



3<sup>rd</sup> sec

## مهارات وقواعد



### الجزء الاول مراجعة على تكوين السؤال

• يحتاج سؤال المحدث إلى الإلمام بكيفية تكوين السؤال والإجابة عليه في اللغة الانجليزية بالإضافة إلى معرفة الكثير من المواقف اللغوية فليس بالضرر أن تكون أجزاء المحدثات دائماً في صورة سؤال وإجابة

يمكن أن تأخذ أجزاء المحدثات أشكال كثيرة كالتالي

١- سؤال وإجابة

A : Where did you travel last week?

B : I travelled to Luxor

٢- جملة خبرية والرد عليها جملة خبرية

A : I saw you hurrying towards the station yesterday.

B : Yes, I was trying to catch the train to Cairo

٣- جملة خبرية والرد عليها بصيغة تعجب ثم سؤال أو جملة خبرية

A : My brother has had a terrible accident

B : What a pity! It will be impossible for him to attend school for a long time.

B : Oh! When did it happen?

٤- سؤال والرد عليه سؤال

A : (How) can I help you?

B : Yes, Could I book a room, please?

A : Single or double.

٥- مواقف لغوية والرد عليها منطقياً

A : You really should stop smoking

B : I know I should / I will think about it

A : I'm a big fan of folk music

B : As for me, I loathe it

يوجد نوعان من السؤال :

## Wh- Question

أولاً : سؤال يبدأ بأداة استفهام ويتم حذف جزء من الإجابة واستخدام أداة استفهام مناسبة بدلاً من هذا الجزء ويكون شكل السؤال كالآتي :

تكملة الجملة	فعل أساسي	فاعل	فعل مساعد	أداة استفهام
yesterday	go	you	did	Where
in Cairo	stay	He	will	How long

### Examples

A : **When** are they leaving?

B : They are leaving **tonight**.

A : **How** was the play?

B : The play was **interesting**.

# By Mr/Mohamed Fawzy

A : **Where** do they go every Saturday? B : They go to ~~the cinema~~ every Saturday

A : **When** does he wake up? B : He wakes up ~~early~~.

A : **What** did they send? B : They sent ~~a letter~~.

A : **What** language can he speak? B : He can speak ~~French~~.

## تتكون الجملة من

← ١- كلمات الاستفهام واستخدامها

1- Who	من تسأل عن العاقل	A : Who's that? B : That's Nancy.
2- Where	أين تسأل عن المكان	A : Where do you live? B : I live In Alexandria.
3- why	لماذا تسأل عن السبب	A : Why do you sleep early? B : Because I've got to get up early
4- when	متى تسأل عن الوقت	A : When do you go to work? B : At 7:00
5- How	كيف تسأل عن الحال أو الطريقة	A : How do you go? B : By car
6- What	ما / ماذا تسأل عن الغير عاقل	A : What do you do? B : I am an engineer
7- Which	أي تسأل عن الاختيار	A : Which one do you prefer? B : The red one.
8- Whose	لمن تسأل عن الملكية	A : Whose is this book? B : It's Adam's.
9- Whom	من (تسأل عن المفعول العاقل)	A : Whom did you meet? B : I met the manager.
10- What kind	ما نوع	A : What kind of music do you like? B : I like quiet songs
11- What time	متى تسأل عن الوقت	A : What time did you come home?
12- how many	ما عدد	A : How many students are there? B : There are twenty.
13- How many times	ما عدد المرات	A : How many times do you play football? B : I play it once a week.
14- How often	ما عدد المرات	A : How often do you go to the gym?
15- How much	كم الكمية	A : How much time have we got? B : Ten minutes.
15- How much	كم الثمن	A : How much is this car? B : It's 100.000 pounds.
16- How long	كم المدة (الطول)	A : How long did you stay in that hotel? B : For two weeks.
17- How far	كم البعد/المسافة	A : How far is your school? B : It's one mile far.
18- How old	كم العمر	A : How old are you? B : I'm 16.

لاحظ : بعض أدوات الاستفهام قد تحتاج إلى اسم قبل الفعل المساعد

- Whose + فاعل + مساعد + اسم ممتلك

B : I took Adel's umbrella with me A : Whose umbrella did I take with you?

B: It's Magdi's birthday today. A : Whose birthday is it today?

- **How much + فاعل + مساعد + اسم مفرد لا يعد**

B : I bought two kilos of rice. A : How much rice did you buy?

- **How many + فاعل + مساعد + اسم جمع**

B : I have been abroad three times. A : How many times have you been abroad?

B: I had two cups of coffee. A : How many cups of coffee did you have?

- **Which + فاعل + مساعد + اسم نوع**

A : I'd prefer to go to a wedding party. A : Which party would you prefer to go to?

**لاحظ : أدوات الاستفهام الآتية لا تحتاج بعدها إلى تقديم الفعل المساعد إذا كانت تسأل عن الفاعل**

**what, who, which, whose, how many**

A : What fell off the wall? B : A picture fell off the wall.

A : Which horse won? B : The white horse won.

A : Who bought this? B : My sister bought it.

A : Whose phone rang? B : Adel's phone rang.

A : Which student made noise during the lesson? B : That short one did.

←← ٢- الأنواع المساعد والناقصة هي :

1. Verb to (be) ----- am - is - are - was - were

2. Verb to (do) ----- do - does - did

3. Verb to (have) ----- have - has - had

4. Modal verbs ----- can - could - will - would - should - must - may - might

←← ٣- الفاعل ممكن ان يكون اسم او ضمير فاعل . وضماير الفاعل هي :

→→ I - we - you - they - He - she - it

←← ٤- الفعل الاساسى ممكن ان يكون مصدر او تصريف ثالث او v+ing حسب الفعل المساعد

→ **am/is/are/was/were + فاعل + v+ing + كلمة استفهام**

→→ What are you doing? ►► I am reading

→→ what were you doing ? ►► I was playing tennis

→ **do/does/did + فاعل + inf + كلمة استفهام**

⇒⇒ How do you go to school? ►► I go to school by bus

➤➤ Where did Ahmed go yesterday? ►► he went to the club

→ **has/have/had + فاعل + p.p./got + كلمة استفهام**

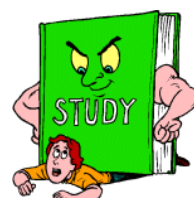
➤➤ How long have you played football? ►► I played football for 3 years.

→→ how many brothers have you got ? ►► I have got three brothers.

→ **can/could/will/must + فاعل + inf + كلمة استفهام**

⇒⇒ When will he arrive? ►► He will arrive at seven o'clock

➤➤ what could you do when you were young? ►► I could ride a bike



## Yes /No Question



ثانياً :-

⊗⊗ ويكون السؤال هنا بفعل مساعد بمعنى ( هل ... ؟ ) وتبني الآتي :

١- تحذف No , Yes أو أي من الكلمات السابقة إن وجدت.

Yes/ No/ Of course/ Well / Sure / Ok/ perhaps / I think / certainly

٢- نقدم الفعل المساعد على الفاعل ويكون شكل السؤال كالتالي

⊕ Have you visited Aswan? – Yes, I have/no, I haven't  
Yes, I have visited Aswan / no, I haven't visited Aswan.

الأفعال المساعدة التي تستخدم في السؤال هي -

**1- (Be) : am / is / are / was / were**

A : **Are you** from London? B : Yes, I **am** from London.

A : **Were they** walking to school? B : No, **they were** going to the cinema.

A : **Were you** watching a movie when your guests arrived?

B : Of course, I **was** watching an interesting one.

**2- (Have) : have / has / had**

A : Have you ever visited Netherlands? B : Yes, I **have**.

**3- (Do) : do / does / did**

A : **Does** your sister speak English? B : No, she **doesn't**.

A : **Did** you meet John yesterday? B : No, I **didn't** meet him.

**4- Modal verbs : can / could / may / might shall / should / must / will / would**

A: **Can you** help me with my homework

B : Certainly, I **can** help you with your homework next week.

A: **Should** I study hard? B: yes, **you should**.

٣- يوجد سؤال اسم التخيير ويبدأ بفعل مساعد وبه كلمة (or) لكن لا تكون الإجابة ب No , Yes ولكن نختار كالتالي:

→ **Do you like football or Tennis?**

→ **I like football**

لاحظ التحويلات الآتية عند السؤال او الإجابة :-

Question	you	you	your	yours	are you	were you ...?
Answer	I - we	Me -us	my – our	Mine/ours	I'm/ we are	I was/ we were

**ملاحظات عامة**

١- إذا لم تجد بالجملة فعلاً مساعداً أو ناقصاً عليك باتباع الآتي :-

١- إذا كان فعل الجملة مضارع به ( s ) نستخدم ( does ) ويعود الفعل لمصدره

A : What does he play? B : He plays football.

A : Does your brother watch TV? B : yes, he watches TV every day.

٢- إذا كان فعل الجملة مضارع بدون ( s ) نستخدم ( do ) .

How do you go to school ? I go to school by bus.

A : Do your parents like tea? B : Sure, they like it very much.

٣- إذا كان فعل الجملة ماضى نستخدم ( did ) ويعود الفعل لمصدره .

They watched the film yesterday. When did they watch the film?

Where did he go? He went to the zoo.

A : Did you catch the bus this morning? B : Yes, I caught it.

٢- إذا كانت الإجابة ب No وكانت الجملة مثبتة نسال عن شيء آخر غير الموجود في الجملة.

No. it is my first visit to Egypt → ( is it your second visit to Egypt )

٣ بعض الاسئلة التي يمكن ان ييب عنها بمعلومة وليس No او Yes فقط

Can I help you? ↔ ( yes, I want / would like .....can / may I have...?

٤- السؤال المذيل ( اليس كذلك ) يعتمد على فهم الجملة:

A : You **have** travelled to lots of countries, **haven't** you?

B : Yes, I have. / No, I haven't

A : They **play** football on Sundays, **don't** they?

B : Yes, I do / No, I don't

A : She **plays** football on Sundays, **doesn't** she? B : Yes, she does / No, she doesn't

A : They **played** football on Sundays, **didn't** they? B : Yes, they did / No, they didn't

٥- هناك أسئلة مختصرة في المحادثة تشذ عن القاعدة العامة لتكوين السؤال ولها معاني جميلة وعليك حفظها

And you?	Where to?	Where from?
What about you?	What else?	Why not?

## جمل للمحادثات

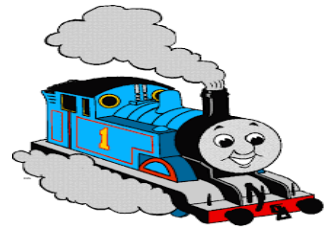
### ١- المستشفى

- 1-What is the matter/ wrong with you? مالك / مما تشكو ؟
- 2-I have/suffer from pain/ headache /toothache لدى/اعانى من الم / صداع / الم بالاسنان
- 3-How do you feel? بما تشعر
- 4-I don't feel well اشعر بالمرض
- 5-How long have you had this? For two weeks منذ متى تشكو من هذا ؟
- 6-Is it serious doctor? هل الامر خطير ؟
- 7-Do I need an operation? هل احتاج عملية
- 8-No, don't worry لا لا تقلق
- 9-do you smoke? هل تدخن
- 10-Yes, about 30 cigarettes a day. نعم حوالي ٣٠ سيجارة يوميا
- 11-How long have you been smoking ? for 5 years منذ متى تدخن
- 12-you should stop/give up smoking يجب ان تترك التدخين
- 13-You should take this medicine /have a rest يجب ان تستريح
- 14-How often shall I take this medicine ? كم مرة يجب ان اخذ هذا الدواء ؟
- 15- Every day كل يوم
- 16-I wish you speedy recovery . أتمنى لك الشفاء العاجل



### ٢- محطة القطار


- 1-Can/may I help you ? اى خدمه
- 2-yes, I'd like a ticket to ( Cairo ) اريد تذكرة للقاهرة
- 3-Single or return ? ذهاب ام ذهاب وعودة ؟
- 4-single , please ذهاب
- 5-First or second(economy) class? درجه اولى ام ثانية
- 6-How much is it/ how much does it cost? كم الثمن
- 7-it's 15 pounds ١٥ جنيه مصرى
- 8-How long does it take to ( Cairo )? كم من الوقت تستغرق حتى القاهرة
- 9-Which platform? من اى رصيف
- 10-Platform 5 رصيف رقم ٥
- 11-When does the train to ( Cairo ) leave? متى يغادر القطار المتجه للقاهرة
- 12-When does the train to ( Cairo ) arrive ? متى يصل القطار المتجه للقاهرة
- 13- Have a nice journey اتمنى لك رحلة سعيدة



### ٣- المطعم

- 1-can I help you/May I take you order sir? ممكن اساعدك / اخذ طلبك سيدى
- 2-Yes, I'd like to have..... نعم اود
- 3-What would you like to have/ drink ? ماذا تريد ان تأخذ/ تشرب
- 4-I'd like to have -----( fish )/tea اريد سمك / شاي
- 5- How do you like ( food/fish/tea )? كيف تحب السمك/ الشاي



- 6-Fried/grilled , please / with milk  
 7-What about the dessert? ماذا عن الحلو  
 8-Ice cream, please  
 9-anything else ? أى شىء آخر  no, thanks  
 10-How much is the bill? 19 LE كم الحساب  
 11-here is the money ها هى الفلوس  
 12-keep the change خلى الباقي علشانك



#### ٤-التليفون

- 1-Can/may I speak to Ali , please ? ممكن اكلّم على من فضلك  
 2-sure , hold on لوموجود (بالتاكيد انتظر)  
 3-I'm sorry he is not in now اسف , ليس موجود الان  
 4-What time will he be back? متى سيعود  
 5-I don't know لا اعرف  
 6-who's calling ? من المتصل  
 7-can I leave/you give him a message ? ممكن اترك رسالة/ تعطينة رسالة  
 8-Please, ask him to call me back من فضلك اجعله يعاود الاتصال بى  
 9-I'm sorry you have the wrong number اسف النمرة خطأ



#### ٥-محل ملابس

- 1-can/may I help you ? اى خدمة  
 2-yes, I want('d like) to buy ..... نعم اريد ان اشترى كذا  
 3-What size? ما المقاس  
 4-size 50 مقاس ٥٠  
 5-What colour? ما اللون  
 6-red, please احمر من فضلك  
 7-Can I try it on ? ممكن أقيسه  
 8-I want something longer / shorter / cheaper اريد شيئا اطول - اقصر - ارخص  
 9-How about this one ? ما رأيك فى هذا  
 10-Can you show me some more ? ممكن ترينى المزيد  
 11-Does it fit you?  
 12-how much is it ? كم ثمنه ;  
 13-Can I get a discount ? ممكن تخفيض  
 14-How would you like to pay..? By credit card.  
 15-Well, I will take it حسنا سأخذه  
 16- Any thing else? أى شىء آخر  
 17-No. thanks لا شكرا



#### ٦-سأفـج

- 1-Could/can you tell me the way to ..... ممكن تقبرنى الطريق الى .....  
 2-yes, go ahead then turn left امشى طوالى ثم استدر يسارا  
 3-is it far from here? هل هى بعيدة عن هنا  
 4-where are you from? من اين انت  
 5-I'm from .....( England ) انا من .....  
 6-How do you like .....( Egypt )? ما رأيك فى .....  
 7-it's fantastic/ wonderful رائعة  
 8-How long will you stay here? كم ستبقى هنا  
 9-I will stay for 3 weeks سابقى لمدة ٣ اسابيع  
 10-Is this your first visit ? هل هى زيارتك الاولى  
 11-No, I came here twice before لا جئت مرتين من قبل  
 12-Why are you here ? لماذا انت هنا



- 13-I'm here on business أنا فى مهمة عمل  
 14-I'm here for sightseeing أنا هنا للفسحة  
 15-Have a nice stay / trip . أتمنى لك إقامة / رحلة سعيدة ؟  
 16-I wish you a happy stay /flight . أتمنى لك اقامة/ رحلة مم

#### ٧- فندق

- 1-(how) can I help you ? (كيف اساعدك) اى خدمة  
 2-yes, I want to book a room/suite ..... نعم اريد ان احجز غرفة او جناح  
 3-Single or double ? (مفردة ام مزدوجة ) للغرفة  
 4- double, please.  
 4- How long will you stay here? كم ستبقى هنا  
 6- I will stay for.....  
 5- how much does the night cost/ How much is it per night? كم تكلفة الليلة  
 8- It is .... per night.



#### ٨- مكتب الحجز في المطار في الجمارك: A check in desk (airport)/ At Customs:

- 1-Passport and tickets, please? الجوازات والتذاكر من فضلك  
 2-Here you are. تفضل  
 3-Do you have any luggage with you? هل لديك اى امتعة معك  
 4-Yes, one suitcase and a large bag نعم حقيبة اوراق وشنطة كبيرة  
 5-Window or aisle seat? مقعد بجانب الشباك او الممر  
 6-window seat . please.  
 7-Here is your boarding card تفضل التذكرة  
 8-Have a pleasant flight. اتمنى لك رحلة ممتعة  
 9-Have you got anything to declare? هل لديك اى شى لتصرح به  
 10-Can I open your bag?  
 11-May I have a look at your bags?  
 12- Certainty / Yes, go ahead / Yes, sir



#### ٩- البنك

- 1-Can I help you? ممكن اساعدك  
 2-How can I help you? كيف اساعدك  
 3-Do you know the number? هل تعرف الرقم  
 4-Please, fill in this form. املا هذه الاستمارة من فضلك  
 5-Cash or travelers' cheques شيك نقدى او للمسافرين  
 6-I'd like to change some money. اود تغيير بعض النقود  
 7-How much do you want to deposit, sir? كم تود ان تودع سيدى  
 8-I'd like to change these dollars. اود ان اغير بعض الدولارات  
 9-I'd like to put some money into my account. اود ان اضع بعض النقود فى حسابى  
 10-I'd like to know the balance of my account. اود ان ارفع رصيد حسابى  
 11-I'd like to transfer ...to my ....in Egypt. اود ان انقل .....الى..... فى مصر



#### ١٠- مكتب لاجراء مقابلة شخصية

- 1-How can I help you? كيف اساعدك  
 2-I'd like to meet ..... please. اود ان اقابل..... من فضلك  
 3-Do you have an appointment? هل لديك موعد  
 4-Yes, May I introduce myself? نعم ممكن ان اقدم نفسى  
 5-Do you have previous experience? هل لديك خبرة سابقة  
 6-Ok, sir...../ Ok, go ahead  
 7-How long have you been working as..... ? المدة التى عملت بها كم

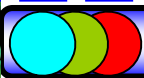


8-Yes sir, I worked ...

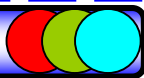
9-Why do you want to leave your current job? لماذا تريد ان تترك الوظيفة الحالية؟

10-Because the salary is low. لان المرتب منخفض

11-What would make you good at the job?



## Language Functions |



### 5-asking for and giving opinions طلب وايداء الراى

Asking for opinions	Giving opinions
What's your opinion (of / about )...? What do you think (of / about) + v ing / n? Do you agree (that) ...? Do you think ...?	In my opinion ,..... فى راى I think ..... اعتقد I don't think..... As far as I'm concerned....

ويكون الرد على بالموافقة والرفض كالاتى :

agreeing	disagreeing
You're right انت على حق I agree with you/that اتفق معك I couldn't agree more. I'd go along with that. That's true هذا صحيح	I'm not sure about that. لست متأكدا من ذلك I (completely) disagree. That's not true هذا ليس صحيح I disagree with you/that لا اوافقك

### 4-Asking for advice طلب النصيحة

← عند طلب النصيحة من شخص نقول :

→ What should I do about ( v ing / noun ).....?

← What do you think I should do to? / Can you give me some advice about .....?

→ What do you advise me to do to.....?

→ What is the best way to.....?

### Giving advice اعطاء النصيحة

➤ I advise you to .....	انصحك ان
→ why don't you+ inf.....?	لماذا لا.....؟
➤ if I were you, I would/wouldn't....	لو كنت مكانك.....
→ I really would \ wouldn't,.....	انا حقا اود
➤ If my opinion, you should \ shouldn't.....	فى راى يجب
→ it's a good idea to+ inf.....	انها فكرة جيدة ان.....

Accepting	refusing
You're right انت على حق Yes, I'll do it Yes, I know I should.... اعلم انه يجب I know I shouldn't .... اعلم انه لا يجب	I'll think about it I'll see . I don't want to do that. I'll make my mind about it سوف افكر فى الامر

### Expressing enthusiasm التعبير عن الحماس



- Hey, that's terrific.؟ انه لأمر رائع.
- That's really great news, isn't it?؟ إنها أخبار رائعة حقا، أليس كذلك؟
- I can't tell you how happy that makes me. لا أستطيع أن أخبرك كم أسعدني ذلك.
- That's fantastic!؟ انه لأمر رائع.
- I'm over the moon. أنا في منتهى السعادة.
- I can't wait (to start). (أبدأ). لا يمكنني الانتظار حتى ....
- I'm really enthusiastic about it. أنا متحمس لهذا الأمر.
- I'm really looking forward to it.؟ حقا أنا أطلع إلي ذلك؟
- Wow! That's brilliant!
- What a great idea!
- Wonderful news!

### السؤال عن مصدر المعلومات Questioning sources of information

- Can you prove that? هل تستطيع أن تثبت ذلك؟
- What's the source of information for that? ما مصدر هذه المعلومات؟
- I can't believe that! لا يمكنني أن أصدق ذلك؟
- What proof do they have that this is true? ما الدليل علي صحة ذلك؟
- It can't be true. لا يمكن أن يكون هذا الأمر حقيقيا؟
  - I think that's a lie. أعتقد أن هذا كاذب؟
  - It's not real news, it is fake. هذه ليست أخبار حقيقية بل مزيفة

### التلخيص وإعادة الصياغة Summarising and paraphrasing

- ⊗ What she's trying to say is that ... ما تريد ان تقول هو ان ...
- Can you paraphrase / summarise that? هل من الممكن أن تعيد صياغة / تلخص ذلك؟
- ⊗ I think I can summarise the (poem). عتقد أنه بوسعي أن أخلص الـ (قصيدة).
- ⊗ I think that it means ..... أعتقد أنها تعني .....
- ⊗ In other words .... بمعنى آخر ....

#### Asking for reasons

- Can you tell me why?
- Why ...?
- Is that the reason ...?
- Is that why ...?
- What (did you choose her) for?
- What's the reason for ...?

#### Giving reasons

- (It's) because ...
- For (two / three) reasons.
- o start with ...
- Firstly / Secondly, because ...
- That's one of the reasons.
- Mainly because ...

### Talking about advantages and disadvantages

- ☑ What are the pros and cons?
  - ☑ What is the advantage / disadvantage of that?
  - ☑ What is the benefit / downside of that?
- Another advantage / downside is that ...
- A positive / negative side to that is ...
- One negative / positive side is that ...

### Giving facts

- It is possible that ...
- It is a well-known fact that ...
- We can be confident that ...
- We can't be sure of this, but ...
- What is certain is that ...

### Asking and answering personal questions

- Do you have any work experience?
- What are your interests and hobbies?
- Which exams have you passed?
- Where are you from?
- Which skills have you got?
- Where were you born and what's your nationality?
- Can you tell me about any awards or achievements?
- What degree(s) do you have?

### Expressing surprise:

- Really? I didn't know that.
- I don't believe it
- How amazing!
- Really? I find that surprising.
- You must be joking!
- You wouldn't, would you?
- Never! That's incredible.

Giving warnings	Responding to warnings
I warn you not to ... Watch out! You mustn't ... Be careful!	You're right. I'll .... OK, I will / won't. Don't worry. I will / won't

### I-Making and responding to suggestions عمل اقتراحات والرد عليها

➤ Let s + مصدر الفعل	هيا بنا
→ why don't we + inf.....?	لما لا.....؟
➤ I think it'd be a good idea to have	هالا نفعل.....
→ what /how about + v .ing....?	مارايك في.....؟
➤ I suggest + v ing	اقترح

الموافقة	الرفض
That s good idea / yes. Ok / great نعم لما لا idea / ok, why not - I'll go along with that. - I agree. - That's what I think. Yes, let's do so نعم هيا نفعلها	I'm not very keen on that - I'm not sure about that. - I don't agree. I don't like that انا لا احب هذ I'd prefer to..... افضل ان.....

### Expressing necessity

- It's (probably) a good idea to ...
- You need ...
- You (really) must ...
- It's (really) important to / that we ...
- It's essential to / that you ...
- You have to ...

### Expressing lack of necessity

You don't need ...

You don't have to ...

I don't think it's necessary to ...

### Guessing and deducing information

• I think they must (have) ...

• Surely / I'm sure they can't (have) ...

• Well, they might (have) ...

### Persuading

Are you sure you can't ...?

Can't I persuade you to ...?

I really think you should ...

Why don't you ...?

Please ...

Surely the best thing to do is to ...

#### **Asking for an explanation**

Can you explain why ...?  
Do you know how ...?  
I'd like to know how.....  
Why is it that ...?

#### **Giving an explanation**

Let me explain.  
I'll try and explain.  
Here's what happens.  
What happens is ...

#### 1- Amir is discussing his homework with Nasser.

Amir I need to research information about Rudyard Kipling for an essay, but I don't know which website to use.

Nasser 1).....?

Amir I tried typing his name into a search engine but I got hundreds of results. One website said that he wrote only one poem.

Nasser 2).....

He wrote lots of poems. Where did you find that information?

Amir It's a website called *All about poems*. Do you think that the information is wrong?

Nasser Yes. 3)..... I think that's incorrect. What's the title of the essay?

Amir 4 ).....

Nasser OK. Type the essay title *Rudyard Kipling's most popular poems* in the search engine.

You will get fewer results now.

Amir Yes, look: *Kipling's ten most popular poems!*

Nasser 5 ).....?

Amir Yes, I think it is very useful.

Nasser It's important to write down your sources of information. 6 ).....?

Amir That's a good idea. I'll write it at the bottom of my work.

#### 2-Zeinab and Riham are planning a school project.

Zeinab It says here that because Australia is moving north every year, sat-navs can't find some important places.

Riham 1)..... . It can't be true.

Zeinab No, this is real news. It is not fake.

Riham 2).....?

Zeinab I can prove it because it's on the website of an organisation that I can trust. Do you think that I should write about this for my school project?

Riham Yes. 3 ).....

Zeinab I agree, it would be interesting. How do you think I should start it?

Riham 4 ).....  
Zeinab OK, I'll start by describing why it is moving north.  
Riham You should definitely include where you got the information, too. 5).....?  
Zeinab It's a website called *True facts about Australia*.6).....?  
Riham That's a good idea. I'll see if I can find other interesting information on the same website.

### 3-Warda is telling Samia about some work.

Warda I've been asked to write an' article for a website.  
Samia 1).....? . What's it about?  
Warda It's about recycling.  
Samia 2).....?  
Warda I chose recycling because I think it's an important subject.  
Samia What is going to be in the article?  
Warda Well, it's a bit difficult to explain .  
Samia 3).....?  
Warda Yes, to summarise, the article is going to be about how people can recycle more.  
Samia 4).....?  
Warda For two reasons. Firstly, I sent them the idea for the article last week and they liked it. 5. ).....  
Samia When did you write for them before?  
Warda I wrote an article last year. 6).....  
Samia Well, I'm looking forward to reading it!

