

Unit 1 and 2

Tenses الأزمنة

Simple Present الحاضر البسيط

Form: Subject + Verb1 + Complement

Adverbs: often – always – usually – sometimes – every (period of time) – never(negative)

Hardly – seldom – rarely –

Auxiliary verbs: don't – doesn't = with negative

Do – does ...? = with question

Example: -He always helps his father in the shop.

-He doesn't always help his father in the shop.

-Does he always help his father in the shop?

Additional reference: will – in fact

VII- Correct the verbs in brackets: (18 marks)

1.Suzan(keep) trying to pass her driving test but she fails every time.

2. Tropical storms often(occur) in the Caribbean.

3. He(be) often cruel to his dog.

4- I(use) the Internet every day.

5. In fact, he.....(be) brilliant at everything

6- I will be fine in the interview as long as they.....(not ask) me technical questions.

7-Can you tell me the report before we(hold) the meeting?

8- I'll text you before we(set) off.

9-I'll hand in my notice for this job after I(get) the contract for my new one.

10-The moment I(receive) my results, I'll phone you.

11-The train to the airport(leave) in 20 minutes.

12-I've got my schedule for the Japan trip. We(fly) to Tokyo at 10 am on Monday.

13-The bus(not arrive) until 7.30 in the evening

14-What time(start) the meeting..... tomorrow?

15-My exams(finish) on 27th June.

16-We(think) it's great to stay here now.

17-We (like) Egypt it is a great country.

18- I.....(understand) some of the things that people say, but only if I repeat them many times.

19- We(get) at seven o'clock every morning.

20- I (leave)the flat at eight and walk to the university.

21- On Saturday afternoons, I(play) tennis with my friends.

22- Sometimes I watch American films on TV, but I.....(not understand) the words!

Present Continuous الحاضر المستمر

Form : Subject + is, am , are + Verb-ing + Complement

He , she , it = is

We , you , they = are

I = am

Adverbs : at the moment , at the present , now , today , this (period of time), still, these.

Additional references : look! – don't make noise – watch up!

Example: - We are working on a new project this month.

- We are not working on a new project this month.

- Are you working on a new project this month?

1. I can't leave now. I.....(wait) for an important client.
2. Please don't make so much noise. I.....(try) to work.
3. Look! Sami(watch) an action movie on the TV.
4. Ted(use) a computer at the moment.
5. The professor(show) his students the results of his research in the laboratory now
- 6-..... (work) you hard at the moment?
- 7- He(start) a new job next week.

Examples of state verbs الأفعال الجامدة:

الاعتقاد thought	believe, think , agree, disagree, remember, forget, suppose, understand, know, recognize weigh, cost, consist, doubt, support
المشاعر feelings	like, love, hate, mind, prefer, want, value, fear, envy, wish
الحواس senses	feel, hear, see , smell, taste
الملكية possessions	have , has, own, belong, contain, include, possess
الوصف description	appear, look, look like, resemble, seem, sound = (يبدو)

Think about = يفكر = I am **thinking about** my exam right now.

Have = يتناول = I am having my lunch now.

See = يقابل - يزور = I am seeing my doctor now. / They have been seeing each other for a month now.

1 I(want) a complete silence now while I am trying this experiment.

2. We(like) Egypt so much.

3-Everyone (have) a good time here now.

4- What.....(think) about now?

Everyone, everything, everybody, someone, something, somebody = تعامل معاملة الاسم المفرد

5-Sally(lay) in the sun, and Jane is shopping!

الحاضر التام Present Perfect

Form : Subject + have, has + Verb3 + Complement

I , we , you , they = have + V3

He , she , it = has + V3

Adverbs : just , for , since , already , so far , yet(at the end of question and negative) , ever(question),
Recently , recent days, up to now, throughout history, before.

Additional references: How long (question), Why are you crying? I can't phone for , Over the years..
nowadays , How many times?,

Example : - I have just finished my homework.
- I have **not** finished my homework **yet**.
- **Have you ever** finished your homework?

1. I(not see) Sami **for months**. How is he?
2.you **ever** (win) a competition?
3. **How long**.....(have) your computer?
4. I.....(have) it **for at least three years**. Maybe longer.
5. Ijust (buy) a new car.
6. We (be)friends **for more than ten years**.
7.(be)to Canada **before**?
8. I(come) to the conclusion that **nowadays** nobody cares about anything.
- 9- **How long**.....(be) here?
10. Ahlam Mestaghanmi (write) some of the best novels in **recent** years.

11. How **many times**.....(you have) your house broken into?
12. I **can't phone for** an ambulance – I(lose) my mobile.
13. In **recent** years, Syria(adopt) this new technology to facilitate public services for its citizens.
14. **Why are you crying?** Because my brother(have) an accident.
15. **Over the years**, technology(play) a significant role in developing the medical science.
- 16- We(decide) anything **yet**.
- 17-Is the lawn finished? Yes, George(cut) the grass.
- 18-Are the floors clean? Yes, Jane(sweep) them.

الحاضر التام المستمر

Present Perfect Continuous

Form : Subject + have , has + been + Verb-ing + Complement

Adverbs : all , for (period of time) now, for almost..... , look (adjective)

Example : - I have been studying all the day.
- I have **not** been studying all the day.
- **Have** you been studying all the day?

- 1-I am tired because I(not sleep) **all** the night.
2. She(work) on that manuscript **for two years now**.
- 3.I(queue) **for almost** an hour.
- 4-Rachel, why are **your hands so soft**? Because I(do) the washing-up.
- 5-Rachel, you **look tired**. Yes, I(cut) the grass.
- 6-Tom, your **hands are very** cold. Yes, I(defrost) the fridge.
- 7-Why are **your eyes red**, Mike? Because I(peel) onions.
8. I(sit) here **all** afternoon.

الماضي البسيط

Form : Subject + Verb 2 + Complement

Regular verbs end with **ed** = work – worked , visit – visited

Irregular verbs (keep in mind) = buy – bought , take – took

Auxiliary verbs : did not (negative) + verb 1.....
Did + verb1..... + ? (question)

Adverbs : yesterday , ago , last (period of time) , in 1999 , that day , that time , when.

Example: - We play**ed** basketball yesterday.
- We **did not** play basketball yesterday.
- **Did** you play basketball yesterday ?

1. I(see) Jack last night.
2. I(win) a writing competition in 2006.
3. A few weeks ago, a woman(call) to report a robbery at her house.
4. My husband and me(stay) at home on that day.
5. I(go) there last year.
6. At the age of 24, Gandhi(move) to South Africa.
7. The biggest turning point in young Gandhi's life(be) on June 7, 1893.
8. At that time, India(be) a part of the British Empire.
- 9.The Syrian Nationality Law(be) enacted in 1969, by Legislative Decree 276.
10. In the 1990s, the new concept of "intelligent agent"(emerge).
- 11.I always.....(watch) the TV news when I lived abroad.
- 12- Jack is your best friend.(meet) him when you were at university?
- 13- Anna(pass) her exam last year.

Past Continuous-Simple past

● حدث كان مستمر بالماضي

● حدث كان مستمرا بالماضي عندما قطعه حدث آخر

When + V2 , Ving = When they came I was reading. = When they came I went out.
While + Ving , V2 = While she was cooking I came in. = While she was cooking I was studying.
As + Ving , V2 = As they were playing it rained. = As they were working I was playing.

I / He / She / It + was + Ving / **We/You/They** + were + Ving

1. Did anything happen while you.....(watch) TV?
2. It happened at four in the afternoon when she.....(watch) news on TV.
3. What(you do) when your husband came home?
4. I was preparing lunch when he.....(come).
5. We noticed that she(cry)!
6. She hurt her back while she(work) in the garden.
7. As I was sleeping at night, my mobile phone(ring).
8. While I was writing my job, the electricity(go) out.
9. The teacher was asking us a very difficult question when the school bell.....(ring).
10. The robbery happened at four o'clock while they(sleep).
11. While we were getting ready to go out, the rain suddenly(stop).

Past Perfect-Simple past

● للتحدث عن حدثين في الماضي أحدهما وقع قبل الآخر ، الاول يكون بالماضي التام والثاني بالماضي البسيط.

Subject + had + V3 / **Subject + V2**

before – after – by the time –because – First - (V2 + that) - wonder

1. The lecture(start) by the time they got there.
2. They went on a big tour of Britain. First, they(stay) in London for a few days.
3. When I heard the noise at the window, I knew that someone(try) to break into the house.
4. I felt annoyed that they(wait) for me.
5. I knew her because I(visit) her several times.
6. When she came into the room, the burglar.....(already leave).
7. I didn't watch the program about hurricanes on TV last night, because I.....(already see) a similar program.
8. Only after he had visited me, he(travel)to London to study.
9. I wonder what(happen) while I was away.

Past Perfect Continuous

● للتحدث عن حدثين في الماضي أحدهما وقع قبل الآخر والاقدم كان مستمراً.

Form : **Subject + Had + been + Verb-ing + Complement**

For / when / since / until + past (v2) because Had been + V ing

1. The program that was stopped(work) well since 1945.
2. I looked terrible when I saw Joe last night because I(run) for over an hour and I was exhausted.
3. I assumed you(pay) for the repairs until the end of last year.
4. They(run) for three hours when the storm suddenly broke.
5. Times were hard and the family(struggle) for some time.
6. She(work) as a waitress for three years when he met her.

Unit 3

VI- Rewrite the following sentences as required in brackets:

Passive Voice المبنى للمجهول

Present Simple Passive: S + V1 + O O + is /are + V3 + Co

1. Farmers **grow** food all over the country.

Food.....all over the country.

2. They **send** you an email confirming your purchase.

An emailto you confirming your purchase.

Past Simple Passive: S + V2 + O O + was/ were + V3 + Co

1-Someone **broke** into a local jeweler shop yesterday.

A local jeweler shop.....into by someone yesterday.

2-In the past, they **used** traditional methods.

Traditional methods.....in the past.

Present Continuous Passive: S + Is /am/are + Ving + O O + is /are/am + being +V3 + Co

1- Doctors **are treating** the owner of the shop for shock.

The owner of the shop..... for shock by doctors.

2. The public **is losing** confidence in cheques.

Confidence..... in cheques by the public.

3-Now, people **are using** more sophisticated methods.

Now, more sophisticated methods.....by people.

Past Continuous Passive: S + were/was + Ving + O O + was/were + being + V3 + Co

1. Police officers **were examining** the evidence when the lights went off.

The evidence..... when the lights went off by police officers.

2. The teacher **was asking** us a very difficult question when the school bell rang.

A very difficult question..... when the school bell rang by the teacher.

Present Perfect Passive S + Has/have + V3 + O O + has/have + been + V3 + Co

1.local councils **have opened** many paths in the farming lands.

Many paths.....by in the farming lands.

2. The government **has constructed** many plants.

Many plants..... by the government.

3-The police **have organized** a search for the robber.

A search..... for the robber by the police.

4. My neighbor disappeared six months ago. I haven't seen him since then.

He.....since then.

5. The secretary **has told** the manager some bad news about the new project.

Some bad news.....to the manger about the new project.

7.The government **has also established** special banks for giving loans to farmers.

Special banks..... for giving loans to farmers.

Past Perfect Passive: S + Had + V3 + O O + had + been + V3 + Co

1. They **had caught** Ms. Lee taking things from the shop.

Ms. Lee.....taking things from the shop.

2. After the interview, the owner **had** already offered me the job at his bank.

After the interview, the job.....to me.

3-The owner **had** just locked up the shop.

The shop.....up by the owner.

Present Passive with Modal: S + modal + V1 + O

O + Modal + be + V3 + Co

1. The organizers **will exhibit** the paintings till the end of the month.

The paintings..... till the end of the month.

2. People **must always follow** safety procedures.

Safety procedures.....by people.

3. The government **will pay** Dr. Mahmoud 20 million Syrian pounds for his great invention.

20 million Syrian pounds.....to Dr. Mahmoud for his great invention.

4.Farmers **can use** these vehicles to transport their crops.

These vehicles.....to transport farmer's crops.

Present with Modal: S + must have + V3 + O

O + must have been + V3 + Co

1.Sami's parents **must have brought** him up to be more polite.

Heup to be more polite.

That

1. They **reported** that the railway line was buried under tons of rocks and earth.

Itthat the railway line was buried under tons of rocks and earth.

2. Environmentalists **estimate** that 1500 square kilometers of rainforests is cut every year.

It.....that 1500 square kilometers of rainforests is cut every year.

3. Jane's friends **have thought** that she is furious at losing her job.

It that Jane was furious at losing her job.

4. Students **claim** that this examination will be the most difficult one.

It.....that this examination will be the most difficult one.

5. Accountants **have reported** that the firm made a loss.

It..... that the firm made a loss.

6-Scientists **expect** that people will live on Mars in 2050.

Itthat people will live on Mars in 2050.

1- It(believe) that money was a source of happiness.

2. Exporting certificates.....(issue) for importing small lorries and pick-ups b
the Ministry of Transport as well as the Ministry of Economy.

3-These clothes.....(design) for daily use, so you can wear them wherever you
want.

4. The results of the researches.....(show) to the students in the laboratory now
by the professor.

5- Some difficult questions.....(ask) in the interview yesterday.

المبنى للمجهول في حالة السؤال

When will they finish the work?

When did he write the book?

Have you paid the receipt?

Does Firas write the letter?

When will the work be finished?

When was the book written?

Has the receipt been paid?

Is the letter written by Friras?

1-How much do they spend on these activities? (change into active)

How much.....on those activities?

2. Will he pay the fine tomorrow? (change into active)

a- Will the fine.....tomorrow?

3. Has anybody shown you what to do? (change into active)

.....

4. Why didn't they mend the roof before it fell down? (change into active)

Why.....before it fell down?

5. When is he going to pay the taxes? (change into active)

When.....?

6- A local jewelry shop was broken into by someone yesterday. (change into active)

.....

7- The shop had just been locked up by the owner. (change into active)

.....

8- He was threatened by a robber with a gun. (change into active)

.....

9- A search has been organized by the police for the robber. (change into active)

.....

10- The owner of the shop is being treated by doctors for shock. (change into active)

.....

Unit 4

السببية Causative Have – has - get

S + V1 + O	S + has, have + O + V3
S + V2 + O	S + had + O + V3
S + is, are, am + Ving + O	S + is, are, am + having + O + V3
S + has, have + V3 + O	S + have , has + had + O + V3
S + had + V3 + O	+ V3S + had + had + O
S + mod +V + O	S + modals + have + O +V3
S + didn't + V1 + O	S + had + O + V3
S + V2 + O + myself	S + didn't + have + O + V3

Form : Subject + have, has + Object + Verb3

Example : he **didn't repair** his **car** himself. → He **had it repaired**.

1. Ali's driving license **was taken** away by the police.

Ali..... away by the police.

2. Tareq's windows were dirty, but he didn't have time to clean them himself.

He.....

3. Mona's glasses **were broken**.

Mona

4. Our electricity **was cut off** because we had forgotten to pay the bill.

We.....because we had forgotten to pay the bill.

5. John's clothes **were torn** in a fight.

John.....in a fight.

6. Yesterday, the optician **checked** my mother's eyes.

Yesterday, she.....

7. At the butcher's Ahmad **said**, "Please **cut** the meat into small pieces".

Ahmad.....

8. The hairdresser **cuts** Rana's hair about twice a year.

She.....twice a year.

9. Mrs. Hakim's doctor **will check** her heartbeat.

She.....

10. Huda's bag **was pulled** off her shoulder.

Huda her shoulder.

11. A carpenter **is going to mend** the front door of our house.

We.....

12. Tom's boss **reduced** his pay.

Tom.....

13. Lisa **didn't repair** the hairdryer herself.

She.....

14. I **didn't cut** my hair myself.

I.....

15. The mechanic **is changing** the oil in my car.

I.....

16. Ben **isn't going to build** that wall himself.

He.....

17. My father **hasn't planted** the trees himself.

He.....

18. Sarah **doesn't tidy** the room herself.

She.....

19. I repainted the house myself last month

I.....last month.

20- I **planted** the trees in the garden **myself**.

I.....

21-Raneem **wants** a doctor to alter her nose.

.....

22-Doctors **amputated** the patient's leg after the accident.

.....

23-The shop on the corner usually **mends** my glasses.

.....

24-A decorator **has repaired** our house.

.....

25-A friend of mine, who's an electrician, **is going to repair** my DVD player next week.

.....

Unit 5

Relative Pronouns ضمائر الوصل

ضمائر الوصل تستخدم لربط الكلام وخاصة الاسم بالفعل لتشكيل جملة مركبة.

وهي غالبا تأتي مباشرة بعد الاسم الذي تدل عليه .

That – العاقل وغير العاقل	الذي – التي : تستخدم مع اسماء العاقل وغير العاقل	(I liked the book that you gave me)
Who – العاقل فقط	الذي - التي تستخدم مع العاقل فقط	(the student who studies every day will success)
Where – المكان	حيث – تستخدم للدلالة على المكان	(the city where I was born is a woderful place)
Whose - الملكية	تدل على الملكية	(the woman whose car is red is our teacher)
Which – العاقل غير العاقل	الذي – التي : تستخدم مع اسماء غير العاقل	(I took the book which you recommended me to take)
Whom –	الذي : تدل على العاقل المفعول به	(I met a friend whom I didn't see for a long tie)
When – الزمان	حيث : تستخدم للدلالة على الزمان	(the time when we met waswonderful)

in . لتدل على المكان اذا كان يوجد في الجملة حرف الجر **where** تحل محل **which** ملاحظة:

The city **which** I live **in**.

The city **where** I lived whole my life.

-Combine each sentence by using a relative pronoun and eliminate the repeated words.

1-Omar met a teacher. The teacher spoke Arabic.

2- Lubna bought a dress. The dress cost \$45. She had to return it.

3- Mrs. Duncan is talking to her students. The students' projects are due on Friday.

4- Sally introduced me to her sister. Her sister is a civil engineer.

5- Summer is the time of year. The weather is the hottest then.

6- We went to a café on Sunday. It was very nice.

7- Yesterday I ran into an old friend. I hadn't seen him for years.

8- I know a man. His last name is Goose.

9-A drill is a tool. It is used to make a hole in something.

10-Mobile phones are phones. You can carry around in your pocket.

11- The man worked in a printing company. The man visited me last night.

12-The woman has a car. The car was stolen, she called the police.

13-Lattakia is a wonderful city. The city I spent my last holiday.

14-A photocopier is a machine. The machine makes copies of documents.

15-A bodyguard is a person. The bodyguard protects important people from being attacked.

16-A launderette is a place with washing machines. The place you can wash your clothes.

.....

17-A plumber is a person. His job is to mend central heating, taps, etc.

.....

18-A vacuum cleaner is a machine. The machine you use to clean floors and carpets.

.....

19-Bob travelled all over the world. He met a lot of famous people.

.....

20- We will spend our holiday in the same village. The village we have had a lot of joyful days there.

.....

21- I don't know most of the people. You invited them to the party.

.....

22- The subject, you wrote about it last week. The subject interested everyone.

.....

23- I apologized to the woman. The woman I spilled coffee on her new dress.

.....

24- Hani woke up late. It was unusual.

.....

25- This is the repair man. The man saw the machine and fixed it.

.....

26-That is the village. The village My grandparents live in.

.....

27-All students. The teacher asked them, gave correct answers.

.....

28-The 7th, February. I met my best friend then.

.....

29- This isn't the building. The building the bus stopped by.

.....

30- That is the doctor. His patients always talk highly about him.

.....

31- We have a package for the man. The man we stopped by today.

.....

32- I met the author. His book is on the best-seller list.

.....

33-The income tax. He paid last year, is accurate.

.....

34-Will you be presenting the slides. The slides you took in Canada last summer?

.....

35-This is the city. The city Shakespeare was born in.

.....

36- The evening is the time. We can all relax.

.....

