

Learn English Grammar in a week

كيف تتعلم قواعد
اللغة الإنجليزية في أسبوع؟

أكرم مؤمن





للنشر والتوزيع والتصدير

نافذتك على الفكر العربي
والعالمي من خلال ما تقدمه
لك من روائع الفكر العالمي
والكتب العلمية والأدبية
والطبية ونوادير التراث
واللغات الحية. شعارنا:
قدم الجديد..

وبسعر أرخص

يشرف عليها ويديرها

مهندس

مصطفى عاشور

٧٦ شارع محمد فريد، النزهة - مصر الجديدة - القاهرة
تليفون: ٢٦٣٢٩٨٦٢ - ٢٦٣٢٩٨٧٧ فاكس: ٢٦٣٨٠٤٢
Web site: www.ibnsina-eg.com
E-mail : info@ibnsina-eg.com

جميع الحقوق محفوظة للنشر

لا يجوز طبع أو نسخ أو تصوير أو
تسجيل أو اقتباس أي جزء من
الكتاب أو تخزينه بأية وسيلة
ميكانيكية أو إلكترونية بدون إذن
كتابي سابق من الناشر.

مؤمن، أكرم.

كيف تتعلم قواعد اللغة الإنجليزية في أسبوع=

Learn English Grammar in a week/

أكرم مؤمن.

القاهرة: مكتبة ابن سينا، ٢٠١٢.

ص: ٢٤ سم

تدمك ٢ ٤٢ ٥٠٨٤ ٩٧٧ ٩٧٨

١- اللغة الإنجليزية- تعليم وتدریس

٢- العنوان.

٤٢٠٧

رقم الإيداع: ٢٠١٢/١٠٨٨٩

الترقيم الدولي: 2-42-5084-977-978

تصميم الغلاف: إبراهيم محمد إبراهيم

الإخراج الفني: وليد مهني علي

تطلب جميع مطبوعاتنا من وكيلنا الوحيد بالملكة العربية السعودية

مكتبة الساعي للنشر والتوزيع

ص.ب ٥٠٦٤٩ الرياض ١١٥٣٣ - هاتف: ٤٣٥٣٧٦٨ - ٤٣٥١٩٦٦ - ٤٣٥٩٠٦٦

فاكس: ٤٣٥٥٩٤٥ جوال: ٥٥٠٦٧١٩٦٧

E-mail: alsaa99@hotmail.com

مطابع العبور الحديثة - القاهرة

تليفون: ٤٦٦٥١٠١٣ فاكس: ٤٦٦٥١٥٩٩



Introduction

تشغل قواعد اللغة -أي لغة- من يدرس هذه اللغة من غير أهلها وخاصة المبتدئين. وقد لاحظت أن كثيراً من دارسي اللغة الإنجليزية المبتدئين يخشون دراسة القواعد ويشعرون أنها أصعب عناصر اللغة، لكن الواقع غير ذلك. فقد وجدت أن البداية غير الموفقة لبعض دارسي الإنجليزية وطريقة بعض الدورات تساعد على ذلك الشعور، حيث يدرس الطلاب المبتدئون موضوعات متقدمة مع إهمال الموضوعات الأكثر سهولة التي لا غنى لكل دارس عنها والتي يجب أن يتعلموها في البداية.

لذلك فقد قسمت هذا الكتاب إلى ثلاثة أقسام، في القسم الأول قدمت للدارس القواعد الأساسية مثل: **Verb to** و **Be - Articles (a - an - the)** وغيرها من أبسط قواعد اللغة الإنجليزية. وقد احتوى هذا القسم أيضاً على العديد من التدريبات التي شملت كل ما جاء به من قواعد.

في القسم الثاني من الكتاب أخذت الدارس إلى مجموعة من القواعد الصغيرة جداً والبسيطة في نفس الوقت بحيث لا

تتجاوز كل قاعدة منها صفحة واحدة بما في ذلك تدريب سريع على استخدام تلك القاعدة.

أما القسم الثالث فيأخذ القارئ إلى القواعد الأكثر صعوبة، وقد تغلبنا على صعوبتها بتبسيط الشرح وتكثيف التدريبات. وراعت في هذا القسم ضرورة الوضوح والتبسيط حتى يستفيد منه الدارس الذي يتعلم بمفرده دون الاعتماد على معلم.

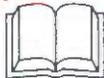
واختتمت هذا الكتاب بالإجابات النموذجية لجميع تدريبات الكتاب وقائمة شاملة لتصريف الأفعال الشاذة في اللغة الإنجليزية. وأتمنى أن ينال عملي هذا رضا القارئ وأن يكون مفيداً لجميع المبتدئين.

والله الموفق

أكرم مؤمن

akram_momen@hotmail.com
0100- 529 44 89

Learn English Grammar in
A week



Section 1

Basic Rules

قواعد أساسية



TO BE

Personal Subject Pronouns * Countries * Nationalities

فعل الكينونة والضمائر الشخصية واسماء الدول والجنسيات

في هذا الدرس نتناول أول القواعد البسيطة في اللغة الإنجليزية وهي فعل الكينونة (to be) والضمائر الشخصية وأسماء البلاد والجنسيات وكيفية استخدام كل ذلك في جمل تامة.

في البداية لاحظ الفرق في استخدام فعل الكينونة في التعبيرات التالية في حالات ثلاث (الإثبات - النفي - الاستفهام)، ستجده يختلف باختلاف الضمائر الشخصية:

Affirmative إثبات		Negative نفي	Interrogative استفهام
I'm	أنا	I'm not	Am I ?
You're	أنت/أنت	You aren't /You're not	Are you ?
He's	هو	He isn't /He's not	Is he ?
She's	هي	She isn't /She's not	Is she ?
It's	هو/هي	It isn't/ It's not	Is it ?
We're	نحن	We aren't / We're not	Are we ?
You're	أنتم/ أنتن	You aren't/You're not	Are you ?
They're	هم	They aren't/They're not	Are they..... ?

لاحظ ما يلي:

I am	هي اختصار لـ	I'm	العبرة
You are	هي اختصار لـ	you're	العبرة

[سواء كان المقصود مفرد (أنت) أو جمع (أنتم)]

He is	هي اختصار لـ	He's	العبارة
She is	هي اختصار لـ	She's	العبارة
It is	هي اختصار لـ	It's	العبارة
We are	هي اختصار لـ	We're	العبارة
They are	هي اختصار لـ	They're	العبارة

على أن الصيغ شائعة الاستخدام في الحديث والكتابة هي الصيغ المختصرة، ولا تستخدم الصيغ الكاملة إلا في الكتابة الرسمية جدًا.

*** **

Nationalities الجنسيات:

اقرأ الجدول التالي فهو يساعدك على معرفة صيغ الجنسية للعديد من الدول:

Morocco	المغرب	Moroccan	مغربي
Algeria	الجزائر	Algerian	جزائري
Tunisia	تونس	Tunisian	تونسي
Libya	ليبيا	Libyan	ليبي
Egypt	مصر	Egyptian	مصري
Sudan	السودان	Sudanese	سوداني
Yemen	اليمن	Yemeni	يمني
Saudi Arabia	السعودية	Saudi	سعودي
Palestine	فلسطين	Palestinian	فلسطيني
Jordan	الأردن	Jordanian	أردني
Lebanon	لبنان	Lebanese	لبناني
Syria	سوريا	Syrian	سوري
Iraq	العراق	Iraqi	عراقي
Kuwait	الكويت	Kuwaiti	كويتي
Qatar	قطر	Qatari	قطري
Emirates	الإمارات	Emirati	إماراتي
Bahrain	البحرين	Bahraini	بحريني
Oman	عمان	Omani	عماني

Exercise 1:

استخدم الضمائر الشخصية السابقة لتحل محل الأسماء (مطبوعة باللون الأحمر) في الجمل التالية:

- 1- Samir is an actor
- 2- Noha and Ali are not in school today.
- 3- My father and I are Egyptian.
- 4- You and your parents are on holiday.
- 5- The students' re not in the laboratory.
- 6- This exercise is not difficult.
- 7- Mr. and Mrs. Hatim are from Cairo.
- 8- Ragia' s not 8 years old.
- 9- The cars are new.
- 10- Suhair's from Tanta.

Exercise 2:

Choose the right answer:

اختر الإجابة الصحيحة:

- 1- Where's he from?
A- He's from Libya.
B- She's from Libya.
- 2- Are they Egyptian?
A- No, they aren't Egyptian.
B- They are Egyptian.
- 3- What nationality is John?
A- John is French.
B- Is John French?
- 4- What nationality are Mr. and Mrs. James?
A- Mr. and Mrs. James are American.
B- Mr. and Mrs. James aren't American.
- 5- Where is Nader from?
A- Nader is from Kuwait.
B- Nader isn't from Kuwait.
- 6- Who are not at school today?
A- Naglaa and her brother are not at school today.
B- Naglaa and her brother are at school today.
- 7- Where are you and your mother from?

- A- We are from Alexandria.
 B- My mother and I aren't from Alexandria.
- 8- Why didn't they come to the cinema?
 A- Are they late?
 B- They are late.
- 9- Is your ipad old or new?
 A- My ipad is new.
 B- My ipad isn't old.
- 10- What time is it?
 A- It is nine o'clock.
 B- Is it nine o'clock?

Exercise 3:

Give the affirmative, negative and interrogative forms of each of the following:

كون الصيغ المثبتة والمنفية والاستفهامية من الجمل التالية:

Example:

John is from America. John isn't American.
 Is John American? مثال:

- 1- Soha and her sister Sahar Egyptian.
- 2- The two cats in the garden.
- 3- Kim Korean.
- 4- The young child in his room.
- 5- Pierre from France.
- 6- They playing football.
- 7- Nagy and his sister from Aswan.
- 8- He a famous actor.
- 9- We Sudanese.
- 10- I a teacher.

Exercise 4:

Re-arrange each of the following to form complete sentences:

رتب كلاما مما يلي لتكون جملا تامة.

- 1- you – French – ? – are
- 2- a – Reda – student – ? – is
- 3- Taha – Mr. – are – Mrs. – and – in – garden – the
- 4- nurses – are – they – not
- 5- Ragab – Aswan – from – is

Short Answers And Possessive Forms

الإجابات القصيرة وصيغ الملكية

تستخدم الإجابات القصيرة بدلاً من تكرار الجملة كاملة في الإجابة. لاحظ ذلك في الأمثلة التالية:

Am I late?	Yes, you are.	No, you aren't.
هل أنا متأخر؟	نعم أنت متأخر.	لا أنت لست متأخرًا.
Are you Hany?	Yes, I am.	No, I'm not.
Is he thirsty?	Yes, he is.	No, he isn't.
Is she here?	Yes, she is.	No, she isn't.
Is it six o'clock?	Yes, it is.	No, it isn't.
Are we hungry?	Yes, you are.	No, you aren't.
Are you early?	Yes, we are.	No, we aren't.
Are you English?	Yes, they are.	No, they aren't.

وهذا مثال واحد للإجابات الكاملة مطبق على المثال الأخير فقط:

Yes, they are English. نعم هم إنجليز.

No, they aren't English. لا هم ليسوا إنجليز.

أمثلة أطول:

Longer Examples:

Are the cats in the garden? هل القطط في الحديقة؟

Yes, they are. No, they aren't.

نعم، هم في الحديقة. لا هم ليسوا في الحديقة.

Are you and your father happy? هل أنت وأبوك مسرورين؟

Yes, we are. No, we aren't.

