدوية كبيرة لسنوات عديدة. لقد كنت ناجحا جدا في هذا العمل، و كنت مندوب المبيعات لعام 2013 م . وأود الآن ان اقوم بتحدي جديد ، وسوف اكون مهتم في الانتقال إلى البحث. انالدي شهادة في الفيزياء . أنا عامل كفؤ وقابل للتكيف ، وأعتقد أنني يمكن أن اكون ناجحا في أي عمل.
أنا أحب القراءة و التخيم . وأحب أيضا السفر.
المراجع متوفرة عند الطلب.
إنني أتطلع إلى الاستماع منك – انتظر الرد.
تفضلوا بقبول فائق الاحترام،
هشام الخطيب

العنوان - تفاصيل الاتصال - العنوان	الاسم	السمات الشخصية	المؤهلات والتدريب
contact details	- Name	- Personal attributes	- Qualifications and training
المهارات والإنجازات	الخبرة العملية	المعرف - المرجع	
skills and achievements	- work experience	- Reference	

Headings	curriculum vitae
Name	- Hisham Khatib
	- 22 East Way, Irbid
	- 2010–now: Sales Representative for a large pharmaceutical company
	- Degree in Physics (graduated 2009)
	- I won Salesperson of the Year Award in 2013 CE.
	- I am a very competent worker. I am also adaptable .
	- Samira Rahhal, the director in my current job

I am Hisham. I have worked in sales for a large pharmaceutical company for many years. I have been very successful in this job and I was Salesperson of the Year in 2013 CE. I would now like a new challenge and would be interested in moving into research. I have a degree in Physics. I am a competent and conscientious worker I like reading and camping. I also like travelling.

The sentence which gives information about the personal attributes of the writer is -----. 2020

- I was Salesperson of the Year in 2013 CE.
- I like reading and camping. I also like travelling.
- I have worked for a large pharmaceutical company.
- I am a competent and conscientious worker

You can see the following words in a curriculum vitae.

Which words or phrases apply to skills which people need in a job?

Key Word	Meaning in English	Arabic
adaptable	able to adapt to new conditions or situations	قابل للتكيف
competent	having enough skills or knowledge to do something	كفؤ
conscientious	showing a lot of care and attention (to a task)	حي الضمير
enthusiastic	showing a lot of interest and excitement about something	متحمس
keen	having or showing eagerness or interest (in something)	متلهف
personal attributes	a quality or feature that is considered to be good or useful (in a person)	السمات الشخصية
qualifications	official records of achievement after completing a course of study.	مؤهلات
reference	a person who provides information about your character and abilities	المعرف - المرجع
work experience	a period of time that someone spends working in a particular place	الخبرة العملية
achievements		إنجازات
contact details		تفاصيل الاتصال
training		تدريب

Writing

Academic skills:

Formal letter writing :

When you write a formal letter, remember to lay it out correctly.

- Lay the letter out correctly with a clear greeting line and sign-off line.
Make sure you begin and end the letter appropriately.
- Use formal language; avoid contractions. Write short and clear paragraphs.
Use modal verbs.
- Check your spelling and punctuation so that you give a good impression.

You have seen an advertisement for a job that you would like to do. Decide what job the advertisement is for. Write a curriculum vitae and a covering letter.

Curriculum Vitae

Headings	curriculum vitae
Name	- Farida Jabari
Address	- 215 Rainbow Street, Amman
Education	- Degree in English (2009 CE) PEP (Practical Education Programme) Teaching qualification (2011 CE)
Work experience	- Teacher of English, (school name) , Amman
Skills and achievements	- Voluntary work for children's charities; excellent piano accompanist
Personal attributes	- I am a dedicated, ambitious worker. I have high expectations of myself and the students I teach.
Reference	- (Full name) , head teacher at (school name) , Amman

covering letter

Dear (**Title** (Mr, Mrs, Dr, etc.) + **surname**) ,

I am writing to apply for the job of Head of the English Department at (**school name**). You will see from my curriculum vitae that I have a Bachelor's degree in English and a PEP teaching qualification, as well as substantial teaching experience at (**school name**) .

I am now looking for a new challenge as (**position**), and I am interested in pursuing my goal at your school. My developing leadership skills show that I am ready to advance in my teaching career, and the advertised position at your school as (**position**) is ideal.

While I am dedicated to teaching and know that my students are of the highest importance, I make time to have an active and varied social and family life. This helps to keep my approach to teaching and student welfare fresh.

Please contact me for a reference.

I look forward to hearing from you regarding the next stage of my application.

Yours sincerely,
Farida Jabari

Vocabulary

1. Complete the sentences with words or phrases from the box.

(career - headphones - interpret - seminar - regional - rewarding - translation)

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

2. Circle the correct words.

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

Prepositions

Prepositions	Arabic	Prepositions	Arabic
work as	يعمل كـ	ask about	يسأل عن
decide on - 2018	يقرر	good at	جيد في
translate into	يترجم الى	talk about	يتحدث عن

3. Complete the sentences from the box :

(about - as - at - in - into - on - about)

1. Would you like to **work** ----- a teacher in a big school?
2. We need to **decide** ----- a place to meet. (into , on , at , about) 2018
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. 2018

Conditional Sentences

تتكون الجملة الشرطية من اسمين : الأول **If clause** وتسمى جملة الشرط , وتحتوي على أداة ربط مثل **If** والثاني **Main clause** وتسمى جملة جواب الشرط

1. The (0) type : (The tense in both parts is present) : This type is used when the result always happens (it is a fact) :

حقائق – نفس النتيجة

Function : We use the zero conditional (if + Present Simple/Present Simple) to describe something that always happens.

If Clause	Main Clause
If (When) + S + simple present - (V1 / V+s es)	Subject + simple present - (V1 / V+s es) (a fact)
- he, she , it + Vs-es / he, she , it + doesn't + V-inf.	- he, she , it + Vs-es / he, she , it + doesn't + V-inf.
- I , we , you, they + V-inf. / I , we , you, they + don't + V-inf	- I , we , you, they + V-inf. / I , we , you, they + don't + V-inf

1. If you boil water , it ----- . (evaporate)
2. If plants ----- enough sunlight, they die. (not , get)
3. Water ----- to ice if the temperature falls below zero. (turn)
4. If you push this button , the video ----- . (play)
5. You get a huge feeling of satisfaction when you know that people ----- everything you translate. (understand)
6. When you ----- water to 100°C, it boils. (heat)
7. Do you **usually** go home or meet your friends when school ----- ? (finish)
8. If you ----- the plants, they will die. (not water)
9. During Ramadan, we eat when the sun ----- . (set)
10. Ice cream melts when it ----- warm.. (get)
11. Plants die if they ----- enough sunlight. 2017 (not , get)

2. The first conditional (Type 1) : (For things that will possibly happen)

Function : We use the first conditional (if + Present Simple / will + Present Simple) to describe a future outcome of a certain future action or event.

محتمل الحدوث

If Clause	Main Clause
If + S + simple present - (V1 / V+s es)	Subject + will / 'll + V-inf.
- he, she , it + Vs-es / he, she , it + doesn't + V-inf.	Subject + will not / won't + V-inf.
- I , we , you, they + V-inf. / I , we , you, they + don't + V-inf	

ادوات اخرى لها نفس قاعدة if ولكن المعنى مختلف

2. provided that - as long as - unless - Even if

بشرط ان طالما اذا لم - ما لم حتى لو

1. **If** Sami studies hard , he ----- all his exams . (pass)
2. **If** you ----- an interview for a job in pharmaceuticals, you will need to show real enthusiasm for the industry. (get)
3. I'll buy the book **if / provided that / as long as** it ----- too expensive. (not be)
4. I ----- it **if** it is too expensive . (not, buy)
5. **Unless** you have a language degree, you ----- able to become an interpreter. (not be)
6. **If** you get an interview for a job, you ----- to show that you have good listening skills. (need)
7. **If** you are successful, it ----- a secure and rewarding job. (be)
8. When you arrive at the station next Saturday, we ----- there to meet you. (be)

9. Nasser will come out with us tomorrow **unless** he -----help his father. (have to)
10. I ----- you with your homework, **as long as** you help me with mine! (help)
11. **Provided that** it ----- , we will have a picnic next week. (not rain)
12. **If** you win the prize, how ----- you ----- the money? (spend)
13. **Even if** Omar ----- his driving test this afternoon, he won't have his own car. (pass)
14. You will not pass your exams **unless** you ----- hard. (study)
15. Your new computer will last a long time **as long as** you ----- careful with it. (be)
16. I ----- you **if** I miss the bus. (phone)
17. We'll go to our favourite restaurant on Friday **unless** it ----- closed. (be)
18. I will take the job offer **provided that** it----- part-time – I haven't finished my university studies yet..(be)
19. We have to go to school even **if** we ----- tired. (be)
20. We ----- umbrellas **if** it rains (need)
21. The teacher ----- pleased **if** I write a good essay. (be)
22. **Provided that** everyone ----- hard, we'll all pass our exams.. (work)
23. Babies ----- usually happy **unless** they're hungry or cold. (be)
24. We should always be polite **even if** we ----- tired. (feel)
25. Rawan always takes her mobile **when** she ----- (go out) 2017
26. Ali will be upset, **If** you ----- him to your party. (not, invite) 2018

3. The Third conditional (Type 3)

If Clause	Main Clause
If + S + had + P.P (V3) hadn't	S + would have / could have / might have + P.P (V3) wouldn't couldn't mightn't تأكد كان من الممكن - قدرة ربما Sure less sure not sure

Function : We use the third conditional (If + Past Perfect / would have + past participle) = to imagine past situations.

These past situations are impossible, and did not happen.