Unit 6

Future tenses

1-Future simple (المستقبل البسيط)

Subject + will سوف + verb1 + Complement

-We use will for **predictions** تنبؤات or **immediate decision** قرار مفاجئ

-One-day people will travel to Mars. (predictions)

-Anything to drink, sir? I will just have a glass of water, please. (immediate decision)

2-Be going to:

Subject + (is, am , are) going to + Verb1 + Complement

We use **be going to** for actions that we have **decided** or **intended** to do before we speak

-I'm going to clean my room this week.

3-Present simple (الحاضر البسيط)

Subject + Verb1 + Complement

We use the present simple with a future meaning:

-To talk about timetable or schedules:

-The train to the airport leaves in 20 minutes.

- When - as soon as – after – before – until - as long as - the moment + V1

-The moment I receive my results I will phone you

4-Present continuous:(الحاضر المستمر)

Subject + is, am, are+ (Verb-ing) + Complement

We use (**Present continuous**) to talk about things we have **arranged** رتبنا in the past to do in the future:

- A bank wrote to Steven and asked him to start work next week.

-He is starting a new job next week.

5-Be about to (على وشك ان)

We use (**be about to**) to talk about something likely to happen in the immediate future:

-I am about to go to Rome for a conference. (I will be leaving soon)

6-Future Continuous(المستقبل المستمر)

Subject + will + be + Verb-ing + Complement

We use the **Future Continuous**:

1- **To decide or predict events continuing over a period of time in the future:**

-I will be working on the report all the next week.

2- **To ask about someone's plans.**

-How long will you be using this computer?

When - as soon as – after – before – until - as long as - the moment + V1

7-Future perfect(المستقبل التام)

(Subject + will have + Verb3 + Complement)

We use the **Future Perfect** to talk about a future event that will finish before a specific time in the future.

Often with **before, by + the fixed time**

-By the end of the year, I will have given the same talk at 6 conferences

-In + amount of time

-In a week's time I will have written the report.

- 1-One-day people(travel) to Mars.
- 2-I think the weather(be) too hot tomorrow.
- 3-Anything to drink, sir? I.....(just have) a glass of water, please.
- 4- I(be) fine in the interview as long as they don't ask me technical questions.
- 5-The moment I receive my results I.....(phone) you.
- 6-I(work) on the report all the next week.
- 8-I think I(live) in the same city.
- 9-By the end of the year, I(give) the same talk at 6 conferences.
- 10-In a week's time I(write) the report.
- 11-I expect that nearly everything(change).
- 12-By that time, I(finish) my studies.
- 13-By the time I'm sixty, I expect that nearly everything (change).
- 14-By then most of the oil in the world(run out).
- 15-By the time I'm sixty I hope that scientists(solve) pollution problem.
- 16-By the time I'm sixty Perhaps some other worse problems (come) along by then!
- 17-By the time I'm sixty Perhaps I(find) a good job.
- 18-I(go) to Rome for a conference soon.
- 21-The plane(take) off in a few minutes.

Test

- 1 I(come) to the conclusion that nowadays nobody cares about anything.
 - 2 They(run) for three hours when the storm suddenly broke.
 - 3 I assumed you(pay) for the repairs until the end of last year.
 - 4 She(work) on that manuscript for two years now.
 - 5 Suzan(keep) trying to pass her driving test but fails every time.
 - 6 I(want) complete silence now while I try this experiment.
 - 7 I can't leave now. I(wait) for an important client.
 - 8 I was just wondering what(happen)when I came back home.
 - 9 Ahlam Mestaghanmi(write) some of the best novels in recent years.
1. I can't phone for an ambulance – I(lose) my mobile.
 2. She hurt her back while she(work) in the garden.
 3. Tropical storms often(occur) in the Caribbean.
 4. Please don't make so much noise. I(try) to work.
 5. I always(watch) the TV news when I lived abroad.
 6. I didn't watch the program about hurricanes on TV last night, because I(already see) a similar program.

Unit 7

Conditional Sentences

(will – would) و جملة جواب الشرط (if) جملة فعل الشرط)

الجملة الشرطية الاولى First conditional	if + subject + verb1 , subject + will + verb1 + complement If you study hard, you will pass your exam
الجملة الشرطية الثانية Second conditional	if + subject + verb2 , would + verb 1 + complement If you studied hard , you would pass your exam
الجملة الشرطية الثالثة Third conditional	if + subject + had + verb3 , would + have + verb3 + complement If you had studied hard , you would have passed your exam

If (I – he – she – it) = were (was) , - if I **were** you, I would study hard.
Unless (if + not) الا اذا - You will not pass your exam **unless** you study hard.
- You will not pass your exam **if** you **don't** study hard.

1. I **would be** very unhappy if my friends..... to the party.

a-didn't come	b- don't came	c-hadn't come	d-hasn't come
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2. Your brother **wouldn't have found** such a nice job if he.....a university diploma.

a- hadn't had	b- didn't have	c-doesn't have	d-will not have
---------------	----------------	----------------	-----------------

3. If you **had come** in time, you the lesson.

a- wouldn't have missed	b-don't miss	c-wouldn't miss	d-will not miss
-------------------------	--------------	-----------------	-----------------

4. People **wouldn't have crossed** the Bosphorus if they these bridges.

a-don't build	b-haven't built	c-will not build	d-hadn't built
---------------	-----------------	------------------	----------------

5 .If you well , you'd pass in the exam.

a-studied	b-study	c-are studying	d-have studied
-----------	---------	----------------	----------------

6.....go if you **like**, because I have to do some shopping.

a. I'm	b. I'll	c. I'd	d-I have
--------	---------	--------	----------

7. If I **knew** my friend's number, I..... her now.

a- would phone	b. will phone	c. would have phoned	d- phoned
----------------	---------------	----------------------	-----------

8. The poor manhis house if the officials **hadn't stopped** him

a-could build	b- could have built	c-can build	d-will build
---------------	---------------------	-------------	--------------

9- The poor man **could have built** his house unless the officials him.

a- stopped	b- hadn't stopped	c-hasn't stopped	d-haven't stopped
------------	-------------------	------------------	-------------------

10. If our teamthe match, they **would have moved up**.

a-wins	b- has won	c-won	d- had won
--------	------------	-------	------------

11. If Christine..... on holiday in Italy, she **wouldn't be** in hospital now.

a- were / was	b-is	c-has been	d-had been
---------------	------	------------	------------

12- Unless the streets in our town **were** so crowded, I my car.

a-could drive	b- could have driven	c- drove	d-will drive
---------------	----------------------	----------	--------------

13-People my photo everywhere if I **were** a famous model.

a-will see	b- would have seen	c-would see	d-can see
------------	--------------------	-------------	-----------

14. If the family **had saved** enough money, they.....a new flat.

a-will buy	b- would have bought	c-would buy	d- bought
------------	----------------------	-------------	-----------

15. The buildings to ashes if the firemen **had come** in time.

a-won't burn	b- wouldn't have burnt	c-wouldn't burn	d-didn't burn
--------------	------------------------	-----------------	---------------

16. If my little sistersomething wrong, I'm sure she **would tell** me.

a-does	b- had done	c-did	d- has done
--------	-------------	-------	-------------

17. If I.....writing poetry, my English teacher **would be** surprised.

a-start	b- started	c-have stated	d- had started
---------	------------	---------------	----------------

18. If the refereethe foul, he **would have awarded** a penalty kick to our team.

a-had seen	b- saw	c-sees	d- has seen
------------	--------	--------	-------------

19. If the policeman the thief, he **would have arrested** him.

a-had seen	b- saw	c-sees	d- has seen
------------	--------	--------	-------------

20.If I **had** enough money, I a car.

a-will buy	b- would have bought	c-would buy	d- bought
------------	----------------------	-------------	-----------

21.If I a computer, I **can't** surf the Net.

a- will not have	b- don't have	c-didn't have	d- hadn't had
------------------	---------------	---------------	---------------

22. If I your address, I **would have written** you a postcard.

a- have had	b- have	c-had	d- had had
-------------	---------	-------	------------

23. If you **practiced** more, your English

a-will improve	b- would have improved	c-would improve	d-improved
----------------	------------------------	-----------------	------------

24- If I..... rich enough I **would** help the poor

a- were	b-will be	c-has been	d-had been
---------	-----------	------------	------------

25-You didn't know how much the laptop was when you asked about the price.

.....

26-Warn your brother not to put too many things in his drawer or it'll break.

.....

27-You haven't got enough time, so you can't visit your aunt in the next town.

.....

28-You should have studied earlier for the test. That's why you didn't pass.

.....

29-Your friend might need some help. If so, tell her to give you a ring.

.....

30-You didn't see the product advertised, otherwise you could buy it.

.....

31-I went to bed late last night, so I was tired the following day.

If I had gone to bed early last night, I wouldn't have been tired the following day.

32-I want to ring a friend now, but I don't know her phone number.

.....

33-The poor man couldn't build his house because the officials stopped him.

.....

34-Our team didn't win the match, so they didn't move up.

.....

35-Christine isn't on holiday in Italy because she is in hospital now.

.....

36-The streets in our town are very crowded, so I can't drive my car.

.....

37-I can't afford to buy a car.

If I had enough money, I would buy a car.

38-The young boy was sad because his mother didn't take him to the fun city.

.....

39-It's too warm to snow; therefore, we can't go skiing.

.....

40-My little brother was unhappy because he lost his money.

41-I don't have a computer, so I can't surf the Net.

42-I'm not rich enough to help the poor.

Unit 8

WISH(if only)

Wish + V2	التعبير عن الندم في الوقت الحاضر = I wish I went to the party.
Wish + would	للتعبير عن الانتقاد او الانزعاج لتغيير شيء ما في المستقبل = I wish you wouldn't always use my phone.
Wish + could	للتعبير عن عدم الاستطاعة على القيام بعمل ما في الماضي = I wish I could speak English.
Wish + had + V3	للتعبير عن الندم او حالة مستحيلة في الماضي = I wish I had revised my lessons for the exm.

Wish + I – he – she – it = were (was)

(positive) = wish + (negative)

(negative) = wish + (positive)

1.The sun **isn't** shining right now.

I wish.....

2. I **am** very tired today.

I wish I.....

3. Our flat **is** rather small.

I wish.....

4 .It's a fantastic novel! I have almost finished it.

I wish it

5. Our classroom **doesn't** have colored walls.

I wish.....

6. I **don't** know how to dance.

I wish I.....

7.To someone who **never** answers your emails.

I wish he.....

8. To someone who **isn't** telling you the truth.

I wish you.....

9. I have a strong desire that our head teacher **limits** absence in our school.

I wish our head teacher.....

10. I **didn't go** shopping last week.

I wish I.....

11. To someone who **didn't do** the laundry for you.

I wish he.....

12- I **didn't take** your advice.

I wish I.....

13. I **can't** watch the match tonight.

I wish I.....

14. I **can't** go with you tomorrow.

I wish I.....

15. To someone who **can't** help you.

I wish he.....

16. To someone who **makes** fun of people.

I wish you

17. To someone who **blows** cigarette smoke in your face.

I wish he

18. I **spent** all my money.

I wish.....

19. I **missed** the flight.

I wish I

20. Rana **left** the meeting early.

I wish She

21. Lama **refused** to sign the contract.

I wish she

22. I **looked** everywhere for my key.

I wish I

23- I **said** a stupid thing.

I wish I

24. I regret that I **started** smoking.

I wish I

25. The injured player **could only watch** the match.

He wishes if he.....

26- He couldn't speak English well.

He wishes

Unit 9

حروف العطف المترابطة Paired Conjunctions

اسم and اسم Both كلاهما و	اسم but also اسم not only ليس فقط..... لكن ايضا	اسم or اسم Either اما او	اسم nor اسم Neither لا ولا
------------------------------------	--	-----------------------------------	-------------------------------------

1. **Both** the teacher and the studenthere. (is / are)
2. **Neither** the teacher nor the student here. (is / are)
3. **Not only** the teacher but also the student here. (is / are)
4. **Not only** my brother but also my sister a doctorate in science. (have / has)
5. **Either** the students or the teacher..... planning to come. (is / are)
6. **Either** the teacher or the students..... planned to come. (have / has.)
7. **Either** my brother or my sister going to tutor me in science. (is / are)
8. **Neither** my brother nor my sisters teachers. (is / are)

Rewrite the sentences using the paired conjunctions given in brackets. Make any necessary changes.

1- Fred likes helping his friends. So does Linda. (both...and)

2- Harry used to help Ann. Or was it Helen? (either...or)

3- We should learn to accept our weaknesses and our strengths. (not only...but also)

4- He never listens to or advises his friends when they have a problem. (neither...nor)

5- I've betrayed your trust. I've betrayed your love for me. (not only...but also)

6- He felt disappointed. He felt misunderstood. (both...and)

7- Brian isn't very considerate. Neither is Tom. (neither...nor)

8- A true friend is someone who is caring and loving. (both...and)

9- Rachel should apologize or leave. (either...or)

10- Richard and John didn't keep her secret. (neither...nor)

11-Tom doesn't lie to his friends. Paul doesn't either. (neither...nor)

12- I didn't need to visit the Cathedral. You didn't need to either. (neither.....nor)

13-A hammer might help us with this kind of work. In fact, a piece of stone might also work. (both.....and)

14-You shouldn't have called the police. Actually, it was silly of you to call the neighbors as well.
 (neither.....nor)

15-Breaking the silence was not the only good thing she did. She also said something very useful.(not only...but also)

16-Peter didn't like the idea of going for a walk. His wife seemed quite unwilling too. **(neither.....nor)**

17-You can take Sally or any other person with you. I really don't care that much. **(either.....or)**

18. She is at the office. She is at the airport. **(either ... or)**

19. The film was funny. It was exciting. **(not only ... but also)**

20. The English team didn't play well. The Scottish team didn't play well. **(neither ... nor)**

21. July bought a dress. She bought a jumper. **(both ... and)**

22- Hind enjoys swimming in the early morning. Hasan enjoys swimming in the early morning. **(both....and)**

23- Sua'ad is not in class today. Waleed is not in class today. **(neither.....nor)**

24- We can fix dinner for our guests here, or we can take them to a restaurant. **(either.....or)**

25- The panda faces extinction. The koala faces extinction too. **(both.....and)**

26- This website doesn't have the topic I need. That website doesn't have the topic I need either.**(neither-nor)**

27- Wind power is renewable. Solar power is also renewable. **(not only.....but also)**

28- Rayan doesn't know where Hani is. Nadeem doesn't know either. **(neither.....nor)**

29-Sham wants to ask her teacher a question. Hala wants to ask the teacher a question. **(both....and)**

Unit 10	Modals (obligation/ lack of obligation) الالتزام او عدم الالتزام و النصيحة		Grammar
الاثبات	الأفعال الناقصة	الاستخدام	امثلة
	Must يجب - اجباري	-الاجبار يكون من المتكلم نفسه. -القوانين والتعليمات المكتوبة. -التعبير عن الآراء وقول ما هو ضروري. - النصيحة القوية.	- I must remember to send him a birthday gift. - Passengers must fasten their seat belts. (The obligation is imposed by the airline who wrote the notice.) - I haven't spoken to Sandra for ages. I must call her. -You must stop smoking.
	Has / have to يجب - اختياري	-الاجبار يكون من الاخر (خارجي). من أجل تطبيق القانون ولا يمكن تغييرها	-We have to get up early tomorrow to catch the plane. (The time of the plane is the reason for the obligation) -She has to get a visa to inter the country.
النفي	Should ينبغي - نصيحة	اعطاء النصائح والتوصيات	- You should apologies to the boss for being late. (advice) - You should get a good map of London before you go there. (recommendation)
	Mustn't لا يجب	تستخدم للتعبير عن المنع او التحريم	-You mustn't wait here. (You are not allowed to wait here) = negative obligation -You mustn't eat in the class.
	Don't / doesn't have to لا يجب	للتعبير عن عدم الضرورة للقيام بعمل ما. لا حاجة للقيام به.	-You don't have to wait here. (It is not necessary for you to wait here, but you can if you want to) = no obligation -He doesn't have to get up early on Fridays.
صيغ الماضي	Shouldn't لا ينبغي	اعطاء النصيحة لعدم القيام بعمل ما ، ربما لأنه سيء.	You shouldn't smoke.
	1-To express obligation in the past, use had to: -I had to report the incident to the police. -Did you have to get a visa? 2-To criticise actions in the past, use should + perfect infinitive . Should in the past means that the subject did not do the right thing. -I should have stayed at home. (= I didn't stay at home and my behaviour was wrong.) 3- Must + perfect infinitive is not used to talk about past obligation. It is used to make deductions (استنتاج) about the past. -She must have left early. لا بد انها غادرت باكرا		
	Choose the correct answer:		
1- You disturb other players, but you don't have to be silent. (rules in the club)			
a-mustn't b-shouldn't c-don't have to d-doesn't have to			
2- You finish on time, but you don't have to start on time. (rules in the club)			
a-must b-should c-have to d-has to			
3- You don't have to play with club balls, but if you do, you take them home. (rules in the club)			
a-mustn't b-shouldn't c-don't have to d-doesn't have to			
4- You mustn't eat or drink outside the canteen, but you to buy your food in it if you don't want to.			
a-mustn't b-shouldn't c-don't have d-doesn't have			

5- You have a shower, and you must wear clean clothes. (in the club)

a-must b-should c-have to d-has to

6-In Britain, you drive on the left. (rule)

a-must b-should c-have to d- has to

7- He has a backache. He carry heavy things. (advice)

a-must b-should c-doesn't have to d-shouldn't

8- I'm very hungry. I eat something. (strong necessity)

a-must b-should c-have to d- has to

9- You use your mobile phone in a gas station. (written rule)

a-mustn't b-should c-don't have to d-shouldn't

10- Tom doesn't study enough. He study harder. (advice)

a-must b-should c-has to d- have to

11- If he has a credit card, he pay for something in cash. He can use the card. (option)

a-mustn't b-shouldn't c-hasn't to d-doesn't have to

12-You.....visit the lake near the collage. It's beautiful. (advice)

a-must b-should c-have to d- has to



Unit 11

Reported Speech

الكلام المنقول (غير مباشر) هو الكلام الذي ننقله من شخص الى شخص آخر.
أفعال النقل (said – told – reported – asked – wanted to know)

I like English.

He said he liked English.

الضمير (مباشر)	التغيير المتكلم مذكر (منقول)	التغيير المتكلم أنثى (منقول)
I	He	She
My	His	Her
Me	Him	Her
We		They
Our		Their
Us		Them

Is/am	Was
Are	Were
as+ were	Had been
V1	V2
V2	Had +V3
Has/have +V3	Had + V3
Will	Would + V1
Can	Could + V1
Have to	Had to + V1
Yesterday	The day before / the previous day.
Last night	The night before / the previous night.
Tomorrow	The following day
Here	There
Don't + V1	Didn't + V1

1. We're taking the nine o'clock train.

Judy told me.....

2. I'll have to get up early.

She said.....

3. I don't really like traveling by train.

She told me.....

4. It's an easy way to travel.

She said

5. I want to see the waterwheels there.

She told me

6. We've been to Hama before.

She told me they

7. We didn't see everything.

She said they.....

8. I will be here at noon.

Ali said there at noon.

9. The train **arrives** on time.

Maria said the train

10. I **have to** finish this report by three o'clock.

Tareq said.....

11. The boy **will improve** quickly.

The doctor said the boy

12. I **am** leaving later today.

William said

13. I **saw** that movie last night.

Joly said.....

14. I **have read** that book.

Helen said.....

15. I **cannot go** to the movie with you.

She said

16. I **arrived** yesterday.

Hani said.....

17. I **'m going to** stay for 3 weeks.

He said

Reported Questions

1. Where **do** you live?"

She asked him.....

2. "**Do** you live in Damascus?"

He asked Mary.....

3- "How long **does** it take you to get home?"

My mother wanted to know

4. "Who **do** you want to meet, sir?"

Sami asked Mr. Hamad.....

5. "What time **did** the film start?"

My friend wanted to know

6. "What kind of films **do** you like watching?"

Mary asked Natalie.....

7. "Why **do** you want the job?"

She asked him

8. "How **did** you hear about it?"

She asked him.....

9. "**Do** you have a car or do you prefer walking?"

She asked him.....

10. "How much **do** you expect to earn?"

She asked him.....