نعم نحن مسرورين. لا لسنا مسرورين.

Possessive Forms:

صيغ الملكية:

Subject Pronoun الفاعل Possessive Form صيغة الملكية

I

My

You

Yours

He	His
She	Her
It	Its
We	Our
They	Their

Examples:

I am a teacher. **My** name is Samira. أنا معلمة. اسمي سميرة.

Reem and her brother are at school. They are in **their** class.

ريم وأخوها في المدرسة. انهما في فصلهما.

Is Adham **your** brother? هل أدهم أخوك؟

Nagy and his sister are on **their** bikes.

ناجي وأخته يركبان دراجتيهما.

Exercise 1:

Answer the following questions using short answers:

أجب عن الأسئلة التالية إجابات قصيرة.

- 1- Are Samy and Naglaa at home?
- 2- Am I late?
- 3- Is your car red?
- 4- Are your teachers good?
- 5- Are her dogs big?
- 6- Is Suzan British?
- 7- Is the CD good?
- 8- Are Noha and Hatim at the party?
- 9- Is your house in the town center?
- 10- Are you all students?

Exercise 2:

Complete the following sentences using possessive forms:

أكمل الجمل التالية باستخدام صيغ الملكية. ثم اكتب هذه الجمل وقارنها

بالإجابات النموذجية الموجودة في القسم الأخير من هذا الكتاب.

- 1- I'm Akram and this is sister Noha.
- 2- Look at that woman! hair is bright brown.

- 3- These girls are sisters. home is very small.
- 4- Is this pencil?
- 5- We visit grandfather every week.
- 6- This is father, he is a teacher in our school.
- 7- car is old. You'd better sell it and buy a new one.
- 8- He gave a present and she thanked him for his kindness.
- 9- classroom is very small, it is crowded with us. We are 20 students only.
- 10- mother told me that grandmother will visit us today.

Exercise 3:

Complete the sentences with subject pronouns or possessive forms:

أكمل الجمل باستخدام ضمائر الفاعل أو صيغ الملكية.

- 1- This is Ibraheem.
..... is a taxi driver and loves job.
- 2- Nagy, are books ready for tomorrow?
- Yes, they're in ... schoolbag.
- 3- Nader and father love swimming. are at the swimming pool now.
- 4- Is married? - No, he isn't, but sister is.
- 5- Hello, 'm the new teacher. name's Karam.
- 6- Ragia is happy today. ...'s her birthday. ... is twelve.
- 7- Samira and ... brother are in the park. ... are with ... father and mother.
- 8- What's favorite subject at school?
- 9- This is Huda. is a housewife.
- 10- Rania, where is schoolbag?

*** **

Exercise 4:

Put the words into correct order and answer the questions.

رتب الكلمات التالية لتكون أسئلة وأجب عنها إجابات مختصرة.

- 1- new – is – car – his – ? – No
- 2- it – is birthday – your – ? – yes
- 3- is – today – sunny – it – ? – no
- 4- are – late – for – school – we – ? – yes
- 5- your – are – your – books bag – in – ? – no
- 6- your – long – is – hair – ? – no
- 7- this – difficult – exercise – is – ? – no
- 8- town – in – is – the – house – her – center – ? – No
- 9- school – your – brothers – at – is – ? – yes
- 10- friendly – Ahmed – Samy – and – are – ? – yes

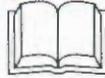
Exercise 5:

Correct the mistakes in the following sentences:

صحح الأخطاء الموجودة والموضحة باللون الأحمر في الجمل التالية.

- 1- She **not is** at school.
- 2- Tamer is a doctor and **her** sister is a nurse.
- 3- We are Egyptian and **their** house is in Benha.
- 4- Are **the your** books on the desk?
- 5- **Her** is in school.

Learn English Grammar in
A week



كما تستخدم كلمة How مع كثير من الكلمات فيتغير معناها مثل:

How many	كم (للعدد)	How much	كم للكمية
How old	كم عمر	How tall	كم طول (شخص)
How long	كم طول (مسافة)	How high	كم ارتفاع (مبنى)
How long	كم المدة	How big	كم حجم

Examples:

How old is your father? He is forty years old.

كم عمر أبوك؟ - عمره أربعون عامًا.

How tall is Warda? One meter, forty centimeters.

كم طول وردة؟ - طولها متر وأربعون سنتيمترًا.

How long is the Nile? It is about 6650 kilometers.

كم طول نهر النيل؟ - طوله 6650 كيلومترًا.

How long is the film? It is two hours long.

كم مدة الفيلم؟ - مدته ساعتين.

How high is your house? I don't know, but it isn't very high.

كم ارتفاع بيتك؟ - لا أعلم، لكنه ليس شديد الارتفاع.

How big is this building? It is very big.

كم حجم هذا المبنى؟ - شديد الضخامة.

Exercise 1:

Put in the correct question word:

ضع أدوات الاستفهام المناسبة في الأسئلة التالية:

- 1- is your house? It is in the town center.
- 2- much is that coat? It is \$33.
- 3- is your birthday? It is on 21st May.
- 4- many people are here? About 20.
- 5- is he angry? Because his son is late.
- 6- high is that building? It's 47 meters high.
- 7- is your favorite color? Blue.
- 8- is your favorite actor? Mahmoud Yassen.
- 9- boys are in your class? Only six.
- 10- is your job? I'm a nurse.

**Choose the right answers:****اختر الإجابات الصحيحة:**

- 1- How many students are there in your class?
a- There are 20 students in my class.
b- They are all present.
- 2- How tall are you?
a- Yes, I'm tall.
b- I'm one meter, seventy centimeters.
- 3- What time is it?
a- It' at 4.30pm.
b- Yes, I'll attend my lesson.
- 4- When will you finish this task?
a- By Monday.
b- It's on May.
- 5- What's your phone number?
a- It is 0100-529-44-89
b- My telephone is always busy.
- 6- Where is your house?
a- Yes, this is my house.
b- It is near liberation square.
- 7- What is your favorite color?
a- Yes, this is my favorite color.
b- green.
- 8- Who is this man?
a- He is my best friend.
b- Adel is my best friend.
- 9- Who is your favorite actor?
a- Mahmoud Yassen
b- No, not all of them are good actors.
- 10- How old is Nehal?
a- She is still young.
b- She is 12 years old.

Exercise 3:

Use the following question words in questions of your own:

استخدم أدوات الاستفهام التالية في أسئلة من تكوينك.

- | | |
|-------------|--------------|
| 1- What | 2- Who |
| 3- Where | 4- When |
| 5- Why | 6- How |
| 7- How far | 8- How old |
| 9- How high | 10- How many |

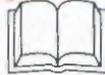
Exercise 4:

Complete the following questions:

أكمل أدوات الاستفهام في الأسئلة التالية:

- 1- How CDs are in the box?
- 2- How is Mona?
- 3- How is this mountain?
- 4- How is the river Nile?
- 5- How is this book?

Learn English Grammar in
A week



A – AN – Plurals

Position of Adjectives

أدوات التنكير والجمع وموقع الصفات في الجُمَل

Indefinite article (a/an) is used before singular nouns.

تستخدم أداة التنكير (a أو an) قبل اسم مفرد.

- An is used before singular words starting with a vowel (a – e – i – o – u) or a vowel sound.

تستخدم أداة التنكير an قبل الكلمات المفردة التي تبدأ بحرف من الحروف المتحركة وهي (a – e – i – o – u) أو تبدأ بصوت متحرك (فقد تبدأ الكلمة بحرف ساكن لكنه غير منطوق).

- A is used before singular words starting with a consonant or a consonant sound.

وتستخدم أداة التنكير a قبل الكلمات المفردة التي تبدأ بحرف أو صوت ساكن (جميع حروف اللغة الإنجليزية ما عدا الحروف الساكنة).

Examples:

a boy ولد	a girl بنت	a desk مكتب – طاولة
a car سيارة	a tree شجرة	a house بيت
a book كتاب	a paper ورقة	a word كلمة
an apple تفاحة	an hour ساعة زمن	an egg بيضة
an artist فنان	an address عنوان	an eagle عقاب – نسر

ملاحظة هامة:



استخدمنا أداة التنكير an مع كلمة hour رغم أنها تبدأ بحرف ساكن وهو h لكنه غير منطوق. والحرف المنطوق الذي يبدأ به نطق هذه الكلمة هو o لذلك استخدمنا أداة التنكير المناسبة للحرف المتحرك.

Plurals الجمع:

How to form plurals? كيف يتم تكوين الجمع من الأسماء المفردة.

- With most nouns add –s to form the plural.

في أغلب الأسماء نضيف حرف s لنهاية الكلمة لتصبح جمعاً.

- With nouns ending in –ch, –sh, –s, –ss, –o, –x add –es.

في الأسماء المنتهية بـ –ch, –sh, –s, –ss, –o, –x, and نضيف es لنهاية الكلمة لتصبح جمعاً.

- With words ending in a consonant +y change the y to –i and then add –es.

في الأسماء المنتهية بحرف ساكن يليه حرف y نغير حرف y ليصبح i ثم نضيف es لنهاية الكلمة لتصبح جمعاً.

Examples:

Singular	Plural	Arabic Meaning
a car	cars	سيارات
a desk	desks	طاوولات - مكاتب
a horse	horses	جياد - أحصنة
a match	matches	تقاب - أعواد كبريت
an address	addresses	عناوين
a family	families	أسر - عائلات
a toy	toys	لعب

Irregular Plurals: جمع شاذ (لا تنطبق عليه أي من القواعد السابقة)

a child	children	أطفال
a man	men	رجال
a woman	women	نساء
a person	people	ناس
a tooth	teeth	أسنان
a foot	feet	أقدام
a knife	knives	سكاكين
a mouse	mice	فئران

Adjectives:

Adjectives go before nouns and don't add –s:

تأتي الصفة قبل الاسم ولا يتغير شكلها بإضافة s في حالة الجمع مثل الاسم.
ويكون الترتيب في الجملة كالتالي: أداة التكثير ثم الصفة ثم الاسم كالتالي:
بيت صغير

A	Small	house
↑	↑	↑
indefinite	adjective	singular
أداة تكثير	صفة	اسم مفرد

لا تتأثر الصفات بصيغة الجمع كما هو الحال مع الأسماء.

Examples:

a beautiful girl	beautiful girls	بنات جميلات
an old car	old cars	سيارات قديمة
a cheap hotel	cheap hotels	فنادق رخيصة
an honest man	honest men	رجال مخلصون
a sharp knife	sharp knives	سكاكين حادة
a bad tooth	bad teeth	أسنان تالفة

Note:

ملاحظة

Some words are always plural, some of the most common are:

بعض الكلمات الإنجليزية لا تأتي إلا في صيغة الجمع ومن أشهرها ما يلي:

trousers	بنطلون	jeans	بنطلون جينز
shorts	بنطلون شورت	pants	بنطلون - سروال
pyjamas	بيجاما	glasses	نظارة

Exercise 1:

Make the following sentences plural:

اجعل الجمل التالية في صيغة الجمع:

- 1- She is a top model.
- 2- A party is very enjoyable.
- 3- An elephant is a big animal.
- 4- He is a young men.
- 5- It's a small grey mouse.

- 6- It is an interesting city.
- 7- She is a happy child.
- 8- It is a dirty glass.
- 9- Her dress is pretty.
- 10- He is an ugly person.