- The *if*-clause states one **event** that *did not happen*.
 - The main clause states **the result**, which also *did not happen*:
- If I had stayed at home that day, I would have missed the celebration.
(The person did not stay at home that day)
(The person attended the celebration.)
- I wouldn't have gone to the library if my friend hadn't invited me.
(My friend invited me to the library, so I went.)
- If I'd studied harder, I'd have passed the exam.
(I didn't study very hard, and I didn't pass.)
- If I had prepared better for the competition ,I **might** have won the first prize.
(The speaker is not sure that this would have been true.)

- If I had slept better the night before the exam ,I **could** have concentrated better.
(It is possible that the speaker would have been able to concentrate.)
- If I'd gone to a different school, I **might** not have studied French.
I **could** have taken English.
- Our team **could** have won the match if they'd trained harder,
and then they **might** have been champions now if they'd won.

1. I ----- the job **if** I had had some experience. (get)
2. **If** you had done the course, you ----- enough experience to apply for the job. (have)
3. **If** Huda ----- ill yesterday, she wouldn't have missed the exam. (not be)
4. **If** my father had gone to university, he ----- a teacher. (be)
5. Jameel might not have become a musician **if** his parents ----- him. (not encourage)

If my friend had come to the party, I wouldn't have been disappointed. 2021

- A. My friend will come to the party, I wasn't disappointed.
- B. When my friend came to the party, so I won't be disappointed.
- C. My friend didn't come to the party, so I felt disappointed.
- D. I didn't feel disappointed because my friend had come to the party

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

Sentence (Fact)	If Clause (Imagination)
1. S + V2 , so + didn't + V-inf.	1. If + S + hadn't V3, S + would / could (might) have + V3
2. S + didn't + V-inf , so + didn't + V-inf.	2. If + S + had V3, S + would / could (might) have + V3
3. S + V2 . S + V2	3. If + S + hadn't + V3, S + would / could (might) not + have + V3
4. S + didn't + V-inf. . S + V2	3. If + S + had + V3, S + would / could (might) not + have + V3

1. Saeed left his camera at home, so he wasn't able to take pictures of the parade. (could)
If Saeed **hadn't left** his camera at home, he **could have taken** pictures of the parade.
If Saeed **hadn't left** his camera at home, he **could have been able to take** 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. I didn't stay at home that day, so I didn't miss the celebration. (would)
7. My friend invited me to the library, so I went. (would not)
8. I didn't study very hard, and I didn't pass the exam. (would)

9. I didn't prepare well for the competition , so I didn't win the first prize. (might)
10. I didn't sleep well the night before the exam , I didn't concentrate very well. (could)
11. Our team didn't win the match **because** they didn't train hard. (could)
12. Our team didn't win the match . They weren't champions. (might)
13. Saleem left his wallet at home, so he wasn't able to purchase his necessary items. (could) 2016
14. I studied really hard the day before the final exams. I achieved the first rank in my class. (might not) 2016
15. Sami didn't apply immedietly for the scholarship, so he didn't get it . (if , could) 2016
16. Marwan worked really hard the day before the exam. He got top marks. (if / might not) 2017
17. The company didn't know your phone number, so they weren't able to contact you. (if / might) 2019

Change the following sentences into facts :

If Clause (Imagination)	Sentence (Fact)
- If + S + hadn't V3, S + would / could (might) have + V3	S + V2 , so + didn't + V-inf.
- If + S + had V3, S + would / could (might) have + V3	S + didn't + v-inf , so + didn't + V-inf.
- If + S + hadn't + V3, S + would / could (might) not + have + V3	S + V2 . S + V2

1. If I hadn't come to this school, I couldn't have taken English.

2. If I had grown up in this city, I might have learnt French.

2. If I hadn't grown up in this city, I might not have learnt French.

Using "Unless": (Unless = If not)

عدد الأفعال المنفية في جملة السؤال والجواب نفس العدد – (منفي – منفي) (مثبت – مثبت) (نفي النفي اثبات)

Sentence	If Clause
1. If + V1/Vs , S + will + V-inf	1. Unless + S + V1/Vs , S + won't + V-inf.
2. If + S+ doesn't / don't + v-inf , S + won't	2. Unless + S + V1/Vs..... , S + won't + V-inf.
3. If + S+ doesn't / don't + v-inf , S + will	3. Unless + S + V1/Vs..... , S + will + V-inf.

- I won't buy it **if** it is too expensive
I'll buy it **unless** it is expensive.

1. If you study hard, you will pass your exam.

Unless

2. If you don't water the plants, they will die.

Unless

3. If I don't write a good essay, the teacher won't be pleased

Unless

4. If our team wins the match, they won't leave the stadium.

Unless

5. If nobody does the work, I won't complete.

Unless

6. Unless you study hard, you won't succeed.

If

7. Unless you are clever, you will fail.

If

If Clause	Main Clause
If + S + Past Simple	S + will + if + is not = S + will + even if + is
	S + will + if + V1/V+s = S + won't + even if + V1-s

I'll buy it **if** it isn't too expensive.

I'll buy it **even if** it's expensive.

= I will buy it. The price isn't important.

1. If I travel a lot, I will buy many things.

Even if

2. I'll buy the book if it isn't too expensive.

Even if

1. Unless you have a language degree, you ----- not be able to become an interpreter.
(**will - would – do - does**)
2. If you get an interview for a job, you ----- to show that you have good listening skills.
(**will need - would – needed**)
3. If you are successful, it ----- a secure and rewarding job.
(**will - would – is - be**)
4. You get a huge feeling of satisfaction when you know that people ----- everything you translate
(**understand - understood – understands**)
5. Unless you have a language degree, you ----- not be able to become an interpreter.
(**will - would – do - does**)
6. When you ----- at the station next Saturday, we will be there to meet you.
(**arrive - arrives – arrived – will arrive**)
7. Nasser will come out with us tomorrow unless he -----help his father.
(**have to – has to – had to – has**)
8. If one presses the button , the picture ----- .
(**moved - moves - would move**)
9. ----- you heat water to 100°C, it boils.
(**as long as , unless , when , even if**)
10. You **will not pass** your exams ----- you study hard.
(**as long as , unless , when , even if**)
11. ----- you **don't water** the plants, they will die.
(**If , unless , when , even if**)
12. Do you usually go home or meet your friends ----- school **finishes**.
(**as long as , unless , when , even if**)
13. Your new computer will last a long time -----you **are** careful with it.
(**as long as , unless , when , even if**)
14. Ice cream melts -----it gets warm.
(**as long as , unless , when , even if**)
15. We need umbrellas ----- it rains.
(**as long as , unless , when , even if**)
16. The teacher will be pleased ----- I write a good essay.
(**if , unless , when , even if**)
17. Our team will celebrate ----- they win the match.
(**if , unless , when , even if**)
18. ----- everyone works hard, we'll all pass our exams.
(**Provided that , Unless , When , Even if**)
19. Babies are usually happy ----- they're hungry or cold.
(**as long as – provided that – unless – if**)
20. We should always be polite ----- we feel tired.
(**as long as , unless , when , even if**)
21. During Ramadan, Muslims eat ----- the sun sets.
(**as long as , unless , when , even if**)

22. I'll phone you -----I miss the bus , so that you pick.
(if , unless , when , even if)
23. We'll go out to our favourite restaurant ----- it's closed.
(as long as , unless , when , even if)
24. I'll take the job offer ----- it's part time – I haven't finished my university studies yet.
(provided that , unless , when , even if)
25. We have to go to school ----- we're tired.
(as long as , unless , when , even if)
26. I ----- you with your homework, as long as you help me with mine!
(helps- would help – help – will help)
27. Provided that it ----- , we will have a picnic next week.
(rain- don't rain – doesn't rain – won't rain)
28. If you ----- the prize, how will you spend the money?
(win- would win – wins – will win)
29. Even if Omar ----- his driving test this afternoon, he won't have his own car.
(pass- passed – passes – will pass)
30. If Huda ----- ill yesterday, she wouldn't have missed the exam.
(wasn't- hadn't been – hasn't been – hadn't)
31. If my father had gone to university, he ----- have been a teacher.
(can - could – will – had)
32. Jameel might not have become a musician if his parents ----- encouraged him.
(haven't – hadn't – hasn't – wouldn't)
33. Jaber looked ----- he hadn't slept very well.
(even – as if – even if – if)
34. If there's something I don't understand, I usually----- my teacher.
(will ask – asks – ask – would ask)

-
1. If a city ----- everything and doesn't throw anything away, It's zero waste. (recycle) **2016**
2. The bus is late. If it ----- soon, we will get a taxi. (not, arrive) **2017**
3. You won't get a job in France unless you ----- French. **2018**
a. speak b. speaks c. is speaking d. spoke
4. During Ramadan, Muslims eat ----- the sun sets. **2018**
a. as long as b. unless c. when d. even if
5. Rasha -----her friend's dictionary if she had her own dictionary. **2021**
a. borrowed b. will borrow c. wouldn't borrow d. will not borrow
6. If you ----- well for the seminar , you would have been able to participate in the discussion. **2021**
a. prepare b. had prepared c. prepared d. have prepared

Giving Advice

1. Why don't you + V-inf. ?
 2. If I were you, I would + V-inf.
 3. You could + V-inf.
 4. should = ought to = It would be a good idea for you to.....
-

Rewrite the advice, using the words in brackets.

1. You should practice the presentation several times. (were)

 2. It would be a good idea for you to make a list of questions. (could)

 3. You ought to get some work experience. (don't)

 4. You shouldn't look too casual. (If)

 5. You should do a lot of research. (would)

 6. You shouldn't worry so much. (If)

-

Complete the following mini-dialogues by giving advice :

1. A: I would like to get a job as a teacher of English.
B: ----- study English at university?
 2. A: I want to learn Chinese, but they don't teach it in my school.
B: You ----- do a Chinese course online.
 3. A: I don't understand what we have to do for homework.
B: ----- , I would ask the teacher.
-

Complete the sentences with expressions from the box that ask for or give advice.

you could - if I were you - why don't you

- 1 Before you find a full-time job, ----- consider doing voluntary work?
- 2 ----- , I'd find out about training courses.
- 3 As you have a Geology degree, ----- do a course in Land Surveying and become a surveyor.