11- Where do you live?

I asked him

12. "Are you going to the cinema at the weekend?"

He asked me.....

13. How long are you going to stay?

She asked them.....

14. "Where is the key?"

He asked me.....

15. "What is the time?"

He asked me.....

16-What is your name?

I asked him.....

17. "Have you ever been to London?"

He wanted to know.....

18. "Have you got any experience before?"

She asked him

19. "Have you worked before?"

She asked him.....

20. "Can you work seven days a week?"

She asked him.....

21. "How will you travel to work?"

She asked him.....

22. "When can you start?"

She asked him.....

Unit 12

التقديم و التأخير Inversion

Grammar

التقديم و التأخير في الجملة يعنى تقديم الفعل المساعد على الفاعل في حالات معينة.

Can I call you later?

In statement, verbs usually follow the subject:

Marry missed her lesson yesterday.

1- After (so – neither – nor)

A - I didn't know there was a library here. B- Neither did I. nor did I.

A – I like English. B- So do I.

2- In phrases Here come/comes + noun. There go / goes + noun.

Here **comes** the professor. There goes the professor.

Here **he** comes. There **he** goes. (~~here comes he~~). (~~there goes he~~).

3- In question tag.

We have to wear formal clothes, **don't we?**

4- When we begin a sentence with a limited adverbial (Rarely- Seldom- Hardly) or a negative adverbial

(not only- never), the subject and the auxiliary verb are inverted.

Hardly does he come to work on time.

In conditional sentences when (if) is omitted.

Were I you, I would accept the offer. (**if I were you.....**

5- When using inversion with Present Simple and Past Simple, the subject must agree with the auxiliary not the main verb.

Not only was Jack famous for helping people, but he was also the first man to establish a charity in his country.

Rarely	Seldom	Hardly	not only	Never	No sooner	Only	Here	There	No longer
نادرا	قلما	بالكاد	ليس فقط	ابدا	ليس عاجلا	فقط	هنا	هناك	ليس بعد

1. **Rarely**..... anyone using carriages nowadays.

a. you see b. will you see c. you will see d. you have seen

2. **Only after**....., he travelled to London to study.

a. he graduated b. he had graduated c. did he graduate d. had he graduated

3. **Seldom**..... to the football match.

a-did they go b-they did go c-they go did d-go they did

4. **Hardly**when there was a disturbance in the audience.

a-had started the play b- had the play started c-the play had started d- the play started

5. **Not only** English, he speaks French.

a-he does speak b-does he speaks c-does he speak d- he speaks does

6- **Rarely**..... to be associated with this project.

a-do I want b-I want do c-do want I d-I want

7- **No sooner**..... dinner than the ceiling crashed onto the dining table.

a-they had eaten b-eaten had they c-they eaten had d-had they eaten

8- **Seldom**..... my house so early.

a-I do leave b-I leave do c-do I leave d- I leave

9- **Hardly**..... about the situation.

a-did he understand b-he did understand c-did he understood d-he understood

10. **Never**..... such well-behaved children before. They are as good as gold.

a-have I met b-has I meet c-I meet have d-meet I have

11- **Never**..... to such a fantastic restaurant.

- a- john had been b-had John been c-John has been d-have John been

12. **Seldom**..... newspapers nowadays.

- a-do read we b-do we read c-does we read d-we do read

13. **Not only**..... new products, but he also did experiments.

- a-did he make b-he makes did c-he makes d-he did make

14. **Only**..... elephants and tigers when we arrived in India.

- a-we did see b-did see we c- did we see d- we saw

15. **hardly** unpacked in my hotel room when my phone rang.

- a- had I b-I had c-have I d- I have

16. **Never**..... such a wonderful waterfall before.

- a-I have seen b- have seen I c-seen I have d-have I seen

17-**No longer** any tigers in the northern region.

- a-are there b-there are c-there were d-there had been

18- , I **would** give them a hand.

- a-I were there b-Were there I c-There I were d-Were I there

19- , I **would** study more.

- a-I were you b-Were I you c-You were I d- I you were

20- **There**..... to hold a meeting.

- a. goes he b. he goes c. went he d. he went

21- **Here**on time.

- a- the boss comes b- the boss come c- comes the boss d- come the boss

حالة عدم القلب

22- My mother **asked me if**..... my aunt.

- a. had I visited b. I had visited c. I will visit d. will I visit

23. I **wonder what**..... to solve the problem.

- a-can my sister do b-my sister can do c-can do my sister d-do can my sister

24.**Have you got any idea where**..... Sami?

- a. can I meet b. I can meet c. can I met d. I can met



Idioms	Success Idioms مصطلحات النجاح	المصطلحات	
Idioms	Meaning	key words	
Back the wrong horse	يدعم الشخص الفاشل	Picked يختار -wrong خاطئ -lose يخسر	
Ace a test	يحقق اعلى علامة في اختبار	Party حفلة -study يدرس	
Join the ranks of	ينضم الى مجموعة او منظمة	Unemployed بطالة -nations امم	
On a roll	متواصل النجاح والحظ الجيد	Team لعبة فريق -game	
To be dead in the water	غير قادر على تحقيق النجاح	Project مشروع -dream حلم	
1-His efforts didn't work at all; his project will be.....in the future.			
a- dead in the water	b- join the ranks of	c- on a roll	d- ace a test
2-"If you, you can go to the party," said her parents.			
a-dead in the water	b- join the ranks of	c- on a roll	d- ace a test
3-I think we are.....our team has won ten out of our twelve matches this season.			
a-dead in the water	b- join the ranks of	c-on a roll	d- ace a test
4-Don't I think he will lose the match.			
a- back the wrong horse	b- join the ranks of	c- on a roll	d- ace a test
5-Thousands of young people.....the unemployed each summer when they leave school.			
a- back the wrong horse	b- join the ranks of	c- on a roll	d- ace a test
7-In a few years, our country should be able to the world's most developed nations.			
a- back the wrong horse	b- join the ranks of	c- on a roll	d- ace a test
8-I think you're supporting the wrong person. You shouldn't			
a- back the wrong horse	b- join the ranks of	c- on a roll	d- ace a test
10. If you study hard enough, you will be able to..... with no troubles.			
a- back the wrong horse	b- join the ranks of	c- on a roll	d- ace a test
11. You reallywhen you picked that swimmer to win the race.			
a- backed the wrong horse	b- joined the ranks of	c- on a roll	d- ace a test
12. My dream of going to Cambridge University			
a- dead in the water	b- join the ranks of	c- on a roll	d- ace a test
13. This is our fifth win in the game! We are			
a-back the wrong horse	b- join the ranks of	c-on a roll	d- ace a test
Idioms	Medical Words and Idioms	المصطلحات	
Idioms	Meaning	key words	
A taste of one's own medicine	يشرب من نفس الكأس	- jail زنازة -Rude comments تعليقات وقحة	
At death's door	على حافة الموت	sepsis انتان -reach the hospital يصل للمشفى	
On the mend	يتعافى- يسترد وعيه	told his boss يخبر مديره - pneumonia التهاب رئوي	
Take a turn for the worse	يسوء - يصبح أسوء	Happy سعيد - minor procedure اجراء صغير	
Go under the knife	يخضع لعمل جراحي	heading to the hospital يتجه للمشفى -coma غيبوبة	
Just what the doctor ordered	هو المطلوب	be at the hospital بالمشفى -cosmetic procedures تحسين مظهر -improve appearance عملية تجميل	
1-After a long tax season, getting on extra week off with pay is			
a-just what the doctor ordered	b-at death's door	c-on the mend	d- a taste of one's own medicine
2-My unclelast night, so we are heading to the hospital to see him.			
a-just what the doctor ordered	b-took a turn for the worse		
c-on the mend	d- a taste of one's own medicine		

6-.....specializes in eye diseases.

- a- Pediatrician b-Naturopath c-Ophthalmologist d- Allergist

7-Children who have an allergic reaction after the first shot should be referred to a /an before continuing with the DTP vaccine.

- a- Pediatrician b- Naturopath c- Ophthalmologist d- Allergist

8-If that itchy rash doesn't go away, you should go to a

- a- Pediatrician b-Naturopath c- Dermatologist d-Ophthalmologist

9-Ourrecommended that little Kathy should have her tonsils out.

- a- Pediatrician b-Naturopath c- Dermatologist d-Ophthalmologist

10-Dr. Rashid, Leila'scame in and noted that her blood pressure and pulse were very high.

- a- pediatrician b-naturopath c- dermatologist d-cardiologist

11-My father says everything looks blurry, so he is going to the.....to get his eyes checked.

- a- pediatrician b-naturopath c- dermatologist d-ophthalmologist

12-Robert is an accreditedwith herbal medicine and nutritional Training.

- a- pediatrician b-naturopath c- dermatologist d-ophthalmologist

13. I have had chest pains and I'm also having trouble breathing. You should see

- a-a pediatrician b-a cardiologist c-a naturopath d-an allergist

14. I have a terrible rash on my arms and legs. I think I'm allergic to dairy food, but it also might be grass. You should see.....

- a-an allergist b-a naturopath c-a cardiologist d-an ophthalmologist

15. My little girl hasn't put on weight for two months and she keeps getting an infection. You should see.....

- a-pediatrician b-a naturopath c-a cardiologist d-an ophthalmologist

16. My left eye is itchy and my vision has been blurry for two weeks. You should see.....

- a-a pediatrician b-a naturopath c-a cardiologist d-an ophthalmologist

17. I've had problems with drugs that cause side effects, so I'd like to try some natural remedies. You should see

- a-an allergist b-a naturopath c-a cardiologist d-an ophthalmologist

18. I have got terrible acne and nothing in the pharmacy has worked. I don't know what to do now. You should see.....

- a-a pediatrician b-a dermatologist c-a cardiologist d-an ophthalmologist

Idioms	Law Idioms مصطلحات قانونية	المصطلحات
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Idioms	English meaning	
Beat around/ about the bush	يلف ويدور	Hesitate in getting to the point
An act of God	مشيئة الله	The will of God
Break the law	يخالف القانون	Acted against the law.
Assemble the case	يجمع معلومات عن قضية	Collect data
By the book	حسب القانون	Exactly as the rules say.

1-You should speak directly and ask for a raise. Don't.....

- a-beat around the bush b- break the law c- assemble the case d- an act of God

2-The insurance company refused to pay the money because they said that the forest fire was.....

- a- beating around the bush b- breaking the law c- an act of God d-by the book

3-The lawyers were unable toagainst the man.

- a-assemble the case b- break the law c- an act of God d- beat around the bush

4-The man was forced to quit his job after it was discovered that he had.....

- a- beat around the bush b- broken the law c- by the book d- an act of God

5-Our lawyer is very good and he does everything exactly

- a- beat around the bush b- break the law c- an act of God d-by the book

6-The police officer told the suspect to stop.....and to tell him exactly where he was the night before.

- a-beating around the bush b- breaking the law c- assembling the case d-an act of God

Idioms	Body Idioms	المصطلحات
Idiom	Meaning	Key words
A pain in the neck	شيء مزعج لحد كبير	Essays مقالات outbursts ينفجر
Speak her mind	تعبّر عما يدور في ذهنها	Polite مهذب Strong opinion رأي قوي
Costs you an arm and a leg	يكلف كثيرا	Food طعام brand صنف
Jump out of his skin	يفاجئ / ينصدم	Doorbell جرس باب Triplets توأم ثلاثي
Follow your heart	افعل ما تحب	Attracts يجذب -advice نصيحة Think carefully بحرص

1-Writing long essays on uninteresting topics is

- a- a pain in the neck b- follow of your heart c- speak your mind d- a Jump out of his skin

2-She has very strong opinions and she's not afraid to

- a- cost her an arm and a leg b-follow of her heart c-speak her mind d- jump out of her skin

3-You must visit that restaurant; the food is really good but it

- a-costs an arm and a leg b-follows your heart c- speaks your mind d- Jumps out of your skin

4-The doorbell made him

- a- cost him an arm and a leg b-follow his heart c- speak his mind d- jump out of his skin

5-You might make less money from that job, but if it really attracts you, you should

- a- cost you an arm and a leg b-follow your heart c- speak your mind d- Jump out of your skin

6. His sudden outbursts have made him a real.....and a socially unwanted.

- a- pain in the neck b-follow his heart c- speak his mind d- jump out of his skin

7. Buying a brand new car is going tomaybe we should ride bikes.

- a-cost us an arm and a leg b-follow our heart c- speak our mind d- Jump out of our skin

8. My sister is very polite. She does not

- a- cost her an arm and a leg b-follow of her heart c-speak her mind d- jump out of her skin

9. The best advice is to..... but keep your eyes open.

- a- cost you an arm and a leg b-follow your heart c- speak your mind d- jump out of your skin

10. Our friend almostwhen she learned her son and his wife were having Triplets.

- a- cost her an arm and a leg b-followed her heart c- spoke her mind d- jumped out of her skin

11-It was very difficult to tell you whether you have to travel or not. Think carefully and then.....

- a- cost you an arm and a leg b-follow your heart c- speak your mind d- Jump out of your skin

12-To jump out of your skin means that you are (relaxed, shocked).

13-When doing something (easy, annoying) this means that it is a pain in the neck.

Idiom	Meaning	Key words
To have a wide face	Be well liked محبوب	Friendsاصدقاء
To give someone pumpkins	Turn someone down يخذل	Study hard يدرس بجد Invite to a party يدعو لحفلة
To break bread with	Be a close friend to يبني علاقة قوية	Friendship صداقة meet يقابل
lose face	Be disrespected يتم انتقاده	Mistake خطأ
Save face	Avoid embarrassment يحفظ ماء وجهه	Colleagues زملاء

1-I think we'll be good friends. We both have

- a- a wide face b- lost face c- broken bread d- saved face

2- You have to study hard in order notyour parents.....

a-save- face b- lose -face c- break bread with d- to give- pumpkins

3- You can'teveryone you meet in life.

a- have a wide face b- lose face c- break bread with d- save face

4. I don't want to ruin my friendship with him for we have with each other.

a- a wide face b- lost face c- broken bread d- saved face

5. He thinks he would if he admitted the mistake.

a-have a wide face b- lose face c- break bread with d- save face

6. She has many friends; everyone at work likes her. She has

a- a wide face b- lost face c- broken bread d- saved face

7. I wanted to.....with my colleagues by explaining why I've been late.

a- have a wide face b- lose face c- break bread d- save face

8. He invited her to the party, but she

a- saved his face b- lost his face c- broke bread with him d- gave him pumpkins

Vocabulary

Phrasal Verbs

الأفعال المركبة

Multi part verb	Arabic meaning	key words
Reach out to	يُدعم- يساعد	Poor-فقير tired تعبان
Fit in with	يتأقلم مع	Workmatesعمل- زملاء way of life حياة -طريقة locals سكان محليين
Get into	مهتم ب	Writing- كتابة - Yoga يوغا
Follow through	البدء ب - ينجز	Project مشروع - record سجل
Run into	يواجه- يتعرض	Problems مشاكل troubles- ورطات -difficulties صعوبات
Keeping up with	يواكب - يتابع	Research - بحوث - events -احداث news - اخبار

1- The rich have to ----- the poor.

a- fit in with b- follow through c- get into d- reach out to

2- She didn't really ----- her workmates in her previous job.

a- follow through b- run into c- keeping up with d- fit in with

3- I ----- writing when I was a kid, and I never stopped loving it.

a- reach out to b- got into c- fit in with d- run into

4-We've been talking about this project for a while, and it's time to -----

a- get into b- reach out to c- keep up with d- follow through

5- If you ----- any trouble, just give me a call.

a- run into b- keep up with c- get into d- reach out to

6- A big part of my job is ----- the latest research in medical technology.

a- following through b- getting into c- keeping up with d- fitting in with

7- Why should I change my habits to ----- their way of life?

a- fit in with b- keep up with c- get into d- run into

8- You can always ----- me if you are feeling tired with your school work.

a- fit in with b- reach out to c- get into d- run into

9- When I travelled to Spain, I tried hard to ----- the locals.

a- follow through b- run into c- keep up with d- fit in with

10- The group had one successful song but failed to ----- with another hit record.

a- follow through b- get into c- keep up with d- fit in with

Multi part verb	Arabic meaning	key words
Check over	يفحص - يتحقق من	Joints مفاصل
Drive into	يدفع - يغرز-يصدم	Nails مسامير
Eat away	يتآكل	Concrete اسمنت , moisture رطوبة
Fence off	تسييج - احاطة	Area منطقة crime theater مسرح جريمة garden
Jack up	يرفع	Car
Pull down	يهدم	Old Building بناء قديم
Shore up	يدعم	Roof سقف

1- Make sure you -----the joints before you leave today.

a- eat away b- shore up c- fence off d- check over

2- The carpenter has used a special hammer -----the nails into the finished doors.

a- check b- drive c- fence d- pull

3- This harsh environment is going to -----at this concrete over time.

a- eat away b-jack up c-drive into d- check over

4- The workers had to -----the area off in order not to harm anybody during the work.

a- check b- fence c- drive d- jack

5- I have to -----the car to change the tire.

a- eat away b-jack up c-drive into d- check over

6- We'll have to -----the old building down before they start work.

a- shore b- drive c- fence d- pull

7- We need to -----the roof before it falls down.

a- check over b- fence off c- eat away d- shore up

8-They are -----the bottom part of the garden because of a deep hole.

a- pulling down b- fencing off c- eating away d- shoring up

9-When we were on our way to Aleppo, our car broke down and we had to-----

a- shore up b- pull down c- eat away d- jack up

10. We need a suitable size of nails to be ----- that old chair to be repaired.

a- shored up b- pulled down c- eaten away d- driven into

11. Houses by the sea are usually -----faster because of moisture.

a- eaten away b- fenced off c- pulled down d- shored up

Verb-noun Collocations الأفعال والاسماء المتلازمة

الفعل Verb	الاسم Noun	المعنى Meaning	الفعل Verb	الاسم Noun	المعنى Meaning
Make	An Effort	يبذل جهد	Raise	Taxes	يرفع الضرائب
Give	A lift	يوصل - ينقل	Run	A risk	يخاطر- يجازف
Meet	Expectation	يكون عند حسن الظن	Lose	temper	يفقد اعصابه
Rotate	wheel	تدور العجلة	Insert	disk	يدخل القرص
Install	Software	يثبت البرامج	Combine	Chemicals	يدمج المواد الكيميائية
Utilize	Material	يستخدم المواد	Analyze	Problem	يحلل المشكلة
Conclude	that	يختم بأن	Break	The law	يخالف القانون

1-Our boss often gets angry and he -----temper when things go wrong.

a-gives b-inserts c-loses d-combines

2-If she never posts anything on her personal website, she -----the risk of alienating her fans.

a- runs b-inserts c-loses d-combines

3-Politicians often think the government should -----taxes in order to get more money to spend.

a-make b-insert c-run d-raise

4 -The new clerk didn't -----his boss expectation and was fired after only two months.

a-make b-meet c-run d-raise

5-His car broke down, so I gave him a to the nearest garage.

- a- lift b- risk c- desk d- temper

6-Not everything happens on its own sometimes. You have toan effort to get things done.

- a-make b-meet c-run d-raise

7- The Council strives tothe expectations and aspirations of the community in delivering top-quality services.

- a- meet b- raise c-analyzed d- temper

8- If taxes were.....by just one percent, hundreds of new schools and hospitals could be built.

- a- given b- raised c-installed d-broken

9- It will be difficult to attain your goal of fluency if you don'tan effort to speak more in class.

- a-make b-meet c-run d-raise

10- When I feel like I'm about tomy temper, I just leave the room.

- a-give b-insert c-lose d-combine

11- Can you me a lift to work tomorrow. My car is being repaired.

- a-give b-insert c-lose d-combine

12- Invest if you like, but you'rethe risk of losing everything if the business fails.

- a-making b-meeting c-running d-raising

13-Being late for the final exam, Kamel was very angry andhis temper.

- a-made b-inserted c-lost d-raised

14-One of the most important incomes for local councils istaxes.

- a-making b-meeting c-running d-raising

15-My car is broken; could youme a lift to the nearest bus stop?