### 4-Ramy and Shady are talking about a friend who has a new job.

Ramy Ahmed has got a new job at the bank in Damietta.  
Shady 1)..... . When does he start?  
Ramy Next week. 2 ).....  
Shady Yes, I'm sure he can't wait to start. 3).....?  
Ramy For two reasons. Firstly, because they pay him well. 4).....  
Shady Yes, you must be good with numbers to work in a bank!  
Ramy He has friends in Damietta, too.  
Shady 5 ).....?  
Ramy Yes. He knows Damietta very well, too. Look. This is the title of his new job. It's very long .  
Shady 6).....?  
Ramy Yes . To paraphrase, it means that he is in charge of business accounts.

### 5-Hazem and Imad are talking about revising

Hazem I've heard that you always revise at night. 1).....?  
Imad Yes, that's right.  
Hazem 2).....?  
Imad One advantage is that it is much quieter at night.  
Hazem 3 . It is quieter then . 4).....?  
Imad A negative side is that I feel tired the next day.  
Hazem Yes, I'm sure you feel tired. It's harder to remember things at night, isn't it?  
Imad 5)..... . I remember things better then.  
Hazem Well, we all have different ways to revise!  
Imad 6).....

### 6-Azza and Radwa are talking about space travel.

Azza I think t hat more money should be spent on exploring space.  
Radwa Why? 1).....?  
Azza One advantage is that we can learn more about the earth by learning about other planets.  
Radwa I think that one day, everyone will travel to space.  
Azza 2)..... . Not everyone will want to go to space.  
Radwa Are there any disadvantages to space travel?  
Azza 3).....  
heard that without space travel, we would not Radwa Yes, it is very expensive. However, I've

have a lot of the technology that we use every day. 4).....  
Azza Yes, that's correct. A lot of the technology that we use was first used on spaceships.  
Radwa 5 ).....?  
Azza Yes . An example is sat-nav systems in people's cars. Satellites were first used to send information about spaceships.  
Radwa My father's car has sat-nav. I think it's very useful.  
Azza 6)..... . I think it's useful, too.

**7-Ali is interviewing Ahmed about a job in an animal's hospital.**

Ali 1.....?  
Ahmed Yes. I've worked with a vet for six months.  
Ali Where are you from, Ahmed?  
Ahmed 2.....  
Ali I'm from Cairo, too. 3.....?  
Ahmed I love studying spiders. I collect them.  
Ali 4..... ?  
Ahmed I have one here if you'd like to see it.  
5..... It's not poisonous.  
Ali 6.....

**8-Sami meets an English tourist by a river.**

Sami Excuse me. I advise you not to drink that water from that river.  
Tourist 1..... I know that the water isn't very clean.  
Sami2.....?  
Tourist I'm from England. I've just spent a week walking across the desert.  
Sami 3.....! Wasn't it dangerous?  
Tourist No, I studied how to live in the desert before I came here.  
Sami4 .....?  
Tourist Skills such as using the sun to find your way.  
5.....?  
Sami I've got a lot of hobbies and interests. Sport is my favourite. I'm going to surf in the desert later.  
Tourist 6.....  
Sami No, I'm not joking. Look. You can watch me surfing on my phone.

**9-Salesman : Can I help you?**

Maha : Yes, 1) .....  
Salesman : I'm sorry, the manager is not available now. 2) .....?  
Maha : 3) .....  
Salesman : A complaint. About what?  
Maha : 4) .....  
Salesman : What's wrong with it?  
Maha : It shrank after I had washed it.  
Salesman : No problem, madam. 5) .....  
Maha : But I don't want another dress. I want my money back.  
Salesman : OK. 6) .....  
Maha : Thank you. Here's the receipt.

**10-Tasneem and Taghreed are talking about studying science at university**

Tasneem : Why do you want to study science at university?  
Taghreed : 1) .....  
Tasneem : 2) .....?  
Taghreed : I want to specialise in developing vaccines.  
Tasneem : 3) .....?  
Taghreed : I chose this mainly to save children from diseases  
Tasneem : 4) .....?  
Taghreed : Diabetes and cancers.



Tasneem : But 5) .....

Taghreed : That is wrong. Doctors can only manage diabetes.

Tasneem : What do you mean by managing a disease?

Taghreed : Of course, 6) .....

Tasneem : I wish you could achieve your dreams.

Taghreed : Thanks,

**11-Ibraheem is reserving a room at a hotel in Cairo.**

Ibraheem : Excuse me 1) .....

Receptionist : Single or double?

Ibraheem : 2) .....

Receptionist : 3) .....

Ibraheem : My name is Ebraheem Zaki.

Receptionist : May I see your ID, please, Mr. Zaki?

Ibraheem : Certainly. Here it is.

Receptionist : Thank you.

Ibraheem : 4) .....

Receptionist : 200 pounds, sir.

Ibraheem : Can I pay with credit card?

Receptionist : Sure. 5) .....

Ibraheem : VISA card.

Receptionist : Okay. You're in room 507. It's a single, spacious room. 6) .....

Ibraheem : Yes, it sounds like everything I expected.

Receptionist : Here's your key, sir. If you need anything, just dial 0 on your room phone.

**12-Tamer : What are you busy doing?**

Ibrahim: 1) .....

Tamer : 2) .....

Ibrahim: It's called "The revenge".

Tamer : 3) .....

Ibrahim: A young Egyptian writer called Hany Omar.

Tamer : 4) .....

Ibrahim: Of course, you can. After I finish reading it, I will give it to you. But 5) .....

Tamer : Next week, I promise.

Ibrahim: But 6) .....

Tamer : Well, but you know I can't read every day of the week because I finish work late.

**13-Sherif is at the airport to see his British friend off.**

Sherif: I think you enjoyed your visit to Egypt.

Friend: Sure 1) .....

Sherif: But you didn't visit lots of wonderful places and one visit is not enough.

Friend: I hope 2) .....

Sherif: 3) .....

Friend: Maybe next summer.

Sherif: Do you still remember the few Arabic words you've learnt?

Friend: 4) .....

Sherif: I've bought you some presents for your parents and your younger brother.

Friend: 5) .....

Sherif: Not at all. 6) .....

Friend: Of course, I'll keep in touch.

Sherif: Have a nice flight.

Friend: Thank you.



# paragraph



أليك بعض الجمل التي يمكن الاستفادة بها في معظم موضوعات الإنشاء:  
أولا إذا كان موضوع ايجابي مثل ( القراءة، السياحة، الرياضة، الصناعة...)



جمل وتعبيرات لغوية تصلح لموضوعات نافعة

1

→ In my opinion, I'd like to say that ..... is really important and necessary nowadays and may have good and positive effects on all of us. I think so because ..... may bring all the good to our society .

⊗ في رأي ، أود أن أقول أن ..... هو حقا مهم وضروري هذه الأيام وقد يكون له الأثر الطيب والإيجابي علينا ، وإنني أعتقد ذلك لأن ..... قد يعود بالنفع على مجتمعنا.

2

→ No wonder if we say that .... has (have) its good and positive effects on us  
⊗ عجب إذا قلنا أن ..... له آثار طيبة وإيجابية علينا جميعا .

3

→ We all agree that .....is very necessary and plays an important part in our life.  
⊗ كلنا نتفق أن ..... ضروري ويلعب دورا هاما في حياتنا .

4

→ We all agree / There is no doubt that ..... is one of the most important things in our life and has its vital role nowadays.

⊗ نتفق جميعا أن ..... واحدا من أهم الأشياء في حياتنا وله دورا حيويا هذه الأيام.

5

→ To begin with, I'd like to say that we, Egyptians, always react well to what is good and react badly to what is bad. Thus, we all agree to and encourage ....

⊗ في البداية أود أن أقول أننا نحن المصريين دائما نستجيب جيدا لما نراه جيدا وكذلك لنا رد فعل سيء لكل ما هو سيء وبناء على ذلك كلنا نوافق على ونشجع .....



جمل وتعبيرات لغوية تصلح لموضوعات ضارة

1

⊗ In my point of view, I believe that ..... is really serious and harmful nowadays and may have bad and negative effects on all of us. I think so because ..... May bring all the evil to our society.

← من وجهة نظري أعتقد أن ..... وهو فعلا خطير وضار هذه الأيام وقد يكون له آثار سيئة وسلبية علينا جميعا ، إنني أعتقد ذلك لأن ..... قد يجلب الشرور إلى مجتمعنا.

2

⊗ First of all, I think that we should unite, co-operate and stand shoulder to shoulder for the sake of our country and against .....

← أولا وقبل كل شيء أعتقد أنه من الواجب علينا أن نتحد ونتعاون ونقف جنبا إلى جنب من أجل مصلحة بلدنا وضد .

3

⊗ It is time for us to unite, co-operate and stand as one hand so as to find quick solution to this thorny problem

← لقد حان الوقت لأن نتحد ونتعاون ونقف يدا واحدة لكي نجد حولا سريعة لهذه المشكلة الشائكة .

4

⊗ There is no doubt that ..... is one of the most dangerous phenomena in our life and has its bad and negative effects nowadays.

← مما لا شك فيه أن ..... هي واحدة من أخطر الظواهر في حياتنا وكذلك له آثاره السيئة والسلبية في وقتنا هذا .

5

⊗ I see that ..... Stands for an obstacle in the way of our progress. Hence, our state spares no effort to put an end it.

← إنني أرى أن ..... يمثل عقبة في طريق تقدمنا ومن ثم فدولتنا لا تدخر جهدا لكي نضع حدا له .

### كيف اربط بين أفكار وجمل الموضوع ؟

عندما تريد أن تعطى مثالا ابداً جملتك ب - (For example, ... / For instance..... )  
عندما تريد أن تعطى مثالا داخل الجملة استخدم -- (like.....أو such as..... )  
عندما تريد أن تضيف فكره جديده تبدأ ب

On one hand	من ناحية	One the other hand	من ناحية أخرى
In addition to that	بالإضافة إلى ذلك	Moreover=further more	علاوة على ذلك
Above all	وفوق كل ذلك	Thus	وبناء على ذلك
Hence	ومن ثم	At the same time	في نفس الوقت
And as a result	ونتيجة لذلك	More than that	أكثر من ذلك
Over and above	مضافا إلى ذلك	Consequently	نتيجة لذلك

### كيف أختتم موضوع التعبير

: ثم ننهي الموضوع باحدى هذه العبارات :

- ⊗⊗ Finally, it is quite clear that .... (الموضوع) ..... Is really.....(صفة)..
- ⊗⊗ In brief, I think that ..... is really .....
- ⊗ To sum up, one can say that ..... is really .....
- ⊗⊗ In the end, I wish I had pointed out all the aspects of this subject and made it clear.  
في النهاية أتمنى أن أكون وضحت كل جوانب هذا الموضوع وجعلته واضحا



### اجمل أكثر تحديدا لفائدة الموضوع وهي للطلاب المتميز:

١ - إذا كان الموضوع يحمل في معناه المحاسن القومية مثل السياحة واستصلاح الصحراء والمشاريع الجديدة

- ☑ -It increases our national income. يزيد من الدخل القومي
- ☑ -It solves many problems such as unemployment. يحل مشكلات كثيرة مثل البطالة.
- ☑ -It Achieves progress, welfare and prosperity. يحقق التقدم والرفاهية والرخاء.

٢ - إذا كان الموضوع يحمل في معناه الفوائد الفكرية مثل القراءة والإعلام والصحافة والكمبيوتر

- It increases our information, knowledge and experience. يوزد معلوماتنا ومعرفتنا وخبرتنا.
- It broaden our horizons توسع افاقنا
- It forms our public opinion. تشكل الرأي العام
- It has a deep effect on our characters لها تأثير عميق على شخصياتنا

٣ - إذا كان موضوع التعبير يحمل في معناه الفوائد الصحية مثل الرياضة

- ☒ It builds our bodies and forms our characters , refreshes our minds , تنبني أجسامنا
- ☒ It teaches us the good moralities الأخلاق , and how to depend on ourselves.
- ☒ it teaches us the co-operation and the discipline تعلمنا التعاون والانضباط

٤- إذا كان موضوع التعبير يحمل في معناه السلبيات والاسباب

⊗ It is clear that **المشكلة** has several causes for example ( burning oil –loud noise –throwing Rubbish-free time without useful hobbies – plenty of money-lack of food money health.)

٥- إذا كان موضوع التعبير يحمل في النتائج المترتبة على الموضوع السلبي

→ It can lead to serious health problems . **It can** cause crimes and deviation . **It can** lead to poverty and social problems . **It can** hinder progress , welfare and prosperity . **It can** lead to waste of time , effort and health uselessly . It can spread diseases and dirt in our environment. **It can** lead to violence and hatred الكراهية. **It can** lead to depression and economic problems.

هام

translation

١- التمكن من قواعد اللغة التي درستها وتدرسها والتي يمكنك من البناء السليم للجملة واليك هذا المثال:

"لقد حققت مصر انجازات عظيمة خلال العشرين سنة الاخيرة"

فابدا كالاتي:

حققت / المفعول

4	3	2	1
باقي الجملة	مفعول	فعل	فاعل

حدد هذه العناصر  
اذن فاعل الجملة ← مصر / الفعل ←

← انجازات

**ملحوظة:** كلمة "لقد" تعطي الافضلية لزمن المضارع التام مع العلم انها سوف تحذف عند الترجمة وماذا عن مكان الصفة ؟ دائما قبل الاسم (ولاتجمع أبدا).  
إذا الإجابة المقترحة هي :

Egypt has made great achievements during the last twenty years.

٢- حدد زمن الجملة: هل هو مضارع أم ماضي أم مستقبل أم مزيج من الأزمنة :

"لقد نجحت مصر في جمع شمل القادة العرب وسيكون لهذا أثرا طيبا علي عملية السلام"  
لاحظ : الجملة هنا تحتوي علي أكثر من زمن. الجزء الأول من الجملة يحتوي علي زمن مضارع والآخر مستقبل. لنري كيف تكون الترجمة ؟

Egypt has succeeded in closing the ranks of the Arab leaders and this will have a great effect on the peace process.

٣- يجب أن تتعامل بشكل صحيح مع (Verb to be):

١- لا يترجم (v) to be اذا كانت الجملة اسمية الطالب ماهر ← "The student is clever"  
الفاكهة والخضروات مفيدة للصحة ← Fruit and vegetables are useful for health .

٢- يترجم (v) to be الى عدة معاني مثل ( تعد / تعتبر / تمثل / يوجد )  
تعد الديمقراطية حجر الاساس في عصرنا ← Democracy is the cornerstone of our era.

٣- قد يترجم v.to be إلي ضمير شخصي في اللغة العربية (هي / هو / هما..)  
إن هوايتي المفضلة هي الاستماع إلي الموسيقى  
My favourite hobby is listening to music

٤- ايضا يجب أن تتعامل بشكل صحيح مع (verb to have):

يترجم (v) to have الى عدة معاني مثل (ل / عند / يملك / لدى / يفتنى او يتناول ...)  
لقد اصبح متاحا لكل طالب اقتناء جهاز حاسب الي.

It has become available for each student to have a computer set.

- للمدينة شوارع واسعة . The town has wide streets

٥- المفعول المطلق لا يترجم ولكن يستخدم ظرف أو جملة ظرفية تدل علي معناه:

- تهتم الدولة بالتعليم اهتماما كبيرا .

The state is (greatly) seriously interested in Education.

- تطورت الظروف الاجتماعية في مصر تطورا كبيرا

Social conditions in Egypt have significantly changed.

- يؤثر التدخين على الصحة تأثيرا خطيرا. Smoking affects health badly.

٦- دائما الصفة تأتي قبل الاسم أو بعد v to be / افعال الجواس والظرف بعد الفعل وعلامته "ly" ماعدا الشواذ:

E.g. I met a tall boy in the club.  
He runs quickly.

The sandwich tastes good

ملحوظة: - الصفة المسبوقة ب ( the ) ولا يتبعها أسم تترجم إلى اسم جمع في اللغة العربية

الاقوياء The strong الأغنياء the rich – الفقراء the poor - البكم the dumb

The rich should help the poor.

الاغنياء يجب ان يساعدوا الفقراء

٧- لام التعليل تترجم إلى: المصدر + to / so as to / In order to ...

e.g. students go to school to/in order to learn. He trained well so as to win the match.

٨- كلمات التوكيد في اللغة العربية مثل ( أن / في / فان ) ليست لها ترجمة:

peace is the dream of all nations

إن السلام حلم كل الأمم

Industry is the basis of development.

إن الصناعة هي أساس التنمية

أن زيادة الانتاج هي السبيل الوحيد لبناء المجتمع المثالي الذي نسعي إليه.

Increasing production is the only way to build up the ideal society for which we aspire.

٩- لقد + فعل ماضى بدون أى إشارة تدل على الماضى تترجم لمضارع تام:

لقد اهتمت الدولة بالتعليم

\*The state has taken great interest in education.

لقد ساعد العلم الإنسان على أن يحيا حياة مريحة

\*Science has helped man to lead a comfortable life.

لقد أصبح من الواضح إن الإدمان هو وباء العصر

\*It has become clear that addiction is the plague of the age.

لقد شهدت مصر قفزة حضارية كبيرة فى جميع المجالات

\*Egypt has witnessed a great cultural leap in all fields.

١٠- لقد + فعل ماضى وفى الجملة إشارة تدل على الماضى البسيط تترجم إلى ماضى بسيط:

\*He telephoned me yesterday.

لقد اتصل بى أمس هاتفياً

١١- قد + فعل مضارع فإن ذلك يدل على الاحتمال ونستخدم may:

قد يشهد هذا العام تطورات هائلة نحو السلام

\*This year may witness immense development towards peace.

Al Ahly may win the cup.

قد يفوز الاهلى بالكاس.

١٢- حرف الـ ( س ) وكلمة ( سوف ) المرادف لهما فى اللغة الإنجليزية هو زمن المستقبل البسيط:

\*The government will build a lot of schools.

ستبنى الحكومة مدارس كثيرة

١٣- لن + فعل مضارع يقابله فى الإنجليزية مستقبل بسيط منفى: future simple

\*I won't do that again.

لن أفعل ذلك مرة أخرى

١٤- لم + فعل مضارع يقابله فى الإنجليزية ماضى بسيط: Past simple

\*Ahmed did not attend my birthday party.

لم يحضر أحمد حفل عيد ميلادى

١٥- كان + فعل مضارع يقابله فى الإنجليزية ماضى مستمر:

كان والدى يقرأ الصحيفة عندما دق جرس الباب

\*Dad was reading the paper when the doorbell rang

١٦- كان + قد + فعل ماضى يقابله فى الإنجليزية الماضى التام:

عندما وصلت إلى السينما كان الفيلم قد بدأ.

\*When I arrived at the cinema the film had started.

١٨- إذا كان النص المراد ترجمته مكتوب بلغة المبنى للمجهول يفضل استخدام لغة المبنى للمعلوم:

The operation was performed by a well-known surgeon.

قام جراح مشهور باجراء العملية الجراحية. (لقد أجري العملية جراح مشهور).

١٩- من + صفة + لـ أو على + مفعول + ان:

It is + adj. + for + n + to + inf.



من الأفضل لنا أن نتعلم اللغات الأجنبية لأنها وسيلة للاتصال بين الناس

It is better for us to learn foreign languages because they are means of communication among people.

من الأفضل ان تخطط لمستقبك من الان . It is better to plan for your future from now.

٢٠- الضمير المضاف إلى فعل يترجم إلى (ضمير مفعول her - me - him - them - us):  
إن تعلم اللغات الأجنبية يمكننا من قراءة الصحف العالمية.

Learning foreign languages enable us to read the international newspapers.

٢١- الضمير المضاف إلى اسم يترجم إلى (صفة ملكية my-her-their-its-your):  
يزور مصر كثير من السياح كل عام لمشاهدة أثارها القديمة

Every year, a lot of tourists visit Egypt to watch its ancient monument

٢٢- كلمة ( علينا / يجب ) تترجم إلى should/must + inf :  
يجب ان نحافظ على نظافة البيئة

We must keep the environment clean.

we should save energy

علينا ان نوفر الطاقة

٢٢- تترجم (من اشهر / من اخطر / من اهم ) الى صيغة التفضيل :  
The unemployment is one of the most important causes of spreading the crimes.

Naguib Mahfouz is one of the most famous writers in the world .

٢٢- في حالة المضاف والمضاف إليه تستخدم of أو يأتي المضاف إليه ثم المضاف :  
\*The school gate = the gate of the school بوابة المدرسة

\*Book fair معرض الكتاب

\*Birth rate = the rate of birth معدل المواليد

\*Pollution of environment = environment pollution تلوث البيئة

\*Standard of living = living standard مستوى المعيشة

٢٣- حفظ الأفعال التي لا تحتاج إلى حروف جر :  
"نحن نحتفل بعيد الطفولة" we celebrate the child day

We enjoyed the party

استمتعنا بالحفل.

Affect	تؤثر على	Admire	يعجب ب	Recognize	يتعرف على
Sacrifice	يضحى ب	Enjoy	يستمتع ب	Beat	يهزم/ يغلب على
Obtain	يحصل على	Arrest	يقبض على	Fear	يخشى أن
Keep	يحافظ على	join	ينضم الى / يلتحق ب	Include	يشتمل على
owe	يدين ب	Overcome	يتغلب على	Eliminate	يقضى على

٢٤- الأسماء المعنوية لا تأخذ the عند ترجمتها إلى الإنجليزية :  
يرجع التقدم في الزراعة والصناعة والطب إلى العلم الحديث.

Progress in agriculture, industry and medicine is due to modern science.

فهنا نتكلم عن التقدم والصناعة والزراعة بصفة عامة فلا يصح أن نقول The progress

ولكن إذا خصصنا وقتنا التقدم في مصر ..... The progress in Egypt

Honour	الشرف	Virtue	الفضيلة	Peace	السلام
Beauty	الجمال	Love	الحب	Friendship	الصدقة
truth	الصدق	progress	التقدم	Honesty	الأمانة

٢٥- الأسماء التي لا تجمع Uncountable Nouns لا تأخذ أداة المعرفة the :  
الحقائب baggage

paper	الورق	luggage	الأمتعة	baggage	الحقائب
Grass	العشب	money	المال	oil	الزيت
electricity	الكهرباء	information	معلومات	news	أخبار

E.g. money is the root of all evil.

The book is made of paper.

٢٦- كل + اسم مفرد (each/every) // كل + اسم جمع اولا يعد (all)

**Translate into Arabic:**

- 1- We all appreciate the profession of teaching because a good teacher builds a good citizen.
- 2- We should honour great writers and thinkers, especially those who have published distinguished works.
- 3- A good teacher should be responsible and serious, and care for the needs of students.
- 4- Walid was tired this evening because he had played tennis all morning.
- 5- Egyptian women have always played a vital role in development projects.
- 6- It is important for people to separate their work from their home life.
- 7- In 2003, Dr Karimat El-Sayed won an award as one of the world's best scientists.
- 8- The problem with freelance work is that you don't always get regular work.
- 9- Scientific research is very important, as it paves the way towards a better life.
- 10- Everyone should play a positive role in developing our country and achieving progress.
- 11- Mariam and Ahmed had their teeth checked by the dentist last Tuesday.
- 12- The government is trying to improve the educational system to keep up with world challenges.
- 13- Unemployment is a serious problem that the public and private organizations must solve.
- 14- Personal skills are qualities that are needed if you want to succeed in your career.
- 15- Unfortunately, the factory closed, and the workers were made redundant.
- 16- The Industrial Revolution started in England towards the end of the eighteenth century.
- 17- The tourists needn't have brought umbrellas because it is not going to rain.
- 18- Cairo underground metro lines serve millions of people all over greater Cairo.
- 19 Social networking is a double-edged weapon, so we should use it wisely.
- 20 Every year, the cells under the bark of a tree harden and become new wood.
- 21 I wish I had had time to read more novels when I was younger.
- 22 Your skin might burn if you sit in the sun without using sun cream.
- 23- People's culture becomes apparent through its individuals' behavior.
- 24- science and work are the only way to achieve welfare and progress for any nation
- 25-Increasing production is the only way to build up the ideal society for which we aspire
- 26-If we do not eat healthy food, we will catch diseases and lose our ability to do our work well .
- 27-The government encourages local industry to do without a lot of imports.
- 28-Learning critical thinking skills helps us to create a promising generation.
- 29-All heavenly /divine religions call for love, peace and tolerance.

30-Earthquakes, volcanoes, storms, drought, lightning and thunder are all natural phenomena which show the ability/power of Allah

31-planting trees help the environment. as they provide shade in summer and absorb carbon dioxide

32-charity organization can have a role in serving people completing tasks that government can't do.

**Translate into English:**

١- لقد كتب الروائي عبد التواب يوسف العديد من قصص الأطفال المثيرة.

٢- بمجرد أني رأيت الحادث ، اتصلت بالشرطة و حضروا علي الفور.

٣- لقد كان يحي حقي واحد من رواد الأدب المصري الحديث.

٤- في مصر القديمة ، استخدم الناس نوعا من النباتات الطويلة يسمى البردي في صناعة الورق.

٥- لحسن الحظ ، كانت المشكلة سهلة جدا علي أخي ليحلها.

٦- سوف تتمتع المدارس بكافة الوسائل التعليمية و التكنولوجية الحديثة.

٧- هل تعلم أن أول أطباء أسنان في العالم كانوا مصريين؟

٨- احترس! هذا المكان أعمق من أن يسبح فيه الأطفال

٩- يستطيع رواد الفضاء ممارسة رياضة انعدام الوزن أثناء مهمتهم في الكواكب.

١٠- لم يعد الفضاء غامضا بفضل الجهود ( الجهود ) العظيمة للعلماء.

١١- نحن نعلم الآن أن الزروع و الأشجار يستمدون غذاءهم من الهواء و التربة.

١٢- التكنولوجيا الحديثة سلاح ذو حدين لذا يجب أن تستخدم بحرص.

١٣- سألتني صديقتي عما فعلت ليلة أمس ورددت اني قد نمت مبكرا

١٤- يجب على الشباب ان يقبل العمل فى الأماكن النائية حتى لا يظلوا بلا عمل

١٥- هل سبق ان ارسلت سيرتك الذاتية لشركة اجنبية

١٦- اخبرنى علاء انه كان دائما عاملا مجتهدا ولذلك فهو موهل لهذه الوظيفة

١٧- ماهو نوع الموسيقى الشعبية الذى تقترحه ليسمعه السياح

١٨- توقفنا عن شراء الخبز من السوبر ماركت عندما عرفنا انه ارخص فى المخبز

١٩- تستطيع ان تعبر عن رايك بشرط ان تحترم الاخرين

٢٠- يجب عليك ان تتذكر دائما انك اقوى من المخدرات المدمرة

٢١- اذا لم يصاب والدى فى قدمه لاصبح لاعب كرة قدم

٢٢- اود ان اعرف كيف يؤثر القمر على البحار على سطح الارض

٢٣- من أهم الأهداف التي تسعى الحكومة لتحقيقها تطوير التعليم.