Work in pairs. Complete each sentence with your own ideas, using the third conditional.

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

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

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

Complete the sentences so that they are true for you.

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

Writing skills: Using linking words : (The function of)

1. Linking words showing (cause) explain the reason for something.

(because - as - since - because of - due to)

1. We couldn't go to the stadium **because / as / since** there weren't any tickets left
2. **As / Since / Because** I was tired, I went to bed.
3. We were late **because of / due to** the traffic.

2. Linking words showing (result) explain the consequences of an action.

(therefore - so - as a result, - because of that - consequently,)

1. We were caught in traffic, **therefore/ so** we missed the start of the play.
2. She worked hard; **as a result, / because of that, / consequently,** she did very well in her exams

1. We were late **because of / due to** the traffic.

a. consequently b. due to c. as a result d. therefore 2021

2. The university has managed to attract a lot of students ----- of its excellent reputation.

a. therefore b. because of that c. consequently d. because 2021

Quotation

Read the quotation. Do you agree with it ? Why / Why not ?

I've learned that making a living is not the same thing as making a life.

Maya Angelou (1928 CE-2014 CE)

لقد تعلمت ان كسب العيش ليس مثل طريقة العيش

Making a living refers to your job and the money you earn to live on . You may or may not enjoy your job; your job may or may not be good. **Making a life** is creating a way of living that you want. You do the work in order to be able to have that, but it also depends on your friends and family, and how you decide to behave. So "making a life is not totally dependant on the money you earn"

بسم الله الرحمن الرحيم

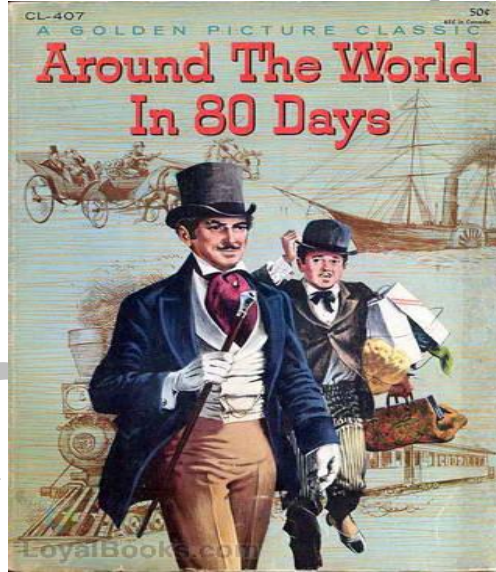
(2023 - 2022)

Action Pack 12

Twelfth Grade

Literature Spot

المستوى الرابع



Emad Abu Alzumar

0785915568

0796145755

عماد ابو الزمر

Literature spot B

A Green Cornfield

Christina Rossetti

1- The earth was green, the sky was blue:	كانت الارض خضراء والسماء زرقاء
2- I saw and heard one sunny morn <small>The skylark the song</small>	ذات صباح مشمس, رايت وسمعت
3- A skylark hang between the two, <small>The earth and the sky</small>	ذكر قبرة معلقا بين الاثنين (الارض والسماء)
4- A singing <i>speck</i> above the corn; <small>small</small>	مثل بقعة صغيرة تغني فوق الذرة
5- A stage below, in gay accord , <small>happiness agreement</small>	على مسافة ادنى منه وفي تناغم مرح
6- White butterflies danced on the wing, <small>move quickly</small>	رقصت فراشات بيضاء على الجناح
7- And still the singing skylark soared, <small>high</small>	فيما لا يزال القبرة المغرد يخلق عاليا
8- And silent sank and soared to sing. <small>low</small>	ويهبط صامتا ويخلق عاليا ليغني
9- The cornfield stretched a tender green <small>fresh and young</small>	امتد حقل الذرة اخضر يانعا
10- To right and left beside my walks;	الى اليمين واليسار بجانب خطواتي
11- I knew he had a nest unseen <small>A female bird sit unseen in the cornfield</small>	كنت اعرف ان له عشا مخفيا
12- Somewhere among the million stalks . <small>The upright part</small>	في مكان ما بين ملايين السيقان – الذرة
13- And as I paused to hear his song <small>stopped</small>	وحين توقفت لاسمع اغنية
14- While swift the sunny moments slid , <small>fast</small>	كانت اللحظات المشمسة تنزلق بسرعة
15- Perhaps his mate sat listening long, <small>The female bird</small>	لعل رفيقته (زوجته) جلست تستمع اليه طويلا
16- And listened longer than I did. <small>The poet left the cornfield</small>	واستمعت له لفترة اطول مما انا استمعت

في صباح مشمس يبدأ ذكر القبرة بالغناء وهو يخلق عاليا بين السماء والارض وتحتة تتراقص فراشات في حقل الذرة ولكنه يصمت عندما يهوي الى الاسفل . تقول الشاعرة وعرفت ان له عشا مخفيا في مكان ما بين ملايين سيقان الذرة. تقول الشاعرة وانا استمع الى القبرة لم اشعر بالوقت حيث كانت اللحظات تمر بسرعة لاني استمتع بسماع صوته. وتعتقد ان زوجة القبرة تستمع اليه ايضا وكن لفترة اطول مني.

Vocabulary

1. Answer the questions.

1. Is a **speck** something big or small ? (line 4)
2. If something is **in accord**, is it in agreement or disagreement ? (line 5)
3. Does **tender** suggest something fresh and young, or old and strong ? (line 9)
4. What does a bird do in a **nest**? (line 11)
5. Which part of a plant is the **stalk** ? (line 12)
6. Does **swift** mean slow or fast ? (line 14)

Key Word	Meaning in English	Arabic
speck	something small	صغير
in accord	something in agreement	تناغم
tender	fresh and young	يانع
nest	a bird lays eggs in it (What does a bird do in a nest ?)	عش
stalk	the long, upright part of the plant that support the leaves	ساق النبتة
swift	fast	خاطف سريع

The poem is a celebration of life, nature and love .

Comprehension

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

وحيدة حزينة راضية

The poet describes how (1) (**content / sad / lonely**) she feels as she walks through a cornfield. As she walks along, she sees a skylark (2) (**flying away from the cornfield / flying in the sky / falling towards her**). It doesn't sing as it flies (3) (**lower / higher**).

Below it, butterflies (4) (**sit quietly / move slowly / move quickly**) in the cornfield. The poet knows that the skylark's nest is (5) (**visible in / hidden in / far away from**) the cornfield.

She (6) (**notices / imagines / knows**) that its companion is also listening somewhere in the cornfield.

Answer :

The poet describes how **content** she feels as she walks through a cornfield. As she walks along, she sees a skylark **flying in the sky**. It doesn't sing as it flies **lower**. Below it, butterflies **move quickly** in the cornfield .The poet knows that the skylark's nest is **hidden in** the cornfield. She **imagines** that its companion (mate / the female bird) is also listening somewhere in the cornfield.

الشاعرة تصف مدى رضاها وهي تمشي من خلال حقل للذرة . وهي تمشي قالت انها ترى القبرة تحلق في السماء . انه لا يغني وهو يهوي الى الاسفل . وتحتة ، الفراشات تتحرك بسرعة في حقل ذرة . الشاعرة تعرف أن عش القبرة مخفيا في حقل الذرة . وتتخيل أن صاحبتة تستمع اليه أيضا في مكان ما في حقل الذرة .

Analysis

3. Answer the questions about the poem.

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

Alliteration :

The use of the same letter or sound at the beginning of words in a sentence. (poetry)

Examples :

- singing – speck / listening – long / listened – longer
- And still the singing skylark soared
- And silent sank and soared to sing
- While swift the sunny moments slid

What effect is the poet trying to achieve with this technique? (alliteration)

Alliteration :

1. adds to the rhythm of the poem
2. links dissimilar (different) words together. (soard and sink - silent and singing)

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

- a. I knew he had a nest unseen. **Means :** (The female bird is sitting unseen)
- b. perhaps his mate sat listening long **Means :** (The listener is the female skylark)

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

She says : Perhaps his mate sat listening long,
And listened longer than I did.

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

القافية

بشكل نمطي

4. Rhyming words occur at the end of lines and in a pattern.

The pattern is called a rhyme scheme . Describe the rhyme scheme in this poem.

The rhyme scheme is **abab**.

In other words the first line and third lines rhyme , as do the second and fourth

5. List the colours that have been used in the poem.

What do you think they symbolise? TB

- **Green** symbolises **the freshness of nature;**
- It is used in conjunction with **blue** to emphasise **how bright and vivid nature can be.**
- **White** is used to symbolise **the purity and elegance of the butterfly.**

Around the World in Eighty Days

by Jules Verne - 1873

The story, set in 1873 CE, is about an Englishman, **Mr Phileas Fogg**, who is trying to complete a journey around the world in eighty days. At this point in the story, he and his travelling companion, the Frenchman **Mr Passepartout**, are travelling through India by train. They have befriended another traveller, **Sir Francis Cromarty**.

هذه القصة التي وقعت عام 1873 عن رجل انجليزي السيد (فيليس فوغ) الذي يحاول ان يكمل رحلة حول العالم في ثمانين يوما. عند هذا الحد من القصة، هو رفيق سفره الفرنسي السيد (باسيبارتوت) يسافران عبر الهند بالقطار. صادقا رحالة آخر وهو السيد (فرانسيس كرومارتي).

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!'

وقف القطار في الساعة الثامنة في وسط غابة على بعد خمس عشرة ميلا بعد (روثال) حيث كان هناك عدة اكواخ ومساكن لعمال. الكنترول صاح وهو يمر عبر العربات " المسافرين سينزلون هنا!"

