



المرحلة الثانوية

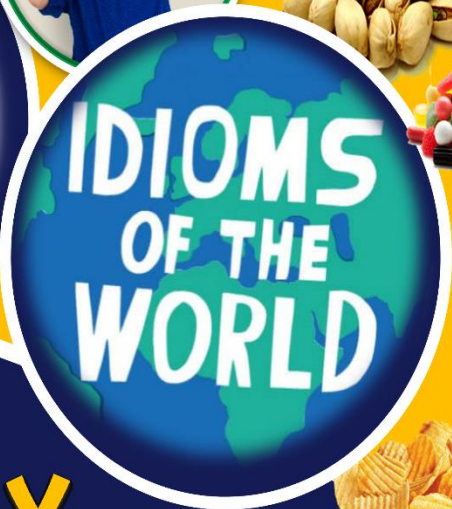
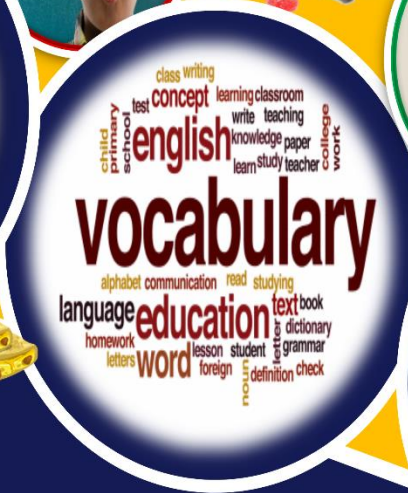
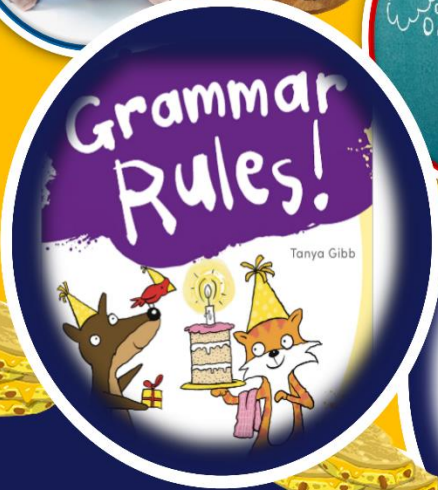


English

Exam

Snacks

اللغة الإنجليزية في



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Term 2

Grade
12

Passive Voice

المبنى للمجهول

المضارع

البسيط (every day) (هـام) البسيط	(now- at the moment) (هـام) المستمر	التام (already – since -for)
<u>Verb1 / Verb1+s</u> الأصل play / plays <u>am-is-are+ V3</u> تحويل is played / are played	<u>am/is/are + verb-ing</u> الأصل am/is/are playing <u>am/is/are being+V3</u> تحويل is being played	<u>have/has + verb3</u> الأصل have / has played <u>have/ has + been+ V3</u> تحويل have / has been played

الماضي

البسيط (yesterday – last...)	(when-while) (هـام) المستمر	التام (after-before)
<u>Verb2</u> الأصل watched / saw <u>was / were + V3</u> تحويل was / were watched / seen	<u>was/were+ verb-ing</u> الأصل was watching <u>was/were being +V3</u> تحويل was / were being watched	<u>had+ Verb3</u> الأصل had planted <u>had been + V3</u> تحويل had been planted

الأفعال الناقصة

البسيط (tomorrow-next)	(by+ مستقبل) (هـام) التام
<u>الأصل المصدر المجرد + فعل ناقص</u> will deliver <u>تحويل be + V3 + فعل ناقص</u> will be delivered	<u>الأصل V3 + have + فعل ناقص</u> will / should / must have studied <u>تحويل V3 + have + been + فعل ناقص</u> will / should / must have been delivered

will – would – can – could – may – might – shall – should – can't – must – mustn't – (am-is-are) going to – have to – has to – had to- ought to- need to هذه كل الأفعال الناقصة

----- جملة كاملة + (that) + say/ believe / think
الجملة الكاملة كما هي + that + thought / believed / said + It is

➤ People say that junk food is harmful. (Passive Voice)

❖ It is said that junk food is harmful.