Exercise 2:

Give the plural:

هات الجمع من الكلمات التالية:

- | | |
|-------------|----------|
| 1- knife | 6- woman |
| 2- leaf | 7- mouse |
| 3- exercise | 8- book |
| 4- man | 9- louse |
| 5- watch | 10- cat |

Exercise 3:

Put the following words in order to make sentences. Then, make them plural.

رتب الكلمات التالية لتكون جملاً تامة ثم اجعلها في صيغة الجمع.

- 1- is – a – sharp – it – knife – ?
- 2- not – is – he – a - person – nice
- 3- happy – a – he – child – ? – is
- 4- on – a – plate – is – the – sandwich
- 5- an – is – hotel – expensive – ? – it

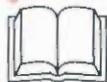
Exercise 4:

Use the plurals of the following in sentences.

استخدم الجمع مما يلي في جمل من عندك.

- | | | |
|------------|---------------|---------|
| 1- actress | 2- potato | |
| 3- wolf | 4- university | 5- foot |

Learn English Grammar in
A week



This / These That / Those

أسماء الإشارة

يستخدم اسم الإشارة (هذا) **this** للإشارة إلى شيء أو إنسان (مفرد) قريب من المتحدث ويستخدم اسم الإشارة (ذاك) **that** للإشارة إلى شيء أو إنسان (مفرد) بعيد عن المتحدث.



This is my grandmother.

هذه جدتي.



That man is playing golf.

ذاك الرجل يلعب الجولف.

يستخدم اسم الإشارة (هؤلاء - هذه) **these** للإشارة إلى أشياء أو أفراد (جمع) قريبة من المتحدث ويستخدم اسم الإشارة (تلك - أولئك) **those** للإشارة إلى أشياء أو أفراد (جمع) بعيدة عن المتحدث.



These flowers are beautiful.

هذه الزهور جميلة.



Those clouds are very high.

تلك السحب عالية جدًا.

More Examples:

This town is near.

These towns are near.

هذه المدينة قريبة. هذه المدن قريبة.

يوضح المثال السابق أن مسألة البعد والقرب نسبية، فالمدينة القريبة قد تكون على بعد عدة كيلومترات من المتحدث. أما المكتب أو الطاولة أو الكرسي القريب فقد يكون أي منهم على بعد عدة سنتيمترات من المتحدث.

Is this pen green?

Are these pens green?

هل هذه الأقلام خضراء؟

هل هذا القلم أخضر؟

Is that man over there your uncle?

هل ذلك الرجل الواقف هناك عمك؟

Are those men over there your uncles?

هل هؤلاء الرجال الواقفون هناك أعمامك؟

Is that your aunt?

Are those your aunts?

هل هؤلاء عماتك؟

هل تلك السيدة عمتك؟

Summary:

'This' and 'these' are used for people or things near the speaker. 'This' is used for the singular and 'these' is used for the plural.

تستخدم أسماء الإشارة **this** و **these** للإشارة إلى الأشياء أو الأفراد القريبة من المتحدث. تستخدم **this** للإشارة للمفرد، بينما تستخدم **these** للإشارة إلى الجمع.

'That' and 'those' are used for people or things at a distance from the speaker. 'That' is used for the singular and 'those' is used for the plural.

تستخدم أسماء الإشارة **that** و **those** للإشارة إلى الأشياء أو الأفراد القريبة من المتحدث. تستخدم **that** للإشارة للمفرد، بينما تستخدم **those** للإشارة إلى الجمع.

Exercise 1:

Make these sentences plural: حول الجمل التالية إلى صيغة الجمع

- 1- This black jacket is expensive.
- 2- Where is that pen?
- 3- This house isn't big.
- 4- That man is strange.
- 5- Is this book interesting?
- 6- This girl is silly.
- 7- Is that my book?
- 8- This cup is dirty.
- 9- Is that her dog?
- 10- Is this CD good?

Exercise 2:

Make questions using **this** or **these** and give short answers:

استخدم كلمة **this** أو كلمة **these** لتكوين جمل ثم أجب عنها إجابات قصيرة

مثلما في المثال التالي:

Example:

car – new – ? – yes

Is **this** car new? Yes, it is.

نعم إنها جديدة.

هل هذه السيارة جديدة؟

- 1- your – ? – shirts – yes
- 2- scooter – fast – ? – no
- 3- your mobile phone – ? – no
- 4- sandwiches – good – ? – yes
- 5- video-game - interesting – ? – no
- 6- your keys – ? – yes
- 7- your hamburger – ? – no
- 8- pens colored – ? – no
- 9- t-shirt – clean – ? – yes
- 10- trainers – new – ? – yes

Exercise 3:

Put the words in the correct order to form right sentences:

رتب الكلمات التالية لتكون جملاً تاماً:

1. my – that – friend – boy – is – best
2. doctors – men – those – French – are
3. boy – very – is – that – silly
4. these – my – are – parents
5. flowers – beautiful – are
6. is – homework – your – this
7. these – are – English – books – ?
8. those – dirty – your – are – shoes – ?
9. these – delicious – are – cakes
10. is – boy – that – where – ?

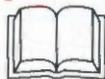
Exercise 4:

Correct the mistakes in the following sentences:

صحح أخطاء الجمل التالية:

- 1- Those **not are** his shoes.
- 2- Those are not **sillys** girls.
- 3- This is **the my** CD.
- 4- **Is** these keys Jack's?
- 5- These sentences **not** right.

Learn English Grammar in
A week



TIME

Days, Months, Seasons, Dates and Years

الأيام والشهور والفصول والتواريخ والسنوات

ادرس الأمثلة التالية جيداً.

Time:

10.00 a.m.	It's ten o'clock in the morning. الساعة الآن العاشرة صباحاً.
3.30 p.m.	It's half past three in the afternoon. الساعة الآن الثالثة والنصف بعد الظهر.
10.10 a.m.	It's ten past ten in the morning. الساعة الآن العاشرة وعشر دقائق صباحاً.
6.45 p.m.	It's (a) quarter to seven in the evening. الساعة الآن السابعة إلا الربع مساءً.
1.15 p.m.	It's (a) quarter past one in the afternoon. الساعة الآن الواحدة والربع ظهراً.
11.55 p.m.	It's five to twelve at night. الساعة الآن الثانية عشرة مساءً إلا خمس دقائق.

Days:

Saturday السبت	Sunday الأحد
Monday الإثنين	Tuesday الثلاثاء
Wednesday الأربعاء	Thursday الخميس
	Friday الجمعة
When's your party?	متى يكون حفلكم؟ It's on Sunday. يوم الأحد.

Seasons and months:

Winter الشتاء	Spring الربيع
Summer الصيف	Autumn الخريف
January يناير	February فبراير
March مارس	April أبريل

May	مايو	June	يونيو
July	يوليو	August	أغسطس
September	سبتمبر	October	أكتوبر
November	نوفمبر	December	ديسمبر

Dates التواريخ:

We used ordinal numbers for dates.

تستخدم الأرقام الترتيبية (الأول - الثاني - الثالث - الرابع - الخامس ... إلخ) في نطق التواريخ، اقرأ الأمثلة التالية:

Her birthday is **on the twenty-fifth** of May.

يوم ميلادها هو الخامس والعشرون من مايو.

The graduation party is **on the eleventh** of January.

حفلة التخرج في يوم الحادي عشر من يناير.

Years:

Shakespeare died **in** 1616. مات شكسبير في عام 1616م.

Samia was born **in** 2002. ولدت سامية في عام 2002م.

Summary:

Prepositions: لاحظ الحروف التي تستخدم مع ظروف الزمان المختلفة:

in the morning في الصباح **in** the afternoon بعد الظهر

at night ليلاً **in** the evening في المساء

on Monday في يوم الأحد **at** the weekend عطلة نهاية الأسبوع

in December في ديسمبر **in** 1973 في عام 1973م

on the **twenty-first** of July في 21 يوليو

Exercise 1:

Write the times in full, adding It's in the morning, at night, etc.

اكتب التوقيتات التالية كاملة مع التوضيح (في الصباح - مساء - ليلاً .. إلخ)

1- 3.15 a.m.

- 2- - 6.55 p.m.
- 3- - 1.00 a.m.
- 4- - 3.25 p.m.
- 5- - 9.15 a.m.
- 6- - 10.45 a.m.
- 7- - 8.35 a.m.
- 8- - 12.15 p.m.
- 9- - 11.25 a.m.
- 10- - 3.40 p.m.

Exercise 2:

Write the days and dates in full: اكتب الأيام والتواريخ التالية كاملة.

Example:

Mon, 21 Jan

It's Monday, the twenty-first of January.

- | | |
|------------------|-------------------|
| 1- Thurs, 14 Nov | 6- Tues, 3 Jul |
| 2- Sun, 23 Jul | 7- Mon, 1 Oct |
| 3- Sat, 23 May | 8- Wed, 5 Sept |
| 4- Fri, 2 Mar | 9- Mon, 1 Jan |
| 5- Wed, 16 Feb | 10- Thurs, 22 Dec |

Exercise 3:

Answer the following questions in full.

أجب عن الأسئلة التالية في جمل كاملة.

Example:

When is your birthday?

متى يكون يوم ميلادك؟

It's on the twenty-third of July.

يوم الثالث والعشرون من يوليو.

- 1- When is the Breakfast Feast?
- 2- When is her birthday?
- 3- When is the graduation party?
- 4- When is your father's birthday?
- 5- When is the last day of school before the summer holiday?

- 6- When is the first day of school after the summer holiday?
- 7- When is Mother's day?
- 8- When is our National Day?
- 9- When is Christmas Day?
- 10- When is your birthday?
- 11- When is the last day of the year?
- 12- When is your mother's birthday?
- 13- When is your best friend's graduation day?
- 14- When is your wedding party?
- 15- When is Soha's examination?

Exercise 4:

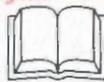
Complete the sentences with **at**, **on** or **in** :

أكمل الجمل التالية مستخدماً واحدة من الكلمات التالية:

at – on – in

- 1- It is very cold here winter and very hot summer.
- 2- He is at the swimming pool half past six Monday and Friday evenings.
- 3- They are always home the weekends.
- 4- My summer holidays are July.
- 5- His house is near the main road and there's a lot of noise night.

Learn English Grammar in
A week



There is – There are Preposition of Place

الحروف الدالة على المكان

There is: It is used to show the existence of something singular.

تستخدم **There is** للتعبير عن وجود شيء مفرد.

There are: It is used to show the existence of plural things.

تستخدم **There are** للتعبير عن وجود شيء (جمع).

*** **

Prepositions of Place



There is a cat **in** the basket.

القطّة في السلة.



There is a boy **under** the bed sheet.

الولد تحت الملاءة.

الحروف الدالة على المكان



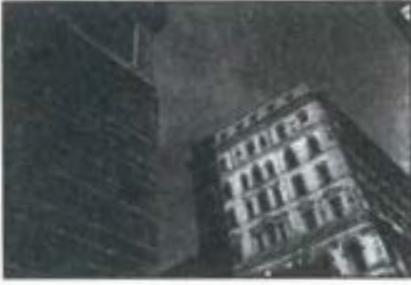
There are some plates **on** the table.

توجد بعض الأطباق **على** السفرة.

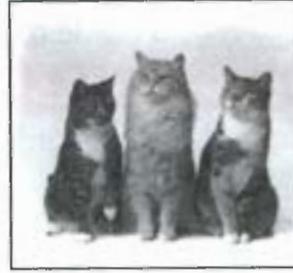


There is a cat **near** the goldfish bowl.