"Where are we?" asked Sir Francis.

ابن نحن؟ سأل السيد فرانسيس

"At the **hamlet** of Kholby." (conductor)

في قرية خوليبي

"Do we stop here?" (Sir Francis)

هل نقف هنا

"Certainly. The railway isn't finished." (conductor)

بالتأكيد، الخط الحديدي لم ينته بعد'

"What! Not finished?" (Sir Francis)

ماذا! لم ينته؟

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

لا. بقي ما مسافته خمسون ميلا من هنا الى (الله اباد) حيث يبدأ خط السكة الحديدية ثانية .

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

وتبيع تذاكر من (بومباي) الى (كلكتا) : هكذا رد السيد (فرانسيس) الذي كانت ترتفع حرارته (يزداد غضبا) لا شك، اجاب الكنترول، لكن المسافرين يعرفون انه يجب عليهم ان يجدوا وسيلة مواصلات لتأخذهم من (خوليبي) الى (الله اباد)

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

السيد فرانسيس، قال فوغ بهدوء، سنفعل، اذا سمحت، ابحث عن وسيلة مريحة الى الله اباد.

"Mr Fogg, this is a delay greatly to your disadvantage". (Sir Francis)

سيد فوغ، هذا تاخير كبير ليس من صالحك

"No, Sir Francis; it was foreseen. (Mr Fogg)

لا، سيد فرانسيس، انه كان متوقعا'

"What! You knew that the way..... (Sir Francis)

ماذا! كنت تعرف ان الطريق'

"Not at all, but I knew that some **obstacle** or other would sooner or later arise on my route.

Nothing, therefore, is lost. (Mr Fogg)

I have two gained days to sacrifice. A steamer leaves Calcutta for Hong Kong at noon, on the 25th.

اطلاقا، لكنني عرفت ان بعض المعوقات ستظهر اجلا ام اجلا في طريقي. لا شيء، على اي حال، تمت خسارته. لدي يومان لاضحي بهما. سفينة بخارية تغادر (كلكتا) الى (هونغ كونغ) ظهرا في 25 الشهر. هذا اليوم الثاني والعشرون، وسنصل (كلكتا) في الوقت. لم يكن هناك ما يقال على هذا الرد الذي كله ثقة.

This is the 22nd, and we shall reach Calcutta in time.'

What form of transport is a steamer ?

2018

There was nothing to say to so confident a response.

Write down the two cities which are mentioned) 2018

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

"I shall go afoot," said Phileas Fogg.

السيدان فوغ وفرانسيس كرومارتي، بعدما فتشا القرية من اقصاها الى اقصاها، عادا دون ان يجدا شيئاً ساذهب مشياً، قال السيد فيليس فوغ

70

Passepartout, who had now rejoined his master, made a **wry grimace**, as he thought of his magnificent, but too frail Indian shoes.

After a moment's hesitation, he said,

"Monsieur, I think I have found a means of conveyance."

‘What?’

باسييارتوت الذي انضم الآن الى سيده، اظهر تكشيرة ملتوية (غضب) لانه كان يفكر بحذائه الجميل الهندي غير القوي (الضعيف). بعد لحظة تردد، قال "يا سيدي، اعتقد بانني وجدت وسيلة مريحة". ماذا ؟

"An elephant! An elephant that belongs to an Indian who lives but a hundred steps from here." "Let's go and see the elephant," replied Mr Fogg.

فيل! فيل يخص احد الهنود يعيش على بعد مئة خطوة من هنا. دعنا نذهب ونرى الفيل، اجاب السيد فوغ.

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, not to be an animal that merely carried things around, but for warlike purposes, was half-domesticated.

سرعان ما وصلا الى كوخ صغير. الحيوان المطلوب كان محاطا بسياج خشبي عالي.

الهندي خرج من الكوخ وبناء على طلبهم قادهم الى الحظيرة.

الفيل الذي تمت تربيته ليس لحمل الاثقال، لكن لاغراض القتال والحرب، كان نصف اليف.

Happily, however, for Mr Fogg, the animal's instruction in this direction had not gone far, and the elephant still preserved its natural gentleness. **Kiouni** – this was the name of the elephant – could doubtless travel rapidly for a long time, and, in default of any other means of conveyance, Mr Fogg resolved to hire him.

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

رغم سعادة السيد فوغ الا ان تعليمات التوجيه للحيوان لم تنفع طويلا، فالفيل حافظ على وداعته الطبيعية. (كيوني)، هذا كان اسم الفيل، كان لا يسير بسرعة لوقت طويل على عكس اي وسيلة نقل مريحة اخرى. السيد فوغ قرر ان يستاجرهم. على اي حال، الفيلة ليست رخيصة في الهند لانها اصبحت نادرة.

Male elephants, as they are only suitable for circus shows, are much sought after especially as the majority are domesticated. When therefore Mr Fogg proposed to the Indian to hire Kiouni, he refused point-blank.

الفيلة الذكور مناسبة فقط لعروض السيرك ومطلوبة جدا بعدما اصبحت غالبيتها مدجنة. عندما اظهر السيد فوغ نيته للهندي باستئجار الفيل (كيوني) رفض الفكرة.

Mr Fogg persisted, offering the excessive sum of ten pounds an hour for the loan of the elephant to Allahabad. Refused. Twenty pounds? Refused also. Forty pounds? Still refused.

السيد فوغ اصر وعرض عشر جنيهات زيادة للساعة لاستعارة الفيل الى (الله اباد). الهندي رفض. عشرون جنيها؟ رفض ايضا. اربعون جنيها؟ ما زال رافضا.

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. At two thousand pounds the Indian yielded.

(فيليس فوغ) دون ان يغضب قرر ان يشتري الحيوان، وفي البداية عرض عليه الف جنيه. الهندي، ربما ظن انه كان يعقد صفقة كبيرة، ظل رافضا بسعر الفا جنيه، وافق الهندي.

"What a price, good heavens!" cried Passepartout, "for an elephant." It only remained now to find a guide, which was comparatively easy. A young Parsee*, with an intelligent face, offered his services, which Mr Fogg accepted, promising so generous a reward as to materially stimulate his zeal.

يا له من سعر، بحق السماء! صاح باسيبارتوت، من اجل فيل. بقي الآن فقط ان نجد دليلا، وهو امر سهل مقارنة مع الفيل. شاب من اصل فارسي ذو وجه ذكي عرض خدماته التي قبلها السيد فوغ واعدا بمكافاة كريمة ليثير طمعه المادي

The elephant was led out and equipped. Provisions were purchased at Kholby, and, while Sir Francis and Mr Fogg took the howdahs* on either side, Passepartout got astride the saddle-cloth between them.

تم اقتياد الفيل وتزويده بمعدات الركوب. المئونة تم شراؤها من خولبي وبينما قام السيدان فرانسيس وفوغ بوضع المقعد على ظهر الفيل وارتقاء طرفيه على جانبي الفيل، قام باسيبارتوت بربط السرج بين الطرفين

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

الفارسي جلس على رقبة الفيل، وفي الساعة التاسعة انطلقوا من القرية، والحيوان كان يسير عبر غابة كثيفة من النخيل على اقصر الطرق

* **Parsee** – a person living in South Asia but descended from Persia.

* **howdah** – a seat for riding an elephant

Vocabulary

1. Answer the questions :

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

A house with one floor

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

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

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

It's a ship powered by steam

4. What kind of facial expression is a **wry grimace**, (line 30)

and why did Passepartout's face show this expression?

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

Hong Kong (a steamer) Calcutta //////////////// Allaabad Kholby //////////////// Bombay

50 miles

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

مغلق سياج

Enclosed , palings:

The elephant was in a compound surrounded by high palings.

In other words, the animal was fenced in an area.

Key Word	Meaning in English	Arabic
bungalow	a house with one floor	منزل من طابق واحد
hamlet	a very small village, which suggests that there are very few people and houses.	قرية
steamer	a ship powered by steam	سفينة بخارية
wry grimace	an expression that shows pain or unhappiness	لوى قسماط وجهه بامتعاظ
growing warm	an expression that that means getting annoyed	ينزعج - يغضب

The **theme** of the novel is : **perseverance is the best motivation towards success.**

المثابرة هي أفضل دافع نحو النجاح .

Comprehension

2. Answer the questions :

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

The train cannot continue its journey

because the railway line hasn't actually been completed.

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

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

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

- Growing warm means getting annoyed.

3. How does Mr Fogg deal with the situation when he discovers that his train journey cannot continue?

How does his attitude differ from that of Sir Francis? Look at lines 23 to 26.

Fogg says that he suspected that this might happen

and suggests that they find another means of transport.

Compared to Sir Francis, he is very *calm* and *confident* and *doesn't show any anger*.

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

He wanted it for fighting. (**warlike**)

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

"It still preserved its natural gentleness ", meaning that it doesn't want to fight .

6. How many people travel on the elephant?

Four people : the guide, passepartout, Sir Francis and Mr Fogg.

Mr Phileas Fogg : English man - trying to complete a journey around the world in eighty days.
Mr Passepartout : Frenchman - his travelling companion
Sir Francis Cromarty : traveller

3. Complete the sentences with the correct word.

هادئ

calm

واثق

confident

متحمس

enthusiastic

غير نادم

unapologetic

قلق

worried

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

Answers : unapologetic - confident - worried - calm - enthusiastic

4. Complete the sentences 1–3 with the names of the characters.

Sir Francis - Passepartout - Phileas Fogg

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

Ideas

(Time – money – transport)

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

1. **Time** : (Line 20 – 21) - "Mr Fogg, this is a delay greatly to your disadvantage."
"No, Sir Francis; it was foreseen."