- a-give b-insert c-lose d-combine

16- The wheel began to very quickly.

- a-rotate b-insert c-utilize d- run

17-.....the disk tothe software ready to work.

- a-insert/install b-make/run c-utilize/run d-give/make

18- We can these chemicals.

- a-give b-insert c-lose d-combine

19- You should the strongest material.

- a-give b- utilize c-lose d-make

20- Wethe problem andthat it was a computer virus.

- a-insert/install b- analyzed / concluded c-utilize/run d-give/make

Phrasal verbs الافعال المركبة	Literally meaning المعنى الحرفي	Idiomatic meaning المعنى المجازي	The key words الدلائل
Take off	يمسك	ينطلق - تفلح	Plane طائرة - Dish طبق
Pick up	يلتقط	يقبل بالسيارة	Home - بيت - Wallet - محفظة - at 5:00
Look up	ينظر للأعلى	يستخرج	Dictionary قاموس - Tree شجرة
Put on	يلبس - يرتدي	يسمن	Coat معطف - Weight وزن
Get out	يخرج	ينشر	Car سيارة - Novel رواية - book - fridge ثلاجة
Come back	يعود	يرد	Sharply بحدة - angrily بغضب

1. The plane to Russia has just

a-taken off b-picked up c- looked up d- put on

2. Takethat dish. It's going to fall.

a-on b-off c-up d-out

3. Can youmy wallet? It's under your chair.

a-pick up b- get out c- put on d- come back

4. My brother picked me..... home while he was returning from work.

a-on b-off c-up d-out

5. Ithe term "Digital Literacy" in Oxford dictionary.

a-looked up b- put on c- got out d- picked up

6. Wethe tree and there was a humming bird on the top branch.

a-looked up b- got out c-took off d- came back

7. You should putyour waterproof coat as it is raining.

a-on b-off c-up d-out

8. Eating too much chocolate leads toa lot of weight.

a-putting on b- getting out c- looking up d- taking off

9. Would you mind getting my car of the garage?

a-on b-off c-up d-out

10. The authorhis new novel out last month.

a-picked b- got c- put d- came

11. The new edition of the book willnext month.

a-get out b- pick up c come back d- take off

12. My father deprived me from going out because I him angrily.

a-got out b- picked up c- came back d- took off

13. My car broke down yesterday, so my friend picked mein his car to work.

a-on b-off c-up d-out

14. My mother asked me to tidy my room andmy clothes up from the floor.

a-pick b- look c-take d-get

15. The teacher asked us tothe meaning of new words in the dictionary.

a-look up b- take off c-pick up d-get out

16- There's some chocolate in the fridge. Can you

a-get it out b- look it up c- take it off d-pick it up

17- Why is the towel on the floor? Please.....

a-get it out b- look it up c- take it off d-pick it up

18-something warm. It's cold today.

a-Put on b- look up c- Take off d-Come back

19- When are youto Syria?

a-coming back b- taking off c-getting out d-looking up

2- A friend asks you to join his football team. You would like but you aren't sure about your father opinion.

- a- Why not? B- Of course I accept c- Oh, I don't know whether I could d- Well, I agree

3- Your family is having dinner at a restaurant but you have an exam. (Express hesitation)

- a- When is the journey b- I agree c- I am not sure about that d- Of course, I will come

4- Your friends are going on a journey to Aleppo and want you to join them. It is your sister's birthday.

- a- Sure, I will go b- Certainly, I can go c- I haven't made up my mind yet d- That is true

5-To express Hesitation you say.....

- a- Ok, I can do that b-Oh. I don't know whether I can
c- I am sure this will not happen again d-You mustn't let this depress you

شكوى Complaints	اعتذار Apologies
<p>That isn't an excuse ذلك ليس عذر</p> <p>You're always coming late to work انت دائما تأتي متأخر للعمل</p> <p>I'm afraid I have a complaint to make. أخشى ان لدي شكوى لأقدمها</p> <p>I am sorry to bother you but.... اسف لإزعاجك ولكن</p> <p>It really isn't good enough.. انه حقا ليس جيدا بما يكفي</p> <p>It's very inconvenient.... انه غير مريح للغاية</p> <p>Don't you think..... الا تعتقد</p>	<p>I promise it won't happen again أعدك لن يحدث هذا مجدد</p> <p>Please forgive me ارجوك سامحني</p> <p>Accept my excuse تقبل عذري</p> <p>I must apologize يجب ان اعتذر</p> <p>I'm awfully sorry انا متأسف جدا</p> <p>I assure you it won't happen again. اكد لك انه لن يحدث ثانية</p>

1- The bath in your hotel is full of spiders. You call the manager. (make a complaint).

- a- You deserve this honor b- I am afraid I have a complaint to make c- I hurt your feelings d- I agree

2- You receive a bill higher than it should be. You ring the manager of the shop. (make a complain)

- a- Please accept my excuse b- Please give me the bill
c- I hurt your feelings d-I am sorry to bother you the bill isn't correct

3-The bookshop tells you the book you ordered three months ago still hasn't arrived. (make a complain)

- a- please accept my excuse b- Please give me the book
c- I hurt your feelings d-Don't you think it is time to bring the book

4- Come on darling! You know it is just there's been a lot of stress at work that I forgot about our anniversary. (Express apology)

- a- That's not an excuse. b- I assure you it won't happen again.
c- It isn't good enough. d- Congratulation.

Modesty تواضع

It was nothing really, nothing at all. لم يكن شيئاً حقاً ، لا شيء على الإطلاق

That's very kind of you.... هذا لطف كبير منك

I feel the real credit must go..... أشعر بأن الفضل الحقيقي يجب أن يذهب....

You're embarrassing me.... أنت تحرجني

You're exaggerating... انت تبالغ

I only played a small part in the whole thing..... لقد لعبت فقط دوراً صغيراً في الأمر برمته

1- Oh, I do think you're clever, knowing all about computers and things.(Express Modesty)

- a- I deserve this honor. b- That's very kind of you.
c- That isn't an excuse. d- I am awfully sorry.

2- Your skiing has improved tremendously. You really are a future champion.

- a- You deserve this honor b- You are exaggerating c- That isn't an excuse d- I am awfully sorry

3- It must be wonderful to be able to understand so many languages. I can't think how you manage it!

- a- I deserve this honor b- That's very kind of you c- that isn't an excuse d- I am awfully sorry

4- I've never seen such an attractive and talented class of children. I think you, as their teacher, deserve the highest praise

- a- I deserve this honor .
b- I only played a small part in the whole thing.
c- That isn't an excuse.
d- I am awfully sorry.

طلب المساعدة Asking for Help

I need your help..... احتاج مساعدتك
Could you..... يمكن ان
Do you think you could possibly..... هل تعتقد انه من الممكن

1- You are in a launderette. The instructions on the washing machine are not clear.(Ask for help)

- a- Could you explain to me the instructions on the washing machine.
b- That's very kind of you.
c- That isn't an excuse.
d- I don't deserve any of the credit.

2- You have a long ladder to get up on the roof. Ask a friend to help you put it up and hold it while you climb up.

- a- I need your help to pass my exam.
b- I think you deserve this honor.
c- Could you hold the ladder for me.
d- That isn't an excuse.

3- You are having a graduation party and you don't know what to do .(Ask for help)

- a- Would you help me to prepare what to do about the graduation party.
b- Help me to prepare for the graduation party.
c- I can prepare for the graduation party.
d- I would like to have a graduation party.

عرض مساعدة Offering help	وافق على العرض Accepting offers	رفض العرض Declining offers
هل ممكن؟ ... Shall I / Can I? هل ترغب ب...? Would you like ...? هل تريد مني...? Do you want me to...? يسرني مساعدتك... I'd be glad to help...	نعم رجاء ارغب ب. Yes, please. I'd love to. اذا لا تمنع. If you wouldn't mind. Thank you. That would be great. شكرا سيكون رائع	It's OK. I can do it myself. سأقوم بذلك بنفسي Don't worry. I'll do it. لا تقلق سأقوم به لا شكرا. No, thank you. Not just at the moment, thank you

1- The person opposite you in the train has been trying to read your newspaper. What do you say...

- a- I am sorry about what happened.
b- Yes, please. I'd love to.
c- You are exaggerating
d- Would you like to read it?

2- The person on your right is looking hungrily at the vegetable dish on your left. What do you say?

- a- Thank you. That would be great.
b- Yes, please. I'd love to.
c- Don't worry. I'll do it.
d- Shall I pass on the dish to you?

3- Your bag is full of crisps, chocolate and fruit. Offer them to others.

- a- I'd be glad to help.
b- Yes, please. I'd love to.
c- If you wouldn't mind.
d- Would you like to have some ?

4. Your friend's family is going on holiday next week. Your friend has invited you to join them.

(Accept the offer)

- a- Don't worry. I'll do it.
b- Thank you. That would be great.
c- Not just at the moment, thank you.
d- No, I can't.

3- Do you think the music is too loud?

a-It is too loud turn it down.
c- It is too loud.

b- I would turn it down if I were you.
d- It is bad music.

4- What did you think of the article I sent you?

A- I read better articles.
c- It was wonderful.

b- It was not a good article.
d- Frankly, it could have been a bit more detailed.

5- Do my legs look fat in these?

A- Yes, they are too fat.
c- Yes, choose another one.

b- I think a looser pair would suit you better.
d- Yes, they look horrible.

6- Your sister has moved into a new flat, which you think is horrible. (Give your opinion)

a-It is a horrible flat.
c- Honestly, I have seen better flats.

b- I don't like this flat.
d- Congratulations!

7. You are invited to attend a feast at your uncle's house, but you are too busy.(Apologise tactfully)

a-Honestly, I would like to come but I am busy.
c-It is a wonderful idea.

b- I don't like such occasions.
d-I will think about it.

Asking for permission طلب الاذن	Giving permission اعطاء الاذن	Refusing permission رفض الاذن
<ul style="list-style-type: none"> • May I / Can I • Do you think I could • Is it ok if I • Do / Would you mind if I..... 	<ul style="list-style-type: none"> • Sure • Yes, of course • Help yourself • No problem • It's OK 	<ul style="list-style-type: none"> • Sorry, • I'm afraid that's not possible. ... <p>Note:</p> <ul style="list-style-type: none"> • To refuse permission politely, we usually don't say no. • We give reasons why we refuse giving permission, beginning with the word sorry.

Use appropriate expressions or phrases to make a good response for each situation.

1- You are in a railway carriage. It's crowded and hot. All the windows are closed. What do you say?

a-May I open the windows.
C- I can open the windows.

B- I must open the windows.
D- Open the windows.

2- You have a dental appointment and you need the afternoon off. What do you say to your boss?

A-Would you mind if I take the afternoon off.
c- I can't come in the afternoon.

B- I will take the afternoon off.
D- I have to go to the dental appointment.

3- You're invited to a party at 8 p.m. You know you can't arrive until about 10 p.m. What do you say?

A-Is it okay if I come late.
c- I can't come on time.

B- I will come late
D- I don't want to come.

4- There is only one copy of a reference book in the library. Your classmate has it at the moment. You need it urgently for a short time. What do you say?

a-Can I take the book for a short time.
c- Give me the book for a short time.

b- I can take the book for a short time.
d- You have to give me the book for a short time.

Vocabulary	Derivations	الإشتقاقات
نهايات الاسماء Nouns endings	ty- ment- ion- ist- ship- ance- or- er- ties-the	
نهايات الصفات Adjectives endings	ous- al- ed-ic- ble- ful- less- ive- ent- ant-ary	
<p>1- Everyone endeavors a great deal to make dreams a (real- reality).</p> <p>2-When I grow up, I want to be a(biology- biologist)to study all types of living things.</p> <p>3-My elder brother is a (special- specialist) in designing artificial limbs.</p> <p>4- Many people have more(tolerant- tolerance) than others when dealing with the young generation.</p> <p style="text-align: center;">أسماء سبقت بصفات</p> <p>5- The situation is so uncertain that it is hard to make a confident(predictable - prediction).</p> <p>6- Gaining your boss confidence is really a great(accomplish- accomplishment)</p> <p>7- Recently, Syria has undergone a lot of economic (prosperity-prosperous).</p> <p>8-She was too young to vote in the national(elect- election)</p> <p>9-In economics, voluntary(employ- employment) is unpaid.</p> <p>10-Civil rights are secured by a positive government (active, action).</p> <p>11- Many colors are used in the national flag. Each has a specific(symbolic- symbol)</p> <p>12-Civic(behave- behavior) is what citizens are expected to demonstrate in their daily lives.</p> <p style="text-align: center;">أسماء بعد حروف الجر</p> <p>13- Tom was nearly out of (breathe- breath) when he reached that high point.</p> <p>14-I'm surprised by the (vary- variety)of university departments that a high rank student can choose.</p> <p>15- I went to a counselor for (guide- guidance) on my career.</p> <p style="text-align: center;">اسم معطوف على اسم</p> <p>16- Future <u>plans</u> and (decide- decisions) have a great importance in a person's life.</p> <p>17- Patriotism is <u>love</u> and (devote- devotion) to one's country.</p> <p>18- A successful person is able to differentiate between <u>fantasy</u> and (real- reality)</p> <p style="text-align: center;">صفات بعدها أسماء</p> <p>19- Individuals have (vary- various) dreams in their day-to-day existence.</p> <p>20- Very soon, (electricity- electrical) power will be supplied by underground cables.</p> <p>21- Civil rights guarantee equal (society, social) opportunities</p> <p>22- The necklace would be worth over SYP 500,000 at (currently- current) prices.</p> <p>23-Some citizens take an (act- active)role in the community.</p> <p style="text-align: center;">بداية الجملة اسم</p> <p>24- (Motivation- Motivate) is an essential factor for making any success in life.</p>		

Derivations الاشتقاقات

Prefixes

البادئات

البادئة (السابقة) هي عبارة عن عدة حروف تضاف الى بداية الكلمة من اجل تغير المعنى: اهمها .

Prefixes	words
de	Activate ينشط (deactivate)
dis	Prove يبرهن - encourage يشجع - agree موافق - connected متصل Disprove Disprove discourage disagree disconnect
in	Complete يكمل (incomplete)
il	Logical منطقي / legal قانوني Illogical illegal
im	Possible ممكن (impossible)
ir	Regular متكرر (irregular)
non	Refundable قابل للاسترجاع (nonrefundable)
un	Wrapping يلف - familiar مشابه - veil يغطي - load ينزل Unwrapping unfamiliar unveil unload
mis	Understand يفهم (misunderstand)
anti	Virus فايروس (antivirus)

1. Children lovewrapping parcels at Christmas time.

a- ill b- un c- dis d-anti

2. I almost find that he has unusual opinions. I oftenagree with him.

a- ill b- un c- dis d-anti

3. I'm sure he's lying but it's going to be hard toprove his story.

a- ill b- un c- dis d-anti

4. After a brief speech the ministerveil the new statue.

a- ill b- un c- dis d-anti

5. It took the removal men an hour toload our things from the van.

a- ill b- un c- dis d-anti

6. His phone wasconnected because he didn't pay his last bill.

a- ill b- un c- dis d-anti

7-Asking people to leave their mobile phones at home when they leave is somethinglogical

a- ill b- un c- dis d-anti

8-Uncooked meat isfamiliar type of food for so many people in my society.

a- ill b- un c- dis d-anti

9.The opposite of 'load'.

a-inload b-ilload c-unload d-disload

Prepositions	حروف الجر		
Afraid من خائف	Of	Careless غير مهتم ب	About
Angry من غاضب	With	Grateful ل ممتن	For
Brilliant/ good جيد ب	At	Proud ب فخور	Of
Keen ب مولع ب	On	Sure/متأكد/worry قلق	About
Busy مشغول /experimented	with	Surprised مندهش	By
Cruel /head /move/back/walk	to	Pleased مسرور	about
Sick من سئم	of	Stay/ organize يقيم	in
Fell يقع / push يدفع	off	Stepped يخطو على	onto
Drive ينطلق	Off	Sank /Crash /jump يقفز	into
Drive يقود الى	to Homs	Move the chairs ينقل	into /out of
Drive من يقود	From---to	Back يعود	Into cage
Drive على يقود	Onto the beach	run	Onto/off

- 1- Bell, why are you **angry** Jack?
a-with b-at c-in d-on
- 2- Because he is very **careless**..... his money.
a-with b-about c-in d-on
- 3- Is their son **good**..... school work?
a-with b-at c-in d-on
- 4- Yes, in fact he is **brilliant**..... everything
a-with b-at c-in d-on
- 5- Are you **pleased**..... Anna's exam result?
a-with b-at c-about d-on
- 6-Yes, we are very **proud**..... him.
a-with b-of c-in d-on
- 7- Why is Mr. Jack's dog **afraid**..... him?
a-of b-at c-in d-on
- 8- Because he is often **cruel**..... it.
a-with b-at c-to d-on
- 9- Some parties are **organized**.... 'la cabane à sucre'
a-with b-at c-in d-on
- 10- I was very **worried**the cold
a-with b-at c-in d- about
- 11-**Moving**a country with a very different climate could be a challenge!
a-with b-to c-in d-on
- 12-I **head**the Underground City
a-with b-at c-in d-to
- 13-The wheels **sank**.....the sand
a-with b-at c-into d-on
- 14-My brother droveHoms in one hour.
a-with b-at c-in d-to

- 15-We thought we should **walk**..... the bakery
a-to b-at c-in d-on
- 16-The vase **fell**..... the table and shattered on the floor.
a-with b-off c-in d-on
- 17-She suddenly **turned** and crashedthe fence.
a-with b-at c-in d-into
- 18-What time does the flight Cairo arrive?
a-with b-at c-in d-from
- 19-I slipped as I stepped the platform.
a-with b-onto c-in d-on
- 20-Take your handsyour pockets and help me!
a-with b- out of c-in d-on
- 21-She watched him walk the platform.
a-with b-at c- onto d-on
- 22-He got into his car and drove
- a-off b-at c-in d-on
- 23- It took a long time to **get** it the lake and **back** its **cage**.
a-out of/into b-in/at c-on/from d-with /into
- 24-He needed eight people to **push** it the beach and **back**..... the road
a-out of/into b-off/to c-on/from d-with /into
- 25- Henry drove his car the beach
a-with b-onto c-in d-on
- 26- We **drove**London **to** Edinburgh.
a-with b-from c-in d-on
- 27-The monkey escaped from its cage and **jumped**.... the lake.
a-with b-at c-into d-on

Phonetics		Homophones		الصوتيات	
Homophones الجناس are words that have the same pronunciation but different meanings and spellings					
كلمات تسبقها			كلمات تسبقها		
Which	Way	طريقة	to	Weigh	يزن
Know	Whether	سواء، اذا	the	Weather	طقس
The	Road	طريق	cyclist	Rode	ركب
His/my	Son	ابن	the	Sun	شمس
At	Eight	رقم ثمانية	I only/	Ate	أكل
The	Right	يمين	to	Write	يكتب
Shop	By	بواسطة - بجانب	usually	Buy	يشترى
Sit	Here	هنا	To/ could	Hear	يسمع
Hit the	brake	مكابح	would	Break	يكسر
Some	flour	طحين	a	flower	ورد
Prison	cell	زنازاة	you	sell	يبيع
one	Hour	ساعة	before	our	لنا
at	night	ليل	the	knight	فارس
a	sea	بحر	He	see	يرى
1-Whichshould we use tothe goods?					
a-way / way b-way / weigh c-weigh / way d-weigh / weigh					
2-No one knows.....thewill be fine tomorrow.					
a- weather / weather b- whether / whether c- whether / weather d- weather / whether					
3. I don't know to bring a jacket or not. Thelooks unpredictable today.					
a- weather / weather b- whether / whether c- whether / weather d- weather / whether					
4-I wanted to sit.....to be able tothe speech well.					
a- hear / hear b-here / here c- hear / here d- here / hear					
5. I wanted to sit....., so I couldthe singer performing without any distractions.					
a- hear / hear b-here / here c- hear / here d- here / hear					
6-The cyclisthis bike and set off quickly on the					
a- road / road b-rode / road c- rode / rode d- road / rode					
7-The man is enjoying his time with hison the beach under the.....					
a-son / sun b-sun / son c- son / son d-sun / sun					
8. My is 13 years old. He likes to spend time outside in the.....					
a-son / sun b-sun / son c- son / son d-sun / sun					
9-I only.....a sandwich atbefore I went to bed.					
a- eight/ ate b-eight/ eight c- ate / ate d- ate / eight					
10-The teacher asked the students todown theanswer.					
a- write / right b-write / write c- right / write d- right / right					
11-We usuallyour food from a shopthe corner.					
a- buy / by b-by / buy c- buy / buy d- by / by					
12- If she didn't hit the.....in time she would the car's side mirror.					
a- break / brake b-brake / brake c- break / break d- brake / break					
13. If you rotten food, you will get arrested and end up in a prison					
a- cell / sell b-cell / cell c- sell / cell d- sell / sell					