٢٤- على الشباب أن يتسلح بالعلم و التكنولوجيا كي يصلوا لأهدافهم.

٢٥- تعتمد اى امة على شبابها فى تنفيذ المشروعات الصناعية والزراعية .

٢٦- شهد العصر الحالى ثورة هائلة فى مجال تكنولوجيا المعلومات والانترنت.

٢٧- السماء أصل الحياة فلا تفسد البيئة بتلويث مياه النيل.

٢٨- علينا بترشيد استخدام المياه العذبة و إلا سنواجه شدة الظمأ مستقبلا

٢٩- المعرفة والابتكار هما قاعدتنا التقدم فى المستقبل.

٣٠- من المتوقع أن تصبح سياحة الفضاء أكثر شيوعا فى المستقبل القريب.

٣١- يلعب الفن الرافى دورا هاما فى تشكيل شخصية الصغار و الكبار على السواء

٣٢- ينبغى علينا بذل المزيد من الجهد لحماية البيئة من التلوث السمعى والبصرى

٣٣- يجب الصغار والكبار قراءة القصص البوليسية لأنها شيقة ومسلية

٣٤- ألا تعتقد أن دراسة ثقافات الشعوب تساعدنا على فهمهم جيدا؟

٣٥- تشيد الدولة الطرق و الكبارى العلوية لربط المدن بعضها البعض.

٣٦- يحاول العلماء انتاج أنواع جديدة من النباتات والحيوانات باستخدام الهندسة الوراثية.

٣٧- تتمتع مصر بسحر الطبيعة وجوها البديع ومناظرها الخلابة وتراثها الحضارى العريق

٣٨- هناك صراع مستمر بين الخير والشر منذ بداية الحياة على كوكب الارض

٣٩- بالصبر والعمل الجاد وحسن الأخلاق ينجح الإنسان ويتغلب على الصعاب ويحقق أماله.

٤٠- إن العمل الجماعى يقوى الروابط ويرسخ القيم الإنسانية بين الناس.

٤١- يجب ان نزود الاطفال بالطعام الصحى والرعاية الصحية والتعليم بالجيد ووسائل الترفية المختلفة

٤٢- ان كل مصرى فخور بعلماننا ومفكرينا وابطالنا المتميزين فى كل المجالات

٤٣- يجب ان يعلم كل الاباء بانهم المسؤولين عن تربية جيل واعى ومستنير

٤٤- إن مصر تحتاج إلى جهود المخلصين من أبناءها حتى تتغلب على مشاكلها الاقتصادية.

٤٥- لا تقاس حضارة الأمم بعدد أصحاب الملايين فيها وإنما تقاس بعدد المثقفين فيها



تحتوي كل قطعة علي عدد من الكلمات يتراوح بين ١٢٠ إلى ١٥٠ كلمة \*

غالباً ما تتناول قطعة الفهم في السؤال الثاني موضوعاً يرتبط بحقائق معينة او برواية أو نص وصفي أو جدلي \*

يُطلب من الطالب الإجابة على \*

**\* يُطْلَبُ مِنَ الطَّالِبِ الإِجَابَةُ عَلَى**

١- ٦ أسئلة اختيار من متعدد.

٢-- اربع أسئلة، بإجابات قصيرة.

**إليك مجموعة من الأسئلة الهامة التي ترد كثيراً في قطع الفهم \***

1. What does the underlined word (.....) refer to/ indicate/ show **تشير إلى**?

2. What does the word "....." in bold **المُظَلَّة** refer to?

3. What does the black typed word **الكلمة المظلمة** refer to (indicate)?

4. Give (Put) (Write) (Suggest) a suitable title for the passage. اكتب عنوان مناسب للقطعة.

5. The best (most suitable) title for the passage/text/email is ..... أفضل عنوان للقطعة/النص/الايمل هو

6. Give an example to prove (show) that ..... اعط مثال لتثبت (تبين) أن .....

7. What lesson have you learnt from the above story? ما الدرس الذي تعلمته من القصة السابقة؟

8. Give two reasons for ..... اذكر سببين لـ .....

9. What's the main idea of the passage? ما هي الفكرة الرئيسية للقطعة؟

10. Mention briefly the main idea of the passage. **لخص الفكرة الرئيسية للقطعة.**

11. What does the writer mean by saying (.....)? ماذا يعني الكاتب بقوله .....

12. What is meant by the word ...../ the term .....? ما المقصود بكلمة ... / مصطلح .....

13. Pick out (Detect) (Find) words in the passage which mean: استخراج (أوجد) كلمات في القطعة تعني الآتي

14. From the passage, give one word for each of the following. إستخرج من القطعة كلمة واحدة تعبر عن

## المعاني الآتية

15. Give the meaning of the underlined words ".....". فسر معنى الكلمات التي تحتها خط ".....".

16. According to the passage/ the text / the writer, .....طبقاً للقطعة / للنص / للكاتب.....

17. From the writer's point of view ..... من وجهة نظر الكاتب، .....

18. What does the writer say concerning .....? ما رأي الكاتب بشأن .....

19. What's the writer's main objection to .....? ما وجه اعتراض الكاتب علي .....؟

**20. What advice does the writer give his readers? ما النصيحة التي يوجهها الكاتب الى قراءه؟**

21. What does the passage say (tell us) about .....? ماذا تقول/تخبرنا القطعة عن .....

22. What does the passage suggest we should do about .....? ماذا تقترح القطعة فعله بشأن .....

23. Are you for (with) or against .....? هل أنت مؤيد لـ أم ضد .....؟

24. ...., do you think, .....why/why not.....? .....لماذا لا/لماذا

25. why/what do you think, ..... ؟

26. Do you agree or disagree that .....? ؟..... هل تتفق أم تختلف أن

27. Do you approve (disapprove) of .....? ؟..... هل تتفق أم تختلف مع

28. How far do you agree with .....? ؟..... مع

46. Draw a comparison between ..... and ..... و ..... قارن بين .....

**29. In brief (In short) mention .....** اذكر باختصار ...

30. How many ..... are mentioned in the passage? كم عدد ..... المذكور(ة) في القطعة؟

31. Show / اشرح / explain / ناقش / اشرح / illustrate / اوضح / indicate / بين

name اذكر / describe صف / mention اذكر / compare اقرن

**Read the following passage, then answer the questions:**

**Dear Ali,**

## How are you?

I had wanted to email you before I started my new job, but I did not have time! I've now worked here the middle of the city at the moment and I travel for two weeks. I'm working in an old building in



to work by bus. By the end of next year, they will have finished building a new office in a different part of the city. So after that, I'll be travelling to work every day on the metro!

Before I started this job, I hadn't known very much about new technology. Now I use it every day. I often talk to people in other countries, using the internet. The work is different every day. Yesterday I was interviewing a businesswoman from Japan.

Today I'm visiting a new hotel in Cairo and tomorrow I'm going to a meeting in Damietta. I think I'll have to get up very early because the train leaves at 5a.m.!

The job is very tiring and I don't have a routine yet, but I'm enjoying it. I have already written a lot of articles. You can read them online. I've met some famous people, too. There is a photo of me interviewing a politician in the attachment to this email. He works for the Ministry of *Antiquities*, so he knows all about ancient Egypt. I haven't met any sports people yet, but there is an important tennis competition next month. There are some famous tennis players going there and I'm sure I'll interview one.

Write soon.

Best wishes,

Munir

**1 For how long has Munir done this job?**

d since last May    c since he moved offices    b for two weeks    a for a year

**2 Why does he have to get up early tomorrow?**

b He's visiting a new hotel.    a He's interviewing a businessman.  
d He's interviewing a politician.    c He is going to a meeting.

**3 Why did someone take a photo of Munir?**

b He was meeting a famous person.    a He is famous.  
d Because his article is online.    c He wanted a photo to send to his friend.

**4 What is the main idea of the email?**

b Munir doesn't like his new job.    a Munir's new job is boring.  
d Munir wants his job to pay him more money.    c Munir's new job is busy but exciting.

**5- What does the underlined word one refer to?**

c a famous tennis player    a tennis competitions  
d a politician    b business people

**6 What does the word *antiquities* means?**

d education    c medicine    b farming    a very old things

**7- Find a suitable subject for this email.**

**8- How does Munir usually communicate with people in the countries?**

**9- What job do you think Munir does?**

**10- Why didn't Munir email his friend before he got the job?**

2-The Chinese invented paper, and they were also the first to use paper bank notes for money. Before paper notes were invented in the seventh century, wealthy Chinese traders had used metal coins. These had a hole in the middle so that traders could carry them on pieces of material. But these were very heavy to carry. As a result, traders left the money with someone they trusted. Instead, they carried a piece of paper which said how much money they had. The trader could use this paper note to promise anyone that they could pay for the goods that they wanted to buy. People in Europe only started to use paper bank notes in the seventeenth century. In England, the King needed money to help fight a war with France. Banks encouraged people to leave money with them and gave handwritten notes saying how much money they had left. The notes said, "I promise to pay the *bearer* the sum of ... " and you can still see the same words on English notes today. Bank workers continued to hand write notes until 1853, when the first notes were printed. The paper used for bank notes is usually made from a mixture of paper and cotton, and sometimes other materials. Although these other materials make the notes stronger than normal paper, most bank notes only last for about two years. For this reason, some countries tried using plastic notes in 1983. However, the first plastic notes in England were not very successful because the ink came off the notes onto people's hands! Five years later, in 1988, Australia successfully used plastic notes for the first time. Today, many countries use plastic notes, which are stronger than paper notes, last longer and are harder to copy.

**1 Why did Chinese traders first use notes instead of coins?**

- b Because coins had holes in them.      a Because the coins were too heavy to carry.  
d Because they preferred paper.      e Because traders could not trust everyone.

**2 Why did banks in England first want people to leave their money with them?**

- b People preferred notes to coins.      a The King needed money to fight a war.  
d Banks opened for the first time.      c People wanted their money to be safe.

**3- Why were notes handwritten until 1853?**

- a It was cheaper this way.      b It was faster this way.  
c There was not any technology to print them before this time.  
d It was hard to copy the handwriting.

**4- What is the main idea of the text?**

- b Why we use banks.      a Why we use money.  
d The history of trade.      c The history of paper bank notes.

**5 -What does the underlined word them refer to?**

- b the men in France      a the King's men  
d the banks      c the people who had the money

**6- What does the word *bearer* mean?**

- b a Chinese trader      a someone who works in a bank  
d someone who works for the King      c someone who carries something

**7 When and where were paper bank notes first used?**

**8 Why was there a hole in the metal coins invented by the Chinese?**

**9 Do you think people will continue to use paper bank notes in the future or will there be a different way of exchanging money? Explain.**

**10 Do you think that more countries will use plastic notes in the future? Why / Why not?**

3-Being a journalist is not an easy job. In fact there are many risks that a journalist has to take in order to succeed in covering certain events. The risks involve being threatened with death by people in authority or wealthy businessmen. Some journalists cover life-threatening events such forest fires, wars and hurricanes.

Editors of newspapers and magazines often go to extremes to provide their readers with unimportant facts and statistics. Last year a journalist had been instructed by a well-known magazine to write an article on the president's palace in a new African republic. When the article arrived, the editor read the first sentence and then refused to publish it. The article began: "Hundreds of steps lead to the high wall which surrounds the president's palace". The editor at once sent the journalist a fax instructing him find out the exact number of steps and the height of the wall.

The journalist immediately set out to obtain these important facts, but he took a long time to send them. Meanwhile, the editor was getting impatient, for the magazine would soon go to press. He sent the journalist two more faxes, but received no reply. He sent yet another fax, informing the journalist that if he did not reply soon he would be fired. When the journalist again failed to reply, the editor reluctantly published the article as it had originally been written. A week later, the editor at last received a fax from the journalist. Not only had the poor man been arrested, but he had been sent to prison as well. However, he had at last been allowed to send a fax in which he informed the editor that the he had been arrested while counting the 1084 steps leading to the fifteen-foot wall which surrounded the president's palace.

**Answer the following questions:**

**1. What happened to the journalist?**

- a. He lived in the palace.      b. He was caught by the police.  
c. He met the president.      d. He was buried under the palace.

**2. Which of the following is TRUE?**

- a. The article that the journalist sent was never published.  
b. The journalist didn't manage to obtain the required facts.  
c. The journalist was sent to prison for not getting the facts.  
d. The journalist was arrested while counting the steps.

**3. What extra information was the journalist asked to obtain?**

- a. The height of the president.      b. The number of the palace rooms.  
c. The height of the wall.      d. The height of the palace.

**4. Why was the editor impatient?**

- a. The journalist was arrested.      b. The newspaper was closed.

- c. The president sent him a fax. d. The needed facts didn't arrive.  
5. The underlined word "it" refers to the .....  
a. sentence b. fax c. article d. palace  
6. To be "fired" here means to be .....  
a. shot with a gun b. dismissed c. set on fire d. promoted  
7. According to the editor, in what case would the journalist leave work?

8. Where was the journalist asked to go?

9. Mention three kinds of danger that journalists face.

10. Do you think the extra facts the editor asked for were important? Why / Why not?

4-Globalization is a complicated issue. It has pros and cons. Supporters of globalization argue that it has the potential to make this world a better place to live in and solve some problems like unemployment and poverty. They expect free trade to reduce barriers between nations and competition between countries to drive prices down. They say globalization provides poor countries with the chance to develop economically and by spreading prosperity, creates the conditions in which democracy and respect for human rights may flourish. There is now a worldwide market for companies and consumers who have access to products of different countries. There is more influx of information between countries. There is cultural intermingling and each country is learning more about other cultures. Socially we have become more open and tolerant towards each other and people who live in the other part of the world are not considered aliens.

However, globalization is seen as a threat by increasing numbers of people. They feel that globalization is growing as consumers are not given a choice. They worry about the effect globalization will have on the culture of individual countries, cities and towns. Moreover, in a global market, the bigger companies have more money to expand and advertise, and they can also make and sell their products cheaply. The result is that people stop buying from the smaller, local companies.

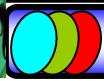
Some people might see the global culture as a good thing as it brings people together and means that we have cheap food, in addition, you can travel, eat and shop easily. Unfortunately, many cities now have exactly the same shops that sell exactly the same products. It can be difficult to come across any small local shops at all. The question is, will the world become less interesting when all the people wear the same clothes, eat the same food and speak the same language

1. In a global market, .....  
a. local companies can compete with big ones.  
b. local companies sell cheaper products.  
c. big companies sell cheaper products.  
d. both big and local companies sell cheap products.  
2. A suitable title for the passage would be .....  
a. The arguments about globalization. b. Advantages of globalization.  
c. Disadvantages of globalization. d. Rejection of globalization.  
3. Why do some people support globalization?  
a. For it is a complicated issue. b. For it facilitates communication. c. For it has pros and cons. d. For it harms smaller companies.  
4. Supporters say that globalization will spread ..... in developing countries.  
a. unemployment and poverty b. alienation and isolation  
c. democracy and rights d. dictatorship and ignorance  
5. Supporters think globalization made people .....  
a. aggressive b. tolerant c. perplexed d. complicated  
6. The word "influx" means .....  
a. flow b. restriction c. criticism d. hardship  
7. Why do many people consider globalization a threat?

8. According to globalization supporters, how will competition between countries benefit?

9. Why do big companies benefit from globalization more than the small ones?

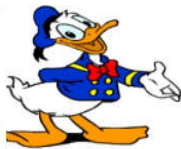
10. Are you for or against a global culture? Why?.....



## Grammar



# الزمنة Tenses



## The past simple

### ١. التكوين Form:

يتكون الماضي البسيط بأحد التراكيب التالية:

- ١- بإضافة ed للفعل في الحالة العادية .
- ٢- بإضافة d فقط لو كان الفعل منتهياً بـ e .
- ٣- بإضافة ied وحذف الـ y لو كان الفعل منتهياً بـ y وقبله حرف ساكن.
- ٤- مضاعفة الحرف الأخير ثم وضع ed لو كان الفعل منتهياً بحرف ساكن وقبله حرف متحرك واحد وهناك تشديد على المقطع الأخير.
- ٥- هناك أفعال شاذة يجب أن تُحفظ.

E.g. Play → played / talk → talked

E.g. live → lived / close → closed

E.g. study → studied / carry → carried

E.g. Stop → stopped / drop → dropped

ولكن إذا انتهى بـ ( x / y / w ) وقبله حرف متحرك لا يتم مضاعفة هذه الحروف .  
fix → fixed / follow → followed .

E.g. buy → bought / take → took / build → built



### ٢. الاستخدام Usage:

نستخدم الماضي البسيط للتعبير عن:

١. حدث بدأ وانتهى في الماضي.

E.g. I played football yesterday. I was in Alexandria a month ago.

٢. عادة في الماضي (غالباً مع كلمة "used to" والتي معناها "اعتاد أن").

E.g. When I was in Paris, I used to play (played) tennis.

لاحظ: يمكن أن يستخدم مع كلمات المضارع البسيط ليبدل على عادة في الماضي (always- often- never- usually.....).

E.g. When he was a child, he always walked to school.

٣. حكاية قصة.

E.g. Ali found a bag, and then he went to the police station.

٤. حالة if الثانية:

E.g. If I had enough money, I'd buy this expensive mobile.

٥. الاحداث التي حدثت تباعاً واحد تلو الآخر في الماضي ليس هناك فارق زمني.

E.g. First, he paid the taxi, then he got out of the taxi.

Yesterday, I went to the club and met my friends.

### ٣. الكلمات الدالة Key words:

الكلمات التالية كلها كلمات دالة على الماضي البسيط:

Yesterday - ago - last - once = once upon a time - one day - in the past - in ancient times -  
in old days - in 1995 - from 2003...to 2008 - منذ أيام قليلة - The other day - how long ago = when

### ٤. النفي Negation:

في حالة النفي نستخدم ( didn't + المصدر )

→ We didn't watch the match.

You didn't buy a new notebook

### ٥. السؤال:

هل .....? Did + فاعل + inf + did + فاعل + inf ? كلمة استفهام

⇔ What did you eat? I ate fish.

→ Did Amir see his friends? Yes, he did./No, he didn't.



تركيبات هامة :- ( اعتاد أن )

للتعبير عن العادة الماضية نستخدم :

used to + inf / didn't use to + inf + فاعل - I

e.g. # I used to play football when I was young.

→ We didn't use to have mobile phones in the past

## The past continuous

### ١. التكوين Form:

١. في حالة الإثبات: يتكون الماضي المستمر من (was/were + verb + ing)

i He, She, It	→	was	}	+ ( v ) + ing
We, You, They	→	were		

٢. في حالة النفي: يتكون الماضي المستمر من (was/were not + verb + ing)

i He, She, It	→	was not	}	+ ( v ) + ing
We, You, They	→	were not		

٣. في حالة السؤال: يتكون الماضي المستمر من (was, were + sub... + verb + ing ....?)

What ( كلمة الاستفهام )	{	was	}	he, she, it	→	{	+ ( v + ing ) ...?
		were		we, you, they			

✎ - I was reading a book when my friend arrived.

✎ - What were they doing yesterday? They were playing football

→ Was he/she (having lunch)? Yes, he/she was. No, he/she wasn't.

### ٢. الاستخدام Usage:

١. نستخدم الماضي المستمر للتعبير عن حدث استمر لفترة في الماضي.

E.g. We were watching TV all the evening yesterday.

Tarek was eating dinner at noon yesterday.

٢. يعبر الماضي المستمر عن حدث كان مستمرا عندما قطعته حدث آخر في الماضي.

⊗ ⊗ I was having lunch when the phone rang

→ → While/as I was having lunch , the phone rang

٣. يعبر الماضي المستمر عن حدثين كانا يحدثان في نفس الوقت.

⊗ While my father was watching TV, my mother was cooking in the kitchen.

While he was driving to work, he was talking on his mobile phone.

1-While /As/ just as/when → ماضى مستمر → ماضى بسيط

2- ماضى بسيط → While /As/ just as/when → ماضى مستمر

3-when → ماضى بسيط → ماضى مستمر



### ملاحظات

1- While (بدون فاعل) + v. + ing = While + فاعل + ماضى مستمر = During + noun اسم

- While having (I was having) lunch, the phone rang. = During my lunchtime, the phone rang.

2- When + فاعل + ماضى بسيط = On + v. + ing

▶ When the thief saw the police, he ran away. = On seeing the police, the thief ran away.

٣ - لا يستخدم الماضي المستمر مع أفعال الشعور والتفكير والملكية والحواس ووصف الحالة ولكن يستخدم الماضي البسيط مثل :

want – think – like – love – hate – belong – have – see – hear – taste – smell –be -seem

e.g. She seemed ill when I visited her.

While I was at home, a man knocked on the door and asked for help.

4- ماضى بسيط منفى + because/as/since + ماضى مستمر

e.g. I didn't answer the phone because I was praying.

→ She didn't see the thief since she was watching TV.



### ٣. الكلمات الدالة :Key words

الكلمات التالية كلها كلمات دالة على الماضي المستمر:

(all + morning, afternoon, evening, night, time ), while بينما , just as بينما , when عندما ,  
طول اليوم امس The whole/all day yesterday , at ...o'clock yesterday , at...o'clock last , between 6 and 8 ,

### الماضي التام Past Perfect

### ١. التكوين Form

يتكون الماضي التام من had + p.p.

- After I had done my homework, I went to bed.
- Before he travelled abroad, he had graduated.

### ٢. الاستخدام Usage

١- يستخدم الماضي التام ليصف حدث وقع قبل حدث آخر في الماضي.

⇒ After Mai had returned from school, she studied her lessons.

٢- حالة if الثالثة.

⇒ If I had been more careful, I wouldn't have lost my mobile.

٣ : يستخدم الماضي التام بعد (because) لتوضيح سبب/مبرر حدوث شيء في الماضي (حدث ثم أولا) وكانت له نتيجة واضحة في الماضي:

ex→ I was very tired because I had studied too much

He went to hospital because he had eaten bad food.

← We weren't hungry because we had already eaten.

→ Hassan didn't play football because he had forgotten his football trainers

### ٣. الكلمات الدالة واستخدامها :Key words

١- ماضي بسيط → ماضي تام → After /as soon as/when

ماضي تام → After /as soon as/when → ماضي بسيط

Ex-After/as soon as I had done my homework, I watched TV .

Ex- I watched TV .After/as soon as I had done my homework,

٢- ماضي تام → ماضي بسيط → Before/ by the time/when

ماضي بسيط → Before/ by the time/when → ماضي تام

Ex- I had done my homework before/ by the time I watched TV .

→ before/ by the time I watched TV , I had done my homework.

٣- ماضي تام → till - until → ماضي بسيط غالبا منفى

ماضي تام → till - until → didn't/wouldn't/couldn't+ inf فاعل

ماضي تام → till - until → wasn't/weren't + p.p مفعول

→ I didn't watch TV (till / until) I had done my homework.

→ She couldn't answer the question until she had looked at it twice.

→ I wouldn't leave the office until I had checked that all the doors were locked

→ my car wasn't repaired until I had taken it to the mechanic.

no sooner	than	لم يكدا..... حتى
4- hardly + had + فاعل	+ p.p. when + past simple	ماضي بسيط
scarcely	when	

E.g. They had no sooner finished painting our new house than we moved into it.

They had hardly finished painting our new house when we moved into it.

إذا بدأت الجملة بـ **no sooner/hardly/scarcely** نضع الجملة الأولى فى صيغة استفهام.

No sooner than  
Hardly + had + subject + p.p. + when + past simple ماضى بسيط  
Scarcely when

E.g. **No sooner** had they finished painting our new house **than** we moved into it.

**Hardly** had they finished painting our new house **when** we moved into it.



**ملاحظات:**

**ملحوظة ١:** يأتى بعد **after/before** فعل **v.ing** إذا لم يأتى بعدها فاعل

ماضى تام → **Before** + الفعل + **ving** / ماضى بسيط → **After** + الفعل + **ing**

Ex- **After** doing the shopping , she returned home .

→ She had done the shopping **before** returning home .

**ملحوظة ٢:** تستخدم **Having + P.P** بدلا من **after/as soon as + S + had + P.P**

Ex → **after** she had done the shopping , she returned home .(having)

→ **Having** done the shopping , she returned home .

**ملحوظة ٣:** ماضى تام + فترة زمنية فى الماضى ( **By + (yesterday/2013** )

E.g. By yesterday, he had reached Paris./ By 1913, the titanic had shipwrecked.

**ملحوظة ٤:** يأتى الماضى التام بعد هذه الأفعال فى الماضى وهى :

**.....discovered\found\realized\knew\remembered\heard.....S. + had + P.P**

ماضى تام { **that** } ماضى بسيط . ماضى بسيط { **After** , **As soon as** , **When** }

Ex: **When** I arrived at the station I found that the train **had left** the station.

→ **as soon as/after** I saw ahmed, I realized that I **had forgotten** his book at home.

→ **After** I heard that I **had passed** the exam, I phoned my dad.

**ملحوظة ٥:** يأتى بعد **Before that** ماضى تام وبعد **After that** ماضى بسيط:

Ex: I watched the film but **before that** I had done my homework.

Ex: I had had a shower , **after that** I went out.

**ملحوظة ٦:** يأتى الماضى التام مع كلمات المضارع التام إذا جاء معها ماضى بسيط ( **already/just/never/for/since** )

▶ I **had never tried** Chinese food **before** I went to that restaurant.

▶ The lesson **had already started** **when** he arrived in the classroom.

**ملحوظة ٧:** لا يجب حفظ قاعدة واحدة لـ **Until** فهى تأتى حسب المعنى كما فى الأمثلة:

→ He refused to leave the place **until** he had taken the money.

→ He lived in Cairo **until** he died.

→ He couldn't travel **until** he had got a passport

→ I won't help him **until** I finish my work

→ I had waited at the garage **until** my car was repaired.

→ We waited for the bus **until** it arrived.

**ملحوظة ٨:** نستخدم هذه التركيبة عندما ( لا يوجد فارق زمنى بين الحدثين ) :

ماضى بسيط → ماضى بسيط → **After /as soon as/ when**

Ex: **When** she saw a snake in front of her, she cried.

Ex: He told me **as soon as** he heard the news.