Conditional Sentences

الجملة الشرطية If

لو عندك.....	استخدم.....
<u>مضارع بسيط مثبت / مستقبل----- مضارع بسيط مثبت</u> ➤ He feels sad because he lives alone. ➤ He is rich, so he can buy that car.	<u>مصدر مجرد + wouldn't / couldn't + مصدر مجرد + If + didn't</u> ➤ If he didn't live alone, he wouldn't feel sad. ➤ If he weren't rich, he couldn't buy that car.
<u>لاحظ:</u> الجملة التالية لـ <u>because / but</u> هي جملة <u>if</u> والجملة الثانية نستخدم معها <u>wouldn't / couldn't</u> الجملة السابقة لـ <u>so / and/ that's why</u> هي جملة <u>if</u> والجملة الثانية نستخدم معها <u>wouldn't / couldn't</u> استخدام <u>were</u> مع المفرد والجمع في جملة <u>if</u>	

لو عندك.....	استخدم.....
مضارع بسيط منفى / مستقبل----- مضارع بسيط منفى ➤ I don't go out because I don't have time. ➤ He isn't tall, so he can't play basketball.	مصدر مجرد --- would / could + verb2 ➤ If I had time, I would go out. ➤ If he were tall, he could play basketball.
لاحظ : الجملة التالية لـ because / but هي جملة if والجملة الثانية نستخدم معها would / could الجملة السابقة لـ so / and/ that's why هي جملة if والجملة الثانية نستخدم معها would / could استخدام were مع المفرد والجمع في جملة if واستخدام had لو موجود doesn't / don't have	

لو عندك.....	استخدم.....
ماضي بسيط-----ماضي بسيط ➤ I didn't meet Ali because I didn't go to school. ➤ He wasn't careful, so he had an accident. ➤ They didn't have enough money and they couldn't buy the house.	If + had+V3 --- would / could have + V3 ➤ If I had gone to school, I would have met Ali. ➤ If he had been careful, he wouldn't have had an accident. ➤ If they had had enough money, they could have bought the house.
لاحظ : الجملة التالية لـ because / but هي جملة if والجملة الثانية نستخدم معها would / could الجملة السابقة لـ so / and/ that's why هي جملة if والجملة الثانية نستخدم معها would / could تحويل الإثبات إلى نفي والنفي إلى إثبات تحويل had had إلى didn't have وتحويل was / were إلى had been بعد if	

• MODAL VERBS • الأفعال الناقصة

الأفعال الناقصة في المضارع والمستقبل يعقبتها دائماً فعل في المصدر المجرد أي لا نستخدم معه to		
نبدأ الجملة دائماً بالفاعل الذي نوجه له الكلام لو غير موجود في الجملة نبدأ دائماً بـ You	➤ must – have to – has to – need to لازم ➤ should – ought to – had better يجب أن ➤ mustn't – can't ممنوع ➤ can – may – might مسموح ➤ needn't – don't/doesn't have to – don't / doesn't need to ما يحتاج ➤ could – may – might ربما / احتمال ➤ must be من المؤكد أن ➤ can't be / couldn't be من المؤكد أن لا ➤ can – could – will – would طلب ➤ can يستطيع	➤ necessary – obligatory – compulsory ➤ advisable – advise-suggest ➤ not allowed-prohibited-banned-forbidden- against the law ➤ allowed – permitted – it is OK ➤ not necessary – not obligatory ➤ perhaps-probable-not sure – not certain ➤ sure – certain – certainly yes ➤ sure – certain – certainly no ➤ please- want (you) to- is it OK ➤ have/has the ability to – be able to

- It is advisable that you stop smoking if you want to live longer. (**ought to**)
 ❖ You **ought to stop smoking if you want to live longer.**
 ➤ It is not necessary to wear a heavy coat as it isn't cold outside. (**needn't**)
 ❖ You **needn't wear a heavy coat as it isn't cold outside.**