Pronunciation	(ED)	اللفظ	
/t/ Verbs ending in a voiceless sound /p / f / k / s / sh / ch /	/d/ Verbs ending in other sounds	/id/ Verbs ending in sounds /d/ /t/	
Helped Missed Finished Asked Talked Washed Matched Passed Dressed	Believed Ordered Realized Screamed Improved Phoned Called	Painted Needed Started Educated Connected Recorded Wanted Ended Reminded	
1-(ed) in all these verb is pronounced /d/ except: a-phoned b- ordered c- talked d-improved 2-The (ed) in the word (ended) is pronounced: a-/it/ b-/t/ c-/d/ d-/id/ 3. The (ed) in the word (phoned) is pronounced: a-/it/ b-/t/ c-/d/ d-/id/ 4.The (ed) in the word (washed) is pronounced: a-/it/ b-/t/ c-/d/ d-/id/ 5.The (ed) in the word (passed) is pronounced: a-/it/ b-/t/ c-/d/ d-/id/ 6.The (ed) in the word (wanted) is pronounced: a-/it/ b-/t/ c-/d/ d-/id/ 7.The (ed) in the word (ordered) is pronounced: a-/it/ b-/t/ c-/d/ d-/id/ 8.The (ed) in the word (helped) is pronounced: a-/it/ b-/t/ c-/d/ d-/id/			
Elision الحذف			
Elision : The two sounds /t/ and /d/ are frequently elided, when they are found between two other consonants. Example: - Let's face the <u>facts</u> . This company is going bust quickly. 1. My <u>landlady</u> bought a new <u>handbag</u> the other day. 2. The <u>first girl</u> earned twenty <u>pounds</u> . 3. The <u>second boy</u> waited for half an hour. 4. I <u>don't know</u> when they <u>finished</u> work yesterday. 5. I <u>don't like fast food</u> as a rule. 6. It was a perfect afternoon, <u>perfectly</u> marvelous. 7. Raise both your <u>hands</u> slowly into the air. 8.. I watch TV most evenings; in fact I <u>watched</u> it for five hours <u>last night</u> . 9. My neighbour <u>asked</u> me over for dinner. 10. My <u>best friend</u> <u>let me</u> borrow his car. 11. I <u>don't know</u> when it is the <u>best time</u> to call you. 12. They <u>went fishing</u> on a boat. 13. Can you <u>lend me</u> some money?			
The sound /t/ may disappear			
1-a-bat	b- it is cold	c-it was easy	d The first girl
2-a-facts	b- fact	c-face to face	d-to face
3-a-last night	b- I met him	c- it is an apple	d-fast
4-a-cat	b- fast food	c-that is wrong	d-wasted

The sound /d/ may disappear

1-a- read it	b- The second d boy	c- lead to	d- paid to
2-a- I watched d TV	b- I would eat	c- I had opened it	d- I played tennis
3-a- I had eaten	b- land d lady	c- huge door	d- great idea
4-a- wounded	b- hands	c- I told her	d- should

Voiced and Voiceless Sounds الاصوات الصامتة والصوتية

All sounds are either **voiced** or **voiceless**.

Voiced consonants are those that make our vocal cords vibrate when they are produced.

Voiceless consonants are those that don't make our vocal cords vibrate when they are produced.

bet /bet/ - the /b/ sound is voiced.

Pet /pet/ - the /p/ sound is voiceless.

Voiceless sounds : (p – t – k – f – s – th (ث thing) – sh – ch)

Voiced sounds (g – j – z – d – th (ذ then) – v – b – r – ng (king)

1-The **final** sound in one of these words **voiceless**:

a- run b- answer c- ash d- young

2-The **first** sound in one of these words **voiceless**:

a- gentle b- sister c- John d- zoo

3-The **final** sound in one of these words **voiced**:

a- Laugh b- sick c- path d- young

4-The **first** sound in one of these words **voiced**:

a- zigzag b- think c- she d- see

Silent Letters الحروف الصامتة

A silent or **mute** is a letter in a word that is written but not pronounced.

k	b	L	d	e	t	c	w	n	m	h
Knife	climb	Halfpenny	Wednesday	make	castle	muscle	Wrist	autumn	mnemonic	Ghost
knee	bomb	salmon	landlady	tissue	listen		sword	column		Whale
know	doubt	calm					write			Exhaust
knot	crumb	talk					answer			hour
knight	thumb	yolk					wrong			rhyme
knock		should								honest
										where

a	c	gh	p	i	ue	u
Logically	scissors	alight	psychology	business	colleague	guitar

1-Which word has a silent 'k'.

a-book b-talk c-keen d-knight

2-Which word has a silent 'L'.

a-bull b-install c-half d-cloud

3-Which word has a silent (b).

a-stabbed b-climb c-ruble d-club

2-Homographs

التجانس

Homographs are words that are spelled the same but have completely different meanings,

الكلمة	المعنى الانجليزي	الكلمة	المعنى الانجليزي
Bow قوس	a weapon used for shooting arrows سلاح لإطلاق السهام	Bow ينحني	the polite gesture of bending at the waist إيماء مهذبة بالانحناء
Close قريب	being nearby بالقرب	Close يغلق	to make shut يعلق
lead مقدمة	starting in front البدء بـ	Lead رصاص	a type of metal
Wind رياح	the moving of air	Wind يحفر	to move or have a curving course
Object يعترض	to disagree يخالف	Object مادة	an item
Present يقدم	to offer or give يقدم - يعطي	Present هدية	a gift
Wound يربط	twisted or wrapped around يلف	Wound جرح	an injury in the skin
Live حي	not dead ليس ميتا	Live يعيش	to survive يحيا
Tears دموع	drops of liquid come out of eyes	Tears يمزق	to damage يخرّب

The underlined word means:

- After shooting the bull with his bow, the Spanish archer made a grand bow to the audience.
 - a. the polite gesture of bending at the waist
 - b. a weapon used for shooting arrows
 - c- a gift
 - d-stay alive
- As she went to the store close to her house, the woman was careful to close and lock the front door.
 - a. to shut
 - b. being nearby
 - c-to cut
 - d-to survive
- The city took the lead in getting lead out of the municipal waste.
 - a. a type of metal
 - b. starting in front
 - c-to disagree
 - d-to jump
- The wind blew softly as we watched the river wind its way through the valley.
 - a. to move or have a curving course
 - b. the moving of air
 - c-to walk
 - d-to shine
- I object to being given this object!
 - a. an item
 - b. to disagree
 - c-a weapon
 - d-to run
- It is the perfect time to present the present to your mother.
 - a. to offer or give
 - b. a gift
 - c-to cry
 - d-to damage
- She has tears in her eyes whenever she tears old photos.
 - a. to damage
 - b. drops of liquid come out of eyes
 - c-injury
 - d-type of food
- The bandage was wound around the wound.
 - a. an injury in the skin
 - b. twisted or wrapped around
 - c-injury
 - d-type of food
- How long will the live fish live without food?
 - a. to survive
 - b. to swim
 - c-to die
 - d-to watch

VIII- Complete the following sentences using clauses:

- ١- ركز على الربط المنطقي بين الجملتين.
- ٢- تأكد من تطابق الزمن بين الجملتين عندما يكون ذلك ضرورياً.
- ٣- تدرب على استخدام أدوات الربط المختلفة.
- ٤- ابدأ بجمل بسيطة ثم تدرج إلى الجمل الأكثر تعقيداً.

1. When I arrived,
2. Maha was playing the guitar when
3. By the time the boss left his office,
4. The enemy retreated to the sea after
5. He had been speaking for an hour before
- 6-It happened at four in the afternoon when.....
- 7-When I came into the classroom,.....
- 8-She hurt her back while.....
- 9-I didn't watch the program about hurricanes on TV last night, because.....
- 10- I know someone whose
- 11- The teacher thanked the students who.....
- 12- We enjoyed the city where.....
- 13- I will never forget the day
- 14- I would spend every winter in Kasab if
- 15-If Sara had had enough time,
- 16- Jack will buy his son a computer when
- 17- If my car hadn't run out of petrol,
- 18- Jane would have attended her friend's birthday if
- 19- Unless Caroline's car had broken down,
- 20-I want to ring a friend now, but.....
- 21-The poor man couldn't build his house because.....
- 22-Our team didn't win the match, so.....
- 23-The streets in our town are very crowded, so.....
- 24- I missed the flight. I really wish
- 25- Rana left the meeting early. Rita wishes
- 26-The young boy was sad because.....
- 27-My little brother was unhappy because.....
- 28-I don't have a computer, so.....
- 29- If I had enough money,
- 30-She wakes up early every day, but.....
- 31-He finished his homework, and then
- 32-He didn't prepare for the exam, therefore.....
- 33-While I was doing my homework,.....
- 34-She was studying when.....
- 35-She has studied hard, but.....
- 36-After I had completed my assignment,.....
- 37-By the time you arrive,.....
- 38-I had been studying for two hours when.....
- 39-I am studying hard because.....
- 40-She was tired because.....
- 41-Although the task was difficult,.....
- 42-Although he studied hard,.....

WH Question Words

1	2	3	4	5
اسم استفهام Wh	Is /am /are/was/were	الضمير أو الاسم	الفعل	? بقية السؤال
	Can/could/will/would/should/must/may	الضمير أو الاسم	الفعل	? بقية السؤال
	Have /has /had	الضمير أو الاسم	الفعل	? بقية السؤال
	Do /does /did/	الضمير أو الاسم	الفعل	? بقية السؤال

Question word	Function	Example sentence
What ماذا	asking for information about something	What is your name? My name is Tarq .
When متى	asking about time	When did he leave? He left yesterday . In 2023 .
What time كم الساعة	Asking about specific time / hour	What time do you get up? I get up at 8 o'clock .
Where اين	asking about place or position	Where do they live? They live in Damascus .
Which أي	asking about choice	Which color do you want(prefer)? I prefer the black color .
Who من	asking about person or people (subject)	Who opened the door? Ahmad opened the door.
Whom من المفعول به	asking about person or people (object)	Whom did you meet? I met Ahmad .
Whose لمن	asking about ownership	Whose keys are these? These are Ahmad's keys .
Why لماذا	asking for reason, asking what...for	Why did you leave early? I left early because I was tired .
How كيف	asking about manner	How do you go to school? I go to school by bus .
	asking about condition or quality	How are you? I am fine thank you.
How far كم يبعد	distance	How far is Homs from Damascus? Homs is 200 km far from Damascus.
How long كم طول	length (time or space)	How long will it take? It will take about 3 hours .
How many كم عدد	quantity (countable)	How many cars are there? There are 10 cars there.

How much كم الكمية	quantity (uncountable)	How much money do you have? I have only <u>2000 S.P.</u>
How old كم العمر	age	How old are you? I am <u>30 years</u> old.
How often كم مرة	Times you do something regularly	How often do you play sport? I play sport <u>twice</u> a day.
How fast كم السرعة	The speed of driving	How fast was he driving? He was driving <u>too fast</u> .

A- Ask about the underlined word in each sentence :

1. A:

B: The United Nation was established in 1945.

2. A:

B: There are 51 founding members.

3. A:

B: The UN has regional offices in Geneva, Vienna , and Nairobi.

5. A:

B: The half day trip costs 50,000 Syrian pounds.

6. A:

B: The trip is to Arwad Island.

7. A:

B: The boat leaves at ten o'clock.

8. A:

B: The weather will be sunny next week.

9. A:

B: We were at Al-Kabani theatre yesterday.

10. A:

B: We went to watch a play.

11. A :

B: I went with my friends.

12. A:

B: The play lasted 2 hours.

13. A:

B: Tala works and lives in Damascus.

14. A:

B: Tala is a doctor.

15. A:

B. The hospital has locked down because of Covid 19.

16. A:

B: She works ten hours a day.

Complete the following sentences/ paragraph by filling in each gab with one functional word:

Function Words

Prepositions, Conjunctions & Linkers, Relative Pronouns, Articles & Determiners, Question Words, Negation, Verb to Be and Auxiliary Verbs(modals):

- 1- She is interested learning French.
- 2- I like both tea coffee.
- 3- The man I met yesterday is a famous writer.
- 4- He is honest man.
- 5- did you leave so early?
- 6- She neither speaks Spanish French.
- 7- He went to bed early he was tired.
- 8- They.....learning English at the moment.
- 9- Youwork hard to achieve your goals.

(Prepositions)

1. She is interested learning French. (in)
2. He apologizedhis rude behavior. (for)
3. We arrived the airport just in time. (at)
4. I'm not used..... waking up so early. (to)
5. This gift is you, notyour brother. (for, for)
6. She has been living here 2020. (since)
7. They argued each other hours. (with, for)
8. He succeeded passing the exam. (in)

الروابط والعطف (Conjunctions & Linkers)

1. I like both tea coffee. (and)
2. She is poor, she is very generous. (yet/but)
3. it was raining, we went for a walk. (Although)
4. I'll call you I arrive. (as soon as)
5. He didn't study, he failed the exam. (so)
6. you study hard, you won't succeed. (Unless)
7. He is not only intelligent also hardworking. (but)
8. We stayed at home the bad weather. (because of/due to)

الضمائر الوصلية (Relative Pronouns)

1. The man I met yesterday is a famous writer. (whom/who)
2. This is the house I grew up. (where)
3. That's the reason..... I called you. (why)
4. The book, cover is torn, is very valuable. (whose)
5. The day we met was sunny. (when)
6. Everythinghe said turned out to be true. (that)

أدوات التعريف والتكبير (Articles & Determiners)

1. sun rises in east. (The, the)
2. He is honest man. (an)
3. Do you have money left? (any)
4. students in this class are very active. (The)
5. I havefew friends who live abroad. (a)
6. water in this bottle is not clean. (The)
7. She doesn't have patience for such things. (much)
8.of the answers were correct. (None)

أدوات الاستفهام (Question Words)

1. did you leave so early? (Why)
2.long have you been waiting? (How)
3.book is this on the table? (Whose)
4.do you prefer, tea or coffee? (Which)
5.told you the news? (Who)
6.many people attended the meeting? (How)

أدوات النفي والنفي المزدوج (Negation)

1. She speaks Spanish French. (neither, nor)
2. I have seen such a beautiful sight before. (never)
3. There is milk left in the fridge. (no)
4. He eats meat nor fish; he's a vegetarian. (neither)
5. of the students failed the test. (None)

أدوات الربط السببي والزمني

1. He went to bed early he was tired. (because/as)
2. finishing his work, he went out. (After)
3. We waited the rain stopped. (until)
4. he was driving, he listened to music. (While)
5. he is rich, he lives simply. (Although)

(تمارين مركبة) (مستوى متقدم)

1.you need any help, don't hesitate to call me. (If/Should)
2. Hardly I arrived when the phone rang. (had)
3. Not only did he break the window, he also denied it. (but)
4. I were you, I would apologize immediately. (Were)
5. No sooner the concert started than the lights went out. (had)
6. Little she know that everything was about to change. (did)
- 7-I need to go to..... bank to withdraw some money.
- 8-..... he speak French?
- 9-My birthday is July.
- 10-Please turn..... the light; it's dark.
- 11-They are talking the new project.
- 12-..... house over there is very old.
- 13-What time does the meeting start? It starts10:30.
- 14-A: "I love Syrian food." B: "..... I."

1-

I live a city near coast. It famous for its old castle. People here very kind. There is a market in center that sells fresh fruit vegetables. The best time to visit is spring the weather is perfect. You can come train or bus.

2-

Next summer, family wants to visit Turkey. We will fly plane to Istanbul. We need to book a hotel get our visas. My sister is excited see the Hagia Sophia. I want try the delicious food take many pictures. It will the best trip of lives.

3-

I wake early every morning. I have a shower eat breakfast. I go to school the bus. My school starts 8 o'clock. I listen the teacher and study my books. I come home the afternoon and do my homework. I play football..... my friends the weekend.

Unit 1- S.B

Not all people have the ability to explore their future and build it with more confidence and clarity. Most studies have highlighted the role of parents as active agents in the career development of their children. Parents want their children to opt for a career they know well about, but what their children want or **aspire** to become can be completely different. Many parents said they had **misguided** their children into choosing a career of their choice. It is very important not to **burden** our children with unreal expectations. There are a few factors that are of great importance in the career selection process. The child's **aptitude** is a mirror of his/her personality, strengths, and weaknesses. Hence, a **designed aptitude test** can reveal a lot of information regarding the child that can help in taking a well-informed career selection. It is very difficult to spend your life working in a field that you are not interested in. Courses leading towards a desired career should be found easily for the young to enable them to make right decisions about their future. Psychologists said that it was very easy for a child to get **swayed** by peer pressure into choosing a career that the majority was opting rather than the one which was best for him/her. Although it should not be the most important, **remuneration** of a career holds value in one's life; nobody likes to earn little. A job's earnings should match the child's aspirations and provide a satisfying comfortable life. Modern societies need professionals in every field: utility workers, garbage collectors, farmers, nurses, doctors, engineers, teachers, professors and many others. Furthermore, **demotivation** might have a negative impact on the child's mental health when rejecting all of his/her ideas. Parents can work together to gather information about a career and then help the child in deciding whether it is suitable or not. Most people have dreams of future jobs and there's no limit to what this could be, but we can't be absolutely certain about our career choices. Researchers told us that through self-reflection and guided activities, we would find our core values and a clearer path towards the right career.

Read the text and answer the following questions.

- 1- How do most parents nowadays guide their children to choose their future career?
- 2- Do you think parents follow the right strategy? Why?
- 3- What factors should be taken into consideration to decide a future career?
- 4- What is the influence of peers on children?
- 5- How can demotivation affect the child's character?
- 6- What do researchers recommend to choose our future career?

-Find words in the text which mean the following:

Aspire يطمح	a seek to attain a goal
Burden عبي	load
Aptitude كفاءة	natural ability or skill
Swayed يتأثر	influenced
Remuneration تعويض	money paid for work or services
Demotivation يحبط	making someone less eager or willing to do their job

Rewrite these sentences about the text to correct the information:

- 1- All people have the ability to explore their future and build it with more confidence and clarity.
.....
- 2- It is very easy to spend your life working in a field that you are interested in.
.....
- 3- A job's earnings are not important for the child's aspirations and provide a satisfying comfortable life.
.....

Unit 1- W-B

Our life is a short journey, and every day we learn many important lessons that we must benefit from in order to be able to achieve more successes, and to make life beautiful and prosperous. Most people think that education is limited to schools only, but the truth is that there are lessons that we can only learn from life, and they may be more important than those learnt at schools. Life lessons are sometimes painful before they are acquired, and in order to avoid this, we must benefit from the experiences of others. We shouldn't pay too much attention to the **trivial** things that are not important and waste our time and effort. Since life is so **unpredictable**, we must not live on expectations only and meet everything new in life with optimism and positive thinking. There is no word more **boring and monotonous** than the word "I". We must be confident of ourselves, but that does not mean we talk about ourselves and our accomplishments all the time, as this leads to **vanity**. Human relationships are also important because without love and support from family and friends, you would not feel happy and would not achieve success in life. Man by nature makes mistakes, so be **tolerant** and seek excuses for those around you, and if someone comes to you with an apology, do not stop him, and do not carry in your heart any **envy** of anyone. Take care of your health and make it a priority for your entire life. There are no alternatives to exercising, eating well, fresh air and sunshine. The pursuit of success will make you succeed in the end, no matter how long the period is, but keep trying. Failure is a great teacher in life. It teaches us **humility** and how to correct our course of life. A great example is Thomas Edison. He failed many times, but he did not give up until he succeeded. Even when he failed, Edison learned something. 'I get results in everything I try,' he said. The golden rule for everybody is to be honest, trustful, useful and generous so that they leave life with a **trace** that those around them will not forget about.