## Exercise

1) Nesma first met her best friend when she ..... at primary school. (PT 1a)

a. has been                      b. was being                      c. was                      d. is

2) What ..... at midday yesterday? (PT 1a)

a. are you doing                      b. were you doing                      c. you were doing                      d. have you done

3) Kamal ..... an English person before he met my friend Jack. (PT 1a)

- a. did not meet      b. has not met      c. won't meet      d. had not met  
 4) Before there was a bus to her village, Mona and her brother.....to school. (PT 1a)  
 a. had always walked      b. were walking      c. have always walked      d. walk  
 5) When we saw the hotel, we ..... that it was a great place for a holiday. (PT 1a)  
 a. were knowing      b. had known      c. have known      d. knew  
 6) The writer wrote his first story when he ..... at university. (PT 1b)  
 a. was being      b. had been      c. was      d. has been  
 7) Dina..... the test when the teacher told them to stop. (PT 1b)  
 a. hasn't finished      b. hadn't finished      c. not finishing      d. haven't finished  
 8) The car..... fast when it hit the tree. (PT 1b)  
 a. was moving      b. moves      c. has moved      d. is moving  
 9) The police know what the thief ..... at eight o'clock last night. (PT 1b)  
 a. has done      b. does      c. was doing      d. is doing  
 10) The tourists ..... walking until they had reached the top of the mountain. (PT 1b)  
 a. didn't stop      b. stopped      c. haven't stopped      d. won't stop  
 11) I ..... the office until I had checked that all the doors were locked. (PT 1b)  
 a. won't leave      b. wouldn't leave      c. hadn't left      d. wasn't left  
 12- Maya .....the fruit carefully before she bought it. (PT 1)  
 a. had checked      b. checks      c. has checked      d. checking  
 13- Ahmed's grandmother..... ill when he visited her yesterday. p t  
 a. was seeming      b. had seemed      c. seemed      d. has seemed  
 14. When I was younger, I ..... go swimming every day.  
 a- usually      b- used      c- use      d- used to  
 15- While ..... Egypt, tourists enjoy sightseeing.  
 a) visiting      b) was visiting      c) visited      d) was visited  
 16-When was the last time that you..... your cousins?  
 a have seen      b seeing      c saw      d see  
 17-ali always.....to work when he was young.  
 a-walked      b-walks      c-is walking      d-was walking  
 18- My company .....an important meeting last month.  
 a. have      b. has      c. had      d. is having  
 19-when I woke up, my father.....so I didn't see him.  
 a-left      b-had left      c-had been leaving      d-has left  
 20-.....leaving the shop I remembered that I had forgotten my wallet there  
 a-before      b-after      c-as      d-when  
 22- The students .....the book before the lesson started.  
 a are reading      b had read      c have read      d reads  
 21- Hassan couldn't answer the phone because he .....his father's car  
 a washed      b was washing      c had washed      d has washed  
 22-As soon as I got to the station, I realised that I ..... my train.  
 a) had missed      b) missed      c) have missed      d) miss  
 23-she.....answer the question , until she had looked at it twice.  
 a-doesn't      b-couldn't      c-won't      d-don't  
 26-While she was studying, I .....television.  
 a-watched      b-watching      c-will watch      d-was watching  
 24-Heba was sitting in a traffic jam when her train..... the station.  
 a leave      b has left      c left      d has been leaving  
 25) When I was in Sharm El-Sheik, I..... a lot. 2018  
 a. have sunbathed      b. was sunbathing      c. would sunbathe      d. sunbathed  
 26) ..... reaching the airport, Ali found out that he had left his suitcases at home. 2018  
 a. On      b. While      c. When      d. Despite  
 27) By the time Mohammed was 22, he ..... the military service. 2018  
 a. is joining      b. was joining      c. had joined      d. joined  
 28) I ..... already left the house when it began to rain. 2018  
 a. have      b. has      c. had      d. was  
 29-I didn't answer the phone because I .....  
 a-was praying      b- had prayed      c-have prayed      d-prayed.  
 30) I turned off the light before ..... to bed. 2018  
 a. go      b. going      c. went      d. to go  
 31) By 2012, I ..... three novels. It was a great achievement for me. 2017  
 a. had written      b. will have      c. had been writing      d. was writing

- 32-As soon as we arrived at school, the first lesson.....  
a- had begun      b- began      c- begins      d- has begun
- 33) Ahmed's car was hit by a driver who ..... at mad speed. 2016  
a. was driving      b. drive      c. was driven      d. drives
- 34) "Did you go to the party?" - No, I..... 2016  
a. didn't invite      b. hadn't invited      c. wasn't invited      d. invited
- 35) President Sadat died in 1981, before that our army.....the Suez Canal. 2016  
a. crossed      b. had crossed      c. have crossed      d. was crossing
- 36) Having ..... the shopping, mother started to prepare lunch. 2015  
a. do      b. she did      c. she does      d. done
- 37) She arrived to the cinema late. The movie .....twenty minutes earlier. 2014  
a. has begun      b. had begun      c. was beginning      d. began
- 38) No sooner ..... the noise than we rushed to the spot. 2014  
a. had we heard      b. did we hear      c. we had heard      d. we did hear
39. Yesterday evening, we .....for our English test when all the lights went out.  
a) revising      b) were revising      c) revised      d) had revised
40. It was dark when we reached the beach because the sun ..... down.  
a) went      b) had gone      c) was going      d) gone
41. After Mona had played the piano, she..... her sister with her homework.  
a) was helping      b) had helped      c) helped      d) will help
- 42- She didn't see the thief since she.....TV.  
a) had watched      b) has watched      c) watched      d) was watching
- 43-They couldn't go swimming because they ..... their swimsuits.  
a) forget      b) have forgotten      c) had forgotten      d) will forget
- 44-.....seeing the accident, the motorists drove more carefully.  
a) On      b) Without      c) Despite      d) when
- 45-No sooner ..... he seen the police than he ran away.  
a) do      b) does      c) had      d) did
- 46-Walaa .....down the stairs this morning and broke her leg.  
a) was fallen      b) fall      c) fell      d) have fallen
- 47-my car.....until I had taken it to the mechanic.  
a-repaired      b-wasn't repaired      c-didn't repair      d-doesn't repair
48. I telephoned the police after I.....the accident.  
a) had seen      b) was seeing      c) seeing      d) having seen
49. I.....my own computer for three years before anything went wrong with it.  
a) had      b) have      c) had had      d) was having
- 50-While she .....her homework, my sister was listening to music.  
a) doing      b) had done      c) was doing      d) did
51. We arrived half an hour late. The film ..... half an hour earlier.  
a- began      b- was beginning      c- had begun      d- has begun
- 52-On seeing the fire, the man ..... the fire brigade.  
a. had called      b. was called      c. was calling      d. called



## المضارع التام Present Perfect



يتكون المضارع التام من have/has + p.p  
١- يعبر عن حدث تم في الماضي دون تحديد وقته

E.g. - I **have painted** the house .

٢- يستخدم المضارع التام للتعبير عن أحداث في الماضي انتهت حالاً أو منذ فترة قصيرة جداً  
Mai **has just washed** the dishes

٣ - حدث بدا في الماضي وما زال مستمر في المضارع .

We **have lived** in Giza for ten years / since 2006 .

٤- حدث بدا في الماضي وله اثر او نتيجة في الوقت الحاضر

→ I can't open the door because I **have lost** my keys.

→ Ahmed **has hurt** his leg, so he can't play football today.  
 → Ali is happy because he **has passed** his exam

### الكلمات الدالة واستخدامها

Ever → في السؤال وفي التفضيل للخبرات الماضية و بمعنى حتى الان → سبق

Have you **ever** been to America ?

This is the best book I have **ever** read .

never تأتي في الجملة المنفية للخبرات الماضية → ابدًا

I've been to London but I **have never been** to Paris.

I **have never eaten** Chinese food before

Yet → تأتي في نهاية السؤال والجملة المنفية. → بعد / حتى الآن

♣ Have you finished your homework **yet**

♣ I haven't had breakfast **yet**.

Just → a few minutes ago/ short time ago → توا / منذ لحظات

Leila isn't here. She's **just gone**.

The bus **has just left**! I can see it over there

Already تأتي بين (have) و (has) والتصريف الثالث أو في نهاية الجملة / بالفعل

♣ I have **already** had lunch . ♣ Leila has finished her homework **already**.

Lately مؤخراً/ حديثاً (يُفضل أن تأتي في جملة منفية أو سؤال)

E.g. I haven't met Soha **lately**.

Recently مؤخراً/ حديثاً (يُفضل أن تأتي في جملة مثبتة أو سؤال)

E.g. Samy has married **recently**.

Since + بداية الحدث (بداية المدة)	For + مدة كاملة
<b>Last (week- month – year – Monday - night )</b> <b>1995 / 5 o'clock /Sunday</b> <b>The /this morning –yesterday</b> <b>Lunch time – spring – then</b> <b>His arrival/ childhood/death</b> <b>Marriage/ birthday</b> <b>I /He/she <u>was</u> ...../the age of.....</b> <b>Since the last + اسم</b> <b>since the last visit.</b>	<b>( a week – a month – a year )</b> <b>( three hours / minutes )</b> <b>( five days /ten years )</b> <b>( a long time / ages )</b> <b>– a night- more than-some time</b> <b>a while / a decade /a season/ ever</b> <b>For the last/past + مدة زمنية</b> <b>for the last week/month.</b> <b>تأتي مع كل ما انتهى ب S وبدا a/an</b>

e.g. She **has been** in hospital since Sunday

I **have played** football for 6 years



### تركيبات هامة (تحفظ) :

١ – عند استخدام since بدلاً من for أو the last time أو العكس

مدة زمنية + For + مضارع تام منفي + فاعل

= ماضي بسيط + فاعل + Since + مدة زمنية + it's

= ماضي بسيط + فاعل + the last time + Was + مدة زمنية + ago

= ماضي بسيط + فاعل + last + ago + مدة زمنية + تاريخ in

E.g → I haven't met him for two weeks

= It's two weeks since I met him .

= I last met him two weeks ago. = The last time I met him was two weeks ago.

٢- ماضي بسيط + فاعل + Since + sub+ have/has + p.p/( been+ ving)

✱ Adel hasn't contacted me **since** he left Cairo



→ Khaled has not used a camera since he bought a mobile phone last year.

٣- ذهب الى مكان وعاد منه has/have been to

E.g. Ahmed, where have you been?

He has been to London ( he is here now )

ذهب الى مكان ولم يعد او في الطريق الى هناك has/have gone to

→ He has gone to London ( he is still there )

→ Ali has gone to school./ where has heba gone? I can't find her.

→ Belal is not here. He has gone to the dentist's

### Exercise

1- It's more than 20 years ..... I travelled abroad.

a) while                      b) before                      c) when                      d) since

2. Salma .....tennis since she was five years old.

a) has played                      b) was playing                      c) played                      d) is playing

3. Oh! I ..... my passport. What should I do?

a) lost                      b) have lost                      c) had lost                      d) were losing

4-I can't phone my parents because I ..... my phone

a-lose                      b- lost                      c-had lost                      d-have lost

5-The plane has .....left. I can see it in the sky!

a-ever                      b-yet                      c-just                      d-never

6-It's two weeks since we last .....

a- meeting                      b-had met                      c-have met                      d-met

7-Tamer .....a lot of health problems since he started living in that polluted city.

a-has                      b-had                      c-has had                      d-was having

8-I have ..... been to the zoo before.

a- Just                      b- yet                      c- ever                      d- never

9-Belal is not here. He has ..... to the dentist's

a-went                      b-gone                      c-been                      d-goes

10-Adel hasn't contacted me since he .....Cairo.

a-left                      b-leaving                      c-has left                      d-leaves

11-This is the best book that I .....

a-have never read                      b-was reading                      c-am reading                      d-have ever read

12-Ahmed .....his leg, so he can't play football today.

a- has hurt                      b-hurt                      c-was hurting                      d-had hurt

13- nabila can't see very well because she .....glasses.

a- had lost                      b- lost                      c- loses                      d- has lost

14- this is the tallest girl I've .....seen.

a- for                      b- never                      c- ever                      d- since

15.....he graduated , he hasn't found a suitable job.

a- when                      b- since                      c- for                      d- while

16-I ..... to be a doctor since I was ten.

a-wanted                      b-have wanted                      c-was wanting                      d-wanting

17- Have you done your English home work.....?

a- just                      b- yet                      c- never                      d- ever

18. Have you ever ..... English food?

a. ate                      b. eat                      c. eaten                      d. eating

19- I haven't seen him..... the last week.

a) ago                      b) already                      c) for                      d) since

20- Ali has had his phone ..... the beginning of this year.

a- for                      b- since                      c- already                      d- just

21. Hamdi has ..... to England. He'll be home next week.

a. gone                      b. been                      c. go                      d. went

22. My cousin.....abroad since his childhood.

a) had lived                      b) lived                      c) was living                      d) has lived

23- Ola is nervous because she is ..... A talk to the class before. (P T)

a- Never gives                      b- had never given                      c- never used to give                      d- has never given

24-I haven't seen the new adventure film..... (P T)

a- Just                      b- yet                      c- already                      d- never



- 26- Ahmed..... London. He is going to return to Cairo next week. (P T)  
 a- Has gone      b- has been      c- has gone to      d- has been to
- 27- Karim has been really good at English ..... he went to England on holiday last summer. (P T)  
 a- When      b- for      c- although      d- since
- 28- You can see Ali now because he ..... home. (P T)  
 a just arrived      b has yet arrived      c has just arrived      d already arrived
- 29- My little brother is sad because he ..... his favourite toy. (P T)  
 a is breaking      b was breaking      c had broken      d has broken
- 30- I've tried Chinese food, but I haven't tried French food ..... (P T)  
 a already      b never      c yet      d just
- 31- Ali isn't here. He..... to the park. (P T)  
 a has been      b has gone      c had been      d had gone
- 32- We have a lot of food in the kitchen because my mother..... to the shops. (P T)  
 a has never been      b has just gone      c has just been      d has yet been
- 33- We can't go home by bus. The last bus.....!  
 a) has just left      b) has left just      c) has left ago      d) 'd just left
- 34- Basel is not hungry because he .....a big lunch.  
 a) ate      b) had eaten      c) was eating      d) has eaten
- 35- Radwa doesn't know what flying is like. She.....  
 a) has ever flew      b) has never flown      c) has ever flown      d) 'd never flown
- 36- have you ever been to Aswan ? b: oh ! yes, I.....there in 2010  
 a-go      b-was      c-have been      d- have gone
35. Since he became famous in Egypt, people .....his books into many languages.  
 a) will translate      b) were translating      c) translated      d) have translated
- 38-Nothing like this .....to me  
 a- has never happened      b- has ever happened      c-has not happened      d- have ever happened
- 39-I .....my pen friend yet.  
 a- didn't meet      b-wasn't meeting      c-haven't met      d-not met
- 40-Hamid's hair is wet. He ..... a shower  
 a-has just had      b-has just      c-had just      d-just has had

## Forms of future صيغ المستقبل



١ - زمن المستقبل البسيط

١. التكوين Form:

المستقبل البسيط العادي وهو يتكون من will (won't)+ inf

٢. الاستخدام Usage:

نستخدم المستقبل البسيط للتعبير عن:

١. حقائق مستقبلية (العمم) Future facts:

E.g. I am 18 years old. Next year, I will be 19 years old.  
 his school will be 50 years old next year

٢. حالة if الأولى:

E.g. If you study hard, you will succeed.

٣. الوعد Promise:

E.g. I will buy you a new computer when you pass the exam.

٤. التهديد Threat:

E.g. I will call the police if you do that again.

٥. عرض مساعدة Offering help:

E.g. Your bag looks heavy. I Will help you carry it.

٦. طلب مساعدة Asking for help:

E.g. Will you help me do my homework, please?

٧. التنبؤ (بدون دليل) Prediction:

E.g. I think it will rain tomorrow.

⇒ I think the next generation of phones will be expensive.

⇒ Do you think that Cairo will be bigger in the future?

There's a TV programme about wild life in Egypt. I think it will be good.  
I expect that Egypt will achieve progress in all fields.

٨. القرار السريع Quick decision :

E.g. Someone is knocking on the door. I'll see who is there.

I'm tired. I think I'll go to bed now.

The shirt is fashionable. I think I will buy it soon.

-I'm hungry. I think I will have a sandwich.

٩. التحذير Warning :

E.g. take your umbrella with you or you will get wet

١٠ - يستخدم بعد الروابط الاتية :

after /as soon as  
Before  
When

(مضارع بسيط/تام) → (مستقبل)

won't + inf → till / until → مضارع بسيط/تام

Ex- when he comes (has come), I will help you. He won't leave until his sister arrives/has arrived

١١. يستخدم will بعد الافعال والظروف والتعبيرات الاتية :

predict-expect-hope- think – believe – promise –wonder - suppose	افعال
Probably-possibly- certainly- perhaps – maybe	ظروف
Be sure –be afraid –it is probable –it's certain –it's possible- I don't think	تعبيرات

١٢ بعض الكلمات التي تستخدم مع زمن المستقبل البسيط :

tomorrow	غدا	next week / month...	الاسبوع / الشهر القادم
next	القادم / التالي	in the future	في المستقبل
soon	قريبا	in (مدة من الزمن) time	في سنة ... (سنة في المستقبل)
tonight	هذه الليلة	in a few days / weeks	خلال الايام القليلة / خلال الاسباب القليلة

## ٢. المستقبل باستخدام be going to + inf :

١. يستخدم عند التخطيط أو النية أو القرار المسبق لحدث في المستقبل (لم ننتهي من الترتيب له) :

E.g. I have planned/intended to study abroad. = I am going to study abroad.

2- I'm going to buy a new car, I intend to do that . (Intention)

3- I'm going to move to a bigger house next year. ( I've decided it)

Ex: My brother is going to join the faculty of medicine. That's his plan

لاحظ اذا كان القرار فوري او الان نستخدم will :

Ex- I have decided now that I will go to bed.

٢. يستخدم عند التنبؤ بوجود دليل ( نראה او نعرفه او نسمعه مع كلمات /think /believe/ او شيء على وشك

الحدث او مع كلمات التحذير او التنبيه /!lookout/ /!watch out/ /!take care/ :

E.g. 1-There are a lot of clouds. I think It is going to rain.

2-Look at this reckless driver! He is going to crash into the car in front.

3-Your glass is on the edge of the table. It is going to fall.

4-Hassan's playing really well. He's going to win the game!

5- Watch out! You are going to fall .

6- The other team's players are very big. It's going to be a difficult match.

7-My daughter is going to get married. She is engaged.

8-How pale that girl is! I am sure / I believe / I think/ she is going to faint

9-ali does not study at all. I think he is going to fail the exam.

10-Stop dropping your phone! You're going to break it.

11-he can't swim. He is going to drown.

ولكن الصفات الثابتة والمهارات للإنسان ليس دليلا على حدوث الفعل فنأخذ Will مثل :

E.g.1- Messi is a clever player. I think he will score a goal the next match.

2- Hamdi is very fast. I thinkhe will be in the Olympic Games one day!

3- Sara is a good student .I thinkshe will pass all her exams.

4-Ali is a lazy student. I think he will fail the exam.

٣- يستخدم عند وجود كلمات (intend /intention/plan /decide/ made decision/ made up...mind)

Ex- A: What are your plans for the next weekend?

- B: I'm going to play computer games.

### ٣. المستقبل باستخدام المضارع المستمر

١- يستخدم المضارع المستمر للتعبير عن المستقبل في حالة وجود ترتيبات مسبقة ، ويدل على ذلك كلمات مثل :

arranged /made arrangements / prepared / booked /packed reserved / got / bought

e.g. - He has arranged everything. He's spending his holiday in Paris.

-We are going on holiday next week. I've already bought the tickets

They are flying to Paris next Friday. They bought the tickets

\* I'm leaving for Rome tomorrow afternoon. Everything is already arranged

٢-يستخدم مع المناسبات الاجتماعية من حفلات وأعياد ميلاد والزواج وسفر وزيارات ومواعيد شخصية وغيرها تستلزم ترتيبات

e.g. He's getting married next Friday. We are giving a party tomorrow for Mona's birthday.

The school inspector is coming on Thursday.

٣- يستخدم المضارع المستمر مع هذه الأفعال

go /come/ visit=see /meet/ travel /see/ stay/fly /arrive/leave/(have/give) a party

- I'm meeting them on Saturday.

- They're going tomorrow.

I'm doing a test next Monday. Our class is visiting a museum tomorrow

-We're eating dinner in the restaurant carriage this evening

٤-يستخدم مع عدم مقدرة فعل شئ في المستقبل نتيجة للترتيب لفعل حدث آخر.

-Nadia can't visit you on Saturday. She is helping her mother to prepare for a family party.

- I can't meet you tomorrow as I am doing the shopping.

I can't see you tomorrow, I'm meeting a friend off at the airport



### ٤. المستقبل باستخدام المضارع البسيط

← يستخدم المضارع البسيط للتعبير عن المستقبل (بجداول المواعيد الثابتة : بوسائل المواصلات والمسرح والسينما والمدرسة والحصص والامتحانات ..... الخ

e.g. Your train leaves at 6 am tomorrow.

The first class begins at 8 o'clock am.

-our next exams start in may.

-What time does your bus arrive on Saturday?

### ٥-المستقبل التام The Future Perfect

١. التكوين Form:

يتكون المستقبل التام من **will + have + p.p**  
**Ex-in a week's time ,I'll have written the report.**

## ٢. الاستخدام Usage

يستخدم للتعبير عن حدث سوف يكون قد انتهى او تم قبل وقت معين في المستقبل

ex- - By the end of next year, the government will have built a new school in the village..  
 -By this time next week, I will have heard my test results

## ٣. الكلمات الدالة Key words

يستخدم مع تعبيرات زمنية مثل:

- 1- In+ فترة زمنية ☒ in (a year's / four months' / five weeks' / an hour's / ten minutes' /....) time
- 2- By + فترة محددة ☒ By ( next Monday / 2020 / then / حينئذ the end of next week / month / year / the end of this lesson...etc)
- 3- In + (2025) فترة زمنية .....for + وقت محدد

Ex - By next Wednesday, I will have done a science test.

Ex - By the time I am twenty-two, I will have finished my university degree.

Ex:By the time I'm 45, I'll have written four books.

Ex: In 2022,I'll have worked at this school for twenty years.

(will have been + pp )

٤- يتكون المستقبل التام في المبني للمجهول من

- This school will have been built by 2030.
- The new underground railway line will have been built by 2012.

## ٦. المستقبل المستمر Future continuous

### ١. التكوين Form

will (won't) be + v.ing

➔ At one o'clock tomorrow, I'll be eating lunch with my friends

➔ This time next week, I will be travelling to Cairo

### ٢. الاستخدام Usage

- يستخدم المستقبل المستمر للتنبؤ بحدث سوف يكون مستمرا في وقت ما أو خلال فترة محددة في المستقبل

- ➔ I'll be playing tennis from 7 to 9 p.m.
- ▶ At 9.30 next Tuesday, my father will be flying to London
- ➔ I think that I'll be working on the project for the next 15 to 20 years.
- ➔ Between 2020 and 2030, we will be helping people with diabetes.

may be + V.ing

- يستخدم (may be v.ing) للتعبير عن أحداث محتملة الحدوث (أحداث غير مؤكدة) ستكون مستمرة في المستقبل

- Many more people may be moving to Cairo in the next 50 years.
- In 100 years, people may be living in space.

### ٣. الكلمات الدالة Key words

-This time (tomorrow, next (week, month, year)....etc.) .

-At (7) o'clock ➔ this evening / tonight / tomorrow. - Between ( 8 and 10) o'clock.

## Exercise

- 1-Don't be late , the bus ..... At exactly ten o'clock. **p t**  
 a- Leaves                      b- going to leave                      c- has left                      d- left
- 2-A lot of people are waiting for the museum to open. it .....busy there today. **(P T)**  
 a- Is being                      b- was                      c- is going to be                      d- has been
- 3-It is very hot in the house. I ..... on the air conditioner. **(P T)**  
 a- Am turning                      b- turn                      c- will turn                      d- am going to turn
- 4-We cannot use classroom five tomorrow because they .....the walls. **(P T)**  
 a- Paint                      b- will have painted                      c- are painting                      d- will paint

- 5-The mechanic ..... repairing your car by the end of the week. (P T)  
a- Will finish      b- will have finished      c- will be finishing      d- is finishing
- 6-By this time tomorrow, my father .....to England. (P T)  
a will fly      b would fly      c will have flown      d flies
- 7 Your bags look heavy. I ..... you to carry them. P T  
a will be helped      b am helping      c help      d will help
- 8- The teacher says that we ..... relative clauses next week. (P T)  
a going to study      b study      c are studying      d studying
- 9- My grandfather..... 70 on his next birthday! (P T)  
a is being      b will be      c is going to be      d will have been
- 10- At ten o'clock tomorrow, I ..... on a train to Aswan! P t  
a travel      b will have travelled      c going to travel      d will be travelling
- 11-When Ziad goes to America next month, he..... to four of the world's continents.p t  
a has been      b will go      c will be going      d will have been
- 12- It's 35 degrees and it's only 7 a.m. It ..... very hot today.  
a was      b is going to be      c is being      d will be
- 13- Experts think that Cairo..... by more than half a million people next year.  
a-will grow      b-is going to grow      c-grows      d-will have grown
- 14-Our last lesson ..... at two o'clock this afternoon.  
a-is finishing      b-will finish      c-finishes      d-going to finish
- 15- There are a lot of people in the room. It..... difficult to find a chair.  
a-is      b-will be      c-is going to be      d- will have been
- 16-Look, there's a sandstorm. I ..... the windows.  
a-will close      b-close      c-am gong to close      d-am closing
- 17-There are no clouds in the sky today. I think that it..... very hot.  
a- is going to be      b- will be      c- is being      d- is
- 18-Next year, my grandfather ..... 75 years old!  
a- is going to be      b- will be      c- going to be      d- is
- 19- We ..... married next month. Would you like to come to the wedding?  
a-will have got      b-are getting      c-will get      d-got
- 20-I predict that in the future mobile phones ..... much smaller  
a- are going to be      b- will be      c- will have been      d- are
- 21-By ten o'clock tonight, I ..... all my homework.  
a- Will finish      b- will have finished      c- will be finishing      d- am finishing
- 22-At one o'clock tomorrow, I..... lunch with my friends  
a- Will eat      b- will have eaten      c- will be eating      d- am eating
- 23- I think it ..... be hot tomorrow.  
a is      b is going to      c will be      d going to
- 24-By the end of next year, the government .....a new school in the village.  
a- Will built      b- will have built      c- will be building      d- is building
- 25-This time next year, Salma .....for her final exam.  
a-will revise      b-revises      c-may revise      d-will be revising
- 26- Ali .....a good job when he finishes his education  
a-will probably get      b-may be getting      c-will probably be getting      d-gets
- 27-I'm sure they.....the price when more people buy them  
a-will be reduced      b-will reduce      c-would reduce      d-are going to reduce
- 28-By this time next week, I .....my test results.  
a-will have heard      b-will hear      c-will have been heard      d-will be heard
- 29- The new underground railway line ..... by 2021.  
a-will build      b-will be built      c-will have been built      d-will have built
30. The film ..... at 7.30 this evening.  
a- starts      b- will start      c- started      d- is starting
- 31- She.....an engineer when she leaves university. That is her plan,  
a- will become      b- has become      c- is going to become      d- becomes
- 32- Someone's at the door. I.....who it is  
a- am seeing      b- will see      c- am going to see      d- see
33. There's a book club meeting after school and everyone.....there.  
a) is going to go      b) will go      c) are going to go      d) goes
34. The train to Cairo is on platform four and it .....in thirty minutes.  
a) is leaving      b) will be leaving      c) leaves      d) will leave
35. We.....a family party on Saturday. Would you like to come?