القطّة بالقرب من حوض السمك.



The bank is **opposite** the hotel.
البنك مواجه للفندق.



The brown cat is **between** two other cats.

القطه البنية بين قطتين أخريين.



The cat is **in front of** the dog. القطة أمام الكلب.

The dog is **behind** the cat. الكلب خلف القطة.

Exercise 1:

Complete the following sentences using **there is** or **there are**:

أكمل الجمل التالية مستخدماً **there is - there are** :

- 1- many students in my class.
- 2- a small bird on that tree.
- 3- brown shoes under the bed.
- 4- cola in the bottle.
- 5- cheap clothes in that shop.
- 6- a letter for your father.
- 7- pyjamas on the bed.
- 8- a man at the door.

- 9- many teachers at school.
 10- a bottle of juice in the fridge.

Exercise 2:

Put the following words in the right order to form right sentences:
 رتب الكلمات التالية لتكون جملاً تامة.

- 1- book – desk – on – your – is – the
- 2- hotel – opposite – house – is – my – the
- 3- cat – the – there – is – a – in – basket
- 4- the – behind – curtain – door – is – there – a
- 5- microphone – in front of – computer – a – the - is
- 6- the – on – bed – baby – is – a
- 7- document – between – the – books – is – these
- 8- under – bed – your – are – shoes – the
- 9- booklet – pocket – in – the – your – is
- 10- jacket – the – in – cupboard – white – is – the

Exercise 3

Complete the following sentences:

أكمل الجمل التالية:

- 1- posters in your bedroom?
- 2- a hairbrush on the table.
- 3- your school bag?
- 4- some CDs in my desk.
- 5- are your shoes?
- 6- some pens in my bag.
- 7- flowers in your sitting room?
- 8- a jacket on my bed.
- 9- a television in the kitchen?
- 10- a poster of New York in her room.

*** **

Exercise 4:

Fill in the spaces using suitable prepositions:

املا الفراغات باستخدام حروف مناسبة:

- 1- The book is the desk and pen is the drawer.
- 2- She lives a big house the National Bank.
- 3- There is dirt this table, please clean the floor carefully.
- 4- The boy is standing a big tree. He will try to climb it.
- 5- All students are class and the lecture is about to begin.
- 6- The cinema is our house. You can go to it on foot just in 3 minutes.
- 7- This small building is hidden a high skyscraper.
- 8- The notebook is that big encyclopedia over there.
- 9- He had been hit the head. He suffers from dizziness till now.
- 10- She placed the ladder a window, anyone in the garden can climb into the house.

Exercise 5

Answer the following questions:

أجب عن الأسئلة التالية.

- 1- Where is your jacket?
- 2- How many bedrooms are there in your house or flat?
- 3- How many chairs are there in the kitchen?
- 4- Is there a dog in your house?
- 5- Is your house near a supermarket?

Expressions with TO BE and TO HAVE

تعبيرات تستخدم الأفعال TO BE و TO HAVE

There are many expressions in English which use the verb to be + adjective. The most common are:

توجد الكثير من التعبيرات التي تستخدم فعل to be + صفة، ومنها ما يلي:

to be cold	يبرد	to be dirty	يتسخ
to be hot	يسخن	to be right	يصح- يكون على صواب
to be hungry	يجوع	to be wrong	يخطئ
to be thirsty	يعطش	to be early	يبكر
to be angry	يغضب	to be late	يتأخر
to be tired	يتعب	to be sleepy	يشعر بالنعاس
to be afraid of	يخاف من	to be interested in	يهتم بـ
to be happy with	يسعد	to be lucky	يكون سعيد الحظ

Examples:

I'm sleepy because it's early in the morning.

أشعر بالنعاس فما زال الوقت مبكرًا جدًا.

She is angry if he is late.

إنها تغضب لتأخره.

Are you interested in football?

هل أنت مهتم بكرة القدم؟

She's on holiday. She's lucky.

إنها في إجازة. إنها سعيدة الحظ.

He is afraid of big dogs.

إنه يخاف من الكلاب الكبيرة

More Expressions with to be:

What time is it?

It is six o'clock.

الساعة الآن السادسة.

كم الساعة الآن؟

What's the weather like today?

It's sunny.

الجو مشمس.

كيف حال الجو اليوم؟

How old is she?

She's thirteen

ثلاثة عشر عامًا.

كم عمرها ؟

What does Mrs. Nagwa do?

She's a secretary.

إنها سكرتيرة.

ما عمل السيدة نجوى ؟

Other expressions use **to have** (not **to do** or **to take**). The

Most common are:

هناك تعبيرات أخرى تستخدم الفعل **to have** وليس **to do** أو **to take** وفيما يلي أكثرها شيوعاً:

to have a shower

يأخذ "دشاً"

to have a snack

to have a bath

يستحم

يتناول وجبة خفيفة

to have a wash

يغتسل

to have a party

to have a rest

يستريح

to have a good time

to have a holiday

يأخذ أجازة

يقضي وقتاً ممتعاً

to have a break

يأخذ راحة

to have breakfast

to have a sandwich

يأكل "سندوتشاً"

to have lunch

to have dinner

يتغدى
يتعشى

Examples:

I'm tired. - Have a break. أنا متعب - خذ فترة راحة.

I'm hungry. - Have a snack. أنا جوعان. - تناول وجبة خفيفة.

Exercise 1:

Make questions and negative answers of the following:

كون أسئلة وإجابات منفية مما يلي:

Example:

... .. Sahar sad? - happy

Is Sahar sad? - No, she's happy.

هل سحر حزينة؟ - لا، إنها سعيدة.

- 1- Adly late? - early
- 2- this sweater expensive?
- cheap
- 3- the twins fourteen? - thirteen
- 4- your shoes dirty? - clean
- 5- it six o'clock? - seven o'clock
- 6- it cloudy today? - sunny
- 7- Hany slim? - fat
- 8- you short? - tall
- 9- that film long? - short
- 10- you thirsty? - hungry

Exercise 2:

Insert suitable words:

أكمل الجمل بكلمات مناسبة:

- 1- I'm - Have a snack.
- 2- We're - Let's have a drink.
- 3- I'm - Have a rest.
- 4- I'm - Go to bed.
- 5- We're very - Let's hurry up.

Exercise 3:

Fill in the spaces with suitable words:

املأ الفراغات بكلمات مناسبة.

- 1- When it my birthday, I a party.
- 2- What color his hair?
- 3- I'..... going to France. - a good time.
- 4- When it cold, I wear a heavy coat.
- 5- We a short holiday in August.
- 6- I'..... thirsty. - a lemonade.
- 7- When there a horror film, I feel afraid.
- 8- I'..... tired. - a rest.
- 9- We lunch in the school canteen.
- 10- How old Nadia?

Exercise 4:

Make 10 sentences using the following words:

كون 10 جمل باستخدام الكلمات التالية:

- 1- is thirsty
- 2- have a holiday
- 3- are angry
- 4- were dirty
- 5- was very hungry
- 6- very tired
- 7- have a good time
- 8- afraid of
- 9- are late
- 10- interested in

Learn English Grammar in
A week



Have Got – Short Answers

فعل الملكية Have Got والإجابات القصيرة

The verb "have got" is used to express possession.

يستخدم الفعل **have got** للتعبير عن الملكية أو الحيازة.

إثبات Affirmative

I have got – I've got

You have got – You've got

He has got – He's got

نفي Negative

I have not got

I haven't got

You have not got

You haven't got

He has not got

He hasn't got

لاحظ الفرق بين الصيغة الكاملة والصيغة المختصرة في الأمثلة السابقة. وفي بقية الأمثلة التالية مع باقي الضمائر سنذكر الكاملة فقط ويمكن عمل الصيغة المختصرة منها بنفس الطريقة الموجودة في الأمثلة السابقة، مع العلم أن الصيغة المختصرة تستخدم في التحدث.

She has got

It has got

We have got

You have got

They have got

She has not got

It has not got

We have not got

You have not got

The have not got

Examples:

I've got a small dog.

I haven't got a car.

أنا لا أملك سيارة.

لدي كلب صغير.

She's got an English book. She hasn't got a French book.

عندها كتاب اللغة الإنجليزية. ليس لديها كتاب اللغة الفرنسية.

They've got a new house. They haven't got a new farm.

ليس لديهم مزرعة جديدة.

عندهم بيت جديد.

Interrogative

Short Answers

Have I got

Yes, you have.

No, you haven't.

Have you got ?

Yes, I have.

No, I haven't.

Has he got ?

Yes, he has.

No, he hasn't.

Has she got ?

Yes, she has.

No, she hasn't.

Has it got ?

Yes, it has.

No, it hasn't.

Have we got ?

Yes, you have.

No, you haven't.

Have you got ?

Yes, we have.

No, we haven't.

Have they got ?

Yes, they have.

No, they haven't.

Examples:

Have you got a new bike?

Yes, I have.

هل لديك دراجة جديدة؟ نعم عندي.

Has she got a big nose?

No, she hasn't.

هل أنفها طويل؟ لا، أنفها ليس طويلاً.

Exercise 1:

Complete the sentences with the correct form of to have got:

أكمل الجمل التالية بالصيغ الصحيحة من فعل **have got**:

- 1- My house is small but it a big garden.
- 2- they their books with them?
- 3- She a baby brother.
- 4- They a cat but they a dog.
- 5- her brothers blue eyes?
- 6- Gaber a smart jacket.

- 7- Our club two swimming pools.
- 8- Ahmed a new computer?
- 9- they any children?
- 10- My brother and I a small flat.

Exercise 2:

Make questions and answers as in the example:

كون أسئلة وإجابات بنفس الطريقة المستخدمة في المثال التالي:

Has Tamer got a stereo? هل يملك تامر جهاز ستريو؟

No, he hasn't. He's got a personal CD player.

لا، ليس كذلك. لكنه يملك جهازاً شخصياً لتشغيل الأسطوانات المدمجة.

- 1- Nadia – black boots – ? – brown boots
- 2- Taha – new computer – ? – old computer
- 3- Peter – hamburger – ? – cheese sandwich
- 4- Your car – air condition – ? – double air bags
- 5- Hamed – a sister – ? – brother
- 6- Magda – a ball – ? – a balloon
- 7- they – a caravan – ? – station wagon
- 8- Samira – blue eyes – ? – brown eyes
- 9- Mona – a garden – ? – a big balcony
- 10- they – flat in the town – ? – a house in the suburbs

Exercise 3:

Write the following sentences in full.

اكتب الجمل التالية كاملة، هل حرف (s) المكتوب اختصاراً بديلاً لكلمة is أم

لكلمة Has.

- 1- What's he afraid of?
- 2- She's hungry.
- 3- What's your name?
- 4- He's got a dog.

- 5- Who's your school teacher?
- 6- She's got a strange expression on her face.
- 7- What's he got in his hand?
- 8- She's got four brothers.
- 9- He's sixteen.
- 10- When's your birthday?

Exercise 4:

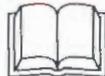
Complete the sentences using:

أكمل الجمل التالية مستخدماً الكلمات التالية:

has – have – has got – have got

- 1- Gamal ... short hair and blue eyes.
- 2- She ... toast and marmalade for breakfast.
- 3- They ... a big house.
- 4- We ... a lot of rice in the kitchen.
- 5- When I'm tired, I ... a rest.
- 6- She ... three brothers.
- 7- They ... a new house last week.
- 8- ... you ... money with you?
- 9- I ... dinner at 7.00p.m.
- 10- Do you ... enough money?