Read the text and answer the following questions.

1. How can people avoid life's painful lessons?
2. Why shouldn't people live on expectations only?
3. Why shouldn't someone use the word "I"?
4. Why should we be tolerant of others?
5. How did Edison deal with failure during his life?
6. How can a person leave a memorable trace?

Find words in the text which mean the following:

Trivial	تافه	not serious, important or valuable
Vanity	غرور	too much pride in one's self
Tolerant	مسامح	allowing people to do, say, or believe what they want
Envy	حسد	jealousy or desire for something which belongs to another person
Humility	تواضع	modesty
Trace	اثر	a mark that something has been in a place

Rewrite these sentences about the text to correct the information:

- 1-The best life lessons can only be learnt at schools.
.....
- 2-Silly things are important and teach us great lessons.
.....
- 3-Family doesn't play an essential role in someone's success.
.....
- 4-Being optimistic and positive leads to vanity.
.....
- 5-Taking care of our health decreases our chance to achieve success.
.....

Unit 2-S.B

Success is no accident. It is hard work, **perseverance**, learning, studying, **sacrifice** and most of all, love of what you are doing or learning to do. Success, by definition, means to accomplish your goals. Some people define success by measures such as wealth, position or status and one's capabilities. It is also believed by many people that a successful person must be rich, but in many cases, money cannot buy you success. In fact, there are some factors which help us be successful. Start by setting your goals. Having a goal is an essential thing, but it should be a smart goal which is achievable. It requires to stretch your capabilities and to stay committed and remind yourself that it is not the end of the road. One step more, if there was only one secret to success, it would be preparation. It will set you in the best position to execute the task with the least difficulty. Timing also is a crucial ingredient to success. The only method of obtaining good timing is through repetition or experience. Furthermore, one needs confidence to be successful. He has to start with smaller tasks that have a higher chance of success to build up confidence. Parents should help their young children to build up confidence and become successful and happy in their life. They should discover at an early age the talents of their children and help them to grow their gift and take care of their needs and interests. Actions are louder than words. When you take action, you **trigger** all kinds of things that will **inevitably** carry you to success. Every step taken by you in the direction of your dreams and goals brings you closer at jet speed. Nothing happens until you take action. To be successful, you have to do what successful people do. All highly successful people are highly action-oriented people. It is said: "Success is 10% inspiration and 90 % **perspiration**." The golden rule to achieve success is to keep learning. These are three dangerous words: "I know that." If you have read or heard about something, you do not know. If you are not rich and successful the way you want, then you do not know. Become a 'learn it all' rather than 'know it all'. Finally, it is significant to know that things do not just happen to your benefit by themselves; you must work hard to make them happen. Life is like a game in which playing to win matters more than playing not to lose.

Read the text and answer the following questions.

- 1-What is success?
- 2- How do some people define success?
- 3-What is the importance of having a goal?
- 4- What is the only one secret to success?
- 5- What is the only method of obtaining good timing?
- 6- How do we build up our confidence?

-Find words in the text which mean the following:

Inevitably حتمي	Certain to happen and cannot be avoided.
Sacrifice يضحى	When you decide not to have something valuable in order to get something that is more important.
Trigger يحفز	To initiate or activate something
Perspiration اجتهاد	Hard work
Perseverance مثابرة	Determination to keep trying to achieve something in spite of difficulties

Rewrite these sentences about the text to correct the information:

- 1- It is also believed by all people that a successful person must be rich.

.....

- 2- Timing also is unimportant ingredient to success.

.....

- 3- Words are louder than actions.

.....

- 4- If you have read or heard about something, you do know everything.

.....

Unit 2-W.B

One of the most destructive moments in our lives is failure. When we work hard and keep faith with clear heart and soul to accomplish something and fail, it will surely have negative consequences for our lives. When we fail, life turns upside down. Everything seems to disappear into thin air. However, most people don't realise that failure acts as a **stepping-stone** towards success. They don't know that we can learn more about our lives when we fail. Throughout history, there have been many famous people who had once the greatest failures in their lives, but later they could learn from their experience and were able to reach the top. Thomas Edison is by far one of the most famous inventors in history. He holds 1,093 **patents** to his name. However, when attempting to invent a commercially-viable electric light bulb, he failed over 10,000 times. When asked by a reporter how it felt to fail so many times, he merely stated, "I have not failed 10,000 times. I have not failed once. I have succeeded in proving that those 10,000 ways will not work. When I have **eliminated** the ways that will not work, I will find the way that will work." Albert Einstein, one of the greatest thinkers of our time, didn't speak until he was four-years old. He also failed his entrance exam to the Swiss Federal Polytechnic school located in Zurich at sixteen-years old. And, even his father, **up until the time of his death**, considered his son to be a **major failure**. After eventually graduating from college, Einstein actually worked as an **insurance** salesman, but quit after some time because he failed at that as well. Bill Gates has amassed a **mind-boggling** net worth of close to \$80 billion, and is known as the father of modern personal-computing software. He brought us operating systems such as Microsoft DOS and Windows, along with wildly-popular titles such as Microsoft Office's Word, Excel and PowerPoint. However, at the age of seventeen-years old, his first software company called, Traf-O-Data, which analyzed raw traffic logs, failed. Walt Disney is the creative genius who brought us the likes of Mickey Mouse, Donald Duck and Snow White. He created the Walt Disney Company after his own namesake. Yet, he faced many failures. His first company, Laugh-O-Gram went **bankrupt**. It wasn't until 5 years later and plenty of heartache - **after he created Mickey Mouse** - did he begin to experience a small amount of success and fame.

Read the text and answer the following questions.

1. What are the good sides and bad sides of failures?
2. How did Edison react to his failures?
3. How did Einstein's father see his son? Did he change his mind towards him later?
4. What is the thing that we owe Gates?
5. When did Disney experience a period of success?

-Find words in the text which mean the following:

Bankrupt افلاس	Reduced to a state of financial ruins.
Eliminated ازال - انهي	Put an end to or get rid of.
Insurance ضمان	A means of guaranteeing protection or safety.
Stepping-stone حجر اساس	A means of progress or advancement.
Mind-boggling مربك - محير	Amazingly or confusingly large, great, etc.
Patents براءة اختراع	A special document that gives you the right to make or sell a new invention or product.

Rewrite these sentences about the text to correct the information:

1- Most people realise that failure acts as a stepping-stone towards success.

.....

2- Thomas Edison, never failed when attempting to invent a commercially-viable electric lightbulb.

.....

3- Einstein' father, up until the time of his death, considered his son to be a successful.

.....

4- Bill Gates is the creative genius who brought us the likes of Mickey Mouse, Donald Duck and Snow White

.....

Unit 3-S.B

Throughout history, various societies and cultures have developed different views in their approach to illnesses and diseases. One of the most important periods in the development of medicine at all, especially medieval medicine, which lasted from the 9th to the 13th century, is called “ the Golden Age of Arabic Medicine”. The books of Arabic science that came about in this period are not only by Muslim authors, because Arab civilization is the result of **consecutive** and continuous efforts of various nations, regardless of the religion, race and colour of the skin, who lived and produced in the Arab region. In ancient times, people used to cure sickness by using plants, herbs and other materials. In countries such as Egypt, Greece, Rome, Mesopotamia, India and China, medicine was magical and **mythological** and diseases were attributed mostly to the supernatural forces. Thus, before hospitals developed, patients were treated mostly in temples. The practice of medicine during the Middle Ages was **empirical**; it focused mainly on curing illnesses rather than discovering their causes. At that time, cures continued to be a mixture of superstitions, religion, herbal **remedies**, bleeding and **purging**; people were bled to reduce **inflammation** which was then thought to be the root of all diseases. Moreover, medical schools were established, but most people never saw a doctor because of the high-cost treatments. Instead, patients were treated by local wise people who were skilled in the use of herbs, or by priests, or barbers. Around the 16th century, medicine witnessed groundbreaking developments such as vaccination, human **anatomy**, surgery and microbiology. Modern medicine started to emerge in the late 18th century and therefore, there were many improvements on medical tools and machines, especially after the Industrial Revolution. In the 1800s, physicians learned that illnesses were caused by germs and hospitals began to focus on keeping clean to keep germs away. As a result, nursing came to be thought of as a respectable job. The 20th century was characterised by new biological treatments such as antibiotics in addition to advancement in chemistry, genetics and radiography. Arabic medicine has made a major contribution to the development of pharmacy. It is logical for doctors to discover new drugs while looking for ways to treat their patients. They wrote about them in booklets about the history of the disease called “al-Mujarrabat”. Subsequently, good and lesser known drugs were extracted from it. Physicians have tried to use simple medicines to determine the exact effect of the entered component into the disease. Still, some doctors have prescribed and combined the medications that they themselves formulated. Today healthcare isn't just about doctors; nurses, physical **therapists** and technicians are all part of a large health care system that helps to keep people healthy. Modern medicine is characterised by surgeries, the use of radiation, microscopy, research and analysis in the detection of disease or ailment by using modern technological tools. Due to the rapid advance of technology, it is certain that medicine will continue to develop in ways we have yet to imagine.

Read the text and answer the following questions.

- 1- Why did ancient "medicine people" tend to treat their patients in temples?
- 2- Why didn't most medieval Europeans visit medical schools to receive treatment?
- 3- Who were most patients treated by in the middle ages?
- 4- What developments did medicine experience in the 16th century?
- 5- What did the Industrial Revolution contribute to medicine?
- 6- When did the role of nursing begin to develop?
- 7- What was “al-Mujarrabat” about?

Find words in the text which mean the following:

Inflammation التهاب	A response of body tissues to injury of the body.
Purging تطهير	The act of eliminating contamination or removing bad thoughts; a purification.
Mythological خرافي	Connected with ancient myths or stories.
Therapists معالجين	People who have been trained to give a particular form of treatment for physical or mental illness.
Empirical عملي	Based on experience rather than ideas.

Consecutive متتالي	Following one another without any interruptions.
Anatomy علم التشريح	The scientific study of the structure of the body.
Remedies ادوية	Medicines that cure a disease.

Rewrite these sentences about the text to correct the information:

1- The books of Arabic science are only by Muslim authors.

2- In ancient times, medicine in Egypt and Mesopotamia was related to medical tools.

3- People were bled to increase inflammation which was then thought to be the root of all diseases.

4- Due to the slow advance of technology, it is certain that medicine will decrease to develop in ways we have yet to imagine.

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Unit 3-WB

Over the years, technology has played a significant role in developing the medical science. Advances in medicine have created alternatives to dangerous or even ineffective procedures. **Breakthroughs** have found new solutions to historical medical challenges and have opened up possibilities beyond what doctors thought was impossible years ago. Today's techniques, surgeries and drugs have decreased the overall deaths among humans. Medical inventions like X-ray Imaging, functional Magnetic **Resonance** Imaging (MRI), Robotic Surgery and Organ **Transplants** have changed medicine forever. An X-ray is a common imaging test that has been used for decades. It is an image created on a photographic film or electronically on a digital system, using an external radiation to produce images of the body. X-ray Imaging can help doctors view the inside of the patient's body without having to make an **incision**. This can help surgeons diagnose, monitor and treat many medical conditions. Magnetic Resonance Imaging (MRI) is a medical imaging technique used in radiography to form pictures of the anatomy and the physiological-processes of the body. MRI scanners use strong magnetic fields and radio waves to generate images of the organs in the body. MRI allows to access soft tissues and bone marrow involvement in case of the inflammation and infection. Robotic Surgery is usually associated with minimally **invasive** procedures. During Robotic Surgery, surgeons can perform very complex steps with more precision, flexibility and control than it is possible with conventional techniques. Compared to traditional open surgery, Robotic Surgery results in smaller **incisions** which reduce pain and lead to less time spent in hospitals and quicker recovery time. Such an invention can greatly improve the health of patients, allowing them to return to normal activities. Moreover, doctors have been successfully transplanting various body parts like heart, liver and kidney and have performed various brain surgeries, too. Besides, artificial heart transplanting has evolved over decades saving countless lives. In summary, the emerging medical devices and technologies, especially the mobile phones and tiny Nano-sized sensors embedded in several electronic devices that enable sending and receiving information wirelessly, are changing the face of 21st century medical practice. Currently, people born with diseases or any other body defects can now be healed with the help of advanced technology. Furthermore, various advances in medical field have saved millions of lives and improved many others. The new technologies will allow remote monitoring of patients and their access to healthcare, health data collection and information exchange with the providers and other patients. Such benefits would continue to increase with the fast pace development of medical health technologies.

Read the text and answer the following questions.

1. What role have new discoveries played in developing medical science?
2. How does the X-ray work to produce images?
3. How can the images of the body organs be generated by MRI?
4. Why do surgeons prefer Robotic Surgery to the conventional one?
5. What's the impact of Organ Transplant techniques on medicine?
6. What factors help change the face of medical field in the 21st century?

Find words in the text which mean the following:

رنين Resonance	a sound that is produced or increased in one object by sound waves from another sound.
جرح - شق Incision	a neat cut made into the skin.
توغل Invasive	related to medical treatments involving cutting into someone's body.
دقة Precision	the state of being accurate and careful.
مدمج Embedded	being fixed or inserted firmly into something else.
هائل Breakthrough	an important development that may lead to an achievement.
زراعة اعضاء Transplant	a medical operation to replace a damaged organ with another one.

Rewrite these sentences about the text to correct the information:

- 1- Nowadays deaths among human beings have been increased due to up-to date medical discoveries.
- 2- X-ray techniques require strong radio waves to produce images of the body organs.

Unit 4-S.B

Throughout history, there have always been people who designed and built tools or other devices to solve problems or improve lives. The concept of engineering has been around since ancient times, as primitive engineers created basic inventions such as **pulley**, **lever**, and the wheel. Each of these inventions is consistent with a modern definition of engineering, and makes use of basic mechanical principles to develop useful tools and objects. Simple classic machines were known in the ancient Near East, and then the wheel, along with the wheel and axle mechanism, was invented in Mesopotamia (modern Iraq) during the fifth **millennium** BC. The oldest architect, known by name **Imhotep**, designed and executed the construction of the Pyramid of Djoser (a step pyramid) in the Saqqara region in Egypt around 2630-2611 BC, and he is also credited with first using columns in architecture. In Persia, the oldest practical water-powered machines appeared in the fourth century BC, the water wheel and the watermill. During the sixth century AD, the Indian engineers invented the cotton **gin**, and by the ninth century AD they designed wind powered machines such as the windmill and the wind pump. Later, the Arab engineers designed the spinning wheel in the early eleventh century. This was essential to the growth of the cotton industry, which was the core of The Early Industrial Revolution in the 18th Century. The first steam engine was built in 1698 by the mechanical engineer Thomas Savery. The development of this device led to the emergence of the Industrial Revolution in the coming years, which allowed the beginning of the mass production of engines of various functions. The inventions of the Scottish engineer James Watt gave rise to the modern mechanical engineering, which opened the door wide for the development of specialised machinery and their **maintenance** tools during the Industrial Revolution and led to the rapid growth of mechanical engineering in its native Britain and abroad. Chemical engineering, like mechanical engineering, developed in the nineteenth century during the Industrial Revolution. The work of James Maxwell and Heinrich Hertz in the late nineteenth century gave birth to the field of electronics and electrical engineering. Today, **aeronautical** engineering deals with aircraft design; this field of engineering has been growing day after day to allow humans make their dreams come true to invade the outer space by designing better spaceships. Finally, with the advent of computer technology in the 1990's, the first search engine was built by the computer engineer Alan Emtage. The brilliant minds of engineers are still creating whatever it takes to **elevate** our world to make it a better place to live.

Read the text and answer the following questions.

- 1-Why did people design and build tools or other devices?
- 2- Who developed the world's first Internet search engine?
- 3- Who helped to develop specialised machinery and their maintenance tools?
- 4- Whose invention was the foundation stone of the Industrial Revolution?
- 5- Who built a pyramid in Egypt and when?

Find words in the text which mean the following:

Lever رافعة	a simple machine used to lift something heavy.
Gin محلاج	a machine that separates the seeds of a cotton plant from the cotton.
Aeronautical صناعة الطائرات	related to designing, making, and flying planes.
Pulley بكرة	a piece of equipment consisting of a wheel over which a rope or chain is pulled to lift heavy things.
Maintenance صيانة	actions performed to keep a machine or system functioning or in service.
Elevate يرفع	to raise something to a higher position.
Millennium الالفية	a period of one thousand years.

Rewrite these sentences about the text to correct the information:

- 1- To develop useful tools and objects, all types of old engineering depend on new inventions such as lever and pulley.
- 2- Imhotep invented the first steam engine in the world.
- 3- Aeronautical engineering is related to the design of electronic machines.

Unit 4-W.B

As a result of the substantial scientific and technological development that affected many disciplines, many branches have appeared within the specialization of engineering in particular, including medical technology engineering, which is also called biomedical engineering. This field is concerned with studying the body from an engineering point of view, in order to design suitable artificial limbs, organs, or other medical devices. Medical technology engineering helps doctors define their tasks and facilitates their work more, so the medical device has become an essential assistant for the doctors in all steps, starting from diagnosis, to the end of the treatment course. The need for development in this field has made designing medical devices a great priority, and this in turn led to the intervention of electrical, mechanical computer engineers and others, whose knowledge does not depend on their specialties only, but rather, they must be familiar with all aspects of human body, from biology, anatomy and physiology. So that the medical devices designed are useful for the human body. Medical devices can be divided into two parts, diagnostic medical devices, most notably the ultrasound device, and medical therapeutic devices used in chemical treatments. Another classification includes three categories. Firstly, we have simple devices such as bandages, body temperature meters and others. There are also more complex devices that require a certain amount of caution, such as those that emit X-rays. Finally, there are those which require a deep study before their use, such as the valves used in the artificial heart, in addition to the artificial joints. Medical engineers work in many fields like well-equipped hospitals and clinics in particular, medical companies and the advanced major research centers in universities. In the end, medical engineers work in cooperation with all disciplines, including nursing, medicine, biology, and other disciplines. In short, it is certain that this new branch of engineering has improved healthcare to a great extent. Furthermore, the design process is better as a result of new technology with 3D printing being the most favoured new tool. Nowadays biomedical engineers are able to develop new procedures using knowledge from many technical sources; or conduct research needed to solve clinical problems.

Read the text and answer the following questions.

1. What does medical engineering mean?
2. How is medical engineering useful for doctors?
3. Name the parts of medical devices.
4. What kind of devices need more caution?
5. What fields can medical engineering contribute to?

Find words in the text which mean the following:

Conduct <small>ينفذ</small>	to carry out or do something.
Ultrasound <small>رنين مغناطيسي</small>	a medical process using the reflections of high-frequency sound waves to construct an image of a body organ.
Limb <small>اكد الاطراف</small>	an arm or a leg.
Discipline <small>اختصاص</small>	a field of study.
Therapeutic <small>علاجي</small>	relating to the treatment or cure of an illness.

Rewrite these sentences about the text to correct the information:

- 1- Medical engineering is concerned with studying the body from a medical point of view.
- 2- Medical technology engineering replaces doctors and do their tasks.
- 3- The medical devices designed are harmful for the human body.
- 4- It is uncertain that this new branch of engineering has improved healthcare to a great extent.
- 5- Nowadays biomedical engineers are unable to develop new procedures using knowledge from one technical sources.