- a) will have                      b) going to have                      c) are having                      d) have
36. I can't see you later this evening because I..... my homework with Mrs Eman.
- a) will do                      b) 'm doing                      c) will have done                      d) going to do
37. I.....to study Medicine at Assiut University. This is my plan.
- a) am applying                      b) will apply                      c) will be applying                      d) am going to apply
38. This school .....50 years old next year.
- a) is going to be                      b) will be                      c) is                      d) will be being
- 39-I can't visit you because I .....my homework this evening.
- a-will do                      b-will have done                      c-will be doing                      d-do
- 40-the other team's players are very big. It .....a difficult match.
- a-is                      b-is going to                      c-will be                      d-is being
- 41-in my opinion, the population of Egypt.....by20% next year.
- a-is increasing                      b-has increased                      c-will increase                      d- is going to increase
- 42-I haven't seen my cousin in England for five years. I'm sure she..... a lot!
- a- is going to grow                      b-will grow                      c-grows                      d-will have grown
- 43- I want to buy a new villa, so I ..... save a lot of money.
- a) am going to                      b) will                      c) going to                      d) will be
- 44-We ..... studying this book by the end of this year.
- a finish                      b will be finishing                      c will have finished                      d are finishing
- 45-They've got the tickets. They..... to England!
- a-fly                      b-will fly                      c-are flying                      d-are going to fly
- 46-The basketball team .....two games next week.
- a-will play                      b- are playing                      c-play                      d-would play
- 47-By next Saturday, my car ..... .
- a. will be repairing                      b. will have been repaired                      c. will have repaired                      d. will repair

## Relative clauses

ضمائر الوصل هي : التي تستخدم لربط الجمل ببعضها كالآتي :

**Who - whom - which - that - whose - where - when**

١-تحل (Who /that) محل فاعل عاقل وتوضع بعد الفاعل الذي تصفه ويأتي بعدهما فعل; كالآتي.

اسم عاقل	Who / that	فعل
----------	------------	-----

1- She is the woman **who / that** wrote two books

→I saw the policeman **who(that)** arrested the thief.

٢-تحل (whom/Who /that) محل مفعول عاقل وتوضع بعد الموصوف العاقل الذي تصفه ويأتي بعدهما فاعل كالآتي .

اسم عاقل	Whom/Who / that	فاعل
----------	-----------------	------

→Ahmed **whom ( who - that )** you met yesterday is my brother.

→That's the man **whom / who / that** you are talking about.

← لاحظ :- يبقى حرف الجر كما هو بعد الفعل أو يوضع قبل ضمير الوصل **whom** فقط وليس **who - that** .

That's the man **about whom** you are talking.

٣-تحل محل ( which/that ) الفاعل أو المفعول غير العاقل ويأتي بعدهما فعل او فاعل

اسم غير عاقل	Which / that	فعل
--------------	--------------	-----

1-The stories **which ( that )** are on the shelf are all mine.

2- That's the book **which / that** is a best seller.

← صيغة الفاعل

اسم غير عاقل	Which / that	فاعل
--------------	--------------	------

→The film **which ( that )** I watched last week was boring.

يبقى حرف الجر كما هو بعد الفعل أو يستخدم قبل ( **which** ) وليس **that** .

He made a bad mistake **for which** he had to apologise..

This is the article **in which** she writes about science.

← صيغة المفعول

٤-تستخدم where مع المكان.



مكان

Where= which + حرف جر

اسم/ضمير فاعل

→ This is the house where we live.

→ Alex is a nice city where I like to live .

⚠️ ⚠️ لا هـظ :- عند وجود حرف جر يدل على المكان نستخدم (which) ولا نستخدم (where) ويأتي حرف الجر قبلها أو بعد الفعل

e.g. This is the house which we live in . This is the house in which we live .

→ The garden in which I used to play is now a parking lot.

→ That is the stadium at which we saw the cup final.

→ Dr Aisha used to go with him to meetings, at which she learned to read and write.

⚠️ ⚠️ لا هـظ :- نستخدم (which) مع المكان إذا جاء بعدها فعل وليس فاعل ( أو كانت جملة لتعريف المكان.

→ This is the school which was built last year.

→ Cairo, which is very crowded , is the capital of Egypt.

⚠️ ⚠️ لا هـظ :- نستخدم whose للملكية عاقل وغير عاقل وتحتل محل (s) أو صفة الملكية ( my , his , her , its , your , their , )  
our وتكون التركيبية كالآتي :

اسم المالك

Whose

الشيء المملوك للمالك

→ That's the man whose son succeeded.

→ The girl whose bag was stolen was crying

→ Ahmed is the boy whose father is a teacher.

→ the car whose colour is red won the race

⚠️ ⚠️ لا هـظ :- نستخدم (when) مع الزمن ( الوقت ) .

It's the month July when we go on holiday.

2- Friday is the day when I visit my relatives in our village.

⚠️ ⚠️ لا هـظ :- عند وجود حرف جر يدل على الزمان نستخدم (which/that) ولا نستخدم (when)

It's the month July which we go on holiday in .

2- Friday is the day on which I visit my relatives in our village.

⚠️ ⚠️ لا هـظ :- ملاحظات : ١- يمكن حذف who , which عندما تمل محل الفاعل إذا جاء بعدهما v. to be أو مبنى للمجهول ويحذف v. to be.

→ They boy who was punished yesterday got the worst marks.

The boy, punished yesterday got the worst marks.

→ The hospital which was built last year, is wonderful.

The hospital built last year, is wonderful.

٢- يمكن حذف who , which إذا جاء بعدهما مبنى للمعلوم ويحذف v. to be إن وجد ويكون الفعل الأساسي مضافا إليه. ing.

▶▶ The man who is living(lives) next door is my friend.

The man living next door is my friend.

→ Vegetables which contain a lot of water, don't freeze well.

Vegetables containing a lot of water, don't freeze well

٣- يحذف ضمير الوصل باستخدام الصفة

→ Students who are brilliant, must be rewarded.

Brilliant students must be rewarded

٤- عند استخدام comma قبل وبعد عبارة الوصل لا نستخدم that في هذا النوع.

My mother, who is standing beside me, is very kind.

٥- نستخدم that فقط بعد صيغة التنزيل والكلمات الانية:

All-anything-everything-few-little-many-much-nothing-none-something

→ There isn't anything that we can eat in this house.

→ This is the best book that I have ever read.

٦- نستخدم what كرابط ولا يأتي قبلها اسم وهي تساوي the thing that/which

Ex. We'd better decide **what** we need to buy.  
Have you seen **what** I bought from London?  
I can't give **what** you need.

### Exercise

- 1-Yesterday, I played a long game of tennis with my brother, ..... made me very tired.  
a) who                                      b) when                                      c) where                                      d) which
- 2- The nurse, .....responsibility it is to look after young children, has worked at the hospital for ten years.  
a) who                                      b) what                                      c) whose                                      d) which
- 3- The person .....does most of the cooking in our family is my mother.  
a) who                                      b) when                                      c) where                                      d) which
- 4- 1837 was the year .....Victoria became queen of Britain.  
a) who                                      b) when                                      c) where                                      d) which
- 5- I've just read a newspaper article .....the life of a famous woman is described in detail.  
a) for which                                      b) of which                                      c) which                                      d) in which
- 6- My sister went to London University, .....she studied history.  
a) whose                                      b) when                                      c) where                                      d) which
- 7- Lord of the Flies is a story .....a group of school boys are shipwrecked on an island.  
a- at which                                      b- which                                      c-in which                                      d-to which
- 8- She asked me where I had been, .....I replied, "It's a secret".  
a- at which                                      b- by which                                      c-in which                                      d-to which
- 9- Tomorrow, I'm going to a meeting..... we're going to discuss women's role in society.  
a- at which                                      b- by which                                      c-from which                                      d-to which
- 10- He says he's busy,..... he really means he doesn't want to go out this evening.  
a- at which                                      b- by which                                      c-in which                                      d-to which
- 11- They said something very cruel, .....I think they should apologise.  
a- at which                                      b- by which                                      c-to which                                      d-for which
- 12-he lost the book..... him last week  
a-which lent                                      b-when I lent                                      c-who lent                                      d- I lent
- 13-- Dr. Aisha , .....father was an important man , was born in Damietta in 1913  
a) whose                                      b) what                                      c) when                                      d) which
- 14- Queen Victoria was born in London .....she was educated alone  
a) when                                      b) what                                      c) when                                      d) where
- 15- Queen Victoria .....died in January 1901, was queen of Britain for most of the 19 century  
a) who                                      b) when                                      c) which                                      d) whose
- 16-it is said he was a man.....to have the sight of an eagle and courage of a lion.  
a-who appeared                                      b-he appeared                                      c- that appears                                      d- and appears
- 17-I met the doctor.....car was stolen last week.  
a-whom                                      b-who                                      c-whose                                      d-which
- 18-dr Aisha used to go to with her father to meetings.....she learned to read and write  
a-which                                      b-at where                                      c-at which                                      d-at that
- 19-the teacher.....students passed the exam, was so proud of himself.  
a-where                                      b-who                                      c-whose                                      d-which
- 20-I know.....he married her! For her money.  
a-why                                      b-who                                      c-what                                      d-which
21. I've just finished a novel ..... the main character is an 80-year-old man.  
a) which                                      b) in which                                      c) who                                      d) whose
22. My brother and I have just had a phone conversation ..... we discussed our holiday plans  
a) which                                      b) in which                                      c) what                                      d) to which
- 23- Florence Nightingale,..... was born in Italy, went to school in England.  
a which                                      b where                                      c that                                      d who
- 24- My uncle went to a school in London,..... he learned to speak English well.  
a which                                      b where                                      c who                                      d that
- 25- The manager, ..... secretary is seriously ill, has to type the letters by himself.  
a. who                                      b. whose                                      c. where                                      d. that
- 26-the man to.....you were talking is the manager of the company.  
a-that                                      b-whose                                      c-whom                                      d-when
- 27-Ramadan,.....we fast in , is a holy month.

- a which                      b why                      c where                      d when
- 28-oliver twist ,.....by dickens is fantastic.
- a-was written                      b-which wrote                      c-was writing                      d-written
- 29-my friend.....beside me is honest.
- a-sits                      b-who sitting                      c-sitting                      d-sat
- 30-Omar,..... mother is a scientist, always does well in the science tests. **PT**
- a whose                      b who                      c who's                      d for whom
- 31- Tanta is the city..... my grandparents were born. **(P T)**
- a which                      b where                      c who                      d when
- 32-This is the book..... my favourite character goes to the Arctic. **(P T)**
- a-which                      b-that                      c-in which                      d-to which
- 33-I could not decide..... to wear to the wedding party. **(P T)**
- a which                      b what                      c that                      d who
- 34-The shop,..... I visited last week, has some great souvenirs. **(P T)**
- a when                      b where                      c who                      d which
- 35-Jomana,..... is good friends with my sister, is really good at tennis. **(P T)**
- a who                      b whose                      c what                      d which
- 36-This is the hotel..... I stayed when I was young. **(P T)**
- a which                      b what                      c where                      d when
- 37-This is a book..... the hero travels to space. **(P T)**
- a which                      b where                      c in which                      d at which
- 38-Saturday, .....we always play football, is always a busy day for me. **(P T)**
- , a that                      b what                      c on which                      d where
- 39- The bridge..... is near my house is more than two hundred years old. **. P t**
- a that                      b to which                      c where                      d what
- 40-people.....work requires staying up late suffer a lot in life.
- a which                      b who                      c where                      d whose
- 41-. Winter is the season ..... I enjoy visiting Alexandria!
- a. where                      b. on when                      c. in which                      d. which
42. The books ..... by Naguib Mahfouz are internationally famous.
- a. which written                      b. were writing                      c. were written                      d. written
43. The company ..... exports are good will receive a prize.
- a. what                      b. that                      c. which                      d. whose
- 44-The man .....in the accident was taken to hospital.
- a-was injured                      b-who injured                      b-injured                      c-was injuring
45. I can't remember the name of the person ..... I borrowed this pen.
- a) from where                      b) from which                      c) to whom                      d) from whom

## المبنى للمجهول passive

جملة الـ passive هي جملة تبدأ دائماً بمفعول الجملة وتعتبر عن ما يعبر عنه نفس الزمن في الشكل الـ active (المبنى للمعلوم) الشكل العام لاي جملة passive يكون كالتالي :

فاعل الجملة + (be) + P.P + by (فعل مساعد + مفعول

يمكننا الاستغناء عن اخر عنصرين في جملة الـ passive وهما ( by والفاعل ) إذا كان الفاعل ضمير واردنا كتابته في جملة الـ passive يكتب في شكل ضمير مفعول وكذلك المفعول اذا كان ضمير وسنبداً به الجملة يكتب في شكل ضمير الفاعل

الازمنة في الـ passive

Tense	الزمن	Passive	المجهول
Present simple	المضارع البسيط	مفعول + am / is / are + P.P	
Past simple	الماضي البسيط	مفعول + was / were + P.P	
Present continuous	المضارع المستمر	مفعول + am / is / are being + P.P	
Past continuous	الماضي المستمر	مفعول + was / were being + P.P	
Present perfect	المضارع التام	مفعول + have / has been + P.P	
Past perfect	الماضي التام	مفعول + had been + P.P	

Will / would / can / could May / might / shall / should + <b>مصدر</b> Must / ought to	Will / would / can / could May / might / shall / should (be) + P.P Must / ought to
Have / has / had / will have to Needn't – seem to – appear to + <b>مصدر</b> (be) going / supposed to / about to	Have / has / had / will have to Needn't – seem to – appear to (be) + P.P (be) going / supposed to/ about to

### Examples

#### - Present simple **المضارع البسيط**

She writes the homework every day

The homework is written every day

#### - Past simple **الماضي البسيط**

They watched TV last night

TV was watched last night

#### - Present continuous **المضارع المستمر**

We are cooking lunch

Lunch is being cooked .

#### - Past continuous **الماضي المستمر**

He was reading a newspaper at 7 yesterday .

A newspaper was being read at 7 yesterday .

#### - Present perfect **المضارع التام**

She has cleaned the rooms recently

The rooms have been cleaned recently .

#### - Past perfect **الماضي التام**

Someone had stolen my wallet

My wallet had been stolen .

#### - future simple **المستقبل البسيط**

Mona will wash the dishes

The dishes will be washed

Osama is going to prepare the luggage

The luggage is going to be prepared

### الأمثلة

١- الأفعال التي يأتي بعدها مفعول ثم مصدر مباشرة بدون ( see- hear – make – help ) عند التحويل للـ passive نستخدم to

The teacher made us write the homework . → We were made to write the homework .

I saw him play tennis → he was seen to play tennis

٢- الأفعال المتبوعة بفعل ( v.ing ) نستخدم ( being + p.p ) في المبني للمجهول

I dislike people laughing at me → I dislike being laughed at .

I don't like people deceiving me. → I don't like being deceived .

٣- إذا كان الفاعل والمفعول شيئا/شخصا واحد مع الفعل let نستخدم ضمير منعكس ثم ( be+ p.p )

1- He let people deceive him      الفاعل هو نفسه المفعول

- He let himself be deceived

2- He let his sister watch TV      الفاعل ليس نفسه المفعول

- His sister was allowed to watch TV

لاحظ أننا في الجملة الثانية استخدمنا was allowed to لان let مكتوبة في الماضي

٤- الأفعال في التركيبات الآتية

People	{	say - think	{	من هذه الأفعال It is + pp	
		know -consider			
		announce – report			
		expect - believe			
		agree – predict			
		understand- deny			
				Subject + (be) + pp + to + (inf)	المضارع
				Subject + (be) + pp + to have + pp	الماضي

الأفعال السابقة يكتب بعدها that، ويمكن الاستغناء عنها ثم جملة كاملة أخرى فيكون التحويل للـ passive بطريقتين

الطريقة الأولى ← طريقة ( it )

People say that .....

It is said that .....

We think that .....

It is thought that .....

People believe that .....

It is believed that .....

People thought that .....

It was thought that .....

Scientists have shown.....

It has been shown that.....

Ex : People know that the internet can be dangerous sometimes.

It is known that the internet can be dangerous sometimes

Ex2 : They believed that he has a big house

It was believed that he has a big house .

Ex3 : scientists have shown that our planet is gradually getting warmer.

It has been shown that our planet is gradually getting warmer.

الطريقة الثانية ← طريقة الفاعل الثاني

٢- نضع الفعل المستخدم في صيغة الـ passive

١- نبدأ بالفاعل الثاني المكنوب بعد that

٣- إذا كان الفعل الموجود في الجملة الثانية مضارع نستخدم to + inf إما إذا كان ماضي نستخدم to have + p.p

Ex : We say that she is hard-working .

She is said to be hard-working

Ex2 : People know that he killed his wife .

He is known to have killed his wife

لاحظ ( علي الطريق الثانية في النحول )

-The newspaper reported that the bank was robbed

The bank was reported to have been robbed

- People believed that she was writing a story .

She was believed to have been writing a story .

1 That old hotel..... as a museum in the future. (P T)

a could use      b could be using      c could be used      d could have used

2- The new building will be used .....young children who do not go to school yet. (P T)

a to      b with      c at      d by

3- Around six hours a day..... checking emails in many offices. (P T)

a spent      b are to spend      c are spending      d are spent

4- Drive carefully here because the road..... (P T)

a was repaired      b is repairing      c is being repaired      d is repaired

5-Hala's cousin .....to the station so he can take the train to Alexandria. (P T)

a is going to be taken      b will take      c is going to take      d will be taking

6- I can't wait for the holidays. My parents..... my sisters and me to our favourite beach! (P T)

a are taken      b are taking      c will have been taken      d take

7- A new school near my home..... and it will be open next year. (P T)

a will build      b was building      c is building      d is being built

8- Hundreds of sailing boats..... from the beach yesterday. They looked really lovely. (P T)

a can be seen      b are seen      c could be seen      d were being seen

9- The teacher says that a new subject..... next week. (P T)

a is taught      b will be taught      c will teach      d is going to teach

10 Our rubbish..... every week. (P T)

a are collected      b is collected      c was collecting      d is collecting

11- We can't get on the plane yet because it..... (P T)

a is cleaning      b is cleaned      c has been cleaned      d is being cleaned

12-Look! Some flowers .....by those children for today's spring festival. (P T)

a been drawn      b were drawn      c are being drawn      d were drawing

13-The internet .....everywhere.

a are used      b is used      c used      d is using

14-My car needs .....

a to repairing      b to repair      c to be repaired      d to have repaired

15- Let's hurry; the plane is going to .....off

a-take      b-took      c be taken      d taking

16-Many tourists .....in the pool.

a could see      b could be seeing      c could be seen      d could have seen

17-Lunch .....now

- a-prepares                      b-is preparing                      c is being prepared                      d-will prepare
- 18-Your homework .....tomorrow.
- a-will mark                      b-is marked                      c- will be marked                      d-will be marking
- 19-Many new ways of saving energy ..... by scientists at the moment.
- a- are developing                      b-will be developed                      c-are being developed                      d-were developed
- 20-Don't put those old batteries in the bin. They should ..... to a special place.
- a-take                      b-took                      c-be taken                      d-be taking
- 21-we should all .....about the dangers that exist today
- a-are teaching                      b- teaches                      c- be taught                      d- taught
- 22-today, almost any information you need.....on the internet.
- a-can find                      b-can be found                      c-can found                      d-can be finding
- 23- The Pyramids .....by millions of tourists every year
- a visited                      b is visited                      c are visited                      d- are visiting
- 24-the amount of energy .....that we use every year.
- a-must reduce                      b-must be reducing                      c-must reduced                      d-must be reduced
- 25-When you arrive at the hotel, you ..... to your room.
- a-will show                      b-are showing                      c-will be shown                      d-are shown
- 26-I've seen the plans. Two new hotels ..... near the beach next year.
- a-are going to be built                      b-are built                      c-are building                      d-will build
- 27-A lot of bread .....at the baker's today.
- a-is baking                      b-will bake                      c-is being baked                      d-baked
- 28-Could your maths problem .....?
- a-be solving                      b-be solved                      c-solve                      d-being solved
- 29-he went to university to.....as a doctor..
- a-train                      b-be trained                      c-be training                      d-trained
- 30-i don't want .....any more.
- a-deceive                      b-to be deceived                      c-being deceived                      d-to have deceived
31. It.....that the population of the world is more than seven billion.
- a) believes                      b) believed                      c) is believed                      d) is believing
- 32-Is the exercise ..... now?
- a-doing                      b-being done                      b-do                      c-be done
- 33-I think fewer letters will ..... in the future.
- a-write                      b-be wrote                      b-be written                      c-have written
- 34-There is a hole in the roof, which needs ..... at.
- a-to be looked                      b-to be looking                      b-to look                      c-be looked
- 35- The TV programme about space ..... at the moment.
- a-is showing                      b-is being shown                      b-has shown                      c-are showing
- 36-meat .....well before you eat it.
- a- should cook                      b-should be cooking                      c-should be cooked                      d-should cooked
37. I'm in trouble. I really want .....
- a. to help                      b. to helping                      c. being helped                      d. to be helped
38. It ..... that air travel will become more popular in the future.
- a- is thought                      b- was thought                      c- thought                      d- thinks
- 39- I don't like..... at.
- a. people laughing                      b. having laughed                      c. being laughed                      d. people laughed
- 40-After the death of her husband, the poor woman was thought..... from amnesia.
- a. is suffered                      b. to have suffered                      c. suffer                      d. to be suffered
41. I was advised ..... by a doctor, but it was not possible.
- a. seeing                      b. to be seen                      c. to see                      d. being seen
- 42- The play is suggested to ..... because the leading actor is ill.
- a) being cancelled                      b) cancel                      c) have cancelled                      d) be cancelled
- 43- it .....that an accident took place on the ring road.
- a- reported                      b- reports                      c- had reported                      d- has been reported
- 44-I wouldn't like.....given instructions.
- a) to be                      b) being                      c) has been                      d) had been
- 45-The hotel rooms .....next month.
- a are decorated                      b will be decorated                      c will decorate                      d need to decorate
- 46- Our house .....decorated yet .P1
- a hasn't been                      b hasn't                      c hadn't been                      d won't have
- 47- The police said that the windows..... before the thieves went into the building. (P T)
- a broke                      b had broken                      c have being broken                      d had been broken



- 48- Those men .....our house yesterday morning.  
a are decorating b were being decorated c have been decorating d were decorating
- 49- All the cakes in that shop .....by my aunt. She works there. (P T)  
a made b were making c have been made d have
- 50- A lot more birds .....on the shore this year. (P T)  
a have been seen b have seen c had been seen d saw
- 51 When the police arrived at the bank, they realised that the money..... P t  
a had taken b has been taken c had been taken d has taken
- 52-By last summer, the new factory.....  
a-was built b-built c had been built d has been built
- 53- This picture .....in the nineteenth century.  
a-painted b-was painting c-is painted d-was painted
- 54- When we went into the hotel room, the beds .....  
a-weren't making b-haven't been made c-weren't made d-aren't made.
- 55-This library book is very old . I think it ..... by a lot of people!  
a-was being read b-has been read c-has read d-was reading
- 56-The film .....by many millions of people since it was made in 1968  
a-was watched b-has been watched c-has watched d-had watched
- 57-Many science articles by Clarke .....in magazines before the war ended  
a-is published b-was published c-had been published d-has been published
- 58-The computer .....by the teacher yesterday.  
a-is checked b-has been checked c- was checked d-was checking
59. The secretary was made ..... twenty letters in only three hours.  
a. type b. typed c. to type d. typing
- 60- I borrowed my brother's mobile while mine .....  
a. had been repaired b. was repairing c. was being repaired d. was been repaired

## Direct and Indirect speech المباشر وغير مباشر

الكلام المباشر هو :

الكلام الصادر عن المتكلم بنفسه ، ويوضح بين علامتي تنصيص "....."

-She Said," I like tennis" (مباشر)

- She said that she liked tennis. (منقول)

الكلام غير المباشر هو الكلام المنقول عن المتكلم بواسطة شخص آخر

### 1- statement الجمل الخبرية

لتحويل أى جملة خبرية نتبع الآتى :

١- تبقى said كما هى ويمكن نستخدم (promised/explained/complained) بدلا منها

٢- نحول said to ألى told

٣- نحذف الأقواس

٤- نربط ب that ، او يمكن حذفها

٥- تتغير الضمائر حسب المتكلم والمخاطب



فعل ماضى + فاعل + said/explained (that) فاعل القول

فعل ماضى + فاعل + مفعول + told فاعل القول

أ - ضمائر المتكلم تعود على فاعل جملة فعل القول وتحول كما يلى :

\* I .. he / she me .. him / her my .. his / her

\* We .. they us ... them our .. their

ب- ضمائر المخاطب تعود على مفعول جملة فعل القول وتحول كما يلى :

\* You ..... I / he / she / we / they فاعل

\* you ..... me / him / her / us / them مفعول

\* your ..... my / his / her / our / their ملكية

تحويل أفعال القول

say	say	Say to	Tell
says	says	Says to	Tells
said	said	Said to	Told

تتغير الأزمنة حسب الجدول الآتي :

Direct كلام مباشر		Indirect كلام غير مباشر	
مضارع بسيط	Go / goes	ماضي بسيط	Went
	Am/is/are		→ Was/were
ماضي بسيط	Went / played	ماضي تام	Had gone/had played
مضارع مستمر	Am/is/are + going	ماضي مستمر	Was /were + going
مضارع تام	Have /has + p.p	ماضي تام	Had + p.p
مضارع تام مستمر	Have /has + been +v ing	ماضي تام مستمر	had been + V-ing
أفعال ناقصة	Can/may/will Shall/must + inf	ماضي	Could/might/would/ should/ Had to+inf

-كما تحول الظروف الزمنية والمكانية كالآتي

yesterday	→	the day before - the previous day		
tomorrow	→	the next ( following ) day		
now	→	then	today	→ that day
tonight	→	that night	ago, last	→ Before/the previous
next	→	The....after /the following	here	→ there
this	→	that	these	→ those

أمثلة → Ex

1- "I like tennis and I played a good game this morning," said Tamer

- Tamer said that he liked tennis and had played a good game that morning.

2-Ahmad said to me, "I can swim fast ."

-Ahmad told me that he could swim fast.

3- He said to me: "I will see you tomorrow".

He told me that he would see me the next day

4- "I want to visit Cairo next week." said Hany.

Hany said that he wanted to visit Cairo the following week.

5- "I'll be home tomorrow morning," he said.

He promised that he would be home the next morning.

6- "We're hot because we've been playing tennis," said Tarek.

Tarek explained that they were hot because they had been playing tennis.

لاحظ : لا يتم تغيير ما بداخل الأقواس في هذه الجمل

❖ لأن ما بداخل الأقواس حقيقة.

-Ali said to Ramy, " The sun rises in the morning."

Al told Ramy that the sun rises in the morning..

The teacher said to us "The Nile is the longest river in the world."

The teacher told us that the Nile is the longest river in the world

Eman said " Damascus is the capital of Syria"

Eman said that Damascus is the capital of Syria.

❖ لأن فعل القول مضارع بسيط ويتم تغير الضمائر فقط

Ex-Rania says, " I will travel to London."