Learn English Grammar in
A week



Some – Any - No

Some = indefinite number, in affirmative sentences.

كلمة **some** معناها: بعض (لعدد غير محدد)، وتستخدم في الجمل المثبتة.

Examples:

He's got **some** books. معه بعض الكتب.

There are **some** animals in your garden. يوجد بعض الحيوانات في حديقتك.

*** *** ***

Any = indefinite number, in negative sentences and in questions.

كلمة **any** معناها: أي (عدد غير محدد) وتستخدم في الجمل المنفية والسؤال.

Examples:

Has he got **any** books? هل معه أي كتب؟

Are there **any** animals in my garden? هل توجد أي حيوانات في حديقتي؟

He hasn't got **any** books. ليس معه أي كتب.

There aren't **any** animals in your garden. لا يوجد أي حيوانات في حديقتك.

*** *** ***

No = indefinite number, used with an affirmative verb to give a negative sense.

يمكن أن تستخدم كلمة **No** في الجمل مع فعل مثبت لتعطي معنى النفي

Examples:

He's got **no** books. معه بعض الكتب.

There are **no** animals in your garden. لا توجد حيوانات في الحديقة.

ملاحظة هامة:

راجع استخدامات كل من الكلمتين قبل أن تجيب على التدرجات التالية، وفكر متى تستخدم **any** ومتى تستخدم **some** ومتى تستخدم **no**، فكثير من الدارسين يتأثرون بالمعنى أو بالترجمة العربية للجملة وهذا قد يؤدي إلى استخدام كلمة في غير موضعها المناسب.



Exercise 1:

Complete the following sentences using **some** or **any**:

أكمل الجمل التالية مستخدماً **some** أو **any** :

- 1- I've got pens but I haven't got pencils.
- 2- Tamer has got good video games.
- 3- Have you got warm socks?
- 4- Usama hasn't got time to play.
- 5- Is there snow on the mountains?
- 6- There aren't cinemas in that town.
- 7- Are there travel books?
- 8- Nader hasn't got time to waste.
- 9- Have you got chewing gums?
- 10- There are films on television this week.

Exercise 2:

Make the following sentences plural:

اجعل الجمل التالية في الجمع:

- 1- There is **an orange and an apple** on the table.
- 2- I've got **a good friend**.
- 3- Have you got **a brother or sister**?

- 4- He's got a **box** in his hand.
- 5- Is there a **postcard** for me?
- 6- She's got an **interesting book**
- 7- We've got a **good teacher**
- 8- She hasn't got a **dictionary**
- 9- There isn't a **swimming pool** in this area.
- 10- There's a **good film** on TV tonight.

Exercise 3:

Complete the sentences with **any** or **no**:

أكمل الجمل التالية باستخدام **any** أو **no**:

- 1- There is time to talk.
- 2- There aren't people here today.
- 3- There's ice in the fridge.
- 4- There isn't juice in the bottle.
- 5- There are cows on that farm.
- 6- She hasn't got bread.
- 7- Are there flowers in the garden?
- 8- Are there letters for me?
- 9- No, there are letters for you.
- 10- There are beds in that room.

Exercise 4:

Write questions and answers as in the example:

كون أسئلة وإجابات بنفس الطريقة المتبعة في الأمثلة التالية:

Examples:

- trees in the park – ? – yes

Are there **any** trees in the park? - Yes, there are **some**.

- نعم توجد بعض الأشجار. هل توجد أي أشجار في الحديقة؟

- sheep in the field - ? - No

Are there **any** sheep in the in the field? - No there aren't **any**.

- لا ، لا توجد أي أغنام في الحقل. هل توجد أي أغنام في الحقل؟

1- elephants in that zoo - ? - yes

2- apples in the basket - ? - no

3- sandwiches for me - ? - yes

4- shoes under your bed - ? - no

5- cows on that farm - ? - yes

6- boys in your class - ? - yes

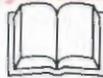
7- chairs round the table - ? - no

8- pictures on the wall - ? - no

9- flowers on the table - ? - no

10- people in the room - ? - no

Learn English Grammar in
A week



Family Genitive forms with 's

الأسرة - صيغة الإضافة باستخدام ('s)

The genitive forms with 's is used to indicate possession.

تستخدم 's للإشارة إلى الإضافة (أي نسب ملكية شيء أو علاقة قرابة، وكثير من كتب تعليم اللغة الإنجليزية تسميها "s" الملكية).

Examples:

This is the boy's bike.

هذه دراجة الولد.

This is Adel's book.

هذا كتاب عادل.

These are the boys' bikes.

هذه دراجات الأولاد.

These are Adel's books.

هذه كتب عادل.

من الأمثلة السابقة يتضح أن s الإضافة لا تكتب ويكتفي بوضع (') في نهاية الكلمة الجمع المنتهية بحرف s.

Family tree شجرة العائلة

Grandmother
Soha



Grandfather
Kareem

Mother
Nadia



wife

husband



Father
Ali

daughter
Salwa



son
Sameh



Family relations:

husband	زوج	wife	زوجة
father	أب	grandfather	جد
mother	أم	grandmother	جدة
daughter	ابنة	son	ابن
granddaughter	حفيدة	grandson	حفيد
uncle	عم - خال	aunt	عمة - خالة
niece	ابنة أخ / أخت	nephew	ابن أخ - ابن أخت

Exercise 1:

Look at the family tree and complete the following sentences:
انظر إلى شجرة العائلة وأكمل الجمل التالية:

- 1- Ali is Nadia's
- 2- Sameh is Ali's
- 3- Salwa is Nadia's
- 4- Sameh is Soha's
- 5- Nadia is Ali's
- 6- Kareem is Sameh's
- 7- Sameh is Salwa's
- 8- Soha is Salwa's
- 9- Salwa is Sameh's
- 10- Salwa is Soha's

Exercise 2:

Make the following sentences plural:

اجعل الجمل التالية في صيغة الجمع:

Example:

This is the boy's book. هذا كتاب الولد.

These are the boys' books. هذه كتب الأولاد.

- 1- This is the student's locker.
- 2- This is my sister's book.

- 3- This is the child's doll.
- 4- This is the teacher's room.
- 5- That's the man's car.
- 6- That's the dog's biscuits.
- 7- This is the director's parking space.
- 8- This is the woman's jacket.
- 9- That is the secretary's office.
- 10- This is the girl's bag.

Exercise 3:

Complete the following sentences: أكمل الجمل التالية:

- 1- Sue' ... new friend ... nice. She ... got blue eyes.
- 2- Salma' ... hat ... green.
- 3- Nadia'... sister ... four.
- 4- Where Soha' school bag?
- 5- Ragia'... brother ... afraid of big dogs.
- 6- My mother'... father'... name ... Fady.
- 7- Who ... got Adel'... phone number?
- Mahmoud ... got it.
- 8- Merriam ... got a new bike from her father.
- 9- Dalia'... mother ... form Switzerland.
- 10- Ali ... got Sameer'... walkman.

Exercise 4:

Complete the following questions using:

أكمل الأسئلة التالية باستخدام أي من الكلمات التالية:

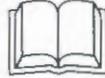
who – who's – whose

Examples:

- | | |
|----------------------|---------------------|
| Who's that man? | - It's Adel Shahan. |
| Whose scarf is this? | - It's Sahar's. |
| Who has got my pen? | - Noha has. |

- 1- keys are these?
They're my keys.
- 2- are those men?
They're the managers.
- 3- your favorite actor?
Lotfy Labeeb.
- 4- isn't here?
Nagy isn't.
- 5- bags are these?
These are Dalia's bags.

Learn English Grammar in
A week



The Imperative

صيغة الأمر

The imperative is used with "please" to make it more polite. تستخدم صيغة الأمر عادة مع كلمة (please من فضلك) لجعل الجملة أكثر تادبًا. وكثير من دارسي اللغة الإنجليزية يهمل ذلك في كتابته أو حديثه متعللاً بأن جملته تظل صحيحة، لكن ليست كل الجمل الصحيحة من ناحية قواعد اللغة أو التركيب يمكن استخدامها في الحديث والكتابة، حيث يجب مراعاة قواعد توجيه الحديث للآخرين والالتزام بها سواء في الحديث أو الكتابة.

The imperative is used to: تستخدم صيغة الأمر في:

- order or ask someone to do something .
أمر أو طلب لأحدهم أن يفعل شيئاً ما.
- give advice or instructions. النصح أو التوجيه.

Examples:

إثبات affirmative

Be careful, please! احترس من فضلك.

Come on! تعال!

Sit down, please. اجلس من فضلك.

نفي negative

Don't run. لا تركض.

Don't chew in class.

لا تمضغ (العلكة) في الفصل.

Don't go, please.

لا تذهب من فضلك.

The plural imperative:

"Let's + infinitive"

"Let's not ... "

is used to make suggestions.

تستخدم صيغة الأمر في الجمع (ومعناها: دعنا/ دعونا) + فعل في المصدر (بدون to) أو فعل منفي (ويكون معناها: يجب ألا) لعرض اقتراح.

Affirmative Examples:

- Let's go to the cinema. دعونا نذهب إلى السينما.
- Let's have a rest. دعونا نأخذ راحة.

Negative Examples:

- Let's not go to the cinema. دعونا لا نذهب إلى السينما.
- Let's not stop now. يجب ألا نتوقف الآن.

*** **

ملاحظة هامة:

- يجب أن تعلم أن فعل الأمر المتطلف هو الشائع في اللغة الإنجليزية، أي أنني لا يمكنني أن أقول لك: أغلق الباب - افتح النافذة - ناولني الملح. وذلك دون أن ألق بالجملة كلمة "من فضلك" أو لو سمحت. وهذا يعني أن الجمل:

Shut the door. Open the window.

Pass me the salt.

صحيحة لغوياً لكنها لا تستخدم لعدم التأدب في الحديث.

- فعل الأمر في اللغة الإنجليزية يشبه تماماً صيغة الفعل

في المصدر ولكن بدون to.



Exercise 1:

Match the situation with the imperative:

صل بين الجمل التالية (1-10) وجمل الأمر التي تناسبها (A-J).

- 1- It's late.
- 2- It's hot in here.
- 3- I'm too fat.
- 4- It's cold in here.
- 5- The bus is coming.

- 6- This coffee is horrible!
 - 7- It's raining.
 - 8- I've got toothache!
 - 9- It's dark in here.
 - 10- I don't know where Ali is.
-

- A- Go on a diet.
- B- Phone him and ask.
- C- Go to the Dentist's!
- D- Switch on the light.
- E- Put up your umbrella.
- F- Don't drink it.
- G- Open a window.
- H- Hurry up!
- I- Close the window.
- J- Run to the bus stop.

Exercise 2:

Use the following negative imperatives in sentences of your own:

استخدم أفعال الأمر المنفية التالية في جمل من تكوينك.

- 1- Don't swim
- 2- Don't light
- 3- Don't walk
- 4- Don't leave
- 5- Don't go
- 6- Don't ski
- 7- Don't leave
- 8- Don't throw
- 9- Don't pick
- 10- Don't let

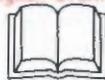
Exercise 3:

Match the situations to the suggestions:

صل ما بين الجمل التالية والاقتراحات المناسبة لها.