الأفعال الناقصة في الماضي يعقبتها have+V3		
نبدأ الجملة دائماً بالفاعل الذي نوجه له الكلام لو غير موجود في الجملة نبدأ دائماً بـ You	➤ should – ought to كان يجب أن ➤ needn't ما كان يحتاج ➤ may – might ربما - احتمال ➤ must من المؤكد أن ➤ can't / couldn't من المؤكد أن لا ➤ could كان ممكن يحدث هذا	➤ was advisable- was wrong – why did you – why didn't you تتغير الجملة من الإثبات نفي والعكس ➤ wasn't necessary – wasted effort ➤ perhaps-probable-not sure – not certain- likely ➤ sure – certain – certainly yes ➤ sure – certain – certainly no ➤ there was a chance – was lucky not to(This didn't happen)

- The little boy was lucky he didn't break his leg when he fell off his bike. (could)
- ❖ The little boy could have broken his leg when he fell off his bike.
- Why did you bring all that food, Ali? You know so well that I'm on a diet! (shouldn't)
- ❖ You shouldn't have brought all that food, Ali. You know so well that I'm on a diet!

أفعال ناقصة تدل على الماضي ويتبعها المصدر المجرد لا نستخدم معه to		
نبدأ الجملة دائماً بالفاعل الذي نوجه له الكلام لو غير موجود في الجملة نبدأ دائماً بـ You	➤ استطاع أن يفعل... could ➤ اضطر أن يفعل... had to ➤ didn't have to / didn't need to لم يفعل لأنه لم يكن مجبر	➤ had the ability to – was / were able to ➤ was/ were forced to – was / were obliged to- necessary ➤ wasn't necessary – wasn't / weren't obliged to – wasn't / weren't forced to

- It was necessary for me to take a taxi as I was late. (had to)
- ❖ I had to take a taxi as I was late.

Quantifiers محددات العدد والكمية

Some + اسم معدود جمع / اسم غير معدود ➤ There are some birds on the tree. اثبات ➤ Would you like some juice? سؤال عرض ➤ Could you lend me some money, please? طلب	Any + اسم معدود / اسم غير معدود جمع ➤ Do you have any friends? سؤال عادي ➤ I didn't put any sugar in the tea. نفي عادي ➤ Rarely / Hardly any / never...any نفي مع كلمات نافية
A little + اسم غير معدود كمية قليلة لكن تكفي / ما نحتاج المزيد A few + اسم جمع عدد قليل لكن يكفي / ما نحتاج المزيد	Little + اسم غير معدود كمية قليلة غير كافية / نحتاج المزيد Very-too-so = not much = hardly any Few + اسم جمع عدد قليل غير كافٍ / ما نحتاج المزيد Very-too-so = not many = hardly any
A lot of = lots of = plenty of + اسم جمع / اسم غير معدود كثير للعدد أو الكمية وتأتي في الاثبات بدلاً من Many/much	A lot عندما لا يكون هناك اسم نستخدم فقط ➤ There is a lot to learn./ A lot is said about.....

Relative Clauses جمل الصلة

ما يسبق ضمير الوصل أشخاص	ضمير الوصل who / that	ما يأتي بعد ضمير الوصل فعل	ما يحل محله ضمير الوصل اسم عاقل/ He / she / they
➤ Ali Salem is the person who / that witnessed the accident.			
ما يسبق ضمير الوصل أشخاص	ضمير الوصل Who / that / whom	ما يأتي بعد ضمير الوصل فاعل	ما يحل محله ضمير الوصل اسم عاقل/ him / her/them
➤ Ali Salem is the person who / that / whom you met yesterday.			
ما يسبق ضمير الوصل أشياء/حيوانات	ضمير الوصل which / that	ما يأتي بعد ضمير الوصل فاعل / فعل	ما يحل محله ضمير الوصل اسم غير عاقل/ It / they
➤ The police found the car which / that the criminals used to run away.			
ما يسبق ضمير الوصل أشخاص / غير الأشخاص	ضمير الوصل whose	ما يأتي بعد ضمير الوصل اسم نكرة (car-son-essay)	ما يحل محله ضمير الوصل His/her/their/'s
➤ I wonder whose care this is.		➤ This is the writer whose essay won the first prize.	
ما يسبق ضمير الوصل مكان	ضمير الوصل Where (منه-فيه-إليه)	ما يأتي بعد ضمير الوصل فاعل	ما يحل محله ضمير الوصل In it-here-there-to it
➤ Ali took us to the park where he plays football every weekend.			