Rania says that she will travel to London.

Ex-Ahmad says "I am ready for the exam."

Ahmad says that he is ready for the exam

❖ لأن الحدث قيل في الحال أو قبل فترة بسيطة مع (just now – a moment ago)

He said just now, " I have already passed the exam."

He said just now that he has already passed the exam.

❖ الماضي التام والافعال الناقصة في الماضي لا تتغير وغيرها مثل :

[ would/ could /might/should/ought to/had better/used to/had+ p.p]

Ex-He said" We **could see** the mountain after we **had reached** the top of the tower "

He said that they **could see** the mountain after they **had reached** the top of the tower.

يمكن استخدام الافعال الآتية بدلا من said/said to عند نقل الجملة الى غير المباشر ويأتي بعدها to+ inf او بعد that جملة

**Promised/offered/threatened/decided/agreed + to + inf**

Ex: He said, " I'll lend you the money you need."

He promised to lend me the money I needed.

He promised that he would lend me the money I needed.

Ex: He said, "Go away or I'll call the police."

He threatened to call the police if I didn't go away.

He threatened that he would call the police if I didn't go away.

- يمكن استخدام الافعال الآتية بدلا من ( said to ) عند نقل الجملة الى غير المباشر ويأتي بعدها (v.ing):

**suggested/admitted /أقر/ قبل/ denied/ أنكر/ apologised for/objected to /اعتراض علي/ insisted on**

- He said, "Let's discuss this question now."

- He suggested discussing that question then.

- وفي حالة استخدام that بعد بعض هذه الافعال تحول الجملة بنفس القواعد السابقة:

- He said, "I wasn't there when the crime happened."

- He denied being there when the crime happened.

- He denied that he had been there when the crime happened.

## 2-Questions في الغير مباشر

### النوع الاول Yes/ No questions

لتحويل هذا النوع نتبع الآتي :

١- نحول said / said to الى : ( asked – wanted to know –wondered- inquired )

٢ – نحذف الاقواس

٣ – نربط " If / whether " بمعنى اذا / لو .

٤ – نحذف " do/does / did " ونضع الفاعل قبل الفعل المساعد والناقص.

٥ – يتم ترتيب الجملة ( فاعل + فعل + مفعول ) ونغير الزمن الى الماضي

٦- وإذا كان فعل القول مضارع (asks/wants to know/says) لا تتغير الأزمنة

**فعل ماضى + فاعل + (أداة استفهام / if-whether) + (مفعول + asked /wondered/inquired) فاعل القول**

Examples →

1- "Are you going to visit the pyramids, Ali? Said Ahmed

→ Ahmed asked Ali if / whether he was going to visit the pyramids.

2- "Can you speak French, Ola?" said Mona

→ -Mona asked ola if / whether she could speak French .

3-Amira said to Radwa, "Have you ever been to Aswan?"

had ever been to Aswan

→ Amira asked Radwa if/whether she

#### 4- "Do you often write poems?" said I.

I asked him if / whether he often wrote poems

#### 5- "Will you study abroad?" he said to me

She asked me if/whether I would study abroad.

#### 6- "Shall we go now?" He said

He asked me if / whether we should go now.

### النوع الثاني Wh questions

لتحويل هذا النوع نتبع الآتي :

١- نحول said / said to الى : ( asked – wanted to know –wondered/inquired )

٢ – نحذف الأقواس

٣ – نربط الجملة بكلمة الاستفهام الموجودة .

٤ – يتم ترتيب الجملة ( فاعل + فعل + مفعول )

Examples →

#### 1- "Where did you spend your holiday, Khaled?" Nasser wanted to know.

Nasser wanted to know where Khaled had spent his holiday.

#### 2 - "How long will the pain last? Hany asked me

-Hany asked me how long the pain would last

#### 3 ""Where will you go next week?" She said to him

She asked him where he would go the following week.

#### 4- "Which subjects are you studying next year?"

He/She asked me which subjects I was studying next/the following year.

#### 5- "What did you do yesterday?" I asked Ali

I asked Ali what he had done the day before.

#### 6- "How old was Spring-Rice when he went to Egypt?" She asked

/She asked me how old Spring-Rice was when he had gone to Egypt.

### الجملة الامرية والاقتراح والنصيحة 3-Reported imperatives, suggestions and advice



لتحويل اى جملة أمرية وطلبية او نصيحة او اقتراح او غيرهم نتبع الآتي

١- نحول said / said to الى :

مفعول به + told/ advised/ordered/warn/encourage + (مع الطلب فقط ) Asked

٢ – نحذف الأقواس

٣ – نربط الجملة المثبتة ب ( المصدر + To )

نربط الجملة المنفية ب ( المصدر + not To )

أمثلة: Examples:

#### 1- "Open your books." the teacher said

→ The teacher told / asked/ ordered us to open our books.

#### 2- "Don't waste time." My father said

→ my father advised me not to waste time.

#### 5- "Study science at university." Ali said

Ali encouraged his friend to study science at university.

#### 4- "If I were you, I'd take you coat." My mother said

My mother advised me to take my coat.

#### 5- "Look and listen before you cross the road," said the teacher.

The teacher warned the children to look and listen before they crossed the road.

لاحظ اننا نستخدم بعد ( suggest / recommend ) ( verb + ing ) او that+ subject + infinitive

→ "Do Exercise 2 again."

⊗ Leila suggested ( doing / that I do) Exercise 2 again.

→ "You should revise quietly."

⊗ My friend recommended revising / that I revise quietly.

لا نستخدم (مصدر + to) بعد الفعل (say) ولكن يأتي بعده (جملة كاملة + that)

"Don't park there."-The policeman said that we must not park

يتم اختيار فعل قول مناسب للجملة من حيث المعنى: لاحظ الأمثلة الآتية

1- The doctor said to me, "Stop smoking!". The doctor told me to stop smoking.

2- "Get out of the car!" said the policeman. The policeman ordered him to get out of the car.

3 - "Could you please be quiet," she said. She asked me to be quiet.

4- "Don't touch the snake," Nawal said to Ola.

Nawal warned Ola not to touch the snake

5-"Go on"!You can swim across the pool! Mazin's father said to him

Mazin's father encouraged him to swim across the pool.

### ١ - ملاحظات هامة عند الإجابة على سؤال الاختيارات

١- الجملة الخبرية	مباشر وغير مباشر	فعل ماضى + فاعل + (that) said فاعل القول
٢- الجملة الأمرية	غير مباشر	فعل ماضى + فاعل + (that) + مفعول told فاعل القول
٣- الطلب	غير مباشر	المصدر + (to / not to) + مفعول told فاعل القول
٤- الجملة الإستفهامية	غير مباشر	المصدر + (to / not to) + مفعول asked فاعل القول
٥- جميع الجمل	المباشر	فعل ماضى + فاعل + (if-whether / أداة استفهام) + بدون او مفعول + asked فاعل القول فعل ماضى + فاعل + (if-whether / wh..) + wondered/wanted to know + فاعل
٦- جمل النصيحة والتحذير والشجيع	المباشر	"....." مفعول + said to فاعل القول
٧- جمل الاقتراح	المباشر	المصدر + (to / not to) + مفعول advised/ordered/warned/encouraged فاعل القول
		فعل مصدر + فاعل + (that) + v ing or suggested/recommended فاعل القول

### ٢- لا تتغير الازمنة فى الحالات الآتية

١- إذا كان الكلام المباشر عبارة عن حقيقة علمية او جملة بها ماضى تام او افعال ناقصة فى الماضى لانغير الزمن ونغير الضمائر فقط.

٢- لأن الحدث قيل فى الحال أو قبل فترة بسيطة مع (just now – a moment ago)

٣- إذا كان فعل القول فى المضارع (tells/asks/wants to know/says/explains)

### ٣- تحويلات الزمنية

تحتوى الاجابة على	عند وجود هذه الكلمة فى الجملة	الكلمة قبل التحويل
was, were + inf. + ing	then / at that time	now / at that moment
had + p.p	the <b>day</b> before	yesterday
	the previous <b>day</b>	
	the last <b>day</b>	
	..... before.	.....ago.
would + inf. مصادر was/ were + inf. + ing	that night / that day	tonight /today
	for / since / by then	for / since / yet
	the <b>day</b> after	tomorrow
	the following <b>day</b>	
	the next <b>week</b>	

## Exercise

- 1 Khaled told me that he..... basketball the day before. (PT)  
a plays                      b had played                      c has played                      d was played
- 2- Samira said that they ..... all of Cairo from the top of the tower. (PT)  
a can see                      b could be seen                      c could see                      d have seen
- 3- The teacher told us that Russia ..... the biggest country in the world. (PT)  
a is                      b were                      c has been                      d would be
- 4 Leila says that she ..... ready now to go to the shops. (PT)  
a was                      b had been                      c is                      d is being
- 5 Mother said that we could watch television after..... our homework. (PT)  
a finish                      b have finished                      c finishing                      d had finished
- 6 Haytham said that it ..... hot that day. (PT)  
a will be                      b would be                      c is                      d is being
- 7 Mohamed ..... me that he had had a busy morning. (PT)  
a said                      b explained                      c told                      d admitted
- 8 Eman said that Damascus..... the capital of Syria. (PT)  
a is                      b be                      c had been                      d is being
- 9 Karim promised that he ..... us the next morning. (PT)  
a will phone                      b would phone                      c phoned                      d had phoned
- 10- The manager ..... to make us stay in late if we didn't work harder. (PT)  
a recommended                      b suggested                      c threatened                      d said
- 11-She complained that she..... for more than an hour for her appointment.  
a-would wait                      b-had waited                      c-has waited                      d-was waiting
- 12- They promised that they ..... us as soon as they arrived.  
a-would phone                      b-phone                      c-had phoned                      d-will phone
- 13- He admitted that he ..... late the night before.  
a-was arrived                      b-has arrived                      c-had arrived                      d-would arrive
- 14- She explained that she ..... to visit me the following week.  
a-had hoped                      b-has hoped                      c-was hoping                      d-hoped
- 15-He agreed that he ..... anyone what I had said.  
a-won't tell                      b-would not tell                      c-hadn't tell                      d-doesn't tell
- 16- Nadia said that she .....a test the following week.  
a-took                      b-takes                      c-will take                      d-was taking
- 17-hoda promised that she..... me to revise if I wanted.  
a-will help                      b-had helped                      c-helps                      d-would help
- 18-Mr Farag said he .....his driving test the previous year.  
a-would pass                      b-passes                      c-was passing                      d-had passed
- 19-He explained that his uncle ..... him to find another job  
a-will encourage                      b-would encourage                      c-was encouraging                      d-can encourage
- 20-He said that his uncle ..... our products for many years.  
a-had sold                      b-is selling                      c-sells                      d-would sell
- 21-Tarek explained they were hot because they..... Tennis.  
a-would play                      b-had been playing                      c-are playing                      d-have been playing
- 22- Monira has just told Amira that they ..... to their friend's wedding tonight.  
a) would go                      b) have gone                      c) were going                      d) are going
- 23-My son explained that his book .....really exciting.  
a- will be                      b- would be                      c- is                      d- was
- 24-The thief admitted that he .....the necklace from Mrs Morrison's bag the night before.  
a) would steal                      b) steals                      c) had stolen                      d) was stolen
25. At the wedding party yesterday, the bride said ..... the happiest day of her life.  
a. today was                      b. that day was                      c. yesterday had                      d. that day had
- 26-He said that he was a sociable person and so he ..... talking to customers  
a) would enjoy                      b) has enjoyed                      c) will enjoy                      d) enjoys
- 27-I told him that we ..... interviewing any more people today.  
a-haven't                      b-hadn't                      c-weren't                      d-aren't
- 28-Mona shouted that the animal ..... dangerous.  
a- had                      b- has                      c- is                      d- was
- 29-Karim admitted that he lost the pen that I ..... him.  
a-had lent                      b-have lent                      c-had been lent                      d-lending
- 30-Leila said that she liked tennis and ..... a good game that morning.  
a-will play                      b-has played                      c- had played                      d-is playing



- 31-the teacher told us that the Nile ..... the longest river in the world.  
a is                      b was                      c had                      d would be
- 32-Ahmad says that he ..... ready for the exam.  
a is                      b was                      c had                      d would be
- 33-Ahmed told us that his father .....a doctor  
a was                      b has                      c is                      d does
- 34-He said that he had gone to the museum and ..... a lot of tourists.  
a-saw                      b-seeing                      c-seen                      d-see
- 35-she agreed that she.....start revising that evening.  
a-has                      b-had                      c-will                      d-would
36. Salwa told her friends that she ..... tomorrow.  
a. was travelling                      b. will be travelled                      c. is travelling                      d. would travel
- 37- I asked Imad ..... he often wrote stories. (PT)  
a that                      b whether                      c weather                      d does
- 38- My brother asked me if we..... to the station. (PT)  
a-shall go                      b go                      c went                      d should go
- 39- Nawal asked me where ..... dinner the night before. (PT)  
a I had had                      b have had                      c had I had                      d have I had
- 40- We ..... about the price of a room at the hotel. (PT)  
a inquired                      b admitted                      c threatened                      d promised
- 41- Hala asked Ola ..... the following Monday. (PT)  
a what will she do                      b what would she do                      c what she would do                      d what she will do
- 42- Hisham asked me..... I walked to school. (PT)  
a if                      b weather                      c that                      d did
- 43- Mariam asked me whether we ..... to the park. (PT)  
a should go                      b shall go                      c will go                      d went
- 44- I ..... the name of my friend's cousin. (PT)  
a inquired                      b wondered                      c wanted to know                      d told
- 45- The teacher wanted to know which exams I..... . (PT)  
a passed                      b have passed                      c am passing                      d had passed
- 46- He asked me if I ..... that his sister had been ill.  
a-have known                      b-would know                      c-know                      d-knew
- 47- We wanted to know what ..... of his idea.  
a-did they think                      b-had they thought                      c-they think                      d-they thought
- 48-Rawia asked Kholoud what .....the evening before.  
a-was she doing                      b-she had done                      c-had she done                      d-she would do
- 49- Hany asked Fady whether ..... to the museum the next day.  
a-he could go                      b-he can go                      c-he had gone                      d-would he go
- 50-The teacher inquired ..... we had found the homework easy or difficult.  
a what                      b whether                      c that                      d weather
- 51-Amir wondered what Munir ..... in English at that moment  
a-is studying                      b-was studying                      c-will study                      d-studied
- 52-She asked me which subjects I .....the following year.  
a-will study                      b-was studying                      c-studied                      d-had studied
- 53- The teacher asked Ahmed .....all the way on foot  
a ) if he came                      b) if did he come                      c) would he come                      d) if does he come
- 54-He asked me where.....the previous week.  
have you been                      b- had you been                      c-I had been                      d- you had been
- 55- He wanted to know whether .....married  
a) was he                      b) he was                      c) he were                      d) is he
56. He asked me just now ..... the money.  
a. do I take                      b. did I take                      c. if I take                      d. if I took
- 57 The teacher suggested that the exercise ..... again. (PT)  
a we do                      b we are doing                      c doing                      d did we
- 58-Sayed recommended ..... the ice cream. (PT)  
a to try                      b tried                      c trying                      d that try
- 59- Mr Zaki ordered us ..... running round the park. (PT)  
a start                      b starting                      c started                      d to start
- 60- My father advised me ..... to bed early because I had a test the next day. (PT)  
a go                      b going                      c to go                      d went
- 61- The ship's captain ordered the sailors ..... harder. (PT)

a work

b working

c to work

d must work

## Obligation/ Necessity الالتزام / الضرورة

present		past		future	
<b>Have to</b> <b>Has to</b> <b>Must</b> <b>Have got to</b> <b>Has got to</b>  <b>Need/needs to</b> تستخدم للأحداث التي يمكن أن تكون ضرورية أو غير ضرورية	مفعول + <b>It is necessary for</b> <b>To + inf</b>	<b>Had to</b> كان مضطر أن  <b>Needed to</b>	مفعول + <b>It was necessary for</b> <b>To + inf</b>	<b>Will have to</b>  <b>Will need to</b>	مفعول + <b>It will be necessary for</b> <b>To + inf</b>

١- تستخدم have/has to للتعبير عن أمر مفروض مثل القواعد العامة واللوائح المدنية ليس لدي اختيار في فعلها  
(مدرسة، مكتبة، قوانين مرور)

- - He has to be at work at 8 o'clock.  
 - You have to drive on the right.  
 - You have to wear your uniform. We have to go to school on time.  
 ► You have to show your passport when you leave the country.  
 → He had to take a taxi because he was late  
 → Hassan needs to go the bank after he finishes work.

٢- نستخدم **must**

١- للتعبير عن نصيحة قوية

e.g. You must stop smoking→ You must remember to drive on the left.

٣ - نستخدم (المشاعر أو الامنيات) للتعبير عن احساس قوي بضرورة عمل شيء من وجهة نظر المتكلم أو للتعبير عن أن شيء مهم بالنسبة لنا وفي هذه الحالة نستخدم فقط مع الضمانر I / We ومع You في حالة السؤال

- We must tell the truth. → I must visit my grandparents more often.  
 ► We must buy a present for Ali's birthday.. → I must work hard for the exams next week.

٣- كما نستخدم في حالة توجيه دعوة أو التعبير عن مشاعر صادقة

→ You must come to my party tonight. → You must try a piece of my cake

- لاحظ استخدام Must للتعبير عن الضرورة في المضارع والمستقبل  
 - I must see my doctor tomorrow.  
 - I must go now.

## Lack of Necessity عدم الضرورة

present		past		future	
غير مضطر - لا داعي أن <b>Don't Have to</b> <b>Doesn't have to</b> <b>Don't/doesn't need to</b> <b>Needn't</b>	مفعول <b>It isn't necessary for</b> <b>+To + inf</b>	لم نضطر أن <b>Didn't have to</b> <b>Didn't need to</b> لم يكن ضروريا فعل شيء ولم نفعله  <b>Needn't have + p.p</b> لم يكن ضروريا فعل شيء ولكن تم فعله	مفعول <b>It wasn't necessary for</b> <b>+To + inf</b>	<b>Won't have to</b>	مفعول <b>It won't be necessary for</b> <b>+To + inf</b>

buy more dresses.

→ -she doesn't have to/needn't /doesn't need to

- My father doesn't have to work today. because it is a holiday.  
 → She isn't late for school so she doesn't have to / needn't hurry.  
 - in some countries, children don't need to wear school uniform.  
 - I didn't have to do the shopping yesterday. My brother did it.  
 - I didn't need to go to school yesterday. It was a holiday.  
 - You needn't have brought your umbrella. It's not going to rain.  
 I didn't have to buy more bread. We already have a lot. (I didn't buy bread because we have some.)  
 I needn't have bought more bread. We already have a lot. (I bought bread, but it was not necessary because we have some.)

**استخدام mustn't** بمعنى ممنوع أو غير مسموح كما تعني أن هناك قواعد وقوانين يجب إتباعها والمخالفة تعرضك للعقاب.

<b>Mustn't =</b>	<b>Be not allowed to</b>	غير مسموح	} + مصدر
	<b>Be forbidden to</b>	ممنوع	
	<b>Be prohibited / banned to</b>	ممنوع	
	<b>It's against the law to</b>	ضد القانون	
	<b>No + v.ing</b>		

E.g. You **mustn't** park here = it is not allowed to park here = You are forbidden to park here.

### Exercise

- Poor Hany..... go to hospital yesterday after he hurt his hand. **PT**  
 a must                      b has to                      c had to                      d needn't
- When you go to Alexandria, you..... visit the library. It's amazing! **PT**  
 a have to                      b must                      c will                      d need
- You..... wash the car. The man at the garage will wash it tomorrow. **PT**  
 a mustn't                      b can't                      c might not                      d needn't
- Ali..... brought food. We already have a lot. **PT**  
 a needn't have                      b must not have                      c must have                      d should have
- I..... remember to email my cousin today. It's his birthday. **PT**  
 a mustn't                      b needn't                      c must                      d ought to
- We ..... hurry. It only takes ten minutes to the station and we have an hour before the train goes. **PT**  
 a mustn't                      b needn't                      c ought not to                      d shouldn't
- The sign in the park says that people..... walk on the grass. **PT**  
 a needn't                      b might not                      c should                      d mustn't
- My sister made a cake. You ..... try it. It's lovely!  
 a-had to                      b-should                      c-have to                      d-must
- We can walk to the bookshop if you want, but we..... The bus goes there.  
 a-shouldn't                      b-mustn't                      c-don't have to                      d-didn't have to
- You ..... run next to the swimming pool. You might fall over.  
 a-mustn't                      b-needn't                      c-don't have to                      d-didn't have to
- In England, most people ..... work until they are 67.  
 a-need                      b-have to                      c-must                      d-should
- I ..... buy some bread from the shops. Don't let me forget!  
 a-need                      b-have to                      c-must                      d-can
- We .....run to the museum because it was already closed when we got there.  
 a-don't have                      b-needn't have                      c-didn't have to                      c-might not
- Poor Walid broke his leg yesterday and .....to hospital.  
 a-had to go                      b-needn't have gone                      c-didn't have to go                      d-must go
- You ..... come round to my house when you've finished it  
 a-have to                      b-should                      c-must                      d-need
- We ..... buy a present for Ali's birthday.  
 a-have to                      b-should                      c-must                      d-need
- You ..... park here. It is not allowed.  
 a-needn't                      b-don't have to                      c-mustn't                      d-didn't have to
- You ..... show your passport when you leave the country.  
 a-have to                      b-should                      c- has to                      d-need

- 19-She isn't late for school so she .....hurry.  
a-didn't have      b-don't need to      c-doesn't need to      d-can't
- 20-We..... pass our exams to get into university  
a-have to      b-should      c-has to      d-need
- 21-I ..... more bread. We already have a lot. So I didn't buy any.  
a-can't have bought      b-needn't have bought      c-didn't have to buy      d- don't have to
- 22-I ..... more bread. We already have a lot. But I bought some.  
a-can't have bought      b-needn't have bought      c-didn't have to buy      d- don't have to
- 23-You.....buy a ticket before you travel on the train.  
a-should      b-need      c-will have to      d-has to
- 24-Mona ..... her sunglasses because it was cloudy.  
a- had to take      b-should have taken      c-didn't have to take      c-needn't take
- 25-You .....the windows because a man comes to wash them every week.  
a-needn't have cleaned      b-must have cleaned      c-didn't have cleaned      d- had to
- 26-Yunis .....do the maths exercise again because he got it all wrong.  
a-didn't need to      b-had to      c-needn't      d-needed
- 27-We ..... pass our exams to get into university  
a-ought      b-need      c-may      d-have to
- 28-They .....leave the school yesterday after they heard the fire bell.  
a-had to      b-need to      c-must      d-have to
- 29-I..... stop eating sweets! They are bad for me  
a-can      b-need      c-must      d-have to
- 30-You..... put the newspaper on the oven. It might burn.  
a-may not      b- ought not      c- mustn't      d-don't need to
- 31- Tarek..... get the bus to the park. My father can take him in our car.  
a-mustn't      b-needn't have      c-don't need to      d-doesn't have to
- 32-The students .....written all those notes. All the information is typed for them.  
a-needn't have      b-didn't have to      c-mustn't      d-didn't need
- 33-Karim was already at the sports centre when I arrived, so I..... send him a text telling him to meet us there  
a-needn't have      b-didn't have to      c-mustn't      d-didn't need
34. Mona ..... her umbrella because she knew the weather wouldn't be rainy.  
a. needn't have taken      b. had to take      c. didn't have to take      d. needed to take
- 35-we ..... read a summary of a book in English next week  
a-had to      b-need      b-has to      b-have to
- 36-You .....park there. There's a better place here.  
a mustn't      b can't      c don't need      d needn't
- 37-You .....come and see me tomorrow!  
a-should      b-need      c-have      d-must

## Conditional forms

حالة if الصفرية: (zero conditional)

→ If/when + مضارع بسيط ، مضارع بسيط →

\* تستخدم لوصف أفعال أو أحداث تكون حقيقة عادة

- EX → if I feel hot , I take a bath .      → If we **mix** red and green, we **get** blue.  
→ if I **have** a headache, I **take** aspirin.      → Streets **become** wet if it **rains**  
→ If I **am** tired , I go to bed.      → I **get** a headache if I **read** for too long  
→ If / When I **read** in bed, I **fall** asleep. It's a habit.

\* تستخدم للتعبير عن حقائق علمية ثابتة (مثل قوانين الطبيعة والفيزياء والكيمياء الفلك)

- Ex → if/when metals **are heated** , they **expand**.      If you **heat** ice, it **melts** -  
If you **boil** water , it **evaporates**.      If we **freeze** water , it **turns** into ice.  
If the bark **is** badly damaged, the tree **dies**/ when molten glass **cools**, it **is** hardened

-ملحوظة: لابد ان تكون الحقيقة عامة وليست خاصة وإذا كانت الحقيقة خاصة نستخدم الحالة الأولى:

١- استخدام صفة الإشارة      **this / that / these / those**      قبل      الفاعل أو المفعول:

-If you **heat** the ice in this pan, it **will melt**

- if you **don't water** these plants soon , they **will die**.

( my/his/her/its/your/their/our ) ٢- استخدام صفة الملكية

→ If the plants on our farm **get** very thirsty , we **will irrigate** them.

What **happens** if you freeze water?

← صيغة السؤال في الحالة الصفيرية كالآتي:

### حالة "if" الأولى: (1<sup>st</sup> conditional)

تتكون حالة "if" الأولى من التالي:

المصدر + will/can/may/should + الفاعل , جملة في المضارع البسيط + If

**Ex - If** the bus **arrives** late again, I'll **phone** my mother.

**Ex - Tarek is ill. If** he's better tomorrow, he'll **come** to school.

نستخدم حالة "if" الأولى عندما نتحدث عن:

١- شرط في المستقبل. مثل:

If you **study** hard, you **will succeed**.

٢- التنبؤ prediction. مثل:

If there **are** clouds, it **will rain**.

٣- الوعد promise. مثل:

If you **get** high marks, I **will buy** you a new mobile phone.

٤- التهديد threat. مثل:

If you **annoy** your brother, I **will punish** you.

ملاحظات ::

١- ممكن ان يكون جواب الشرط نصيحة او الزام:

→ If you **want** to succeed , you **should study** hard.

→ If there **is** a law , you **must obey** it.

٢- ممكن ان يكون جواب الشرط جملة امرية او طلب او نهى:

1- If you meet ali , **invite** him to the party.

2- If you see my father, **don't** tell him what happened.

### بدائل أداة الشرط (١٤)

١- يمكن استخدام الكلمات الآتية بدلا من ( if ) في الاثبات ويليها جملة مع مراعاة معنى كل أداة:

فقط لو only if تحسبا لـ = ( in case ) بشرط أن = provided that = طالما As long as = بشرط أن (provided that)

→ I'll attend the party **provided that** (in case) he invites me.

- I'll lend you the money **as long as** you promise to pay it back soon.

او يمكن استخدام في حالة + In case of + noun/ v. ing

e.g.- **In case of** getting his passport, he will travel abroad.