2. **Money** : (Lines 49 51)

- 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. **Transport** : (Lines 41-43)

- Happily, however, for Mr Fogg, the animal's instruction in this direction had not gone far, and the elephant still preserved its natural gentleness. *Kiouni* – this was the name of the elephant – could doubtless travel rapidly for a long time, and, in default of any other means of conveyance, Mr Fogg resolved to hire him.

6. Consider the idea of transport. Compare **the train** (lines 6–15) and **the elephant** (lines 38–45).

What are **the advantages and disadvantages** of each mode of transport mentioned, and how does this relate to the rest of the extract?

Transport is an important **theme** in this story.

These two passages describe a train's unfinished route and an elephant's limited potential to be a good mode of transport. The elephant surpasses man-made transport and remains the best choice.

Elephant	<ul style="list-style-type: none"> - Travel rapidly and for a long time. - A good mode of transport. (limited potential) - More positive investment. - The elephant surpasses man-made transport – Remains the best choice.
Train	<ul style="list-style-type: none"> - The railway is not finished. - Travel slowly and for a short time . – fails

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

I think that this story shows the importance of time :

- When Phileas Fogg is **so precise about the number of days they have to spare in line 24.**
- Where the elephant is described ('rapidly', line 41).
- However, I think that more importance is given to **efficiency**, because Phileas Fogg is not in a hurry; he is instead very well prepared.

8. Read lines 8–22. Making specific reference to these lines, compare and contrast the characters of Sir Francis and Phileas Fogg.

Comment on the things they say and do. Remember to quote from the text.

They are men of two different personalities.

Sir Francis gets easily angry, In line 12, Sir Francis speaks in exclamation and short sentences.

Phileas Fogg is calm and assured.

Phileas Fogg	<ul style="list-style-type: none"> - calm and assured – confident - speak quietly - doesn't show any anger - polite and self-controlled person
Sir Francis	<ul style="list-style-type: none"> - gets easily angry – speak in exclamation and short sentences.

9. Read the following extract from the story. Find two examples of literary devices. TB

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

Literary devices :

1. **Alliteration** : Parsee perched ;
2. **Personification** : the animal marching

Read the following lines from Around the World in Eighty Days carefully, then answer the questions that follow : (3 points) 2018

"Not at all, but I knew that some obstacle or other would sooner or later arise on my route. Nothing, therefore, is lost. (Mr Fogg)

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 .
-

They soon reached a small hut. Enclosed within some high palings, was the animal in question. An Indian came out of the hut, and, at their request, conducted them within the enclosure. The elephant was reared as a half – domesticated animal. 2017

1. How was the elephant reared ?
 2. Which words tell us that the elephant was kept safely away from direct contact with humans ?
 3. What is Kioni ?
 4. Why are elephants expensive in India ?
-

Functions

1. Giving Advice :

1. **You could** + V-inf. ... **2. Why don't you** + V-inf. ? **3. If I were you, I would**
4. Have you thought about . ? 5. (should , ought to , would be a good idea for you)

2. Showing cause : because / as / since / because of / due to

3. Showing result : therefore/ so / as a result, / because of that, / consequently

4. links words and paragraphs together : He, she, they , them , it , you, this , that ...etc (pronouns)

5. Make comparisons :

more, less, as ...as , taller , more , the most , ...etc

6. ask questions in a polite, formal way :

Do you mind telling me why the train is late ?

7. a formal way of reporting thoughts, sayings, beliefs and opinion :

It is said that.... / It is believed that

8. To express regrets about the past :

I wish I had done more work for my exam.

9. To express wishes about the present that are impossible or unlikely to happen :

I wish I knew the answer

10. Describe something that always happens after a certain action or event :

If you boil water , it evaporates

11. Describe a future outcome of a certain future action or event:

If Sami studies hard , he will pass all his exams

12. To imagine past situations :

If I had stayed at home, I would have celebrated.

Derivation

1. Eating sensibly and taking regular exercise is a fairly-----method of losing weight .
a. realability b. reliable c. reliably d. reliance **2021**
2. We should prioritise ----- in already existing cities, rather than creating new ones.
a. sustainability b. sustained c. sustain d. sustainable **2021**
3. There are many ways to keep our children----- engaged when stuck at home.
a. academically b. academy c. academic d. academics **2021**
4. I think the rich industrial nations ----- the global economy .
a. domination b. dominance c. dominate d. dominant **2021**
5. Experienced Jordanian doctors can easily ----- human bodies using ultrasound devices.
a. scan b. scanned c. scannable d. scanner **2021**
6. Which of these is an ----- . TV or gravity ?
a. invent b. inventively c. invented d. invention **2021**
7. I'd ----- you to think deeply before quitting your job .
a. advising b. advisable c. advise d. adviser **2021**
8. The successful people in this life seem to be the ones who are ----- to change .
a. adapt b. adaptation c. adaptable d. adaptability **2021**
4. Anyone with heart, lungs or blood ----- problems should ask for medical advice.
a. circulate b. circulation c. circulated d. circulates **2021**

Derivation

(**adj** + **noun** + **verb** + **adverb** + **adjective** + **noun**)

verb	ate	ise	ize	en	ed	fy			
noun	ion / ness	ity	ment	ence	ency	gy / ure/	ing / dom	ist / isme	er ,or, age
adjective	al	ive	ant	ent	ful / less	ous	ible	able	ic, ing, ed
adverb	ly								

الاسماء Nouns	الأفعال Verbs
1. After: (a / an / the) :	1. After (to)
2. After prepositions (in / on / of / at / with / for / by / from / without)	
3. After the possessives ('s / s')	2. After : (always / usually / often / seldom / rarely / sometimes / never)
4. After : (my / his / her / their / your / our / its)	
5. After adjectives :	3. After (would rather / had better / let / make / help)
6. After numbers : one / first / all / every / each / enough / several	
7. After the words (this / these / that / those)	4. After the (verbs to do) : (do / does / did)
8. After (much / many / few / some / any / little / more)	
9. At the beginning of the sentence as subjects	5. After (will / would / shall / should / may / might / can / could / must)
10. After (No)	
11. After : (need) – (cause) – (keep) – (see)	6. Between the subject and the object = (N + V + N)

الصفات Adjectives	الحال / الظرف Adverbs
1. Adjectives describe nouns	1. Adverbs describe verbs - V + adv / V + n + -----
2. After (verbs to be)	2. We use the adverbs before adjectives : (be + ly)
3. After adverbs (adverb + adjective)	3. Adverbs (without verbs) . ----- ,
4. " be " + (as adj as)	4. " verb " + (very / too / so / quite)
5. " be " + (very / too / so / quite / a bit / absolutely / extremely)	5. " verb " + (as adv as)
6. After these verbs (look / feel / sound / seem / become / find / taste / smell / get / turn)	6. subject + ly + verb - n+-----v am – is – are + -----ly----- + V3 / am – is – are + V3 + ----ly----
7. After (be + more / the most)	has / have + -----ly----- + V3 / has / have + V3 + -----ly-----

Complete the sentences with words formed from the words in brackets.

1. The Middle East is famous for **the** ----- of olive oil. (produce - productive - production)
2. Ibn Sina wrote ----- textbooks. (medicine - medical - medically)
3. Fatima al-Fihri was born in **the** ----- century. (nine – ninth)
4. My father bought our house with **an** ----- from his grandfather. (inherit – inherited - inheritance)
5. Scholars have discovered **an** ----- document from the twelfth century. (origin – original – originally)
6. Do you think the wheel was the most important ----- ever? (invention – invented - invent)
7. Al-Kindi made many important mathematical ----- . (discover – discoveries – discoverer)
8. Who was the **most** ----- writer of the twentieth century? (influence – influent – influential)
9. The Giralda Tower **was** ----- a minaret. (origin – original – originally)
10. **The** ----- of oil made some countries rich. (discover – discovery – discoverer)
11. When we go to on school trips, we always learn new things because **the trips are** ----- . (education – educational - educate)
12. Photography and painting are two examples of **the** ----- arts. (vision – visual - visually)
13. Sheep's wool, and goat and camel hair are used by Bedouin tribes **to** ----- rugs. (produce – production - productive)
14. There is a particular Bedouin style of ----- . (weave – weaver - weaving)
15. There is a particular Bedouin style of weaving that buyers **find very** ----- . (attraction – attractive – attract).
16. I will be going to university to continue **my** ----- . (education / educate / educational)
17. Thank you for your help, **I** really ----- it. (appreciate / appreciative / appreciation)
18. Many instruments that are still today **in** ----- were designed by Arab scholars. (operational / operate / operations)
19. When **do you** ----- to receive your test results? - (expect / expectedly / expectancy)
20. The newly constructed project use recycled water which helps **the** ----- of the environment. (sustain - sustainable – sustainability)
21. Many candy advertisements are usually presented in **an** ----- manner in the TV. (attract - attractive - attraction)
22. Markets have different types of food which **are** ----- prepared from animal products. (artificial - artificially)
23. Imagination is the source of ----- . (create - creative - creation)

1. One of the most important things that we give children is a **good** -----.(**educate - education - educational - educationally**)
2. If you work hard, I'm sure you **will** ----- . (**success - succeed - successful - successfully**)
3. Congratulations ! Not many **people** ----- such high marks. (**achievement - achieve - achieved**)
4. My father works for **an** ----- that helps to protect the environment. (**organize - organization - organised**)
5. Before you apply for a job, check that you have **the correct** ----- . (**qualify - qualified - qualification**)
6. Congratulations on a **very**----- **business** deal. (**succeed - success - successful**)
7. We should always be ready to listen to **good** ----- (**advise - advice - advisable**)
8. My father often talks about what he did in **his** ----- . (**young - youth**)
9. It's important to have **an** ----- of different countries' customs (**aware - awareness**)
10. The graduation ceremony was a **very** ----- **occasion** for everyone. (**memory - memorise - memorable**)
11. Nuts contain **useful** ----- such as oils and fats. (**nutritious - nutrition - nutrients**)
12. Have you had **any** ----- of learning another language ? (**experienced - experience**)
13. Remembering the past ----- on the experience you had. (**dependence - depends - dependant**)
14. I'm confused. Could you give me **some** -----, please ? (**advisable - advice - advise**)
15. Before an exam, you **must** ----- everything you have learnt. (**revision - revise - revisable**)
16. In hot weather our bodies are in danger of ----- . (**dehydrate - dehydration - dehydrated**)
17. Don't talk to the driver. He **must** ----- . (**concentration - concentrate - concentrated**)
18. How quickly **does blood** ----- round the body ? (**circulation - circulate - circulated**)
19. Services, mostly travel and **tourism** ----- **the majority** of our economy. (**dominant - dominate - dominance**)
20. ----- **have** been set up. (**organize - organized - organisation**)