ما يسلق ضمير الوصل	ضمير الوصل	ما يأتي بعد ضمير الوصل	ما يمل محله ضمير الوصل
توقيت	when	فاعل	On it-in it-then

➤ Spring, when trees turn green, is my favourite season.

ما يسلق ضمير الوصل	ضمير الوصل	ما يأتي بعد ضمير الوصل	ما يمل محله ضمير الوصل
مكان	Which/ that (الذي)	فعل / فاعل	It / this (place)

➤ The restaurant which services meat is on the corner. ➤ This is the house that I bought.

لغير الأشخاص (on-in-at-with-by-for-from) + which حرف جر	➤ They found the gun with which he killed her.
للأشخاص (on-in-at-with-by-for-from) + whom حرف جر	➤ This is the man to whom I was talking.

لاحظ أن whose تعتبر أهم رابط فيهم ولها أشكال خاصة بعض الشيء وخاصة في جمل الاختياري:

➤ Excuse me! **Whose** car is this? ➤ I wonder **whose** house this is!

Correlative Conjunctions الروابط المزدوجة

<p>Both + 1 + and + 2 + فعل جمع</p> <p>➤ Both Ahmed and Nasser play football.</p> <p>نستخدم both في البداية فقط عندما نتحدث عن فاعلين وغير ذلك تسبق المتغير الأول وتسبق and المتغير الثاني</p>	<p>Neither + 1 + nor + 2 + nor فعل يناسب ما بعد</p> <p>➤ Neither I nor Omar works at night.</p> <p>نستخدم neither في البداية فقط عندما نتحدث عن فاعلين وغير ذلك تسبق المتغير الأول وتسبق nor المتغير الثاني</p>
<p>Either + 1 + or + 2 + or فعل يناسب ما بعد</p> <p>➤ Either Salah or his brothers are coming.</p> <p>نستخدم either في البداية فقط عندما نتحدث عن فاعلين وغير ذلك تسبق المتغير الأول وتسبق or المتغير الثاني</p>	<p>Not only + 1 + but(also) + 2 + or فعل يناسب ما بعد</p> <p>➤ Not only my brothers but also my father is coming with me.</p> <p>نستخدم not only في البداية فقط عندما نتحدث عن فاعلين وغير ذلك تسبق المتغير الأول وتسبق but(also) المتغير الثاني</p>

الروابط الفردية

<p>Both + اسم جمع + اسم جمع فعل</p> <p>➤ Both boys are good at English.</p>	<p>Both of (them-us-you-my...-the...)+ فعل جمع</p> <p>➤ Ali and Ahmed are friends. Both of them live in Doha.</p>
<p>Neither + اسم مفرد + اسم مفرد فعل</p> <p>➤ Neither shop sells bags.</p> <p>➤ Neither dog is black.</p>	<p>Neither of (them-us-you-my...-the...)+ فعل جمع / مفرد</p> <p>➤ I invited Ali and Omar but neither of them was / were ready to come. (but / however وجود)</p>
<p>Either + اسم مفرد + اسم مفرد فعل</p> <p>➤ Either dress is suitable for the party.</p>	<p>Either of (them-us-you-my...-the...)+ فعل مفرد</p> <p>➤ Does either of you want ice cream?</p>
<p>all + اسم جمع / of (them-you-us-the)+ فعل جمع</p> <p>➤ Nearly all girls like fashion.</p> <p>➤ I met Omar, Ali and Ahmed. All of them were going to the club.</p>	<p>None of + it / اسم غير معدود فعل مفرد</p> <p>➤ None of the soup was eaten.</p> <p>None of (them-us-you-my...-the...)+ فعل جمع / مفرد</p> <p>➤ I invited Ali, Ahmed and Omar but none of them was / were ready to come. (but / however وجود)</p>
<p>Whetheror..... / or not. لا أعرف / مش مهم / عادي / ما يفرق معاً</p> <p>➤ I don't know whether I should ask for help or just depend on myself.</p> <p>➤ Whether you come or not is none of my business.</p>	