Unit 5-S.B

Simply speaking, human rights are the rights which one acquires by being alive, while civil rights are the rights that one obtains by being a legal member of a certain political life. In other words, civil rights are the rights of citizens to political and social freedom and equality. They guarantee equal social opportunities and equal protection under the law, regardless of race, religion, or other personal characteristics. Civil and political rights are a class of rights that protect individuals' freedom from violation by governments, social organisations, and private individuals. They ensure one's right to participate in the civil and political life of society and the state without discrimination or repression. Unlike other rights concepts, such as human rights or natural rights, in which people acquire rights inherently from God, civil rights must be given and guaranteed by the power of the state. Examples of civil rights include the right to vote, the right to a fair trial, the right to government services, the right to a public education, and the right to use public facilities. Civil rights are an essential component of democracy; when individuals are prevented from participating in political society, their civil rights are being denied. In contrast to civil liberties, which are freedoms that are secured by placing restraints on government, civil rights are secured by positive government action, often in the form of legislation. Civil rights laws attempt to guarantee full and equal citizenship for people who have traditionally been discriminated against on the basis of some characteristics.

Read the text and answer the following questions.

- 1-What are human rights?
- 2-What are civil rights?
- 3-What do civil rights guarantee?
- 4- Mention examples of civil rights.
- 5- How do civil rights are secured?

Find words in the text which mean the following:

Guarantee	يضمن	to give an assurance that something will be done right.
Legislation	تشريع	a law or set of laws.
Deny	ينكر	to say that something isn't true.
Trial	محاكمة	a legal process to decide if somebody is guilty or not.
Violation	انتهاك	an action that breaks a law, an agreement or a principle.
Vote	يصوت	a formal choice you take in an election.
Restraints	قيود	rules which limit what people can do.
Discrimination	تمييز	the practice of treating someone less fairly than others.
Repression	اضطهاد	using force to control a group of people and restrict their freedom.

Rewrite these sentences about the text to correct the information:

- 1- Human rights are the rights of citizens to political and social freedom and equality.

.....

- 2- Civil rights must be given and guaranteed by the power of God.

.....

- 3- Civil rights are secured by negative government action, often in the form of legislation.

.....

- 4- When individuals are participating in political society, their civil rights are being denied.

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Unit 5-W.B

The right to education is one of the basic universal rights of the human being. It is one of the goals that the education schedule supports and is expected for the year 2030 in order to achieve **sustainable development aimed by the United Nations**. It is a force that **enables individuals to get rid of poverty and achieve individual and social well-being**. It is something **mandatory** for the state, guaranteed by its own law, for all individuals without any form of discrimination. It is the right to education in all parts of the world that includes a number of freedoms and rights that individuals are entitled to. It is the right to have primary education for all, free of charge, the right to have secondary education available to everyone without exception, and in all its fields, whether technical, **vocational**, or training. Above all, it guarantees equal access to higher education without any distinction or discrimination, and ensures quality and meaningful education, whether in public or private schools and universities. Education is the right for parents **to choose freely appropriate schools for their children and enroll them in, regardless of their beliefs and religions**. In addition, it is the right to freely establish any educational institution that **adheres** to the standards set by the government and the state regarding students and academic staff. Education is of great importance because of its great role in building society, which is made up of all **segments** of teachers, leaders, politicians and others. Its importance lies in getting to know a new world. Through education, people get to know other cultures and worlds, and it helps to enhance understanding and communication between them, and open the horizon to the knowledge of the great and their philosophies. It also helps in bringing fun and adventure by getting to know new things, interests and new people, without looking only at the subject of books and difficult exams. Through education, a person can get to know other people and build a social network and develop different life skills **by applying what one learns in different aspects of economic, social or political life**. Here in Syria, the government is working hard to promote all these principles in society through free education and adopting new methods of teaching.

Read the text and answer the following questions.

1. What is expected to be achieved by the year 2030?
2. How is education beneficial for individuals?
3. What is guaranteed for parents by education schedule?
4. How can a person develop life skills?.....

Find words in the text which mean the following:

Vocational مهني	Professional.
Segment جزء	a part of something.
Sustainable مستدام	can continue for a long time.
Mandatory اجباري - الزامي	obligatory or compulsory.
Aspect جانب - مطهر	any specific feature or element of something.
Adhere يلتزم	behave according to law.

Rewrite these sentences about the text to correct the information:

1. Individuals are able to achieve social security through communication.
.....
2. The right to education prevents individuals from making decisions freely.
.....
3. Education schedule ensures quality and meaningful education only in public schools.
.....
4. Education decreases people's knowledge about the world.
.....

Unit 6- S.B

The United Nations was established by the Charter of the United Nations and Statute of the International Court of Justice. The Charter was signed on 26 June 1945 by the representatives of 50 countries including Syria; Poland signed on 15 October 1945. There were 51 founding members in 1945. The United Nations (UN) officially came into existence on 24 October 1945 after ratification of the Charter. The day is now celebrated each year around the world as United Nations Day. The Security Council (SC) contains five permanent members: China, France, Russian Federation, the United Kingdom, and History of the United Nations the United States, and ten non-permanent members elected for two-year terms by the General Assembly. The United Nations (UN) was the second multipurpose international organisation established in the 20th century that was worldwide in scope and membership. Its predecessor, the League of Nations, was created by the Treaty of Versailles in 1919 and disbanded in 1946. The UN also has regional offices in Geneva, Vienna, and Nairobi. Its official languages are Arabic, Chinese, English, French, Russian, and Spanish. At the beginning of the 21st century, the UN and its programmes and affiliated agencies struggled to address humanitarian crises and civil wars, unprecedented refugee flows, the devastation caused by the spread of AIDS, global financial disruptions, international terrorism, and the disparities in wealth between the world's richest and poorest peoples.

The Aims of the United Nations

- To keep peace throughout the world
- To develop friendly relations between nations
- To help nations work together to improve the lives of poor people, to conquer hunger, disease, illiteracy, and to encourage respect for each other's rights and freedoms
- To be a centre for helping nations achieve these aims

The principles of the United Nations

- All Member States have sovereign equality
- All Member States must obey the Charter
- Countries must try to settle their differences by peaceful means
- Countries must avoid using force or threatening to use force
- The UN may not interfere in the domestic affairs of any country
- Countries should try to assist the United Nations

Read the text and answer the following questions.

- 1- How was the United Nations created ?
- 2- Which countries are the permanent members of the Security Council?
- 3- When was the League of Nations established ?
- 4- What was the main purpose of the United Nations at the beginning of the 21st century?

Find words in the text which mean the following:

Disparity تباين	a difference between two or more things, especially an unfair one.
Predecessor السلف	a system that existed before another one.
Charter ميثاق	a statement of the principles and purposes of an organization.
Ratification تصديق	making something valid by confirming it.
Devastation تدهور	the state of being decayed or destroyed.
Affiliated مرتبط	being joined in close association.
Permanent دائم	continuing to exist for a long time

Rewrite these sentences about the text to correct the information:

- 1- The United Nations (UN) was the first multipurpose international organisation established in the 21th century.....
- 2- The Aims of the United Nations is to keep war throughout the world.....
- 3- One of the principles of the United Nations is that Countries must try to settle their differences by violent means.....
- 4- The Aims of the United Nations is countries should try to assist the United Nations.
.....

Unit 6-W.B

The United Nations Children's Fund (UNICEF), originally known as the United Nations International Children's Emergency Fund, is responsible for providing humanitarian and developmental aid to children worldwide and it has won the Nobel Prize, the first to be awarded to an organization. Despite being highly active in fundraising, awareness, relief work and research, very few people know the origin of the organization. UNICEF is supported entirely by the voluntary contributions of governments, non-governmental organizations, foundations, corporations and private individuals and receives no funding from the assessed dues of the United Nations. Most of the fundraising is done by UNICEF's 36 national committees, the voluntary support of millions of people around the world, partners in government, civil society and the private sector. UNICEF was created in 1946 and began with a definite mission of providing emergency food and healthcare to children in the countries that had been destroyed by World War II. In 1953, its original name was changed to the United Nation's Children Fund to reflect its broader mission, but it retained the original acronym, after being officially **adopted** as a permanent branch of the UN in 1954. The agency is among the most widespread and recognizable social welfare organizations in the world. Though its headquarters are in New York City, it operates in over 190 countries, focusing on the welfare of children in at-risk areas. Since 2006, the organization has concentrated on a few specific issues; child survival and development, basic education and gender equality, child protection and policy advocacy, and partnerships. UNICEF has been a key player in global 44 development work since its beginning. UNICEF operates during emergencies in addition to supporting developing countries to provide children with basic resources and **advocate** for their rights. At last, UNICEF is working to create a world in which no child is ever bought or sold, stolen from a family or otherwise victimized. UNICEF believes that every child deserves to grow up in a loving family and it supports inter-country adoption when conducted ethically in accordance with prevailing law and best practices. At the same time, UNICEF works to support families in need so that no one ever feels forced by poverty or insecurity to give up a child

Read the text and answer the following questions.

1. What does the acronym UNICEF stand for?
2. Where does UNICEF get its funding?
3. Mention two purposes of establishing UNICEF.
4. Why did UNICEF change its name?
5. What are UNICEF's main goals?.....

Find words in the text which mean the following:

Advocate يدافع	to defend or support.
Fund جمع تبرعات	the activity of collecting money for a specific purpose, especially in order to help people.
Prevailing سائد	existing or accepted in a particular place or at a particular time.
Adopted يتبنى	to select and take or approve.
Corporations شركات	an organization or a group of organizations that work together for a particular purpose.

Rewrite these sentences about the text to correct the information:

- 1- UNISEF is responsible for providing humanitarian and developmental aid to people worldwide.
.....
- 2- UNICEF hasn't been a key player in global 44 development work since its beginning.
.....
- 3- UNICEF works to support children in need so that no one ever feels forced by poverty or insecurity to give up a family.
.....

Unit 7-S.B

The two most common **causative** agents of infectious diseases are the virus and the bacterium. They both are tiny to be seen by the naked eye, they can cause similar **symptoms** and often spread in the same way. Bacteria are living organisms, but viruses aren't. A bacterium is a single complex cell. **It** can survive on its own, inside or outside the body. This allows bacteria to live in many places - soil, water, plants and the human body. Most bacteria aren't harmful; we have many bacteria on and inside our body, especially in the **gut** to help digest food. They also serve many vital roles in nature by decomposing organic matter and by converting nitrogen to chemicals usable by plants. On the other hand, viruses are smaller and aren't cells. Unlike bacteria, **they need a host such as a human or an animal to multiply**. Viruses only grow and reproduce inside the host cells they infect. Their life involves the **hijacking** of the biochemical activities of a living cell. Viruses and bacteria differ in how they cause infections. As the names suggest, viruses cause viral infections, whereas bacteria cause bacterial infections. Viruses infect a host cell and then multiply by the thousands, leaving the host and infecting other cells of the body. Diseases caused by a viral infection include influenza, common cold, flu, AIDS and COVID - 19. Bacteria, on the other hand, have a more varied operation and will often infect when the right opportunity arises. Bacterial infections include **pneumonia**, strep throat, ear infection and food poisoning. In fact, it is very important to know whether bacteria or viruses cause an infection because the treatments differ. It can be very difficult to know what causes an infection because viral and bacterial infections can cause similar symptoms. Doctors need a sample of your urine, blood or **swab** from your nose or throat to see what infection you have.

Read the text and answer the following questions.

- 1- Why can't viruses and bacteria be seen by the naked eye?
- 2- Where can bacteria survive?
- 3- In what ways are bacteria useful to nature?
- 4- What do viruses require to multiply?.....
- 5- Why is it difficult to know what causes an infection?
- 6- What do the words in bold (**It, they**) in the text refer to?.....

Find words in the text which mean the following:

Decompose يحلل	to destroy gradually by natural chemical processes.
Hijack يخطف - يسيطر	attack to control something.
Causative مسبب	acting as the cause of something.
Pneumonia التهاب رئوي	an acute inflammation of the lungs.
Swab مسحة	a small amount of a substance that is taken from someone's body in order to test it.
Digest يهضم	to change food you have just eaten into substances that your body can use.
Symptom اعراض	a sign that something exists, especially bad.
Gut امعاء	a tube in the body through which food passes when it leaves the stomach.

Rewrite these sentences about the text to correct the information:

- 1- Both virus and the bacterium are big to be seen by the naked eye.
.....
- 2- Virus can survive on its own, inside or outside the body.
.....
- 3- Most bacteria are harmful; we have many bacteria on and inside our body.
.....
- 4- It can be very easy to know what causes an infection because viral and bacterial infections can cause different symptoms.
.....

Unit 7-W.B

Antibiotics are powerful medicines used to fight a wide variety of infections or diseases caused by bacteria in people and animals. Antibiotics work to kill the bacteria or stop them from multiplying. Before bacteria can multiply and cause symptoms, the immune system can typically kill them. Sometimes, however, the number of harmful bacteria is excessive, and the immune system can't fight all. At that point, antibiotics are urgently needed. Different antibiotics work against different types of bacteria; antibiotics that stop bacteria from multiplying and affect a wide range of bacteria are called broad spectrum antibiotics like amoxicillin and gentamicin, whereas antibiotics that kill bacteria and affect only a few types of bacteria are called narrow spectrum antibiotics such as penicillin. Some people may develop an allergic reaction to antibiotics, especially penicillin. Side effects might include rash, swelling of the tongue and face, and difficulty in breathing. Allergic reactions to antibiotics might be immediate or delayed. People with reduced liver or kidney function should be cautious when using antibiotics. This may affect the types of antibiotics they can use or the dose they receive. Medical professionals have concerns that people are overusing antibiotics. The more often antibiotics are used or taken incorrectly, the more chance bacteria have to change and become resistant to them. This can make bacterial infections much harder to treat. Patients should complete the whole course of medication to prevent the return of the infection. The world needs to change the way it prescribes and uses antibiotics. Even if new medicines are developed, without behavior change, antibiotics resistance will remain a major threat. Behavior changes must include actions to reduce the spread of infections through vaccination, hand washing and food hygiene.

Read the text and answer the following questions.

1. What is the function of antibiotics and how is it fulfilled?
2. What happens if the immune system can't kill all bacteria?
3. What kinds of antibiotics are mentioned in the text?
4. Why should people with reduced liver or kidney function be cautious when using antibiotics?
5. When do bacteria become resistant?

Find words in the text which mean the following:

Cautious حذر	being careful about what to do.
Multiply يتضاعف	increase very much in number or amount.
Allergic حساسية	being sensitive to a substance.
Excessive مبالغ	greater than what seems reasonable or appropriate.
Resistance مقاومة	the act of using force to oppose something.
Spectrum طيف	a range.

Rewrite these sentences about the text to correct the information:

1. The immune system can destroy all bacteria immediately even if they multiply.

2. Penicillin prevents bacteria from multiplying.

3. Antibiotics become more effective when overused.

4. Patients should stop the course of medication as soon as they feel better.

Unit 8-S.B

The human body is a wonderful machine which performs several functions without rest from birth. Our body continues to work, without stopping for a second. The main organs of the human body are lungs, heart, kidney, liver and brain. These organs work together and are controlled by the brain. Each system such as digestive system, excretory system, circulatory system, endocrine system, nervous system or muscular system carries out a major function. All of them are controlled by the brain which gives us intelligence to use our physical and mental abilities. An average person is estimated to contain trillions of human cells, according to recent research. These cells include neurons (nerve cells) and glands (specialized cells). The hormones and enzymes are produced and secreted by these glands that perform different functions. The human body is covered by the skin, which is a flexible covering that protects the body and keeps water and harmful germs out. The body's strong internal framework (skeleton) is made of 206 bones, connected at the joint, such as in legs. These joints help us to move. The backbone supports the head and limbs and protects the spinal cord. Between the skeleton and the skin, there are about 500 muscles. Nerves spread from the brain to all parts of the body, carrying signals in the form of tiny electrical impulses. The sense organs namely eyes, nose, ears, tongue and skin pass the messages to the brain through nerves, which take the instructions from the brain to the muscles. The brain automatically controls breathing, heartbeat, digestion, etc. The body keeps on growing. The peak of physical growth is reached at about 18 to 25 years of age. When we grow old, the skin becomes wrinkled and less elastic, the joints become inflexible, muscles loose, and bones become weak. Here are some tips for aging gracefully: be kind to your skin which is your largest organ. You should also keep your salt intake to a minimum to keep your blood pressure down. Also, getting enough sleep has been proved to lower the risk of heart disease and stroke.

Read the text and answer the following questions.

- 1- Why is the human body considered a great machine?
- 2- What controls all the body organs?
- 3- Where are hormones and enzymes produced?
- 4- How can the body be protected from harmful germs?
- 5- What is the function of the nerves in our body?
- 6- What happens to our body when we become older?

Find words in the text which mean the following:

Loose يترهل	to make less tight, to loosen.
Wrinkled يتجدد	with small lines and folds.
Elastic مرن	capable of stretching.
Endocrine الغدد	relating to the system in your body that produces hormones.
Secreted يفرز	Produced.
Limbs اطراف	an arm or a leg.
Excretory طرح	having the function of getting rid of waste material from the body.

Rewrite these sentences about the text to correct the information:

- 1- The human body is a wonderful machine which performs one function without rest from birth.
.....
- 2- All organs work together and are controlled by the heart.
.....
- 3- When we grow old, the skin becomes stronger and more elastic, the joints become flexible.
.....
- 4- Getting enough sleep has been proved to increase the risk of heart disease and stroke.
.....

Unit 8-W.B

The immune system has a vital role since it protects your body from harmful substances, germs and cell changes that could make you ill. It is made up of various organs, cells and proteins. As long as your immune system is running smoothly, you don't notice that it's there. But if it stops working properly – because it's weak or can't fight particularly **aggressive** germs – you get ill. Germs that your body has never **encountered** before are also likely to make you ill. Some germs will only make you ill the first time you come into contact with them. These include childhood diseases like chickenpox. Without an immune system, we would have no way to fight harmful things that enter our body from the outside or harmful changes that occur inside our body. The main tasks of the body's immune system are:

- to fight disease-causing germs (pathogens) like bacteria, viruses, parasites or fungi, and to remove them from the body.
- to recognize and neutralize harmful substances from the environment.
- to fight disease-causing changes in the body, such as cancer cells.

The immune system can be activated by a lot of different things that the body doesn't recognize as its own. These are called **antigens**. Examples of antigens include the proteins on the surfaces of bacteria, and viruses. When these antigens attach to special **receptors** on the immune cells (immune system cells), a whole series of processes are **triggered** in the body. Once the body has come into contact with a disease-causing germ for the first time, it usually stores information about the germ and how to fight it. Then, if it comes into contact with the germ again, it recognizes the germ straight away and can start fighting it faster.

Read the text and answer the following questions.

1. Why is the immune system so important?
2. What does the immune system consist of?
3. What happens when the immune system is unable to work?
4. Mention one task of the immune system.
5. What helps the body to fight germs more quickly?

Find words in the text which mean the following:

Parasites الطفيليات	organisms that live on or in another organism of a different species.
Aggressive عنيف	behaving in an angry threatening way.
Trigger يحفز	to make something happen very quickly.
Antigens مستضدات	a substance that makes the body produce antibodies.
Fungi فطريات	a group of organisms that grow in a wound.
Encounter يواجه	to meet or experience something unpleasant.
Receptors مستقبلات	nerve endings which receive information about changes in light, heat and causes the body to react in particular ways.

Rewrite these sentences about the text to correct the information:

1- The immune system has a vital role since it protects your body from useful substances.

.....

2- As long as your immune system is running smoothly, you do notice that it's there.

.....

3- Germs that your body has never encountered before are also likely to make you healthy.

.....

4- The immune system can be activated by a few different things that the body recognize as its own.

.....