1. Doing lots of exercise won't keep you healthy if you don't eat ----- **food** as well. (**nutrients - nutritious - nutrition**) 2016
2. Language ----- **is** becoming an important requirement for many jobs. (**proficient - proficiency**) 2017
3. My grandfather often tells us about what he did in **his** ----- (**young - youth**) 2017
4. Olives which **are**----- **grown** in the world, have been cultivated for over 6.000 years. (**extend - extensive - extensively**) 2017
5. It is important to have **an** ----- **of** different countries' customs. (**aware - awareness**) 2017
6. Maha shows **great** ----- for her new job as a lawyer in the court . (**enthusiasm , enthusiastic , enthusiastically**) 2018
7. Our national team is now **well-** ----- for the second round of the competition . (**qualify , qualification , qualified**) 2018
8. With children, it is important **to** ----- the right balance between love and discipline. (**achieve , achieved , achievable**) 2018
9. **It's**----- to take regular breaks when revising. (**benefit - beneficial - beneficially**) 2018
10. You **need** ----- at language to work fast. (**proficient - proficiently - proficiency**) 2018
- 11- Another way of saying that something could be successful is to say **it is** ----- . (**viable / viably / viability**) 2018
- 12- -----, a man proposes to a woman, not the other way round. (**Tradition / Traditional / Traditionally**) 2018
- 13- Artists usually **meets** to discuss ideas **and** ----- each other's work. (**criticise / criticism / critic**) 2018
- 14- Madaba has a ----- as a fascinating place to visit . (**reputation / reputational / reputationally**) 2018
- 15- Khalid received **an** ----- **letter** from the manager for his hard work. (**appreciate / appreciation / appreciatively**) 2018
- 16- Manal always presents **her** ----- **work** in literature clearly. (**create / creative / creatively**) 2018
17. Bank costumers can ----- their checking accounts instantly. (**access - accessible - accessibly**) 2019
18. Hospitals have a ----- to provide the best medical care. (**commit - committed - commitment**) 2019
19. The prices of some items are not ----- in some shops (**negotiate - negotiable - negotiably - negotiation**) 2019
20. This training job will ----- you for a better job. (**qualify - qualification - qualifying - qualified**) 2019
21. The recycling project has been ----- carried out in my school. (**success - successful - successfully - succeed**) 2019
22. The ----- of the internet has changed the world. (**invent - invention - inventive - invented**) 2019
23. Majed has ----- passed the final exam. (**success - successful - successfully - succeed**) 2019
24. Experts have proved that exercise is good for ----- . (**concentrate - concentration - concentrated - concentratedly**) 2019
25. Students ----- to receive their results very soon. (**expect - expectation - expectancy - expectantly**) 2019
26. Is one side of the brain more ----- than the other ? (**dominate - dominance - dominant - dominantly**) 2019
27. Many people had to be ----- after being exposed to the diseases. (**immunity - immune - immunization - immunised**) 2020
28. Scientists have ----- invented a prosthetic hand with a sense of touch. (**success - successfully - successful - succeed**) 2020
29. ----- gives people the ability to resist infection temporarily (**immunise - immune - immunization - immunised**) 2020
30. Trees absorb carbon dioxide and ----- oxygen. (**producing - produce - production - productive**) 2020
31. How many cars does this factory ----- every year ? (**immunise - immune - immunization - immunised**) 2020
32. The doctors ----- prevented the spread of the virus. (**success - successfully - successful - succeed**) 2020
33. I'd like you to ----- this document into English. (**translate - translation - translated - translator**) 2020 99

الكتابة الموجهة **Guided Writing**

The	Ways to foster creativity in children	2017 - 2018
- create a creative atmosphere - allow children the freedom to explore their ideas - encourage children to read for pleasure. - give children the opportunity to disagree with you		

There are many ways to foster creativity in children **such as** creating, allowing and encouraging, **too**. **Also, another way is** giving

Characteristics of traditional education
- students attend classes in person - students have more opportunities to join clubs - students need more guidance and more direct contact with teachers - students attend classes in a specific time and in a specific location

There are many characteristics of traditional education. **For example**, students attend classes in person, **have** more opportunities to join clubs **and need** more guidance and more direct contact with teachers, **too**. **Also**, students attend classes in a specific time and in a specific location.

What should happen to motorists who break the speed limits ?
Ban from driving Fine for driving fast Put in prison

There are many things that **should** happen to motorists who break the speed limits **such as** banning them from driving **and fining** them for driving fast, **too**. **Also, another thing is** putting them in prison.

How to improve your English language ?
Listen to English programs Read English newspapers and magazines Join English courses regularly

There are many ways to improve your English language **such as** listening to English programs **and reading** newspapers and magazines, **too**. **Also, another way is** joining English courses regularly to improve.

Why do people use the internet websites ?
Buy goods Book holidays Pay bills

There are many reasons that make people use the internet websites such as buying goods and booking holidays. Also, another reason is paying bills.

Advantages of email	Disadvantages of email
- it is easy to use - it is fast	- less hand-writing practice - lack personal touch

1. There are many advantages of email . For example, it is easy to use and fast. However, there are many disadvantages. For example, it has less hand-writing practice and lack personal touch.
2. There are many advantages of email such as being easy to use and fast. However, there are many disadvantages such as having less hand-writing practice and lack personal touch.

Watching sports on TV	Watching sports live
- exciting	- noisy
- comfortable and cheap	- uncomfortable and expensive

Watching sports on TV is exciting but watching sports live is noisy. Also, watching sports on TV is comfortable and cheap. On the other hand, watching sports live is uncomfortable and expensive.

Successful people
work hard - communicate openly - welcome change - learn new skills-

Successful people work hard, communicate openly and welcome change, too. Also, they learn new skills.

Name	Mahmoud Darwish
Date (born and died)	1942 - 2008
Profession	Poet and author
Achievements	- Leaves of Olives and Wingless Birds

Mahmoud Darwish, who was a poet and an author, was born in 1942 and died in 2008. There are many achievements for Mahmoud Darwish such as "Leaves of Olives and Wingless Birds".

(He wrote " Leaves of Olives and Wingless Birds.")

Name	Najeeb Mahfouth
Place/ Date of birth	Cairo , 1911
Place/ date of death	Cairo, 2006
Profession	Novelist
Achievements	- Awarded the Nobel Prize for literature - Father of modern Arabic Literature

Najeeb Mahfouth, **who was** a novelist, **was born in** Cairo in 1911 **and died in** Cairo in 2006. **He was** awarded Nobel Prize for Literature **and considered (called)** the father of modern Arabic Literature.

Qasir Bashir

Location	Jordanian Desert
Date of construction	beginning of the 4 th century
Purpose of building	protection of the Roman borders
Description of the building	huge towers, 23 rooms

Qasir Bashir , **which is located in the** Jordanian Desert, **was built / constructed at the** beginning of the 4th century. **It was built to** protect the Roman borders. **Also, it has** huge towers and twenty-three rooms.

Name	Ibn Bassal
Date	11 th century BC
Location	AlAndalus
Profession	Writer, scientists, engineer
interests	Botany and agriculture
achievements	A book of agriculture – water pumps – irrigation system
legacy	Advice and instructions to farmers

Ibn Bassal , **who lived in** AlAndalus **in the** eleventh century, **was** a writer , a scientist and an engineer. **He was interested in** botany and agriculture , **so he made many** achievements such as **writing** a book about agriculture **and designing** water pumps and irrigation systems. **Ibn Bassal's legacy** was great because all the farmers followed his advice and instructions.

Study the information in the table about *compulsory education* and complete the sentences below it :

The most – The least – more than – less than
earlier – later – start – leaves

Compulsory Education in different countries	
England	5-16 years
Portugal	6-18 years
Jordan	6-15 years
Turkey	6-18 years
Japan	6-15 years

1. Turkish children have the most compulsory schooling but Japanese children have the least compulsory one.
2. In Jordan, children start school a year later than English children but Jordanian children can leave school earlier one year than English children.

Subject	No. applications in 2014 CE	Change since 2013 CE
Business Studies	280,240	+ 3.2 %
Visual Arts	244,620	+ 2.4 %
Biology	231,720	+ 8 %
Engineering	141,100	+ 11 %
Law	108,130	- 1 %
Physics	104,410	+ 5 %
Medicine & Dentistry	98,910	+ 3 %
Computer Science	97,110	+ 13 %

Business studies is the most popular subject but physics is the least popular one and it is not as popular as Biology . Also, Biology is more popular than engineering but it is less popular than Visual Arts.

Advantages – The Internet of Things		Disadvantages– The Internet of Things	
Health	- monitor health and activity. - fridges advise on healthy eating - more time to relax	Privacy	- everything you do is tracked
Transport	- driverless cars automatically avoid crashes - traffic controlled more efficiently - no more traffic jams	Security	- criminals could get control of your personal information - criminals could take over the whole system
At home	- control washing machines, cookers, ...etc. with your phone. - lights and heating go on and off automatically (saving energy)	Safety	- computers sometimes fail - consequences could be terrible
Leisure	- smart TV automatically download your favourite shows. - music system play music to suit your mood	Employment	- many thousands of jobs are lost

Critical Thinking (Why – How)

According to the text , The writer thinks/states that.....Explain this statement, write down your point of view.