<p>ماضي بسيط + فاعل / If only + فاعل + wish + فاعل</p> <p>➤ I wish I lived near you.</p> <p>➤ If only I were rich.</p>	<p>للحديث عن موقف تخيلي غير متاح حالياً</p> <p>➤ I don't live near you. (أصل الجملة)</p> <p>➤ I am not rich. (أصل الجملة)</p>
<p>مصدر مجرد + فاعل + could + فاعل / If only + فاعل + wish + فاعل</p> <p>➤ I wish I / If only I could drive a car.</p>	<p>للحديث عن القدرة أو الاستطاعة حالياً</p> <p>➤ I can't drive a car.</p>



<p><u>مصدر مجرد + would + فاعل غير + If only + فاعل غير + wish + فاعل</u></p> <p>➤ I wish / if only you wouldn't shout all the time</p>	<p><u>للحديث عن المواقف المزعجة المكررة</u></p> <p>➤ You shout all the time. That's annoying</p>
<p><u>had + V3 + فاعل + If only + فاعل + wish + فاعل</u></p> <p>➤ I wish / If only I had taken Omar's advice.</p>	<p><u>للحديث عن الندم أو أشياء في الماضي – Regret</u></p> <p>➤ I didn't take Omar's advice. (now I regret it)</p>

Vocabulary

كلمات

➤ Preservatives (salt-keep longer)	مواد حافظة للطعام	➤ Additives (colour – taste)	إضافات (مكسبات طعم ولون)
➤ Fibre (fruit-vegetables)	ألياف غذائية	➤ Nutrition (need-good source)	تغذية
➤ Break the law	يخالف القانون	➤ Take..... to court	يقدم..... للمحكمة
➤ Find...guilty / innocent	يعلن.... إدانة/ براءة...	➤ Bring....to justice	يقدم..... للعدالة
➤ Pay a fine	يدفع غرامة	➤ Serve time in (jail – prison)	يقضي فترة عقوبة
➤ Evidence	دليل قاطع ونهائي	➤ Clue	مفتاح يؤدي للحل وليس نهائي
➤ Rob (bank-person)	يسطو على	➤ Kidnap (child)	يختطف
➤ Cheat (in)	يغش (في)	➤ Suspect (of)	مشتبه به
➤ Victim (to-of)	ضحية (ل)	➤ Trick ...into +V-ing	يجعله يقوم بعمل شيء سيء
➤ Trick ...out of	يسرق منه (money-savings)	➤ Species extinction	انقراض الأنواع
➤ Illegal logging	قطع الأشجار الجائر	➤ Soil erosion	تآكل التربة
➤ Toxic waste	نفايات سامة	➤ Carbon footprint	البصمة الكربونية
➤ climate change	التغير المناخي	➤ oil spill	تسرب النفط
➤ acid rain	مطر حمضي	➤ water shortage	نقص المياه
➤ ozone hole	ثقب الأوزون	➤ effort (put a lot of / make)	جهد عضلي / ذهني / مالي
➤ Attempt	محاولة (first-second)	➤ (have/ has) Influence	نفوذ / تأثير (سلوكي-فكري)
➤ Trial	تجربة قبل الشراء	➤ Experiment	تجربة علمية
➤ consequence (serious-bad)	عاقبة-نتيجة سيئة	➤ shoplift (a headphone)	يسرق سلعة من محل
➤ break into (bank-house-shop-car)	يقتحم	➤ (eye) witness (see)	شاهد عيان
➤ murderer (was arrested)	قاتل	➤ burglar (house-window)	لص ليلي (منازل- متاحف)
➤ vandalise	يخرب	➤ vandal (smash-destroy)	مخرب
➤ hacker(password-computer)	لص بيانات	➤ robber (bank)	لص بنوك
➤ steal-stole-stolen (money-wallet)	يسرق	➤ (car) theft	عملية السرقة
➤ blizzard	عاصفة ثلجية	➤ frost (glass- plant leaves)	صقيع-طبقة جليد رقيقة
➤ mist (early morning – lake-water)	ضباب – شبرة	➤ downpour (flood)	مطر غزير منهمر
➤ heatwave (high temperature)	موجة حارة	➤ thunderstorm (lightning – sound)	عاصفة رعدية