٢- يمكن استخدام الكلمات الآتية بدلا من ( if ) في حالة النفي :

( But for ) + noun /Without + noun/ v. ing = Unless + If + not

e.g.- **if** you **don't** hurry, You will be late = **unless** you hurry, You will be late

= **Without** hurrying, you would be late.

→ **Without** (But for) his hard work, he will fail.

٤- تحذف (If) في الحالة الأولى ونبدأ بالفعل (Should) وفاعل ونستخدم الفعل الأساسي في المصدر.

- **If** he **has** enough time, he will watch the football match.

- **Should** he **have** enough time, he will watch the football match.

٦- صيغة السؤال في الحالة الأولى كالآتي: ← ( جملة مضارع بسيط ) What will + sub + do if

### حالة "if" الثانية: (2<sup>nd</sup> conditional)

تتكون حالة "if" الأولى من التالي:



المصدر + would/might/ could + الفاعل , جملة في الماضي البسيط If +

نستخدم حالة "if" الحالة الثانية عندما نتحدث عن:

1- تعبر عن موقف غير محتمل أو شيء تخيلي في المضارع

- If I had a lot of money, I would buy a big house
- If Ali were/was taller, he would be a good basketball player.
- If I was / were rich, I would build a palace!
- If Egypt had a lot of rain, it might have a lot more trees.

2- تستخدم الحالة الثانية أيضا للتعبير عن النصيحة: مع استخدام were مع جميع الضمائر

- If I were you, I'd help poor people - If I were you, I wouldn't waste my time.

صيغة السؤال في الحالة الثانية كالآتي : What would + sub + do if ( جملة ماضي بسيط ) ؟



بإزالة أداة الشرط (If)



- يمكن استخدام الكلمات الآتية بدلا من ( If )

In case of + noun/ v. ing في حالة +

1- في حالة الإثبات نستخدم :

- In case of getting his passport, he would travel abroad.

2- في حالة النفي نستخدم : If + not = Unless + اثبات = Without + noun / ( But for ) + noun / v. ing

→ You wouldn't catch the bus if you didn't run fast. = You wouldn't catch the bus unless you ran fast.

= Without running fast, you wouldn't catch the bus.

→ I would get low marks but for his help.

3- تحل If it were not for ( V. ing / n. + ) محل ( without ) في الحالة الثانية

If it were not for + v.ing / n. → subj. + Would + inf ...

► But for (Without) her cleverness, she would get low marks.

= If it weren't for her cleverness, she would get low marks.

حذف أداة الشرط (If) في الحالة الثانية



1- يمكن ان تحذف (if) وتبدأ الجملة بـ ( were ) و يأتي بعدها ( to + inf )

مصدر الفعل + would + الفاعل , المصدر + to + الفاعل Were +

⊗ If he worked hard, he would succeed. = Were he to work hard, he would succeed.

2- وإذا كانت ( were ) فعل أساسي في الجملة تأتي مكان ( if ) كالآتي

مصدر الفعل + would + الفاعل , صفة + الفاعل Were +

→ If I were tall, I would play basketball. = Were I tall, I would play basketball.

3- تحل Had محل If في الحالة الثانية ويليه اسم بشرط أن تكون فعلا أساسيا للجملة

مصدر الفعل + would + الفاعل , ..... + الفاعل Had +

⊗ If I had a million dollars, I would buy a big house = Had I a million dollars, I would buy a big house

4- يمكن أن نستخدم ( Suppose / Supposing (that) / Imagine (that) ) بدلا من ( If ) في الحالة الثانية.

⊗ Suppose / Supposing / Imagine (that) you found a job in Cairo, what would you do?

5- تُحذف ( If ) في الحالة الثانية و نبدأ بالفعل ( Should ) مثل الحالة الأولى و نستخدم الفعل الأساسي في المصدر.

⊗ If he played well, he would win

- Should he play well, he would win

حالة "if" الثالثة: (3<sup>rd</sup> conditional)

تتكون حالة "if" الثالثة من التالي:

If + جملة في الماضي التام , المصدر + would/could/might + have + p.p. + الفاعل

1- تستخدم الحالة الثالثة للتعبير عن تعبر مواقف مستحيلة الحدوث أو التغيير في الماضي أو مواقف كنا نتخيلها في الماضي كما تعبر عن الندم.

1- If I had (I'd) left home on time, I would (I'd) have caught the school bus. -

2- If you had gone to the sports club, you would / could / might have seen Ali.

3-If I **had had** enough money yesterday, I **would / could / might have bought** that mobile phone.

### بدائل أداة الشرط (If)



-يمكن استخدام الكلمات الآتية بدلا من ( If )

### In case of + noun/ v. ing في حالة

١- في حالة الاثبات نستخدم :

→ **In case of** studying hard ( his hard study ) , he would have come first  
= **if he had studied hard**, he would have come first

يمكن أن نستخدم had بدلا من if و يليها فاعل ثم تصريف ثالث

**Had + الفاعل + p.p. , would + have + p.p. + الفاعل**

E.g. **If they had played** well, they would have won the match.

= **had they played** well, they would have won the match

٢- في حالة النفي **If+ not = Unless+ اثبات = ( But for ) + noun /Without + noun/ v. ing**

نستخدم :

→ **If he hadn't come** early, he wouldn't have entered .  
= **unless he had come** early, he wouldn't have entered.  
= **Without coming** early, he wouldn't have entered.

٣- **تقل If it hadn't been for ( V. ing /n.+ ) محلى ( But for - without ) في الحالة الثالثة**

**If it hadn't been for + v.ing /n. → subj. + Would have + p.p**

► **But for (Without)** her cleverness, she would have got low marks.

= **If it hadn't been for** her cleverness, she would have got low marks.

- صيغة السؤال في الحالة الثالثة كالآتي : ← ( جملة ماضي تام ) **What would + sub + have +pp if**

### Exercise

- 1-If it is cold this month , our plants .....  
a-die                      b-will die                      c-would die                      d-had died
- 2-If it ..... cold, our plants would die.  
a-is                      b-had been                      c-was                      d-had
- 3- If water freezes, it.....into ice.  
a-will turn                      b-would turn                      c- turns                      d-turned
- 4-If people hadn't grown enough food, they.....ill.  
a-will become                      b- would become                      c- become                      d-would have become
- 5-If it went on raining for much longer, the river .....  
a-will flood                      b-would flood                      c-would have flooded                      d-floods
- 6- If the farmer's fields get very dry this summer, he.....them.  
a- irrigates                      b- will irrigate                      c- would irrigate                      d- would have irrigate
- 7-if you heat ice, it.....  
a-would melt                      b-melted                      c-melts                      d-will melt
- 8-If there is a sandstorm tonight, the town ..... full of sand tomorrow.  
a-is                      b-would be                      c-will be                      d-would have been
- 9-If you mix yellow and blue, you.....green  
a-would get                      b-got                      c-will get                      d-get
- 10-If you heat water, it .....  
a-will boil                      b-would boil                      c- boils                      d-boiled
- 11-If I read in bed, I ..... asleep. It's a habit.  
a-could fall                      b-fall                      c-falling                      d-would fail
- 12-Tarek is ill. If he's better tomorrow, he.....to school.  
a-will come                      b-would come                      c-comes                      d-come
- 13-If I were rich, I ..... a palace!  
a-would have built                      b-would build                      c-will built                      d-built
- 14-If Egypt had a lot of rain, it ..... a lot more trees.  
a-might have                      b-will have                      c-had had                      d-may have
- 15-If you had gone to the sports club, you ..... Ali.  
a-could see                      b-will see                      c-saw                      d-would have seen

- 16-If scientists study the rings of trees, they ..... information about our climate in the past.  
a-would find      b-would have found      c-can find      d-found
- 17-If there was not much rain in a year, the rings in a tree ..... close together.  
a-will be      b-would be      c-can be      d-would have been
- 18-If you pick those apples now, they ..... very sweet.  
a-won't taste      b-doesn't taste      c-wouldn't taste      d-didn't taste
- 19-Water ..... if the temperature is zero or below  
a-would freeze      b-freezes      c-can freeze      d-will freeze
- 20-I .....a headache if I spend too long on the computer  
a-could get      b-will get      c-get      d-would get
- 21-If she trains hard, she ..... next week's race  
a-wins      b-would win      c-will win      d-win
- 22-if you practise a sport, you.....better at it.  
a-could get      b-will get      c-get      d-would get
- 23-if you practise a sport, you.....in the sports team.  
a- get      b-will get      c-would have got      d-would get
- 24-If you read quickly, you ..... quickly too.  
a-learn      b-learned      c-would learn      d-might learn
- 25-If you read quickly, you .....the book by tomorrow.  
a-would finish      b-will finish      c-finish      d-would have finished
- 26- If you can't dictate your conditions, you..... negotiate.  
a- will      b- should      c- need      d- ought
- 27- If there's a lot of rain during the year, the rings.....quite wide.  
a- are      b- would be      c- will be      d- shall be
- 28- If you watch too much television, you..... your eyes. **pt**  
a will damage      b would damage      c won't damage      d would have damaged
- 29- If you..... red and green paint, you get brown paint.**pt**  
a mixed      b will mix      c had mixed      d mix
- 30- If Ahmed had read that book, he..... what happened at the end.**pt**  
a knew      b will know      c would know      d would have known
- 31- If I went to London, I..... my English every day!  
a would have practised      b will practice      c would practise      d practise
- 32-I won't go to the park if you..... with me.**pt**  
a not come      b don't come      c didn't come      d hadn't come
- 33- Hassan has worked hard for the test. I'll be surprised if he.....**pt**  
a doesn't pass      b isn't passing      c hadn't passed      d won't pass
- 34- If I went to Australia, I..... my cousins.**pt**  
a will see      b saw      c would see      d had seen
- 35- Adel..... bought that phone if it hadn't been so expensive.**pt**  
a might      b might have      c will have      d had
- 36-Open the door ..... an emergency.  
a-in case of      b-as long      c-in case      d-provided that
- 37-Supposing that you went to China, how ..... you communicate?  
a-do      b-did      c-would have      d-would
- 38- I won't know what the book is about..... reading it.  
a-in case of      b-without      c-unless      d-provided that
- 39-..... that you lived by the sea, would you go swimming every day?  
a- condition      b-supposed      c-provide      d-imagine
- 40- You can borrow this book..... as you look after it. **Pt**  
a provided      b if      c as long      d on condition
- 41- You can't go into the museum without..... a ticket first. **Pt**  
a buying      b to buy      c brought      d buy
- 42- Mother says we can watch TV on..... that we do our homework first. **Pt**  
a condition      b provided      c long as      d if
- 43- .....that you lived by the sea, what would you do every day? **Pt**  
a Condition      b As long      c Imagine      d Supposed
- 44- Don't go to that restaurant..... you like Chinese food. **Pt**  
a if      b if not      c unless      d in case
- 45- Only open this door..... an emergency. **Pt**  
a in case      b in case of      c if      d as long as
- 46- You can go to the park..... you're home at eight o'clock. **Pt**

- a provided that      b as long      c supposing      d in case  
 47 -You can't drive a car..... you are 18 or older. **P t**  
 a as long as      b unless      c on condition that      d without  
 48-Had it rained so heavily, we ..... floods.  
 a-would have      b-wouldn't have had      c-would have had      d-will have  
 49- ..... he arrived early yesterday, he could have attended the conference.  
 a) Hadn't      b) Had      c) Unless      d) If  
 50- .....coming late, you will be punished.  
 a- unless      b- in case of      c- if      d- without  
 51. ....he enough money, he would buy anew car.  
 a. Had      b. Were      c. If      d. Unless  
 .52-.....she to work hard, he would succeed.  
 a. Had      b. Were      c. If      d. Unless

## Deduction الإستنتاج

Present	Past
must + inf	must have + pp
<p>❖ تستخدم لعمل استنتاج (مثبت) في المضارع          - لا بُد / أكيد أنه كذا / يفعل كذا. كلمات تأتي معه</p> <p><b>I'm sure/certain/definitely/I think</b></p> <p>→ He has three cars and a villa. He <b>must be</b> rich.          → Ali <b>must be</b> happy. He has just won a gold medal.          → Nadia lived in England for 20 years, so she <b>must speak</b> English well.</p>	<p>❖ تستخدم لعمل استنتاج (مثبت) في الماضي          - لا بُد / أكيد أنه كان كذا / فعلَ كذا.</p> <p>→ Menna looks very happy. She <b>must have passed</b> her exams.          → It <b>must have been</b> cold there. There is snow on the ground in the photo.</p>
can't + inf	can't have + pp
<p>❖ تستخدم لعمل استنتاج (منفي) في المضارع          - لا يمكن / مستحيل أنه كذا، / يفعل كذا.</p> <p><b>I'm sure/certain/definitely/I think</b></p> <p>→ He has three cars and a villa. He <b>can't be</b> poor.          He <b>can't be</b> cold. He isn't wearing a jacket.</p>	<p>❖ تستخدم لعمل استنتاج (منفي) في الماضي          - لا يمكن / مستحيل أنه كان كذا / فعلَ كذا.</p> <p>⊙ Here is his mobile. He <b>can't have left</b> it in his room.          ⊙ They <b>can't have had</b> lunch. Their food is in the fridge.</p>
might + inf	Might have + inf
<p>❖ تعبر عن احتمال أو استنتاج حدوث شيء في المضارع والمستقبل          ولكن غير مؤكد جداً.</p> <p><b>I'm not certain / sure/ possible/probable/perhaps/I don't know/ I don't think</b></p> <p>⊙ Ahmed <b>might travel</b> abroad, but I don't think so.          ⊙ I don't know why he doesn't look happy. He <b>might feel</b> ill.          ⊙ The tourist <b>might be</b> American because he has an English guidebook.</p>	<p>❖ تعبر عن احتمال أو استنتاج حدوث شيء في الماضي ولكن غير مؤكد جداً.</p> <p>⊙ She was late. She <b>might have missed</b> the train.          ⊙ I don't think he won the race. He <b>might have lost</b> it.          ⊙ I can't find my book. I <b>might have left</b> it at home.          ⊙ We didn't see Tarek at the sports club today. He <b>might not have been</b> there.</p>

## should(ought to) have + p.p:

تستخدم للتعبير عن أن شيء كان يجب أن يحدث في الماضي ولم يتم وتستخدم عادة عندما نوجه اللوم لشخص لعدم قيامه بعمل معين

⊗ You missed the start of the show. You **should have arrived** earlier.

⊗ I'm sorry! I **ought to have come** on time.

## shouldn't / ought not have + pp.:

تستخدم للتعبير عن أن شيء كان يجب ألا يحدث في الماضي ولكنه حدث ونستخدمه عادة عندما نوجه اللوم أو الندم لشخص لقيامه بعمل معين

The tourists **shouldn't have brought** their coats to Egypt. They won't need them in the summer!  
You **shouldn't have put** more sugar in your tea. It's not healthy

- لكن يمكن أن تعبر **could have + P.P.** أيضا عن شيء كان من الممكن حدوثه ولكنه لم يحدث:

➤ He went to school on foot but he **could have gone** by bus.

(Should / ought to) **يجب أن** - تستخدم هذه الأفعال لإعطاء النصائح

- In summer, tourists **should wear** a hat and **ought not to sit** in the sun.

- You **should take** a rest. = It is a good idea to take a rest.

## Exercise

1. They left two hours ago, so they .....arrived by now. It is not far.  
a- must                      b- must have                      c- have                      d- can't have
2. No one is sure where Ali is, but we think he ..... gone to see his uncle.  
a- must                      b- can't have                      c- might have                      d- must have
3. She didn't see her brother this morning. He ..... the flat very early.  
a- must have left                      b- must leave                      c- can't have left                      d- can't leave
4. He left his glasses at school yesterday. I'm hoping someone ..... found them.  
a- must have                      b- might have                      c- can't have                      d- can have
- 5- Winning the first prize last year ..... Ali very happy.  
a) will have made                      b) must have made                      c) can't make                      d) mustn't make
- 6- I can't remember where I had left my mobile phone. I'm not sure, I ..... it at home.  
a. must have left                      b. might have left                      c. can leave                      d. must leave
- 7- There's water all over the floor. You ..... turn off the shower.  
a) must forget                      b) must have forgotten                      c) can't have forgotten                      d) can't forget
- 8- Ramy has a broken arm; he ..... off his bicycle in the race.  
a) can't fall                      b) might fall                      c) must have fallen                      d) can't have fallen
- 9- I traveled by train, but I ..... by car.  
a) might have travelled                      b) could travel                      c) could have travelled                      d) can travel
- 10- It ..... very windy during the night. There are leaves all over the ground.  
a) must have been                      b) must be                      c) can't have been                      d) can't be
- 11- Ali's got a very good memory, he ..... my address.  
a- must have forgotten                      b- can't have forgotten                      c- might have forgotten                      d- may have forgotten
- 12- The streets are covered in sand, there ..... a sandstorm last night.  
a- must be                      b- can't have been                      c- might have been                      d- must have been
- 14- His watch is made of plastic, it ..... cost a lot of money.  
a- must                      b- can't have                      c- will                      d- has to be
- 15- I was out until midday, she ..... me early this morning.  
a- must ring                      b- can't have rung                      c- might have rung                      d- will have rung
- 16- It ..... difficult to climb that hill. There are small children at the top! **P T**  
a must be                      b has to be                      c might be                      d can't be
- 17- The flight from Paris was four hours late. There ..... bad weather in France. **P T**  
-a must have been                      b should be                      c ought to be                      d can't have been
- 18- You ..... put your coat on the floor. Now it's dirty! **P T**  
a ought to                      b mightn't have                      c mustn't have                      d shouldn't have
- 19- Ali is not on this train. He ..... caught a later train. We can wait for him. **P T**  
a might have                      b can have                      c needn't have                      d ought to
- 20- Zeinab ..... very surprised when she won the art competition. She didn't think her painting was very good. **P T**  
a must be                      b can't be                      c might be                      d must have been
- 21- There is a lot of traffic on the roads today, so we ..... late. **P T**  
a must have been                      b can't be                      c might be                      d ought to be
- 22- The football players look very sad. They ..... won the match. **P T**  
a can't have                      b could have                      c must have                      d might not
- 23- We didn't have a test today so I ..... for it last night! **P T**



- a needn't revise      b didn't have to revise      c mustn't revise      d needn't have revised
- 24-Sami is feeling ill. I think he..... to see a doctor. **PT**
- a should      b ought      c must      d can
- 25-Ali..... brought food. We already have a lot. **PT**
- a needn't have      b must not have      c must have      d should have
- 26- Hassan thinks that he did very well in the exam. He ..... get the best results in the class!
- a- can't      b-must      c-should      d-might
- 27- Look, it's raining! I ..... have brought an umbrella.
- a- need      b-must      c-ought to      d-can't
- 28-She ..... lost her mobile phone. She called me from a friend's phone.
- a-should have      b-can't have      c-might have      d-would have
- 27-He ..... missed his train. He'll have to wait two hours until the next one.
- a-should have      b-can't have      c-might have      d-must have
- 28-Ali ..... happy. He has just won a gold medal.
- a-can't be      b-should be      c-must be      d-mustn't be
- 29-He ..... cold. He isn't wearing a jacket.
- a-can't be      b-should be      c-must be      d-mustn't be
- 30-It ..... cold there. There is snow on the ground in the photo.
- a-can't have been      b-should have been      c-must have been      d-might be
- 31-They .....lunch. Their food is in the fridge.
- a-must have had      b- can't have had      c-might have had      d-shouldn't have had
- 32-The tourist ..... American because he has an English guidebook.
- a-can't be      b-should be      c-must      d-might be
- 33-I can't find my book. I .....it at home.
- a-might have left      b-must leave      c-can't have left      d-should have left
- 34-You ..... have arrived late for your exam. That was wrong
- a-mustn't      b-needn't      c-shouldn't      d-can't
- 35-I'm sorry! I ..... have come on time.
- a-may      b-might      c-must      d-ought to
- 36-he.....mad. the solution he gave is reasonable.
- a-can't be      b-would be      c-must be      d-may be
- 37-The tourists.....have brought their coats to Egypt. they won't need them in the summer
- a-shouldn't      b-might      c-must      d-can't
- 38-I .....seen this film already. I can't remember.
- a-should have      b-might have      c-must have      d-can have
- 39-Mona looks very sad. she.....done well in the exam
- a-should have      b-can't have      c-must have      d-mustn't have
- 40- I ..... have said that wrong thing. I'm terribly sorry for that.
- a. shouldn't      b. needn't      c. oughtn't      d. might not
- 41-Ali ..... have travelled to Alexandria this morning. He is ill in bed!
- a- may      b-must      c-can't      d-might
- 42- Mona forgot that we have a test tomorrow. She ..... have started revising last week.
- a- can't      b-must      c-should      d-might
- 43- It ..... be expensive travelling around London. Bus and underground tickets cost a lot of money.
- a- can't      b-must      c-should      d-might

### The Distributive pronouns الضمائر التوزيعية

all, both, half, each, every, either, neither

**All**

١-نستخدم All مع اسم جمع يعد ( بشرط ان يليه فعل جمع ) او اسم مفرد لا يعد ( ويليه فعل مفرد )

**All** → فعل جمع + اسم جمع (يعد)  
→ فعل مفرد + اسم مفرد (لا يعد)

Ex → All Mona's money is at home, so all her friends are helping her.

→ All the students in our class are from Cairo.

→ She spent nearly all her life at home.

Ex: All my friends have got the full mark in the English exam.

Ex: All the milk in the fridge has turned sour.

٢- نستخدم All مع الاسماء التي تعد والتي لا تعد حين نتحدث عنها بوجه عام

Ex: All cars have breaks.

Ex: All students must wear uniforms

Ex: All information is confidential.

Ex-All cheese contains protein.

٣- نستخدم All + ضمير ملكية او صفة اشارة او (the) عندما نتحدث عن شى محدد (بوجه خاص) ، يمكن ان نضع بينهما (of)

Ex: All (of) these cars are for sale.

Ex: All (of) the information you asked for is on our web site.

Ex: I've spent all (of) the money you gave me.

٤- نستخدم (All of) وليس all عند وجود ضمير مفعول جمع all of + them /us /you

Ex: Did you write down their telephone numbers? - No, not all of them.

→ Did you invite all of them?

لاحظ الاتى

All of it = it all

All of us = We all (فاعل) , us all (مفعول)

All of them = They all (فاعل) , them all (مفعول)

All of you = you all

Ex: All of us enjoyed the party = We all enjoyed the party.

Ex: I studied all (of) my lessons yesterday. Now, I'm revising them all / all of them

Ex: Mr. Ashraf explained it all.

## Each

١- نستخدم each عندما نتحدث عن اثنين او اكثر (سواء اشخاص او اشياء) بشكل منفصل (كل على حدة) :

→ Each student wears a uniform. → Each day is better than the last.

٣- نستخدم each عادة قبل الاسماء المفردة:

نستخدم ايضا each قبل الاسماء الجمع او ضمائر المفعول:

→ Study **each** sentence carefully. Each child received a present.

→ Each of the girls spoke well.

→ He told each of us our jobs. I gave each of my three brothers a card

٣- الفعل دائما مفرد بعد Each او Each of

x: Each of them has his own way of doing things.

Ex-Each student wears a uniform.

Ex- each of my brothers wants his own car.

٤- ياتى بعد Each فعل جمع اذا جاء قبلها ضمير فاعل جمع

→ We each play basketball

## Every

١- نستخدم every عندما نتحدث عن ثلاثة او اكثر (سواء اشخاص او اشياء) كوحدة واحدة فى المجموعة :

Ex: Every student was given a book.

Ex: Every window was broken.

٣- الفعل دائما مفرد بعد Each ويأتى بعدها اسم مفرد

→ **Every** child received a present.

٣- لانستخدم (Every of) اطلاقا ولا ياتى بعدها اسم جمع

→ Every car in the city causes some pollution.

Every one/noun of + ( these / them /my/ the....etc.) ولكن نستخدم كالاتى

Ex: I've read every one of these books.

Ex : I enjoyed every minute of my stay in Alexandria.

١- نستخدم every عندما نتحدث عن شى يحدث على فترات منتظمة

Ex: There's a bus **every ten minutes**.

Ex: Take two tablets **every four hours**.

Ex: I go to the dentist **every six month**.

## Both

١- نستخدم both عندما نتحدث عن شيئين او شخصين فقط فى مجموعة :

Ex-I gave **both** my parents a present.

**Ex:** Both my brothers are older than me.

Ex. Use **both** hands to hold it.

٢- نستخدم both of قبل ضمير مفعول جمع :

Ex: **Both of us** were very tired.

Ex: **Both of them** live in Tanta

٢- نستخدم both بعد ضمير فاعل او مفعول للتاكيد:

**Ex:** We **both** need a holiday.

**Ex:** I liked **them both**.

لاحظ الاتي

**Both of us** = we both (فاعل) or us both (مفعول)

**Both of you** = you both

**Both of them** = They both (فاعل) , them both (مفعول)

**All of you** = you all

**Ex: Both of us** went to the zoo yesterday = We **both** went to the zoo.....

٣- نستخدم both.....and لربط صفتين او اسمين او فعلين :

Ex: When she was a child, she was good at **both** writing **and** playing the piano.

Ex: I was very hungry, so I had **both** the cheese **and** the chicken sandwich!

Ex: She is **both** beautiful **and** clever

Ex: I spoke to both the director and his secretary.

## Either

١- نستخدم either للحديث عن اثنين من الناس او الاشياء او احتمال اسم فيهما (ايا منهما):

Ex I can stay at either hotel, they are both good.

٢- ياتى بعد either اسم مفرد يعيد ويأتى بعد Either of اسم جمع

**Ex:** A: Left or right? B: You can go **either** way.

Ex: Sara and I can go on **either** Friday or Saturday

**Ex:** I don't like **either of** my maths teachers.

I don't like **either of** the photos.

٣- الفعل دائما مفرد بعد Either او Either of

Ex: **Either of** these children has played in the street.

٤- نستخدم Either.....or (اما....او) لربط اسمين او صفتين او فعلين فى الجمل المثبتة

Ex: You can have **either** ice cream **or** chocolate cake

Ex: I can visit you **either** on Sunday **or** on Monday.

## Neither

١- نستخدم neither للحديث عن اثنين من الناس او الاشياء ونفى احتماليتهما ( لا هذا ولا ذاك)

فهى تحل محل اداة النفي Don't/doesn't/didn't/can't /wasn't ....etc

I like **neither of** the photos.