1. I think this statement is true because Also,
2. I think there are many such as, and
3. I think ----- because Also,

Suggestions :

- | | | | |
|-------------------------|----------------------------|--------------------------------------|-----------------------------|
| 1. Increasing awareness | 2. Saving time and effort | 3. improving skills | 4. being careful |
| 5. sharing information | 6. Preparation | 7. Decreasing | 8. increasing |
| 9. Trying hard . | 10. working hard | 11. Developing abilities | 12. Decreasing |
| 13. Thinking positively | 14. Making a lot of effort | 15. Dealing with this subject wisely | |

Writing an essay / article

Write an essay **about** -----

Write an essay **discussing** ----- 1. ----- 2. ----- 3. -----

I think -----*this subject*----- is one of the most important *issue/ thing / habit /* in our *daily life/ schools...../* which we *should take it in consideration / be aware of/* and talk about in details because it has strong relation and effect with our life .

In this essay I intend to discuss the (**benefits / advantages / disadvantages /solutions / ways / effects / reasons / results / factors**) of ---- .

In my point of view , ----

الافكار من عندك حسب الاسئلة او الموضوع

Finally , I'd like to say that I hope I have given enough and useful information that expresses my ideas and views in this subject.

Informal / Personal letter Write a letter to your friend in USA telling him about your last holiday.

P.O Box
Amman,
Jordan
Date, 14 July. 2018

Dear,

How are you ? fine, I hope ? How is your family ? I hope that all of you are very well. I'm sorry I haven't written to you for three months, and that's because I'm having Tawjihi exams.

I'm writing to tell you about / to invite you ----- (**subject**)-----

Well , I have to finish now as I've got too much work to do. Please write back and let me know more about your latest news.
Hope to hear from you soon.

With love.

Yours sincerely,

(Name : ----- as written in the exam)

Formal letter - Applying for a job

Receiver Address

.....
Amman,
Jordan

Sender Address

P.O Box -----
Amman,
Jordan
Date, 14 July. 2018

Dear (Mr, Mrs, Dr, etc),

I'm writing to apply for the job of -----(position)----- at ----- (name / school , company).....

You will see from my curriculum vitae that I have a Bachelor's degree in -----, as well as ----- experience at -----.

I am now looking at a new challenge as -----(position)-----,

I am (personal attributes) = dedicated , enthusiastic , adapted , competent in my career.

Please contact me for a reference. I look forward to hearing from you regarding the next stage of my application.

Yours faithfully,

(Name : ----- as written in the exam)

The Advantages and Disadvantages of Online Learning

Most people now use the internet on computers and smartphones to do a variety of tasks such as online learning . Although using the internet to study is usually easy, it has many disadvantages because students cannot concentrate or ask the questions they don't understand easily. Also, learning online and using the internet can save the time and effort of students, but they are bad ways in getting all the information they need in their study, especially when they study for the Tawjihi exams.

Moreover, The internet and the distance learning programmes have given us a choice as students to complete our studies at home but they made studying boring , tiring and unpleasant.

Although computers , the internet and the distance-learning programmes are incredibly useful, I don't think they will replace face-to-face learning one day because, for many people, face-to-face learning is a way that makes you feel more comfortable , satisfied and confident about the information and the knowledge you get and memorise.

Finally, I agree that the internet and the distance-learning programmes have enabled us to continue our study at home, but I feel becoming reliant on technology in studying is not positive , especially when we study for Tawjihi exams.

The Advantages and disadvantages of " The Internet of Things "

Everyone knows that the internet connects people, but now it does more than that- it connects objects, too. These days, computers often communicate with each other.

In this essay, I am going to talk about the advantages and disadvantages of the " Internet of things ". It has many advantages in health such as monitoring health and activity. It can also be useful at home.

On the other hand , there are many disadvantages of the "Internet of things " such as having less privacy. As a result, criminals could get control of your personal information and take over the whole system.

Many people are excited about the ' Internet of Things' because they say that our lives will be easier and more comfortable. However, others want to keep control of their own lives and their own things because they are afraid of what will happen in the future if criminals managed to access their passwords and security settings..

Health in Jordan

Health conditions in Jordan are among the best in the Middle East. This is largely due to the country's commitment to making healthcare for all a top priority. Advances in education, economic conditions and clean water have made our community healthier.

As a result of careful planning, healthcare services have been increasing rapidly over the past years. Now, Jordan continues to battle the corona virus that has put the lives of Jordanian people in danger. Jordan is trying now to overcome this global crises by doing all the best to stop the spread of this virus. Despite the limited financial resources, Jordan has successfully controlled the spread of this dangerous disease by doing many procedures. For example , it closed its air and land borders and also the institutions.

I think all these factors will make Jordan's healthy population growth, which will result in a strong work force with economic benefits for the whole country in the future.

Finally, I think we will win if we want and if we follow the instructions and the advice of the government .

Coronavirus

I think coronavirus is a very important subject to talk about and discuss because it has great bad effects on our life and our country, Jordan. In this essay , I am going to talk about a virus which is the talk of the entire world nowadays.

Coronavirus infection has headlined all the social media pages because it causes large numbers of deaths among people all over the world. This infection appeared in China and rapidly spread to all the cities in the world. Soon, it has become a deadly virus which is threatening the lives of millions people all over the world. Also, it is affecting education , industry , tourism, trade and even people inside their homes.

So the government decided to put some rules and procedures to stop its spread. For example, citizens are asked to stay at homes and be away from crowded places and doctors are also asked to do their best to protect and treat the discovered cases. Also, the government stopped schools and banned travelling .

Finally, In order to save and protect ourselves and our country, we should unite to face this infection by doing lots of procedures. For example, we should be away from crowded places and we should wear protective masks to protect ourselves and others. We are facing a dangerous and terrifying disease, so we must unite to stop this deadly virus spread.

I think it is really a disaster , so let's pray to Allah to stop this infection and our awareness will help .

Writing

1. The ----- views of the meeting were not rejected by the manager. 2020
a. contradictory **b. contradectory** **c. contradactory** **d. contradoctory**
2. The book has been translated into English from the ----- Arabic text. 2020
a. original **b. orignal** **c. origanal** **d. oreginal**
3. Studying ----- lets me focus on my love of language in an analytical way ----- 2020
a. Linguistics / . **b. Linguestics / !** **c. Lenguistics / .** **d. Lenguistics / ?**
4. After each lesson in the laboratory, we always help the teacher to put the ----- away. 2021
a. epparatus **b. apparatus** **c. apparatos** **d. apperatus**
5. Is it ----- to do after-school activities in Japan and South Korea----- 2021
a. compulsory / ? **b. campalsory / .** **c. compulsary / .** **d. cumpulsory / ?**
6. ----- are extremely large investment projects. 2021
a. Magaprojects **b. Megaprojects** **c. Migaprojects** **d. Megeprojects**
7. The study of the chemical structure of the stars and the forces that ----- them is ----- 2021
a. infleunce / Astrephysics **b. influence / Astrophysics** **c. influence / Astraphysics** **d. influnce / Astruphysics**
8. ----- and the global market has always interested me----- 2021
a. Economecs / . **b. Economics / !** **c. Ecnomics / ?** **d. Economics / .**
9. However ----- language ----- is becoming increasingly important for anyone who starts to travel or work abroad. 2021
a. . / Profecency **b. , / Proficeincy** **c. ; / Proficiency** **d. , / Proficiency**
10. If users share information on ----- media with their friends , it might be accessed with other people. 2021
a. social **b. sociel** **c. sociail** **d. soceil**
11. Before doctors prescribe drugs to patients , they look at the main ----- of ailments. 2021
a. simptoms **b. semptoms** **c. samptoms** **d. symptoms**
- 12. The sentence that has been written correctly is ----- .** 2020
A- Keep up your chin ! I am sure everything will be fine in the end .
B- Keep everything up ; I am sure your chin will be fine in the end .
C- Keep your chin up ! I am sure everything will be fine in the end .
D- Keep your everything up : I am sure chin will be fine in the end .
- 13. The sentence that has been written correctly is ----- .** 2020
A- It's important to encourage and help them young people develop self-confidence.
B- It's important to young people and help them encourage develop self-confidence.
C- It's important to young people them develop and help encourage self-confidence.
D- It's important to help them and develop encourage young people self-confidence.
- 14. Choose the correct punctuated sentence :** 2020
A- By the time Hind phoned . her parents had been waiting for her call all morning !
B- By the time Hind phoned ! her parents had been waiting for her call all morning .
C- By the time Hind phoned ; her parents had been waiting for her call all morning ,
D- By the time Hind phoned , her parents had been waiting for her call all morning .
- 15. Choose from A , B , C or D the sentence which is written in the correct order :** 2020
A- In the future many hospitals to help nurses plan to use robots.
B- Many hospitals plan to use robots to help nurses in the future.
C- Robots use plan many hospitals to help to nurses in the future.
D- Many hospitals use to robots to help plan nurses in the future.

16. The sentence that has been written correctly is ----- . 2021

- A- A place where no cars are allowed is a pedestrian-free zone and it is car friendly.
- B- A place where a pedestrian no cars are allowed is -free zone and it is car friendly.
- C- A place where no free cars and pedestrian are allowed is a - zone it is car friendly.
- D- A place where no allowed cars is a pedestrian are -free zone and it is car friendly.

17. Remember, / career direction / it's never / or change / to study / too late
The sentence that has the correct order of the words and phrases above is : 2021

- A- Remember, too late it's never or change to study career direction.
- B- Remember, it's never or change too late to study career direction.
- C- Remember, to study it's never or change too late career direction.
- D- Remember, it's never too late to study or change career direction.