IDIOMS

عبارات اصطلاحية

➤ Give it (my) best shot	أبذل قصارى جهدي	➤ Skate on thin ice	يخاطر/ يغامر
➤ Get the ball rolling	يبدأ (العمل)	➤ Show (me) the ropes	يعلمني كيفية عمل شيء ما
➤ Jump the guns	يتسرع في عمل شيء ما	➤ The ball in (his) court	الكرة في ملعبه (عليه الدور)
➤ Go the full distance	يستكمل حتى النهاية	➤ Saved by the bell	ينجو في الوقت المناسب
➤ No sweat!	سهل جداً	➤ keep (his) head above water	ممشي حاله / ماشي الحال

AFFIXES

بدايات ونهايات

➤ Available	متاح	➤ unavailable	غير متاح
➤ usual	معتاد	➤ unusual	غير معتاد
➤ known	معروف	➤ unknown	غير معروف
➤ Informed	تم أخباره	➤ uninformed	لم يتم أخباره

➤ Adequate	كافٍ	➤ inadequate	غير كافٍ
➤ correct	صحيح	➤ incorrect	غير صحيح
➤ edible	صالح للأكل	➤ inedible	غير صالح للأكل
➤ Accurate	دقيق / صحيح	➤ inaccurate	غير دقيق / غير صحيح
➤ Legible	واضح / يمكن قراءته	➤ illegible	غير واضح / لا يمكن قراءته
➤ Logical	منطقي	➤ illogical	غير منطقي
➤ Proper	ملائم	➤ improper	غير ملائم
➤ practical	عملي - واقعي	➤ impractical	غير عملي - غير واقعي
➤ responsible	مسؤول	➤ irresponsible	مستهتر
➤ rational	عقلاني	➤ irrational	غير عقلاني
➤ Approve	يستحسن / يفضل	➤ disapprove	لا يستحسن / لا يفضل
➤ connect	يتصل - يوصل بـ	➤ disconnect	يفصل الاتصال
➤ appear	يظهر	➤ disappear	يختفي
➤ ability	قدرة	➤ disability	إعاقة
➤ Manage	يدير	➤ mismanage	يدير بشكل سيء
➤ Calculate	يحسب	➤ miscalculate	يخطئ في الحساب
➤ interpret	يفسر	➤ misinterpret	يسيء تفسير
➤ leading	هادي - مرشد	➤ misleading	مضلل
➤ Cooked	مطهو	➤ undercooked	غير كامل الطهو
➤ Funded	مُمَوَّل	➤ underfunded	قليل التمويل
➤ developed	متطور	➤ underdeveloped	غير متطور بشكل كافٍ
➤ Flaw	عيب / خطأ	➤ Flawless	بلا عيوب
➤ Speech	كلام / حديث	➤ Speechless	لا يتكلم (من الدهشة)
➤ count	يحصي / يعد	➤ countless	لا يعد / لا يحصى
➤ end	نهاية	➤ endless	بلا نهاية
➤ defence	دفاع	➤ defenceless	غير قادر عن الدفاع عن نفسه
➤ Bore	يمل من	➤ Boredom	الملل
➤ Wise	حكيم	➤ Wisdom	الحكمة
➤ Neighbour	الجار	➤ Neighbourhood	المنطقة التي نعيش فيها
➤ child	طفل	➤ childhood	الطفولة
➤ Champion	بطل	➤ Championship	البطولة
➤ Hard	صعب	➤ Hardship	صعوبة
➤ Friend	صديق	➤ Friendship	الصداقة

Word Formation

مشتقات

➤ environmentalist	شخص يهتم بشؤون البيئة	➤ conservationist	شخص يدعو للحفاظ على البيئة
➤ The conservation of...	عملية الحفاظ على...	➤ The protection of...	حماية...
➤ Protected area	منطقة محمية	➤ the protector of	الشخص الحامي لـ
➤ Protective (measures)	إجراءات وقائية	➤ Preventable (disease-flue)	يمكن الوقاية منه
➤ Pollutants	المُلَوِّثات	➤ Polluted (river/ lake)	نهر ملوث / بحيرة ملوثة
➤ Harmful (chemicals)	ضار	➤ Harmless (spiders-snakes)	غير ضار
➤ The destruction of....	تدمير ال....	➤ Destroyed (places-houses)	أماكن تم تدميرها
➤ Destructive (weapons-effects)	أسلحة مدمرة	➤ Endanger	يُعرض... للخطر
➤ Threaten (the diversity of ...)	يهدد	➤ Threatened (animals-species)	حيوانات مهددة
➤ Threatening	مصدر للتهديد	➤ Threat	تهديد