I was offered tea or coffee, but I had **neither of** them because I don't like hot drinks

## ٢- الفعل دائما مفرد بعد **neither of** او **neither**

**Ex: Neither of us likes coffee. Ex: Neither of my sisters is married.**  
**Ex: Neither of the boxes was big enough.**

## ٣- تستخدم **neither.....nor** (لا....ولا) لربط اسمين او صفتين او فعلين في الجمل المنفية

**You can have neither cookies nor candy**  
**Ex: Neither Ali nor Mona was at home**  
**I can neither speak nor write German.**

**ملحوظة: Neither is the same as not ... either:**

**I like neither of the T-shirts. = I don't like either of the T-shirts.**

**Ex : I don't speak either Italian or German. = I speak neither Italian nor German.**

## half

## ٢- نستخدم **half(of)** قبل الأسماء الجمع او الاسماء التي لاتعد :

**She spent about half of her time writing poems.**  
**→ He ate half (of) the cake this morning.**  
**I have invited half of my friends to the party**

## ٢- نستخدم **half(of)** قبل لأسماء الجمع مع فعل جمع وقبل الأسماء المفرد التي لاتعد مع فعل مفرد :

**Half (of) my friends like tennis.**  
**Half (of ) my friends live abroad**  
**Half the food was wasted.**

## ٣- لا نستخدم **of** في تعبيرات الكمية او القياس

**My house is half a kilometre from here.**  
**I bought half a kilo of flour.**  
**Ex: We live half a mile from here.**  
**Ex: How much is half a bottle of olive oil?**

## Exercise

- 1- There are two restaurants by the park and they are .....very good. **p t**  
a all b either c each d both
- 2- Grandmother says that my brothers and I can..... take a cake from the kitchen. **(P T)**  
a- every b either c each d both
- 3-..... the rice that you need is in the cupboard. **(P T)**  
a All b Both c Either d Each
- 4- Nagwa is enjoying her new job because .....day of the week is different. **(P T)**  
a all b either c every d both
- 5- Our school is..... kilometre from my house. **(P T)**  
a half of b half c half of a d half a
- 6- My mother gave..... child at the party a small present. **(P T)**  
a all b either c each d both
- 7- Hamdi wants to study..... English or history at university. He's not sure. **(P T)**  
a either b both c neither d half
- 8- There was a fire in the toyshop and..... toy was damaged. **(P T)**  
a both b all c every d half
- 9- Lina has two brothers, but they are not good at basketball because..... tall. **p t**  
a either is b each are c neither is d neither are
- 10 ..... player in the team was given a medal. **P T**  
a All b Every c Half of d Both
- 11- Maysa asked Mona and me to the park this afternoon, but.....of us can go. We are shopping. **PT**  
a both b either c neither d all
- 12- When she was a child, she was good at ..... writing and playing the piano.  
a all b either c every d both
- 13- Two men wanted to marry her, but she accepted.....of their offers.  
a either b every c neither d half
- 14- She spent nearly ..... her life at home.

- a- both                      b either                      c every                      d all
- 15- She spent about ..... of her time writing poems.
- a either                      b-both                      c neither                      d half
- 16-.....the students in our class are from Cairo.
- a All                      b Both                      c Either                      d Each
- 17- The cake was cut into six pieces, so three of us ate ..... of it and we kept the other three pieces until later.
- a either                      b all                      c neither                      d half
- 18- I was offered tea or coffee, but I had..... of them because I don't like hot drinks.
- a either                      b every                      c neither                      d both
- 19- My mother said I could have ..... a cheese or a chicken sandwich.
- a either                      b each                      c neither                      d both
- 20- I was very hungry, so I had ..... the cheese and the chicken sandwich!
- a All                      b Both                      c Either                      d Each
- 21- We looked at two hotels on the internet and ..... of them would be great for a holiday.
- a either                      b every                      c all                      d both
- 22- ..... of the five tourists from the north of Europe had blond hair.
- a either                      b each                      c every                      d both
- 23- Tarek loves tennis and watches ..... match on television.
- a all                      b niether                      c every                      d both
- 24- There were two photos of me on my cousin's phone but I liked ..... of them.
- a neither                      b all                      c every                      d half
- 25- My sister bought two new skirts and ..... of them are long and green.
- a both                      b all                      c every                      d each
- 26-The film was very boring and ..... of the people left before the end.
- a both                      b half                      c every                      d each
- 11-They may have ..... no words that rhyme, or words that partly rhyme.
- a neither                      b either                      c every                      d both
- 28-I need to be good at ..... speaking and writing English to get the job.
- a both                      b all                      c every                      d half
- 29-..... engineer in the factory was given a separate job to do.
- a both                      b all                      c each                      d half
- 30-I don't like ..... of the T-shirts.
- a every                      b each                      c neither                      d either
- 31-He ate ..... the cake this morning.
- a every                      b each                      c both                      d half
- 32-All Mona's money ..... at home
- a-are                      b-is                      c-has                      d-have
- 33-Each student ..... a uniform.
- a-wear                      b-wearing                      c-have worn                      d-wears
- 34-..... person has a role in society.
- a all                      b every                      c both                      d half
- 35-..... of the girls spoke well.
- a every                      b each                      c nor                      d half a
- 36-both of us can go on Friday, but ..... of us can go on Sunday.
- a-either                      b-neither                      c-all                      s-every
- 37-both hotels have a café for breakfast and .....room has a fridge and TV.
- a all                      b each                      c both                      d half
- 38-Do you prefer coffee or tea? I like ..... of them. I don't like hot drinks.
- a-either                      b-neither                      c-all                      s-both
- 39-Each of them ..... some English, but my mother is the best!
- a-speak                      b-are speaking                      c-have spoken                      d-speaks
- 40-Poems usually have three or more verses and in .....verse, there are words that rhyme
- a all                      b either                      c every                      d both

**so / such ... that; enough / too ... to**



١- تستخدم so/such.....that بمعنى جدا لدرجة أن للتعبير عن النتيجة:



فعل + فاعل + that + صفة أو ظرف + so + فعل + فاعل

That cake was **so nice** that I'll have another one!  
They walked **so slowly** that they missed the train.  
The exercise was **so easy** that I finished it in two minutes.

جملة كاملة + that + ( اسم + صفة ) + such a ( an )  
جملة كاملة + that + ( اسم جمع + صفة ) + such

It was **such a useful book** that I read it twice.  
Tarek is **such a friendly person** that everyone likes him.  
It's **such an amazing play** that you can't miss it.  
They are **such long questions** that we don't have time to answer them all.

٢-تستخدم **enough** كاف لدرجة أن ..... ( تأتي في الإثبات وتعنى القدرة ) .

( المصدر ) + inf + enough to + ظرف / صفة

Hamdi is **tall and fast enough to be** very good at basketball.  
Hamdi is **clever enough to answer** the difficult questions.  
Rami is **careful enough to make** very few mistakes.

٣-تستخدم **too...to** لدرجة أن ..... لا ( تأتي في النفي وتعنى الإستحالة ) .

( المصدر ) + inf + to (مفعول) + ( صفة ) + too + adj

The sea is **too cold to swim** in.  
The coffee was **too hot to drink**.  
I'm **too busy to go** to work every day  
The question is **too difficult for the little boy to** answer.

enough + عكس الصفة + not = صفة + too

⊗ It's **too quiet**. = It **isn't noisy enough**.

→ This tea is **too cold**. = The tea **isn't hot enough**.

### Exercise

- 1-It is ..... big car that all the family can travel in it. (P T)  
a so                      b such                      c enough                      d such a
- 2- Ahmed thinks that it is .....hot to play tennis in the park today. (P T)  
a too                      b such                      c enough                      d so
- 3-The question was ..... difficult that nobody could answer it. (P T)  
a such                      b so                      c enough                      d too
- 4-My sister is ..... to go to school. She is only two. (P T)  
a so old                      b too old                      c not old enough                      d such old
- 5-The light from the sun is ..... strong that you cannot look at it. (P T)  
a such                      b enough                      c so                      d too
- 6-This bag is very heavy. I'm not strong ..... to lift it! (P T)  
a such                      b enough                      c so                      d too
- 7-The bus went .....slowly that it was quicker to walk! (P T)  
a such                      b enough                      c so                      d too
- 8-This is .....an exciting book that I don't want to stop reading it! (P T)  
a too                      b such                      c enough                      d so

- 9- The phone is..... for her to buy. She doesn't have enough money. **PT**  
a expensive enough      b too expensive      c so expensive      d such an expensive
- 9- I'm ..... busy to go to work every day.  
a such      b enough      c so      d too
- 10- Sometimes I worked ..... hard that I had to work until late at night.  
a such      b enough      c so      d too
- 11- There are times when you can't work hard..... to live comfortably.  
a such      b enough      c so      d too
- 12- I worked..... long hours that I didn't have any time to myself.  
a too      b so      c such a      d such
- 13- The exercise was ..... easy that I finished it in two minutes.  
a too      b so      c enough      d such
- 14- Rami is careful ..... to make very few mistakes.  
a such      b enough      c so      d too
- 15- This soup is ..... hot to eat.  
a such      b enough      c so      d too
- 16- The question is ..... for the little boy to answer.  
a such difficult      b difficult enough      c so difficult      d too difficult
- 17- It's ..... an amazing play that you can't miss it.  
a such      b enough      c so      d too
- 18- They are ..... long questions that we don't have time to answer them all.  
a such a      b so      c enough      d such
- 19- This is ..... old tree that it is amazing it is still alive  
a such a      b so      c enough      d such an
- 20- The stadium is ..... to hold 50,000 spectators  
a big such      b big enough      c so big      d too big
- 21- Today is much ..... hot to play tennis outside.  
a such      b enough      c so      d too
- 22- Nobody has been to the top of this mountain because it is .....to climb.  
a-dangerous enough      b-so dangerous      c-too dangerous      d-not dangerous
- 23- Elephants are .....that they can push over trees.  
a-so powerful      b-too powerful      c-powerful enough      d-not powerful
- 24- it was not.....to see any stars in the sky.  
a-so dark      b-too dark      c-dark enough      d-enough dark
- 25- it was .....long film that some people fell asleep before the end.  
a-so      b-such      c-such a      d-enough
- 26- The sign by the lake says that the water is..... to drink.  
a too dirty      b dirty enough      c so dirty      d such dirty
- 27- Other freelance workers find doing their accounts is .....difficult for them to do on their own.  
a such      b that      c enough      d too
- 28- The test was..... to finish.  
a such difficult      b difficult enough      c so difficult      d too difficult
- 29- It was..... game that we didn't finish it until ten o'clock!  
a such a long      b long enough      c so long      d too long
- 30- There were .....many people in the room that we couldn't breathe.  
a too      b so      c enough      d such
- 31- That cake was .....that I'll have another one!  
a such nice      b nice enough      c so nice      d too nice
- 32- Tarek is .....friendly person that everyone likes him.  
a- such a      b-so      c-too      d-such
- 33- Hamdi is .....to answer the difficult questions.  
a-too clever      b- clever enough      c-so clever      d-such clever
- 34- The sea is ..... cold to swim in  
a too      b so      c enough      d such
- 35- that ladder is .....to be put on the back of your car.  
a-long enough      b-too long      c-such a long      d-so long

# Verbs الالف.....عال

## ١- أفعال يأتي بعدها to + inf.

agree	يوافق	want	يريد
choose	يختار	refuse	يرفض
decide	يقرر	offer	يعرض
expect	يتوقع	plan	يخطط
hope	يأمل	promise	يعد
learn	يتعلم	Would like	يود

Ex: Everyone **agreed to** meet at the airport.

Ali has **decided to** study science at university.

I **expect to** finish my homework later this evening.

They **hope to** get a job they enjoy doing.

## ٢- أفعال يأتي بعدها فعل مضاف له ing

keep	يحافظ	finish	ينهي
avoid	يتجنب	practise	يمارس
dislike	يكره	suggest	يقترح
enjoy	يستمتع	deny	ينكر
admit	يعترف ب	spend	يقضى
mind	يمنع	recommend	يوصى

Ex: He **admitted** borrowing my pen without asking me.

he **enjoys** playing with her grandchildren..

He **dislikes** sleeping during the day.

## ٣- أفعال يأتي بعدها to + inf. أو فعل مضاف له ing بدون اختلاف في المعنى

Begin = start	يبدأ	continue	يستمر
like /love	يحب	prefer	يفضل

Ex: my brother began **to work / working** as a teacher 5 years ago.

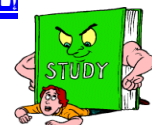
We like **to watch / watching** tennis.

## إذا استخدمنا would قبل الأفعال (like /love/prefer) فإنه يأتي بعدها to + inf.

Ex: I'd **like to** finish my work early today.

I'd **prefer to** drink coffee.

I'd **love to** go for a swim this evening.



## ٤ - أفعال يأتي بعدها (to+ inf) أو (v.+ing) مع وجود إختلاف فى المعنى

هذه الأفعال إذا جاء بعدها (Gerund) تدل على ان الحدث قد انتهى أما إذا جاء بعدها (to +inf) فتدل على ان الحدث لم يتم بعد

remember + (to + inf.)	يتذكر أن يفعل شيئاً ما ثم يفعله
remember + (v. + ing)	يتذكر أنه قد فعل شيئاً ما فى الماضى
Ex- When I was young, I <b>remember visiting</b> my grandmother every week I love my grandmother. I <b>remember to visit</b> her every week.	
stop + (to + inf.)	يتوقف لغرض (لكى يفعل شيء ما)
stop + (v. + ing)	يتوقف عن فعل شيء لفترة قصيرة أو بصفة دائمة
Ex- He <b>stopped to listen</b> to music = <i>He stopped what he was doing to listen to music.</i> He <b>stopped listening</b> to music. = <i>He didn't listen to music any more.</i>	
forget + (to + inf.)	ينسى أن يفعل شيء ما (أى لم يفعل الشيء)

forget + (v. + ing)	ينسى أنه فعل شيء ما (أي أنه فعل الشيء)
He <b>forgot to lock</b> the door = .He didn't lock it.	
He <b>forgot locking</b> the door. = He locked it but couldn't remember.	
try + (to + inf.)	يحاول (يبدل مجهود لكى يفعل شيء ما) لا يصل
try + (v. + ing)	يجرب شيء ما ، وسيرى ما سوف يحدث
I <b>tried to buy</b> some medicine, but the chemist was closed. I had a headache, so I <b>tried taking</b> some medicine.	
regret + (to + inf.)	يأسف أنه مضطر أن يفعل شيء ما أو يقول خبر غير سار
regret + (v. + ing)	يندم على شيء فعله فى الماضى
Ex- He <b>regretted to tell</b> you the bad news = He was sorry that it was necessary to tell you the bad news He <b>regretted selling</b> his car. = He was sorry that he had to sell it.	

#### ٥ - استخدام v + ing بعد to فى هذه التعبيرات

take to	يعتاد على	object to	يعترض
be used to	معتاد	look forward to	ينتظر إلى
be accustomed to	معتاد	due to	بسبب
get used to	يعتاد على	in addition to	بالإضافة إلى
owing to	بسبب	thanks to	بفضل

Ex: He is used to getting up early.

→ He took to drinking.

→ I look forward to / am used to spending the holidays in Sharm.

#### ٦ - استخدام فعل مضاف له ing بعد هذه التعبيرات

be busy	مشغول	Be worth	يستحق
have difficulty (in)	يجد صعوبة في	How / what about	ما رأيك في
It's no good = It's no use	لا فائدة من	It's a waste of time	مضيعة للوقت
Can't stand	لا يحتمل	Feel like	يود / يريد

→ It's no good / no use wasting time.

→ I feel like / can't help eating sweets

→ How about looking at that festival for our project?.

#### لاحظ: يمكن أن نستخدم (مصدر + to) للتعبير عن الغرض

- She is driving quickly to arrive on time.

- I study hard to get good marks.

- هنا (to = in order to = so as to) بمعنى (لكى)

- He completed all his homework to get a good grade.

#### Exercises

1. I expect ..... my driving test when I take it next year.

a- pass                      b- to pass                      c- passing                      d- to passing

2. I really ..... to very loud music in public places.

a) disagree                      b) argue                      c) can't stand                      d) object

3. My friend suggested ..... for a picnic in the park.

a) go                      b) to go                      c) going                      d) goes

4. We're planning ..... to Europe for our holiday next year.

a) flying                      b) to fly                      c) fly                      d) to flying

5-Thousands of people enjoy .....at the sculptures

a) looking                      b) look                      c) to look                      d) looks

6- I remember .....a TV programme about this topic

a) watch                      b) to watch                      c) watching                      d) watches

7- I really want .....one of these festivals

- a) seeing                      b) see                      c) sees                      d) to see
- 8- I'll suggest .....to Sham El Nessim festival in Egypt next year
- a) going                      b) to go                      c) goes                      d) go
- 9- When the children stopped ....., everyone clapped.
- a- to sing                      b-sing                      c- to singing                      d-singing
- 10-They expect thousands of people..... Sapporo for the Snow Festival
- a-visit                      b-would visit                      c-to visit                      d-visiting
- 11-my teacher promised.....me.
- a-visit                      b-would visit                      c-to visit                      d-visiting
- 12- My parents suggested ..... to the theatre.
- a) going                      b) to go                      c) goes                      d) go
- 13- I really want ..... to Hong Kong for the Chinese New Year.
- a) go                      b) to go                      c) going                      d) to going
- 14-I've arranged .....to the theatre with my family.
- a) go                      b) to go                      c) going                      d) to going
- 15-I'm looking forward.....to a good university.
- a) go                      b) to go                      c) going                      d) to going
- 16-he admitted.....that mistake.
- a-making                      b-make                      c-made                      d-to make
- 17-I stopped.....a newspaper. I stopped in order to do that.
- a-buying                      b-to buy                      c-be bought                      d-buy
- 18-It's no good.....time.
- a-wasting                      b-to waste                      c-waste                      d-wasted
- 19-I can't help .....sweets.
- a-eat                      b-eating                      c-to eat                      d-eats
- 20-I am used to.....the holidays in sharm.
- a-spend                      b-spent                      c-spending                      d-spends
- 21-I regret.....to the cinema. it was not a very good film.
- a-to go                      b-to be gone                      c-gone                      d-going
- 22- How about .....at that festival for our project?
- a-look                      b-to look                      c-looking                      d-looked
- 23-If I were you, I'd avoid.....into the city during the festival.
- a-travel                      b-to travel                      c-travels                      d-travelling
- 24-Their teacher is used to ..... students with their homework
- a-helps                      b-helping                      c-help                      d-be helping
- 25-On my first day at school, I remember ..... into the classroom and seeing my teacher.
- a-to go                      b-to going                      c-gone                      d-going
- 26-If you can't remember an English word, try.....it up in the dictionary
- a-look                      b-looks                      c-to look                      d-looking
- 27-I tried ..... some medicine, but the chemist was closed
- a- to buy                      b- buying                      c- to buying                      d-buy
- 28- I had a headache , so I tried .....some medicine.
- a- to take                      b- taking                      c- to talking                      d- takes
- 29- He found the film quite frightening, so he stopped ..... it.
- a to watch                      b watched                      c watch                      d watching
- 30 We don't have any bread because Ali forgot..... some from the baker's. **Pt**
- a buying                      b to buy                      c buy                      d to buying
- 31 It was strange in England because we were not used to .....people cars on the left. **Pt**
- a drive                      b drove                      c to drive                      d driving
- 32- Shaimaa stopped .....children's books when she went to secondary school. **Pt**
- a reading                      b to read                      c read                      d to reading
- 33- Do you remember..... at that hotel? It was very comfortable. **Pt**
- a staying                      b to stay                      c to staying                      d stay
- 34- Maya admitted .....a mistake and said, "Sorry." **Pt**
- a making                      b to make                      c make                      d with making



- 35- I regret..... that book. It's not very good.  
a to buy                      b buying                      c buy                      d to buying
- 36 On my way to school, my father stopped..... a newspaper. **Pt**  
a to buy                      b buying                      c buy                      d bought
- 37 Karim admitted..... the plate and said he was sorry. **pt**  
a breaking                      b to break                      c to breaking                      d break
- 38-I forgot ..... my friend last week. I should have done this.  
a) phoned                      b) to phone                      c) to phoning                      d) phone
- 39I regret ..... my lessons. I got really bad marks.  
a) to neglecting                      b) to neglect                      c) neglecting                      d) neglects
- 40.I regret ..... that you have failed your exams.  
a) to telling                      b) to tell                      c) telling                      d) told
41. I'm sorry. I forgot ..... the light off before going to bed.  
a. had turned                      b. to turn                      c. turning                      d. to be turned
- 42- I tried.....my computer. But I couldn't  
a-fixing                      b-fixed                      c-to fix                      d-to fixing
- 43.Suddenly everyone stopped ..... There was silence.  
a) talk                      b) talking                      c) to talk                      d) talked
- 44.I tried ..... him, but he had already left.  
a) stopping                      b) stopped                      c) stop                      d) to stop
- 45-I regret ..... you that Nabil will not be joining the team. I know you wanted him with us.  
a) telling                      b) to tell                      c) have told                      d) am telling
- 46- I regret..... that we can't go to the science museum next week. There are no more tickets. **pt**  
a saying                      b said                      c to say                      d have said

## ***I wish / If only*** التعبير عن التمني والندم

### ***1-I wish / If only + past simple***

امنية في المضارع

I wish I .....v+ed ..... اوشاذ  
If only I .....v+ed ..... او شاذ

١- يأتي بعدهما الماضي البسيط للتعبير عن أمنية في المضارع

Ex- I wish I had a flat.

Ex- Omer wishes he was/were a millionaire.

Ex-I wish there were something I was really interested in

Ex-My father only speaks Spanish. he wishes he spoke English or French

Ex-I'm not very tall. I wish I was / were tall enough to play basketball.

٢- تأخذ **were** مع جميع الضمائر بعدها للاستحالة إذا كانت الأمنية في المضارع

-I wish I were in London now -

. I wish the car were cheap.

### ***2-I wish / If only + past perfect***

امنية في الماضي

I wish I had+ ....p.p                      ماضى تام  
=I regret ... v+ ing...

٢- يأتي بعد هما ماضى تام للتعبير عن التمني في الماضي

1-I wish I hadn't wasted my time in the holidays

2- I wish I hadn't failed the test .

3- I wish I had seen him yesterday.

- If only I had seen him yesterday.

4-I'm really tired this morning. I wish I had sleep more last night.

في حالة وجود فعل مضاف له (ing) بعد regret نستخدم الماضي التام بعد I wish

-I regret not studying hard = -I wish I had studied hard.  
Dalia regrets not finishing her work yesterday= she wishes she had finished it yesterday

### 3-I wish / If only+ would/could

امنية فى المستقبل

I wish (I, we) could..... المصدر  
I wish(he-she-they-vou) would .....المصدر

في حالة التعبير عن المستقبل تستخدم مع I / We could + inf ويمكن استخدام would مع she / he / it / you / they

-I wish I could see my friends tomorrow. - I wish he would visit me next week.  
I wish global warming would stop. I wish I could find time to read more.

لاحظ: يأتي بعدها could + inf مع كل الضمان في حالة تمنى القدرة على عمل شيء:

-I wish I could sing. - Ali wishes he could speak Chinese.

### ملاحظات

في حالة عدم وجود فاعل بعد Wish بعدها + inf to بمعنى يريد ان	<p>➤ I wish to see the manager, please.</p> <p>➤ Heba wishes to achieve her goals.</p>
في حالة عدم وجود ضمير مفعول او اسم بعد Wish يأتي بعد اسم	<p>➤ I wish you a speedy recovery.</p> <p>➤ I wish her good luck. ➤ I wish them a happy life.</p>
اما hope يأتي بعدها إما مضارع بسيط أو مستقبل - ويأتي بعدها المصدر Hope + to	<p>➤ I hope he passes the test .</p> <p>= I hope he will pass the test.</p> <p>⊗ I hope to win the first prize</p>
I wish / If only لا يأتي فعل مضارع أو مستقبل بعدهم على الإطلاق	-I wish I (live - have lived - will live - lived) near you

### Exercises

- His parents wished he .....better there.  
a-does b-has done c-had done d-will do
- I wish more authors ..... as well as Steinbeck.  
a-will write b-would write c- can write d-write
- I wish that we .....speak for longer.  
a- can b-will c-could d-would
- Ragab wishes he .....how to play a musical instrument.  
a-knows b-will know c-has known d-knew
- She wishes she ..... tennis lessons when she was younger.  
a-were having b-had had c-had d-has had
- I wish I ..... sleeping better at the moment.  
a-was b-is c-will be d-had
- They wish they ..... better in the test yesterday.  
a-have done b-do c-did d-had done
- We wish we ..... more money for the holidays next year.  
a-could save b-saved c-had saved d-will save
- She wishes she .....spent all her money.  
a-weren't b-couldn't c-wouldn't d-hadn't
- It was cold . I wish I ..... a coat.  
a-had worn b-have worn c-could wear d-wore
- the mother wishes the baby ..... stop crying  
a- can b-will c-could d-would
- kamal wishes he.....the bus yesterday.  
a-weren't missing b-didn't miss c-hadn't missed d-wouldn't miss
- I'm not very tall. I wish I ..... tall enough to play basketball.  
a-had been b-would be c-were d-had been
- My father only speaks Spanish. he wishes he ..... English or French

- a-can speak      b-spoke      c-is speaking      d-speaks
- 15-He regretted not revising for the test. He wished he .....
- a-was revising      b-revised      c-had revised      d-could revise
- 16-I wish global warming .....
- a-can stop      b-stopped      c-would stop      d-will stop
- 17-I wish I ..... find time to read more
- a-would      b-could      c-can      d-had
- 18-My dad wishes he..... a bigger car
- a-will have      b-could      c-has      d-had
- 19-My brother is sorry he didn't study medicine at university. He wishes he.....that
- a-had done      b-did      c-could do      d-will do
- 20-She wishes she..... to the teacher's advice. She's sorry now.
- a-will listen      b-listens      c-had listened      d-listened
- 21-He wishes he ..... able to play the piano.
- a-is      b-was      c-could      d-will
- 22-I wish the school holidays ..... longer.
- a-could      b-are      c-will be      d-were
- 23-I wish I ..... where I put my mobile phone
- a-couldn't forget      b-won't forget      c-haven't forgotten      d-hadn't forgotten
- 24-When she was younger, Leila wished she ..... read faster
- a-would      b-could      c-can      d-will
- 25-I'm really tired this morning. I wish I ..... more last night
- a-had slept      b-slept      c-have slept      d-was sleeping
- 26-Ali wishes he ..... come to your party, but he's not feeling well.
- a-has      b-could      c-can      d-will
- 27-I wish I ..... her my dictionary. She's taken it home with her
- a-wouldn't lend      b-didn't lend      c-hadn't lent      d-haven't lent
- 28-My sister is using my pen. I wish she ..... up
- a-hurried      b-would hurry      c-hurry      d-can hurry
- 29 It's very hot today. I wish it..... cooler. **Pt**
- a is      b was      c will be      d had been
- 30- I left my bag on the bus. I wish that I..... more careful with it. **Pt**
- a should be      b had been      c am      d would be
- 31- That café always closes early. I wish it..... open a bit later. **Pt**
- a would stay      b stays      c will stay      d had stayed
- 32- Sara wishes she..... see her cousins more often, but they live in Australia. **Pt**
- a may      b could      c will      d can
- 33- I feel ill. I wish I..... so many sweets. **Pt**
- a didn't eat      b don't eat      c hadn't eaten      d won't eat
- 34- Salma is in England. She wishes it..... raining! **Pt**
- a stops      b will stop      c stopped      d would stop
- 35- Ali is very tired and wishes he..... in bed! **Pt**
- a is      b was      c would be      d had been

اللهم علم ينتفع به