- | | |
|---------------------------------------|----------------------------------|
| 1- Samy is late again! | - Let's go to a restaurant. |
| 2- I'm thirsty. | - Let's have a party. |
| 3- I don't want to cook tonight. | - Let's not wait for him. |
| 4- It's Adel's birthday next week. | - Let's go by train. |
| 5- It's a long way to drive to Benha. | - Let's have something to drink. |

Learn English Grammar in
A week



Can – Can't – Short Answers

Can is used to express:

يستخدم فعل **can** للتعبير عما يلي:

- القدرة – الاستطاعة ability

Examples:

She can swim very well. إنها تستطيع السباحة جيدًا.

He can perform this task in just an hour.

إنه يستطيع القيام بتلك المهمة خلال ساعة واحدة فقط.

- Permission (informal with friends or family). Please is used to make the sentence more polite.

للتعبير عن إعطاء الإذن (بطريقة غير رسمية مع الأصدقاء والأسرة)،
وتستخدم كلمة (من فضلك please) لجعل الجملة أكثر تأدبًا.

Examples:

Can I borrow your pen, please? هلا أعرتني قلمك، من فضلك؟

-Yes, you can. نعم تستطيع ذلك.

Mum, can I go out tonight, please?

هل أستطيع الخروج الليلة يا أمي؟

No, you can't. You've got school tomorrow.

لا، لا يمكنك ذلك. ستذهب إلى المدرسة غدًا.

More Examples:

مثبت Affirmative:

I can speak English.

أستطيع التحدث باللغة الإنجليزية.

You can swim very well.

يمكنك السباحة جيدًا.

He can ride a bike.

إنه يستطيع قيادة دراجة.

She can play the piano.

إنها تستطيع العزف على البيانو.

We can go out.

نستطيع الخروج.

Negative منفي :

I can't speak English.

لا أستطيع التحدث باللغة الإنجليزية.

You can't swim very well.

لا يمكنك السباحة جيداً.

He can't ride a bike.

إنه لا يستطيع قيادة دراجة.

She can't play the piano.

إنها لا تستطيع العزف على البيانو.

We can't go out.

لا نستطيع الخروج.

Interrogative استفهام :

Can I speak English?

هل أستطيع التحدث باللغة الإنجليزية؟

Can you swim very well?

هل يمكنك السباحة جيداً؟

Can he ride a bike?

هل يستطيع قيادة دراجة؟

Can she play the piano?

هل هي تستطيع العزف على البيانو؟

Can we go out?

هل نستطيع الخروج؟

Short Answers: إجابات قصيرة على الأسئلة السابقة (بالإثبات والنفى):

Yes, you can.

No, you can't.

Yes, I can.

No, I can't.

Yes, he can.

No, he can't.

Yes, she can.

No, she can't.

Yes, you can.

No, you can't.

كما يمكن أن تستخدم **can** مع أدوات الاستفهام، اقرأ الأمثلة التالية:

What **can** we do?

- You **can** watch a film.

- يمكنكم مشاهدة أحد الأفلام.

ماذا يمكن أن نفعل.

Where **can** I find bread?

- You **can** find some in the fridge.

- يمكنك أن تجد بعض الخبز في الثلاجة.

أين أجد خبزاً؟

Exercise 1:

Answer the following questions using **yes** or **no**:

أجب بـ **Yes** أو **No** كما هو مقترح عليك.

1- Can you speak English?

- Yes,

2- Can you run a kilometer?

- Yes,

3- Can Doha swim 100 meters?

- No,

- | | | |
|-----|-----------------------------------|--------------|
| 4- | Can Badr ride a horse? | - Yes, |
| 5- | Can Reem draw well? | - Yes, |
| 6- | Can Fawzy speak Spanish? | - No, |
| 7- | Can Sahar use a computer? | - Yes, |
| 8- | Can you calculate these accounts? | - No, |
| 9- | Can Huda cook? | - No, |
| 10- | Can you type this report? | - Yes, |

Exercise 2:

Complete the following sentences using **can** or **cannot** :

أكمل الجمل التالية مستخدماً **can** – **cannot**

- 1- She drive well, she had three accidents in a month.
- 2- They help you. They have nothing to do now.
- 3- We read this book. It is in Chinese.
- 4- He cook well. He is a disaster in the kitchen.
- 5- He play the guitar. He plays it very well.
- 6- Kamal speak German but he speaks English very well.
- 7- He skate very well, can't he?
- 8- Adel drive very fast but he likes slow driving.
- 9- She ride a bike but she drives his car in winter.
- 10- His car is very old, it run very fast.

Exercise 3:

Re arrange the following words to form correct questions:

رتب الكلمات التالية لتكون أسئلة صحيحة:

- 1- underwater - you – swim – can – ?
- 2- kraate – ? – Mussa – can – do
- 3- do – Nadia – ? – can – tomorrow – shopping
- 4- play – basketball – can – Becky – ?
- 5- speak – they – can – English – ?

- 6- party – the – can – we – attend – ?
- 7- out – go – tonight – Jasmine – ? – can
- 8- problem – solve – you – this – can – ?
- 9- golf – can – play – Hatim – ?
- 10- cake – cook – can – ? – Mona – a

Exercise 4:

Write 10 sentences about what you **can** do.

اكتب 10 جمل عما تستطيع القيام به باستخدام الفعل **can**:

*** **

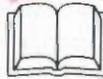
Exercise 5

Form polite questions starting with "**can**", use the following verbs:

استخدم **can** مع الأفعال التالية في بداية الأسئلة مؤدبة:

- 1- use the phone
- 2- borrow this dictionary
- 3- go home
- 4- give me a left
- 5- open the window

Learn English Grammar in
A week



Section 2

SIMPLE GOLDEN RULES

قواعد ذهبية
بسيطة



Direct objects can change places with indirect objects.

يمكن للمفعول به المباشر وغير المباشر أن يتبادلا مواقعهما في الجملة.

Examples:

أمثلة:

She gave Ali a book.

أعطت كتابًا لعلي.

She gave a book **to** Ali.

Adel gave the dog a bone.

أعطى عادل للكلب عظمة.

Adel gave a bone **to** the dog.

لاحظ أننا نستخدم **to** قبل المفعول به المباشر عند تبادل المواقع.

Exercise:

Change the position of the direct and indirect objects in the following sentences. Take great care, you cannot change the word order in all sentences:

غير مواقع المفعول به المباشر والمفعول به غير المباشر في الجمل التالية،

انتبه جيدًا حيث لن تتمكن من تغيير مواقع الكلمات في كل الجمل.

- 1- I enjoy teaching grammar **to** my students.
- 2- Noha read a story **to** her daughter.
- 3- I asked him **his** name.
- 4- Adham showed me **the** plans.
- 5- Could you pass **the** salt **to** me?
- 6- He sang a song **to** his young baby.
- 7- She lent Akram **some** money.
- 8- The student asked me **a** question.
- 9- Samir told a story **to** his colleagues.
- 10- I wrote my friend **a** letter.

*** **

UNIT 15

Never put an adverb between a verb and its direct object.

لا يأتي الحال أبدًا بين الفعل والمفعول به مباشر.

Example:

She read the instructions **carefully**. قرأت التعليمات بعناية.

لكن لا يمكن أن يكون ترتيب الجملة كالتالي:

She read **carefully** the instructions. X

Exercise :

Put the suggested adverbs in suitable places in the following sentences.

استخدم الحال المقترحة عليك في المكان المناسب في الجمل التالية.

- 1- He drives his car. (carelessly)
- 2- She talked to her son. (loudly)
- 3- Ahmed typed the report. (slowly)
- 4- Nagwa ate the cake. (quickly)
- 5- Ali spoke to her. (roughly)

UNIT 16

* Adverbs of frequency often go between the subject and the verb. عادة ما يأتي ظرف التكرار بين الفاعل والفعل.

Example:

I **always** go to the cinema on Fridays.

أنا أذهب عادة إلى السينما في أيام الجمعة.

* Adverbs of frequency are always after the verb to be.

لكن ظرف التكرار يأتي بعد فعل الكينونة (to be) دائماً.

Example:

Magdy is **usually** hungry. مجدي دائماً جوعان.

Adverbs of frequency should always go between the main verb and its auxiliary verb or between two auxiliaries. كما يأتي ظرف التكرار أيضاً بين الفعل الرئيسي والفعل الملحق به أو بين فعلين ملحقين.

Examples:

I have **always** enjoyed singing. إنني أستمتع دائماً بالغناء.

She **should never have** eaten so much.

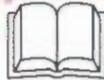
لم تأكل كثيراً مثلما حدث الآن.

Exercise:

Move the adverbs of frequency in these sentences to the right place. ضع الظروف في الجمل التالية في مكانها المناسب.

- 1- I **constantly** am learning new words.
- 2- You should have **never** told him.
- 3- I have **seldom** seen such beautiful flowers.
- 4- She **always** has been a keen gardener.
- 5- They **always** are happy to see you.
- 6- He **always** has biscuits with his tea.
- 7- We go **often** to the cinema.
- 8- Tamer **never** has been to Paris.
- 9- She is **sometimes** late for work.
- 10- I get up **usually** at 6.00a.m.

Learn English Grammar in
A week



*** Travel verbs use place, manner, and time.**

يكون ترتيب الظروف بعد أفعال السفر كالتالي: ظرف المكان - ظرف الطريقة، ظرف الزمان.

Example:	Place	Manner	Time
I went to	Benha	by bus	last week

ذهبت إلى بنها بالحافلة في الأسبوع الماضي.

*** At the end of the sentence it's manner, place and time.**

في نهاية الجملة يكون ترتيب الظروف كالتالي: ظرف الطريقة - ظرف المكان - ظرف المكان - ظرف الزمان

Example:	Manner	Place	Time
He sang	beautifully	at the contest	last night

غنى بطريقة جميلة في المسابقة مساء أمس.

*** Use the most precise adverb first.. أولاً.**

Example:

وصلنا الإسكندرية في مصر. They arrived at Alexandria in Egypt.

Exercise:

Correct the word order of these sentences to follow the right rules. أعد ترتيب الكلمات في الجمل التالية مستخدماً القواعد الصحيحة.

- 1- I wake up in the morning at 7 o'clock.
- 2- I travel to Giza by bus at the weekend.
- 3- Our team played in the match brilliantly on Saturday.
- 4- They stayed last summer in Italy at a camp site.
- 5- Who did you meet last night at the party?
- 6- We lived last year in Kena.
- 7- He was born on the 18th of May.
- 8- She goes by car to the shops.
- 9- Salwa is studying in London at a college.
- 10- I worked in the garden hard yesterday.

"OPSHACOM" will help you remember the word order of adjectives.

الأحرف التالية **"OPSHACOM"** تذكرك بالترتيب الصحيح للصفات في الجملة الإنجليزية.

OP	SH	A	C	O	M
↓	↓	↓	↓	↓	↓
Opinion	Shape	Age	Color	Origin	Material

فالصفة التي تعبر عن الرأي تأتي أولاً في الجملة، تليها الصفة التي تحدد الشكل ثم التي تحدد العمر ثم التي تحدد اللون ثم التي تحدد المصدر ثم التي تحدد المادة.

Example:

It was a lovely little old brown English wooden table.

↓	↓	↓	↓	↓	↓
OP	SH	A	C	O	M

إنها طاولة جميلة صغيرة وقديمة بنية اللون ومصنوعة في إنجلترا.

Exercise:

Eight of the following sentences do not follow the right order of adjectives. Correct them.

ثمانية فقط من الجمل التالية لا تستخدم الترتيب الصحيح للصفات، صححها.