PREPOSITIONS

حروف الجر

➤ invest	in	يستثمر في	➤ replace	with	يستبدل ب....
➤ excel		يتفوق في	➤ charge		يتهم بـ
➤ turn...		يسلم... للشرطة	➤ cope		يجاري / يساير
➤ result		يؤدي إلى	➤ interact		يتفاعل مع
➤ believe		يؤمن بـ	➤ combine		يمزج / يخلط
➤ participate		يشارك في	➤ comment		يعلق على
➤ break		يقترح	➤ insist		يصر على
➤ sentence	to	يحكم عليه بـ	➤ focus / center / concentrate	on	يركز على
➤ lie		يكذب على	➤ play a trick		يخدع
➤ relate		يربط بين	➤ depend		يعتمد على
➤ refer		يشير إلى	➤ congratulate		يهنيئ على
➤ lead		يقود إلى	➤ go ----- with		يستكمل
➤ contribute		يشارك في	➤ blame		يلوم على
➤ fall victim		يقع ضحية لـ....	➤ arrest		يقبض على.... بتهمة....
➤ find	out	يكشف	➤ clear	up	يوضح
➤ break		يهرب من السجن	➤ hold		يسطو على
➤ get	away	يهرب من مطاردة	➤ run with...	off	يخطف شيء ويهرب به
➤ escape	from	يهرب من	➤ let.....		يطلق سراح - يعفو عن
➤ go -----with	Ahead	يبدأ	➤ go		الطعام - الشراب يفسد
➤ go ----- with	Along	يوافق - يتوافق	➤ rip		يخدع شخص في السعر

EXPRESSIONS

تعابير

➤ For a change	على سبيل التغيير	➤ For nothing	عالفاضي / بدون فائدة / بلا مقابل
➤ For good	للأبد / لا رجعة فيه	➤ For the best	للأفضل
➤ Without permission	بدون إذن	➤ Without warning	بدون تحذير
➤ Without terrace	بدون أ، يترك أثر اقتفاء	➤ Without exception	بدون استثناء / الكل مشمول
➤ Without fail	في جميع الأحوال	➤ Go through (report)	يقرأ (brochure-leaflet)
➤ come to light (facts-evidence)	ينكشف - يُعرف	➤ come of age (parents-kids)	يصل للسن القانوني
➤ come first (family-kids)	له الأولوية	➤ come in handy (box-throw)	نستفيد به
➤ come into effect (rule-law)	يتم العمل به	➤ come to an end	ينتهي
➤ life or death	حياة أو موت	➤ trial and error (learn)	المحاولة والخطأ
➤ sooner or later	الآن أو فيما بعد	➤ live and learn	اللي يعيش يا ما يشوف
➤ rain or shine	في جميع الأحوال	➤ loud and clear	واضح وصريح
➤ short and sweet	قصير وممتع	➤ peace and quiet	هادئ
➤ neat and tidy	مرتب ومنظم	➤ here and there	في كل مكان



WRITING



Write a **LETTER OF COMPLAINT** to Mrs. Carla Fernandez, the manager of Toys & Games Company about the problems you found in the **Wireless Video Game Box** you bought from them two weeks ago.

Tell her why you are unhappy with the game box and what action you want her to take.

Your name: A. Ibrahim

Your phone number: 212133xx

Helping tips:

- game controller buttons jammed
- troubleshooting with wireless connection
- Disk Drive not working properly
- overpriced & wrong colour...
- what you want: a replacement game and an apology

150-200 words

* Make sure your letter does **NOT** include any personal details (name, phone number, email address...etc.)

Dear مفتي الرسالة,

I am writing to complain about....
which I bought from you two weeks ago. I am very unhappy with it.

Write a **LETTER OF COMPLAINT** to Mrs. Carla Fernandez, the manager of Toys & Games Company about the problems you found in the **Wireless Video Game Box** you bought from them two weeks ago.

Tell her why you are unhappy with the game box and what action you want her to take.

Your name: A. Ibrahim

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Firstly, when I tried to use it, I was surprised to findالمشكلة الأولى....., so I could not

Secondly, there wasالمشكلة الثانية..... which made me unable to.....