18. to watch / it's amazing / of life / a baby / of / the first year / in / the development
The sentence that has the correct order of the words and phrases above is : 2021

- A- It's amazing of a baby to watch in the first year of life the development .
- B- It's amazing to watch the development of a baby in the first year of life .
- C- It's amazing of life in the first year the development to watch of a baby .
- D- It's amazing of the development of life in a baby to watch the first year .

19. The correct punctuated sentence is : 2021

- A- When two sides disagree and argue . there is conflict !
- B- When two sides disagree and argue ; there is conflict ?
- C- When two sides disagree and argue , there is conflict .
- D- When two sides disagree and argue , there is conflict ,

Revision – Level 4 Action Pack 12

Choose the correct answers :

1. I can't run as -----as you .
a- faster b- fast c- faster than d- the fastest
2. I haven't got as much homework ----- my brother.
a- so b- than c- as d- like
3. Do you think Geography is more interesting than History, or ----- interesting ?
a- little b- much c- most d- less
4. I don't like running as ----- as I like swimming.
a- many b- more c- often d- much
5. We practice our English as ----- as possible .
a- many b- more c- often d- much
6. My sister doesn't eat as much as I do . She always puts ----- on her plate than I do.
a- more b- less c- much d- many
7. I didn't enjoy the book. In fact it was the ----- interesting story I've ever read .
a- less b- more c- least d- most
8. The bus is late. We have to wait a little -----.
a- earlier b- faster c- longer d- better
9. The ----- thing on the menu is orange juice.
a- less cheap b- least cheap c- cheapest d- expensive
10. There isn't as ----- information on the website than in the book.
a- many b- more c- much d- few
11. Do you mind ----- why the train is late ?
a- explain b- explains c- explaining d- explained
12. Do you know ----- I've passed my exams or not ?
a- if b- wheather c- where d- when
13. Do you mind telling me ----- the library is ?
a- if b- wheather c- where d- when
14. Could you explain ----- I can solve this Maths problem ?
a- if b- wheather c- how d- why
15. Do you know ----- we will know our results ?
a- when b- where c- if d- who
16. Could you possibly tell me ----- the Arabic teacher is ?
a- when b- where c- if d- who
17. Children are -----to be afraid of ghoasts.
a- say b- says c- saying d- said
18. When Omar gave a speech, the class looked at ----- in admiration.
a- he b- his c- him d- them
19. Did you leave Fatima out ? Remember, ----- is invited .
a- he b- her c- she d- them

20. Can you ----- my mistake when I speak, please ?
a- point at **b- point out** **c- carry out** **d- come about**
21. The police will ----- the incident.
a- look at **b- look up** **c- look into** **d- look for**
22. Adnan was late for the meeting, but he ----- it
a -came up with **b - got away with** **c- came about** **d- look into**
23. The result of the experiment which we -----yesterday were very interesting.
a- carried out **b- left out** **c- look into** **d- point out**
24. I hope I can ----- away of solving this puzzle.
a- come up with **b- come about** **c- look into** **d- look up**
25. The English alphabet doesn't have 40 letters, ----- ?
a- does it **b- did it** **c- doesn't it** **d- didn't it**
26. I'll tell you what I understand by the term, -----?
a- won't I **b- will I** **c- am I** **d- shall I**
27. I have to start my essay , -----?
a- haven't I **b- don't I** **c- have I** **d- do I**
28. Jordan University has a good reputation, ----- ?
a- hasn't it **b- has it** **c- doesn't it** **d- does it**
29. Let's go home , ----- ?
a- shall I **b- shall we** **c- don't we** **d- do we**
30. Nobody wants to come , -----?
a- do they **b- don't they** **c- does he** **d- doesn't he**
31. Jordanian sign language is the sign language that ----- in Jordan.
a- used **b- is used** **c- use** **d- using**
32. At the moment a lot of research into the language ----- .
a- is doing **b- is do** **c- is being done** **d- is been done**
33. Ali did not pass his exams. If only he ----- harder last year.
a- studied **b- studies** **c- has studied** **d- had studied**
34. It was too hot to go to the beach yesterday. If only it ----- cooler.
a- were **b- was** **c- had been** **d- has been**
35. I feel ill. I wish I ----- so many sweets!
a- had eaten **b- hadn't eaten** **c- ate** **d- didn't eat**
36. Ziad is not very good at basketball. He wishes he ----- taller!
a- is **b- was** **c- were** **d- weren't**
37. I can't do this exercise. I wish I ----- it.
a- understood **b- understand** **c- understanding** **d- understands**
38. The television ----- by John loggie Baird.
a- invented **b- was invented** **c- is invented** **d- will be invented**
39. Mr Haddad does not understand the Chinese businessman. If only he ----- Chinese.
a- speak **b- spoke** **c- had spoken** **d- speaks**
40. A new vocational school ----- recently in my area.
a- built **b- was built** **c- has been built** **d- is built**

41. I always have to get home early. I wish my parents ----- me stay out later.
a- let's **b- won't let** **c- would let** **d- will let**
42. If only I ----- lost my ticket!
a- haven't **b- didn't** **c- hadn't** **d- weren't**
43. If you -----to learn a new language, you need to be motivated. (will want / want / wanted)
a- will want **b- want** **c- wanted** **d- would want**
44. Jaber isn't old enough to drive a car. He wishes he ----- older .
a- was **b- were** **c- had been** **d- had**
45. My cousins don't live near here. I wish they ----- so far away.
a- were **b- weren't** **c- had been** **d- hadn't been**
46. Would you like to work ----- a teacher in a big school?
a- about **b- on** **c- as** **d- into**
47. We need to decide ----- a place to meet. (into , on , at , about)
a- into **b- on** **c- at** **d- about**
48. Can you translate this Arabic ----- English for me, please?
a- into **b- on** **c- at** **d- about**
49. If Ali ----- his own computer, he wouldn't need to use his friend's computer.
a- has **b- have** **c- had had** **d- had**
50. Many Jordanian poems ----- into English now.
a- translates **b- are translating** **c- are being translated** **d- have been translated**
51. I'd like to talk _____ the film I've just seen; it was brilliant!
a- into **b- on** **c- at** **d- about**
52. The teacher asked us ----- our favourite books.
a- into **b- on** **c- at** **d- about**
53. My sister is really good ----- drawing and painting.
a- on **b- at** **c- into** **d- about**
54. Plants die if they ----- enough sunlight.
a- don't get **b- didn't get** **c- doesn't get** **d- aren't**
55. Water ----- to ice if the temperature falls below zero.
a- turn **b- turning** **c- turned** **d- turns**
56. Provided that it -----, we will have a picnic next week.
a- don't rain **b- hadn't rained** **c- doesn't rain** **d- had rained**
57. Even if Omar ----- his driving test this afternoon, he won't have his own car.
a- passed **b- pass** **c- pass** **d- passed**
58. Babies ----- usually happy as long as they're hungry or cold.
a- will be **b- are** **c- will** **d- had been**
59. If my father had gone to university, he ----- a teacher.
a- will be **b- could be** **c- could have been** **d- might be**
60. Unless you have a language degree, you ----- not be able to become an interpreter.
a- do **b- won't** **c- will** **d- wouldn't**
61. If you get an interview for a job, you -----to show that you have good listening skills.
a- will need **b- would need** **c- will** **d- would**

62. If you are successful, it ----- a secure and rewarding job.
a- are **b- will be** **c- won't** **d- won't be**
63. ----- you heat water to 100°C, it boils.
a- when **b- unless** **c- provided that** **d- even if**
64. You will not pass your exams ----- you study hard.
a- when **b- unless** **c- provided that** **d- even if**
65. Do you usually go home or meet your friends ----- school finishes ?
a- when **b- unless** **c- provided that** **d- even if**
66. ----- you don't water the plants, they will die.
a- when **b- unless** **c- if** **d- even if**
67. Your new computer will last a long time ----- you are careful with it
a- when **b- unless** **c- as long as** **d- even if**
68. We need umbrellas ----- it rains.
a- when **b- unless** **c- as if** **d- even if**
69. The teacher will be pleased ----- I write a good essay.
a- when **b- unless** **c- if** **d- even if**
70. We should always be polite ----- we feel tired.
a- when **b- unless** **c- if** **d- even if**
71. If Huda ----- ill yesterday, she wouldn't have missed the exam.
a- wasn't **b- hadn't** **c- been** **d- hadn't**
72. If my father had gone to university, he ----- have been a teacher.
a- can **b- could** **c- was** **d- were**
73. Which words did you need to look ----- in a dictionary?
a- over **b- in** **c- out** **d- up**
74. Jaber looked ----- he hadn't slept very well.
a- if **b- if** **c- unless** **d- as if**
75. We couldn't go to the stadium ----- there weren't any tickets left
a- since **b- so** **c- therefore** **d- due to**
76. ----- I was tired, I went to bed
a- As **b- So** **c- Therefore** **d- Due to**
77. We were late ----- the traffic
a- since **b- so** **c- therefore** **d- due to**
78. We were caught in traffic, ----- we missed the start of the play.
a- since **b- as** **c- therefore** **d- due to**
79. She worked hard; -----, she did very well in her exams.
a- since **b- so** **c- consequently** **d- due to**
80. If I were you, I ----- study harder
a- will **b- would have** **c- would be** **d- would**

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

Al-Noor in English

(2023 - 2022)

Twelfth Grade



Units 6 - 7 - 9 - 10

Level 4

التوجيهي - الفصل الثاني



Emad Abu Alzumar

0785915568

0796145755

عماد ابو الزمر

Facebook : Emad Abu Alzumar
email : aabualzumar@yahoo.com

مركز ابو الزمر الثقافي
مخيم حطين - السوق الرئيسي