- 1- Please take off your old smelly shoes.
- 2- Have you seen that British fabulous new film?
- 3- We sat on horrible plastic orange small chairs.
- 4- We had a picnic in a green large field.
- 5- It was a old wonderful song from the 1940s.
- 6- She wore a beautiful blue woolen jumper.
- 7- I go to work in a red big bus.
- 8- They live in a big old wooden house on the beach.
- 9- He drives a British new car.
- 10- I bought a beautiful glass old bowl.

* Adjectives of the same type should be separated by "and".

يجب أن تفصل بين الصفات ذات النوع الواحد في الجملة بكلمة and.

Example:

He wore a black and white hat. ارتدى قبعة ألوانها أبيض وأسود.

* When there are more than two adjectives of the of the same type, put "and" before the last adjective only and put commas between the first adjectives.

عندما يوجد أكثر من صفتين من نفس النوع نضع كلمة and قبل الصفة الأخيرة فقط ونضع فاصلات بين الصفات التي تسبقها.

Example:

The red, white and black flag was flapping in the wind.

كان العلم ذو الألوان الأحمر والأبيض والأسود يرفرف في الهواء.

Exercise:

Add "and" if necessary to make these sentences correct.

أضف كلمة "and" لتصحيح الجمل التالية إن كان هناك حاجة لذلك.

- 1- Last year, I grew some beautiful red roses in my garden.
- 2- They bought a large red green rug for their setting room.
- 3- The hat was green red blue yellow.
- 4- Naglaa wore a red white silk gown.
- 5- He has got a fabulous new car.
- 6- We had some delicious chocolate vanilla ice cream.
- 7- He likes British American poetry.
- 8- The tea was nice hot.
- 9- The sofa was blue beige green.
- 10- I have a lovely black white jumper.

Adjectives (but not adverbs) can follow verbs of perception.

يمكن للصفات (وليست الأحوال) أن تأتي بعد أفعال الإدراك مثل:

seem – sound	يبدو	appear – look	يظهر
smell	تفوح منه رائحة	taste	يبعث طعاماً
listen	يستمع – ينصت	feel	يشعر

Examples:

verb	adverb	أمثلة توضح أن الأحوال تأتي بعد الأفعال
She runs	quickly.	إنها تجري بسرعة.
He cooks	brilliantly.	إنه يطبخ بمهارة.

الأمثلة التالية توضح أن الصفات يمكن أن تأتي بعد أفعال الإدراك والإحساس.

Perception verb	Adjective	
He looks	happy.	يبدو سعيداً.
It sounds	good.	يبدو هذا الأمر جيداً.
The food smells	delicious.	يصدر الطعام رائحة لذيذة.

Exercise:

- 1- Those roses smell (beautiful – beautifully).
- 2- Samer looked (nice – nicely) in his new suit.
- 3- He looked (quick – quickly) at his watch.
- 4- I didn't feel (good – well) after I ate so many cakes.
- 5- Do you feel (good – well) about your new job?
- 6- He spoke (loud – loudly).
- 7- I feel (bad – badly) about it.
- 8- He sounds (angry – angrily).
- 9- Listen (close – closely) to the instructions.
- 10- This pudding tastes (wonderful – wonderfully).

*** **

UNIT 21

Adverbs can be used before adjectives as intensifiers.

يمكن استخدام الأحوال قبل الصفات لإعطائها مزيداً من العمق في المعنى.

Example:

She is **incredibly** beautiful.

إنها رائعة الجمال.

Exercise:

Choose the right words:

اختر الكلمات الصحيحة

- 1- He was (**terrible** – terribly) late.
- 2- The car was (**terrific** – terrifically) expensive.
- 3- She is (**unbelievable** – unbelievably) clever.
- 4- In Egypt, we have (**incredible**–incredibly) nice weather.
- 5- She works (**incredibly** – incredible) hard.

UNIT 22

Use Reflexive pronouns (myself – himself – herself .. etc.) when the subject and the object are the same.

الضمير الانعكاسي (نفسي - نفسه - نفسها .. إلخ) لا يستخدم إلا مع الفاعل المناسب له في نفس الجملة.

Examples:

- I must stop talking to myself.

لا بد أن أتوقف عن التحدث إلى نفسي.

- He hated himself for not telling the truth.

كره نفسه لأنه لا يقول الحقيقة.

Exercise:

Choose the correct pronoun:

اختر الضمائر الصحيحة

- 1- Everybody loves football.–Speak for (**you** – yourself)!
- 2- I looked at (**me** – myself) in the mirror.
- 3- You should be proud of (**yourself** – you).
- 4- She hurt (**herself** – her) playing cricket.
- 5- I shave (**me** – myself) with an electric razor.

Nouns and verbs must agree.

لابد من التوافق بين الاسم والفعل في الجملة الإنجليزية، أي يجب أن يوافق الفعل فاعل الجملة سواء كان مفرداً أو جمعاً.

Examples:

Mathematics **is** fascinating. الرياضيات مادة مدهشة.

The police **are** here. حضرت الشرطة.

ولكن هناك بعض الجمل التي يختلط فيها الأمر على الدارس ويحتار في تحديد الفاعل، لاحظ المثالين التاليين

A number of people **are** learning English.

عدد من الناس يدرسون اللغة الإنجليزية.

The number of people **is** increasing. عدد الناس يتزايد.

في الجملة الأولى الفاعل هو people لذلك جاء الفعل مناسباً للجمع (are).

في الجملة الثانية الفاعل هو the number ف جاء الفعل مناسباً للمفرد (is).

لكن هناك كلمات يمكن أن تأتي مفردة أو جمعاً حسب معناها في الجملة مثل:

government	حكومة	team	فريق
family	أسرة	herd	قطيع - سرب
group	جماعة - مجموعة	committee	لجنة

فإن كنت تستخدم الاسم في حدث يعبر عن المجموعة كوحدة واحدة يأتي الفعل مناسباً للمفرد، وإن كنت تستخدم الاسم في حدث يعبر عن أفراد تلك المجموعة يأتي الفعل مناسباً للجمع.

Exercise:

Choose the right verb:

اختر الفعل الصحيح:

- 1- None of the books (**is - are**) very expensive.
- 2- He is one of the students who (**is - are**) going to the museum.

- 3- The number of changes (**was – were**) decided lately.
- 4- A number of changes (**has- have**) been made.
- 5- The committee (**has – have**) made their decision.
- 6- Everyone (**are – is**) going to the party.
- 7- Neither of the two cars (**is – are**) suitable.
- 8- Physics (**are – is**) fun!
- 9- There (**are – is**) an apple and two oranges in the fridge.
- 10- The news (**is – are**) at six o'clock.

UNIT 24

Use "which" for things and use "that" for people and things.

تستخدم كلمة (which الذي - التي) للتعبير عن الأشياء وكلمة (that الذي - التي) للتعبير عن الناس أو الأشياء.

Examples:

The book **which** I'm reading is excellent.

الكتاب الذي أقرأه ممتاز.

The man **that** spoke to you is my father.

الرجل الذي تحدثت معك أبي.

Exercise:

Choose **that** or **which** :

- 1- The team (**that – which**) wins will be champions.
- 2- The w (**that – which**) wins will be champion.
- 3- The car (**that – which**) I bought broke down.
- 4- Have you seen the papers (**that – which**) were on my desk?
- 5- The man (**that – which**) invented the telephone was Alexander Graham Bell.

*** **

Use who in relative clauses that describe people and pets and use that with superlative structures. Use whom when it is the object.

- 1- استخدم كلمة **who** لوصف الناس أو الحيوانات المدللة.
- 2- استخدم كلمة **that** في جمل المقارنة المطلقة (مقارنة بين شيء أو فرد وبقية أفراد جنسه).
- 3- استخدم **whom** للتعبير عن المفعول به في الجملة، لكنها لم تعد مستخدمة في الحديث بل في الكتابة الفصحى فقط formal written English.

Examples:

The woman **who** spoke to you was my sister.

المرأة التي تحدثت إليك أختي.

The dog **who** bit you is not ours.

الكلب الذي عضك ليس كلبنا.

He is the tallest man **that** I've ever seen.

إنه أطول من رأيت من الرجال.

The boy **whom** you phoned yesterday was my brother.

الولد الذي حدثته أنت في الهاتف أمس أخي.

Exercise:

Choose the right word:

- 1- Did you see (**whom** - **who**) took my pen?
- 2- Al-Khateeb was the player (**who** - **whom**) scored the most goals.
- 3- She is a friend (**who** - **whom**) I haven't seen for years.
- 4- Noha is the girl (**who** - **whom**) spoke to you.
- 5- She is the woman (**who** - **whom**) you should speak to.

Question tags are used in spoken English when you want the listener to agree or disagree.

رؤوس الأسئلة هي أسئلة صغيرة تلحق بجملة سابقة لها لنعرف ما إذا كان المستمع يوافق على الكلام أم لا. ويتكون رأس السؤال من صيغة النفي المختصرة للفعل الرئيسي للجملة.

Examples:

- This will fit in your pocket, **won't it?**
هذا يمكن وضعه في جيبك، أليس كذلك؟
- She has got lovely blue eyes, **hasn't she?**
عيونها زرقاء جميلة، أليست كذلك؟
- The twins arrived last night, **didn't they?**
وصل التوعم ليلة أمس، أليس كذلك؟
- Mona paints portraits, **doesn't she?**
منى ترسم صوراً، أليس كذلك؟

Exercise:

Add question tags to the following questions:

أضف رؤوس أسئلة مناسبة للأسئلة التالية.

- 1- The children can read French.
- 2- He's ten years old.
- 3- Bill came on a bicycle.
- 4- The Smiths have got two cars.
- 5- Your grandfather was a millionaire.
- 6- Tom should try again.
- 7- It could be done.
- 8- Your brother's here.
- 9- That's him over there.
- 10- George can leave his case here.

No relative pronoun is necessary in relative clauses which already have a subject.

لا يجب استخدام الضمير إن كان الفاعل مذكوراً في الجملة.

Examples:

The suit **which** I bought is made of wool.

The suit I bought is made of wool.

البدلة التي اشتريتها مصنوعة من الصوف.

لكن ذلك لا ينطبق على المثال التالي لأن الضمير هو الفاعل ولا يمكن إزالته من الجملة

The man who spoke to you is my brother.

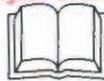
Exercise:

Take out the relative pronoun if it is not necessary.

احذف الضمير إن لم يكن ذكره في الجملة ضرورياً.

- 1- Have you seen the book that was here?
- 2- Have you seen the book that I put here?
- 3- The people whom I invited all work with me.
- 4- The people who were at the party were terribly nice.
- 5- The car which I bought cost a fortune.

Learn English Grammar in
A week



Use **shall** for suggestions.

تستخدم **shall** للتعبير عن الاقتراح أو الوعد أو التوعد بالعقاب أو التوكيد.

Examples:

Suggestions:

- Shall we go. هلا ذهبنا.
- Shall we have a picnic in the country?
هل لنا أن ننتزه في الريف؟
- Shall I open the window? هل لي أن أفتح النافذة؟

Other uses:

- You **shall** have a bicycle for your birthday. (وعد)
سيكون لديك دراجة في عيد ميلادك.
- You **shall** have no pudding until you finish your supper. (عقاب)
لن أعطيك حلوى إلى أن تنتهي من طعامك.
- I **shall** go whether you like it or not. (توكيد)
سأذهب سواء رضيت أم لا.