Thirdly,المشكلة الثالثة..... this really annoyed me.

To make matters worse I got the wrong colour. I had ordered a black set but I got a red on.
Moreover, I was overcharged as the delivery people asked for more money.

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At the very least, I believe you should refund me or at least send me an apology. I hope you will deal with this matter without delay. Unless I hear from you, I will be forced to take legal action. You can contact me on 212133XX. Thank you for your cooperation.

Yours Sincerely,

A. Ibrahim

Write a **PROBLEM/SOLUTION ESSAY** in which you discuss the problem of **living in another country to work or study** and the possible solutions to it.

possible problems to face:

- homesickness & loneliness
- health & food problems
- money problems & high cost of living...

possible solutions:

- make new friends & try to get to know the new culture
- exercise regularly & make own healthy meals
- learn to spend money wisely & get a part-time job

** Make sure your essay includes a general introduction, an adequate main part and a good conclusion.*

200-250 words

المقدمة

One of the most serious problems we face today is اسم المشكلة. It is important that we examine this problem carefully in detail and take the right steps to deal with it, therefore we need to talk about its causes and how we can solve it.

There are many causes (results) to this problem. Firstly, leads to... سبب / نتيجة المشكلة. The consequence of this is شرح العواقب. In addition, has (have) resulted in This leads to..... شرح العواقب. This situation has been made worse by the fact that it causes نتيجة... This means شرح النتيجة

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200-250 words

A simple solution to this problem is to أخذ حلول المشكلة. This will lead to..... تأثير الحل.
Another effective solution is to..... حل آخر. This can help..... تأثر الحل.
Last but not least حل آخر. If we do so, we can تأثير الحل.

From what has been presented, one might see that this problem has many bad results such as Therefore, we need to deal with it as quickly as possible. It is clear that unless action is taken immediately, the problem will only get worse

Story

I'll never forget the experience I had two years ago. My cousin Omar and I were visiting a game park. On the second day, we got up early in the morning, had breakfast and got into a safari truck with some friends. I chose to sit at the back of the truck on my own because I wanted to have a good view. I wanted to take wonderful photos!

After we drove around for a while, we saw a group of sleeping lions. The driver parked the truck nearby so that we could take a closer look at these amazing animals. "This is the

chance I've been waiting for," I said to myself, "and... I'm not going to miss it!" So, although the tour guide had told us not to, I got out when no one was looking.

As I was getting ready to take the perfect shot, the safari truck suddenly drove off leaving me alone with the lions very near from my place! There are no words to describe how scared I was. I wanted to scream in horror and run after the truck. I sat motionless in the heat with my heart beating wildly and sweat pouring down my face.

After standing there for a long time, I realised that I would have to do something before the lions woke up. I had only taken a few steps when I heard the safari truck coming closer. I was filled with both relief and horror. What would I do if the lions woke up before the truck reached me? Luckily, the lions didn't wake up and I was soon out of the danger. "What were you thinking?" shouted my cousin.

Looking back now, I realise that what I did was really stupid. I learnt that if you want to enjoy a trip in the wild outdoors, you should be careful and wise.

You are the **voluntary events coordinator** at your school. Write a **MEMO** to the **School's Voluntary Committee** in which you:

- remind them about a fundraising to help poor people during Ramadan
- confirm the date & time of the event
- let them know about a change of venue & the reason for this change
- inform them that they need to come earlier than usual & explain why...

Your name: **A. Suleiman**

subject: **Ramadan Fundraising**

150-200 words

* Make sure your memo does **NOT** include any personal details (name, phone number, email address...etc.)

To:	
From:	
Date:	أي تاريخ يعجبك
Subject:	

The purpose of this memo is to الهدف من المذكرة Please, note that this event will take place next Monday 20 April.

Be informed that the original plan has been changed. There will be a change in the venue of the event. It will be held in... المكان القديم instead of المكان الجديد because سبب تغيير المكان the new venue is bigger and can take many people.

Please be advised to come earlier because we need to arrange everything before all people come. Everyone will have a role to play, so do not be late. Thank you for your understanding.



مع أطيب التمنيات بالتفوق والحصول على الدرجات
النهائية

Mr. Elhusseiny Elkhoully

33298217