Unit 9-S.B

Citizenship is not only the state of being **vested** with the rights and duties of a citizen, but it can also be defined as the character of an individual who is viewed as a member of a particular society. The **concept** of citizenship first arose in towns and city-states of ancient Greece, disappeared in Europe during the Middle Ages and crystallized in the 18th century. The concept of citizenship has never been fixed or static, but constantly changes within each society. While citizenship has varied considerably throughout history, and within societies over time, there are some common related elements. Citizenship refers to many aspects of society such as family, military service, individual's freedom, ideas of right and wrong, paying taxes and patterns for how a person should behave in society. Although Syrian citizenship provides many rights, it also involves many responsibilities. The Syrian government protects the rights of each individual regardless of their background or culture. In spite of the fact that all Syrian citizens enjoy freedom, protection and legal rights, they also have responsibilities that are **voluntary** as well as obligatory. Every Syrian citizen must obey state laws, and pay the penalties when a law is broken. All citizens must pay taxes in one form or another. It is the responsibility of citizens to pass along the importance of good citizenship to future generations by teaching their children how to obey the law. The nationality law does not give Syrians the right to **unilaterally abandon** their Syrian nationality. Syrians have the right to pride themselves on being good citizens in a nation of ancient civilizations that helped to build and enrich human culture. They have had a vital role in developing human civilization. From the earliest years, laws representing various points of view have been passed and guidelines have been developed through generations to instruct citizens on Syrian history, values, rights, and responsibilities.

Read the text and answer the following questions.

1. Where did the concept of citizenship first arise?
2. What aspects does citizenship refer to?
3. Name the two kinds of responsibilities of citizenship.
4. Why do some people pay penalties?
5. Why is it necessary to pass the concept of citizenship to the coming generation?

Find words in the text which mean the following:

Vested مكتسبة	given the official right to do or own something.
Voluntary طوعي	done willingly, not because you are forced.
Abandon يهجر	leave something forever.
Unilaterally من طرف واحد	done by only one member without the agreement of others.
Concept مفهوم	an idea that is connected with something.
Citizenship المواطنة	the legal right of belonging to a particular country.

Rewrite these sentences about the text to correct the information:

- 1- The concept of citizenship is the same in all societies.
.....
- 2- In Syria, the rights of each individual are preserved due to background or culture.
.....
- 3- Throughout history, Syrians have played a minor role in building human civilisation.
.....
- 4- It is optional for citizens to obey the laws of their society.
.....

Unit 9-W.B

Living in a society means we share both rights and duties. While enjoying rights like education and safety, we must also contribute to the **common good**. Understanding our duties ensures a balanced, fair community where everyone **thrives**. Firstly, we have basic duties: obeying laws that protect order, paying taxes to fund services like healthcare and schools, and showing respect for others' rights and dignity. These actions create trust and stability. Beyond this, active participation strengthens society. Volunteering for example allows us to meet the local needs, like protecting the environment—through recycling or reducing waste—which is considered vital for future generations. Personal responsibility matters too. Pursuing education and maintaining health **empower** us to contribute effectively. Staying informed about global and local issues helps us make thoughtful and powerful decisions. Empathy bridges individual and collective well-being. Supporting those facing hardships - through kindness or charity- fosters **solidarity**. Even small acts, like aiding a neighbour, ripple into broader positive change. Ultimately, a harmonious society relies on everyone's effort. By embracing our roles with dedication and **compassion**, we build a foundation for progress. Each responsible choice, no matter how minor, weaves into the larger tapestry of a just, **sustainable** world. Let's commit to these duties, knowing that together, we shape tomorrow.

Read the text and answer the following questions.

1. Name two basic duties mentioned in the text.
2. What are two examples of services funded by taxes?
3. What environmental actions does the text suggest to protect future generations?
4. Why is personal health mentioned as a responsibility to society?

Find words in the text which mean the following:

Solidarity تكافل - تضامن	unity and support among people, especially during hardships.
Sustainable مستدام	continual for a long time.
Compassion عطف	a deep sympathy for another's suffering and a desire to help.
Common good الصالح العام	the well-being and benefit of all people in a community.
Thrive ينمو - يزدهر	to become successful, strong, healthy, etc.
Empower يعزز	to give somebody the power to do something.

Rewrite these sentences about the text to correct the information:

1. Paying taxes doesn't provide money for services like healthcare and schools.
.....
2. Obeying laws is optional if you disagree with them.
.....
3. Protecting the environment is only important for the current generation.
.....
4. Empathy has a vital connection only to personal well-being.
.....

Unit 10-S.B

Culture shock is an experience people may have when they move to a foreign country with a new cultural environment, which is different from their own. These unfamiliar surroundings can lead to a feeling of being a little bit lost. For example, when a student starts studying abroad, he/she experiences different things in custom, dress and food. There are many symptoms of transition shock including: anger, boredom, extreme homesickness, eating disturbances and excessive critical reactions to host culture. Sometimes the symptoms last just few days, but more often they last weeks or even months. People experiencing culture shock usually move through four stages; they will initially have the honeymoon stage which is characterised by a positive feeling that everything is new and exciting. Then there will be the frustration stage, it may be marked by rejection of the new culture, as well as romanticising one's home culture. But then, with some time and perhaps help from locals, people will start the adjustment stage and begin to feel more familiar and comfortable with the new environment. Adaption and acceptance is the final stage which contributes to the successful integration. In fact, there is no magic solution for dealing with culture shock. Everyone has to find his or her own balance between the values of home country and those of the host country. In other words, knowing what culture shock is and being able to identify your feelings is a relief. This experience shapes one's personality and gives an invaluable lesson that despite our differences, we are all similar and interconnected on this incredibly beautiful planet.

Read the text and answer the following questions.

- 1- What is culture shock?
- 2- Mention transition shock symptoms.
- 3- How long do the symptoms last?
- 4- What are the four stages of culture shock?
- 5- In which stage do people begin to feel more confident and relaxed in a new cultural environment? Why?
- 6- How can people reduce the impact of culture shock?

Find words in the text which mean the following:

Adjustment توافق – تعديل	a change in the way that someone behaves or thinks.
Frustration احباط	the feeling of being annoyed because you cannot control a situation.
Invaluable ثمين	extremely useful.
Disturbance اضطراب	an unhappy andworried mental state.
Integration اندماج	the process of fitting into a community.
Homesickness الحنين للوطن	a strong, sad feeling of missing one's home when physically away.

Rewrite these sentences about the text to correct the information:

- 1- Culture shock is an experience people may have when they move to a familiar country.

.....

- 2- These familiar surroundings can lead to a feeling of being a little bit happy.

.....

- 3- Sometimes the symptoms last just few months, but more often they last days or even weeks.

.....

- 4- Not knowing what culture shock is and being able to identify your feelings is a relief.

.....

Unit 11-S.B

Artificial Intelligence (**AI**) is the branch of science and engineering specialized in making clever machines, capable of thinking and imitating human-level intelligence. One of the primary targets of **AI** field is to produce fully intelligent **agents** that interact with the surroundings and conduct human-like behaviors. These agents are tools, having the ability to judge matter and differentiate what is wrong. The field has started with robots, which can sense and react to the world around them. They also cover purely software-based agents, which can be actuated with natural language and multimedia. Currently, the field expands to driving, **aviation**, medicine, online advertising, image recognition, and personal assistance. The **AI** field is based on computer science, information engineering, mathematics, psychology, linguistics, philosophy and many other fields. The first **spark** started in the year 1950, when a test of the ability of a machine to exhibit intelligent behavior equivalent to that of a human was done. Since then, the term **AI** has been introduced and closely associated with the field of artificial intelligence which was popular until the end of the 1980s. In the 1990s, the new concept of "intelligent agent" emerged when AI was not only limited to computer science, but developed to include other areas like health, security, education, music, art, and business applications. Many AI applications are deeply embedded in the infrastructure of every industry, and they are expected, in a few years, to touch nearly all the industries. However, **AI** technologies are still limited to very specific applications. One of the **AI** limitations is the lack of "common sense" - the power to judge information beyond its acquired knowledge. **AI** is also limited in terms of emotional intelligence. Moreover, **AI** can only detect basic human emotional states such as anger, joy, sadness, stress, pain, fear, and **neutrality**. Emotional intelligence is one of the next hurdles to higher levels of personalization. Rational and harmonic interactions are required between application-specific projects and research ideas to sustain the progress of **AI**. There are also fears about the impact of technology on our society. Such fears should not **hinder** the progress of **AI**, but motivate the development of a systematic framework on which future **AI** will flourish, so it is quite important to distinguish science fiction from practical reality. Despite the common belief that machines are man-made products, many think of them as the new controllers of our near future!

Read the text and answer the following questions.

- 1- What distinguishes artificial agents from other machines?
- 2- How did the idea of artificial intelligence come to the human mind?
- 3- What was intelligent agent limited to during the 1990s?
- 4- How do people expect the future of artificial intelligence?
- 5- How can intelligent machines control every aspect of our life in the near future?

Find words in the text which mean the following:

Spark شرارة	a very small burning piece of material.
Equivalent متكافئ	equal in value, amount, meaning, importance, etc.
Neutrality حيادية	the state of not supporting either side in a disagreement, competition or war.
Aviation الملاحة الجوية	the designing, building and flying of aircraft.
Hinder يعيق	to make it difficult for somebody to do something.
Agents عملاء	people or things that do an action.

Rewrite these sentences about the text to correct the information:

- 1- Clever machines, capable of imitating humans, are examples of natural intelligence.
.....
- 2- Clever machines don't have the ability to judge matter and distinguish what is wrong.
.....
- 3- Artificial intelligence emerged before doing many experiments on machines to imitate humans' behaviour.
.....
- 4- Nowadays, AI applications are used in all industries.
.....

Unit 11-W.B

The word "robot" stems from the Czech "robotnik" which means a "**slave**". Man has built a robot after his/her image. Possibly, that is why human beings have a variety of strong emotions, both negative and positive towards robots. The relative advantage of robots and intelligent machines is accompanied with their ability to play a range of movements and thinking endlessly and tirelessly. When designing robots, it is essential for planners to focus on the robots' ability to follow patterns. Due to this engineering reality, robots are certainly specialized in the first step. Another complicated sort is the generalized robot, which can to some extent imitate humans. In the future, the memory of robots is expected to become very extensive. This will allow huge amounts of data storage, the thing which will be reflected in the robot's ability to **fulfill** a lot of operational tasks. Consequently, the use of robotics will be expanded. Robots offer people a helping hand to focus on the creative process when relying on such intelligent machines to take care of unpleasant physical and mechanical work. The greatest benefits of robots should mean for people staying away from unhealthy environments, such as mines and deep waters. For many industrial countries, using robots could increase production with low costs. The third **domain** for robots would be doing productive activities that people cannot easily perform. At present, the main challenge of robotisation is in combining human and robot activities, trying to find the best human-robot match. Meanwhile, robots have the ability to do heavy-duty jobs with accuracy and repeatability, human beings have the privilege of creativity, flexibility, decision-making and adaptability. When experts reach high degree of co-operation, manufacturers would enhance efficiency and **capacity**, as well as improve quality and industrial working conditions. Motivational influences of robotics among workers and managers can be amazing. This issue has been recognised in the medical sector in some empirical operations despite the fact that the use of robotics in risky tasks need special attention from safety and health experts. As the modern world is eager to witness all that is innovative, intellectual and smart, there is an urgent need to eliminate the negative side-effects of new robot applications and that is the key challenge in ongoing technological transition period.

Read the text and answer the following questions.

1. Why do people consider robots both friends and enemies?
2. What is the crucial thing for designers to pay close attention to?
3. How is the generalized robot different?
4. What will happen when people depend on intelligent machines?
5. In which ways are humans superior to robots?

Find words in the text which mean the following:

Fulfill ينجز	to do or achieve what was hoped or expected.
Domain مجال	an area of knowledge or activity that someone is responsible for.
Privilege امتياز	a special right or advantage that a particular person has.
Slave عبد	a person owned by another person and is forced to work for them.
Capacity استطاعة	the ability to understand or do something.

Rewrite these sentences about the text to correct the information:

1- The use of robotics will be expanded in the future because of the robots' specialisation.

.....

2- Working in mines and deep waters are the things that humans are forced to do in the future.

.....

3- Accuracy and repeatability are the main features of man-made production.

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Unit 12-S.B

E-government means everything from [online government services to exchange of information and services electronically with citizens, businesses, and other bodies of the government](#). Traditionally, e-government has been considered as the use of Information and Communication Technology (ICT) for improving the **effectiveness** of government agencies and providing government services online. Nowadays, the framework of e-government has been evolving to include the use of ICT by government for conducting a wide range of interactions with citizens and businesses as well as open government data and the use of ICT to enable **novelty** all over the country. E-government enables the use of ICT more effectively and professionally by the delivery of government services [to citizens and businesses](#), applying ICT to government operations and achieving public goals by digital means. The essential principle of e-government is to improve the internal mechanisms of the public sector. This can be done to reduce financial costs and transaction times, integrate work flows and processes and enable effective resource applications across the various public sector agencies aiming for workable solutions. Through innovation and e-government, governments around the world can be more efficient as they provide better services and respond to the demands of their citizens by **transparency** and **liability**. They can be more comprehensive and restore the trust of citizens in their governments. E-government services have three classifications. Firstly, Government to-Government (G2G) involves sharing data and conducting electronic exchanges between governmental sectors, as well as exchanges between the national, regional, and local levels. Secondly, [Government-to Business \(G2B\)](#) includes business-specific **transactions** (e.g. payments, sale and **purchase** of goods and services) as well as delivery online of business-focused services. Finally, Government-to-Consumer (G2C) comprises **initiatives** designed to simplify people's interaction with the government as consumers of public services and contribute to the **consultation** and decision-making process. In recent years, Syria has adopted this new technology to facilitate public services for its citizens. This requires links to governmental organizations that supply [services and information such as governmental documents, fees, etc. electronically](#). Various [ministries are working on completing the data-entry process](#). This will pave the way to have more e-services. Many observers, experts and politicians expect that Syria will witness a great progress in all fields in the coming years.

Read the text and answer the following questions.

- 1- What are some services provided by the e-government?
- 2- To whom does the e-government offer its services?
- 3- Which category of e-government service is in charge of payments?
- 4- Why are links to state sectors important?
- 5- What procedures do ministries take to enhance e-government in Syria?

Find words in the text which mean the following:

Liability	مسؤولية قانونية	the state of being legally responsible.
Transparency	شفافية	the quality of something to make it easy to understand.
Effectiveness	فعالية	the act of producing a successful result.
Initiative	مبادرة	a new plan for achieving a particular purpose.
Novelty	تحديث	being new, different and interesting.
Consultation	استشارة	discussion with a group of people before making a decision.
Transaction	صفقة تجارية	a business deal such as buying or selling something.
Purchase	شراء	the act of buying something.

Rewrite these sentences about the text to correct the information:

- 1- Information technology can reduce the effectiveness of government bodies.
- 2- Financial costs and transaction times will be increased by applying e-government.
- 3- Sharing data and conducting electronic exchanges between governmental sectors can be done through Government-to-Consumer service.
- 4- E-government has already been applied in the Syrian governmental sectors.

Unit 12-W.B

E-learning is the use of networked information and communication technology in teaching and learning. It combines all educational activities that are carried out by individuals or groups working online or offline, and on networked or separate computers and other electronic devices. E-learning is highly **interactive** and relies heavily upon graphics, video, and audio. However, there are often **simulations** to support in learning achievement, which could include 3D components. New software training is an example of a course that often includes a high degree of interactivity and simulations. The impact of e-learning is noticed in self-responsibility among students when they decide to study or not. It helps expand their knowledge by researching using the World Wide Web. Teachers allow them to **acquire** various computer skills and apply their knowledge and skills. This helps in the communication with their students at all times and increases the students' ability to study on their own.

The importance of e-learning lies in the fact that the students need to be busy with what they are doing to improve learning outcomes. E-learning enables students to become thinkers, learners and risk takers in a protected environment, so they need not rely on the teachers, as they can be independent. Learning can happen anywhere, anytime and anyhow. It encourages students to seek more from school. When the course is developed, it can be run as many times, at as many locations and for as many learners and thus it reduces the general cost and time. As the digital revolution has led to remarkable changes in how the content is accessed, consumed, discussed, and shared, e-learning is best suited for everyone especially at weekends or evenings. Besides, content of lessons can be accessed at an unlimited number of times: at the time of revision and when preparing for an exam. The chief benefit of learning online is that you are in **harmonization** with modern learners by accessing updated content whenever they want it. E-learning provides a quick delivery of lessons, so the learning time is reduced as the student does not need to University. travel to the training venue. You can learn comfortably from your own place. Besides, e-learning is cost effective compared to traditional forms of learning because learning through this mode happens quickly and easily and a lot of training time is reduced regarding trainers, travel, course materials, and **accommodation**. Recently such type of learning has become popular in Syria, especially after applying it at Syrian Virtual On the other hand, if an individual lacks self-**discipline**, they will not be motivated to study bringing about delay. This is where traditional classroom learning is convenient whereby; you are followed if you are falling behind in your studies. In addition, health problems normally occur when an individual is always on his/her computer or tablet; it brings about straining problems, poor vision and the like. To sum-up, e-learning provides the students with the ability to fit learning around their lifestyles, effectively allowing even the busiest person to **promote** a career and gain new qualifications. Some of the most important developments in education have happened since the **launch** of the Internet. Nowadays learners are well-acquainted with the use of smart phones, messaging and using the Internet so contributing in and running an online course has become a simple affair.

Read the text and answer the following questions.

1. How can e-learning be applied? **Through networked information and communication technology, combining educational activities carried out by individuals or groups working online or offline, using networked or separate computers and other electronic devices.**
2. What is necessary to ensure interactivity and simulations? **To ensure interactivity and simulations, e-learning relies heavily upon graphics, video, audio, and often simulations (which may include 3D components).**
3. How can teachers and students interact when using e-learning? **Teachers and students interact when using e-learning through communication at all times, facilitated by the digital environment that allows teachers to help students acquire computer skills and apply their knowledge.**
4. What can the students do without their teachers? **Without their teachers, students can become independent thinkers, learners, and risk takers in a protected environment.**
5. Name some bad effects of e-learning. **Bad effects of e-learning include lack of self-discipline leading to delayed study, and health problems such as eye strain and poor vision from prolonged computer or tablet use.**

6. What facilitates a course online? A course online is facilitated by learners' familiarity with smartphones, messaging, and the Internet, making participation and management simple.

Find words in the text which mean the following:

Launch إطلاق	an event to celebrate something new.
Accommodation إقامة / سكن	a place to stay when you are travelling.
Interactive تفاعلي	that allows information to be passed continuously in both directions between the computer and user.
Discipline انضباط	the ability to control yourself or other people, even in difficult situations.
Simulation محاكاة	the technique of representing the real world by a computer.
Promote يُعزز / يُطور	to encourage people to like, buy, use, do, or support something.
Acquire يكتسب	to get or buy something.
Harmonization تنسيق / مواءمة	the act of making different people, plans, situations, etc. suitable for each other.

Rewrite these sentences about the text to correct the information:

1. Traditional learning is cheaper than e-learning.

2. One disadvantage of e-learning is that it needs more time and can be applied in one place.

3. When running an online course, you have to be free of any responsibility.

4- E-learning provides the students with the inability to fit learning around their lifestyles

Translate these sentences:

1. I think the weather will be hot tomorrow.
.....
2. If you practice more, your English will improve.
.....
3. When I find the answer, I'll tell you.
.....
4. Alexander Fleming was awarded a share of the 1945 Nobel Prize.
.....
5. Plenty of time was given to students to finish the exam.
.....
6. Nowadays , people can keep up with the latest news by using the Internet.
.....
7. She hated to say the words for fear of causing pain to him.
.....
8. Taking care of our health increases our chance to achieve success.
.....
9. I visited Niagara falls last year and I felt impressed.
.....
10. Future plans and decisions have a great importance in person's life.
.....
11. He usually buys the food from the supermarket on the corner.
.....
12. She has been waiting here for an hour.
.....
13. The buildings wouldn't have burned to ashes if the firemen had come in time.
.....
14. I would build a huge house on the beach if I won the lottery.
.....
15. The head teacher should fight absence at school.
.....
- 16- Everyone endeavors a great deal to make dreams a reality.
.....
- 17- The rich have to reach out to the poor.
.....
- 18-A big part of my job is keeping up with the latest research in medical technology.
.....
- 19-The way to get started is to quit talking and begin doing.
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- 20-Success is walking from failure to failure with no loss of enthusiasm.
.....
- 21-Scientists announced the launch of the new drug last week. They had been developing it for five years.
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