Exercise:

Make suggestions using **shall**: استخدم **shall** في الجمل التالية:

- 1- I'd love a cup of tea. Shall
- 2- That music makes me feel like singing. Shall
- 3- It's noisy because the door is open. Shall
- 4- I'm hungry and it's lunch time. Shall
- 5- I can't find the British Museum on my map but that policeman probably knows. Shall

Use an **-ing** form after **Would you mind**

تستخدم صيغة **-ing** بعد التعبير **Would you mind** بمعنى "أيزعجك أن" أو "هلا".

فإن قلت مثلاً: **افتح الباب.**

فهذا لا يعتبر تعبيراً مؤدباً في اللغة الإنجليزية ويجب أن تكون صياغة

الجملة هكذا: **Would you mind opening the door?**

أيزعجك أن تفتح الباب؟

Examples:

Impolite غير مهذب

Polite مهذب

Be quiet!

Would you mind being quiet?

أيزعجك أن تلتزم الهدوء؟

Exercise:

* **Would you mind making** these sentences more polite:

هلا جعلت الجمل التالية أكثر تأدباً.

- 1- Don't be so impolite.
- 2- Repeat that!
- 3- Hurry up!
- 4- Ring me back later!
- 5- Lend me your pen!
- 6- Don't park here!
- 7- Turn on your radio!
- 8- Pass that salt!
- 9- Don't talk during the film!
- 10- Leave me alone!

* لاحظ أن جملة السؤال تستخدم القاعدة التي نطبقها.

*** **

Do not use an inversion in noun clauses.

لا تعكس وضع العبارات الاسمية. فهي أحياناً تبدو كسؤال لكننا لا نضع الفعل المساعد قبل الفاعل كما نفعل في السؤال.

Example:

What did he say? ماذا قال؟

I don't know what did he say.

I don't know what he said. أنا لا أعلم ما قاله.

Noun Clause

Exercise:

Answer the following questions. Begin each answer by "I don't know".
أجب على الأسئلة التالية. اجعل إجابتك تبدأ بـ "لا أعلم".

- 1- Who told him? 2- How did he know?
- 3- Where is he now? 4- When did he go?
- 5- What time is it?

Use noun clauses in polite questions.

تستخدم الجمل الإسمية في توجيه الأسئلة المؤدبة.

Examples with question words (what – when):

Impolite:

What time is it? When does the train leave?

Polite:

Could you please tell me what time it is? كم الساعة الآن؟

Do you know when the train leaves? متى يغادر القطار المحطة؟

Examples without question words (use: **if** or **whether**):

وفي الأسئلة التي لا تستخدم أدوات الاستفهام نستخدم **if** أو **whether**:

Impolite:

Has the train left yet? ألم يغادر القطار المحطة بعد؟

Polite:

Do you know if the train has left yet?

هل تعلم ما إذا كان القطار قد غادر المحطة بعد؟

Exercise:

Make the following sentences more polite.

اجعل الجمل التالية أكثر تأدبًا.

- | | |
|--------------------------------------|--------------------------|
| 1- Who won the match? | Do you know |
| 2- Is it cold outside? | Do you know |
| 3- Why are we waiting? | Could you tell me |
| 4- Was Ali at the party? | Do you know |
| 5- Where is the check-in? | Could you tell me |
| 6- Are there any tickets left? | Do you know |
| 7- What time does the concert start? | Could you tell me |
| 8- Where's Huda? | Do you know |
| 9- How much does this cost? | Could you tell me |
| 10- Where Can I park my car? | Do you know |

UNIT 32

Do not use an inversion in How come ? questions.

لا تستخدم قاعدة تبديل أماكن الفعل والفاعل في الأسئلة التي تبدأ بـ "كيف يتأتى ... " وهي أسئلة تستخدم في الحديث فقط لكنها شائعة الاستخدام.

Examples:

Why did you shout?

لماذا تصيح؟

How come you shouted? (سؤال استنكاري) كيف يتأتى لك أن تصيح؟

Exercise :

Change the following "Why" questions into "How come" questions.

حول الأسئلة التالية التي تبدأ بـ why إلى أسئلة تبدأ بـ "How come".

- 1- Why are there no more questions?
- 2- Why did you do that?
- 3- Why have you bought two identical jumpers?
- 4- Why didn't you stay at the party?
- 5- Why are we going?

UNIT 33

Negative and restrictive adverbs can affect word order.

يمكن لظرف النفي أو الظرف المُقيّد أن يغيّر ترتيب الكلمات في الجملة. فعندما يوضع ظرف النفي أو الظرف المُقيّد في أول الجملة لا بد للفاعل والفاعل أن يتبادلا مواقعهما.

أمثلة لظروف النفي:

never	أبدًا
under no circumstances	تحت أي ظرف من الظروف
not once	ولا مرة واحدة
at no time	في أي وقت

أمثلة للظروف المقيدة:

rarely - scarcely - seldom	نادرًا
only twice	مرتين فقط
only once in a blue moon	نادرًا جدًا
only once	مرة واحدة فقط

Examples:

I **have never** been so insulted in all my life.

Never have I been so insulted in all my life.

لم أتعرض لمثل هذه الإهانة قط.

He **seldom** played his lute after 8.00p.m.

Seldom did he play his lute after 8.00p.m.

نادرًا ما عزف على عوده بعد الثامنة مساءً.

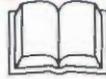
Exercise:

Rewrite these sentences with the adverbs at the beginning. But, take care, not all the adverbs are negative or restrictive so an inversion is not always needed.

أعد كتابة الجمل التالية لتبدأ بالظرف. لكن انتبه فليست كل الظروف ظروفًا منفية أو مقيدة ولذلك قد لا تعكس أوضاع الفعل والفاعل في بعض الجمل.

- 1- We can't begin the meeting until the chairman arrives.
- 2- I have not played tennis since I was a child.
- 3- He is not to be disturbed under any circumstances.
- 4- The city has not changed in any way.
- 5- Ahmed has rarely worked so hard.
- 6- I sometimes watch football.
- 7- I seldom watch television during the daytime.
- 8- I once wrote to the President of France.
- 9- I have only once been in a Toyota.
- 10- I have never seen such a boring film!

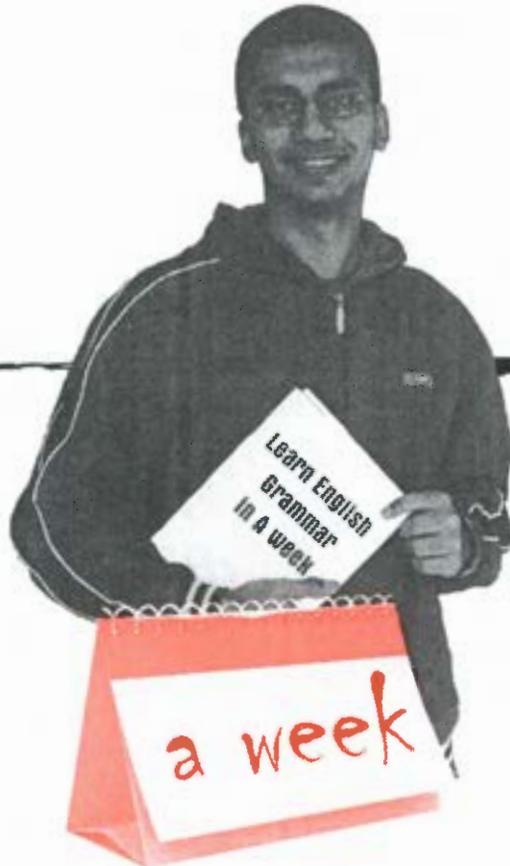
Learn English Grammar in
A week



Section 3

**ADVANCED
LEVEL**

المستوى المتقدم



Present Simple

المضارع البسيط

يستخدم زمن المضارع البسيط مع:

- Habits: العادات
I *watch* TV every evening. أشاهد التلفاز كل ليلة.
- Things that are always true: الحقائق الثابتة التي لا تتغير.
Leaves *fall* in autumn. تتساقط أوراق الأشجار في الخريف.

ملاحظة هامة:

- الفعل في زمن المضارع يشبه تمامًا الفعل في المصدر لكن بدون أن يسبقه to ويضاف حرف s لنهاية الفعل إن كان الفاعل مفردًا غائبًا أي أحد الضمائر التالية (He - she - it) أو ما يحل محلها من أسماء مفردة (على - فاطمة - القط - الفيل - السيارة.. إلخ)

- إن كان الفعل ينتهي بأحد الحروف التالية:

ch - ss - sh - o - x - z

مثل:

wash - watch - dress - go - box - buzz

فلا نضيف حرف s إلى نهايته طبقًا للقاعدة السابق ذكرها بل نضيف حرفي es فتصبح هذه الأفعال هكذا:

washes - watches - dresses - goes - boxes - buzzes

- الأفعال المنتهية بحرف ساكن يليه حرف y يتحول حرف y إلى ies إن كان الفاعل مفردًا غائبًا.

I cry.

He cries.

You study.

He studies.

Affirmative:	Negative:	Short form:
I see.	I do not see.	– I don't see.
You see.	You do not see.	– You don't see.
He sees.	He does not see.	– He doesn't see.
She sees.	She does not see.	– She doesn't see.
It sees.	It does not see.	– It doesn't see.
We see.	We do not see.	– We don't see.
You see.	You do not see.	– You don't see.
They see.	They do not see.	– They don't see.

لاحظ ما يلي:

- تكرر ضمير المخاطب *you* في الجدول السابق مرتين، في المرة الأولى استخدمت *you* للمفرد بمعنى **أنت** وفي المرة الثانية استخدمت للجمع بمعنى **أنتم**.
- عندما تستخدم كلمة *does* سواء في السؤال أو الجملة المنفية لا يضاف حرف *s* لنهاية الفعل، لكن ذلك لا يطبق إن كانت *does* هي الفعل الرئيسي في الجملة المثبتة.

Examples:

I *watch* TV.

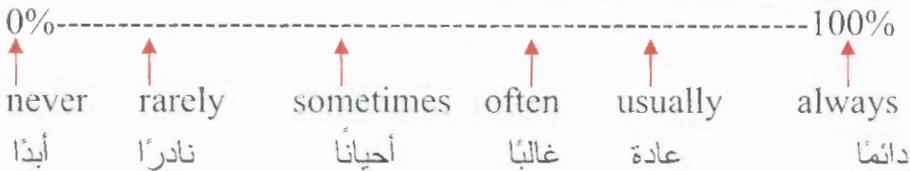
She *watches* TV.

I *do* my homework.

She *does* her homework.

Adverbs of frequency:

ظروف التكرار:



عادة ما تستخدم ظروف التكرار الموضحة في جمل المضارع البسيط، وتأتي قبل فعل الجملة مباشرة (والرسم يوضح الفرق بين استخدام كل منها)، لكنها تأتي قبله إن كان الفعل واحداً مما يلي: is – am – are

Examples:

He **always** goes swimming on Mondays.

إنه يذهب للسباحة كل يوم اثنين.

He doesn't *often* phone me.

إنه عادة لا يطلبنى في الهاتف.

هو لا يأتي هنا أيام الخميس. *He is never* here on Thursdays.
وقد يأتي أيضاً أحد التعبيرات التالية (تعبّر عن الوقت) نهاية الجملة في زمن المضارع البسيط:

every day	كل يوم	every ...	كل (أسبوع/شهر.. إلخ)
on Monday	في يوم الإثنين	once a..	مرة كل (أسبوع/شهر.. إلخ)
	(أو أي يوم من أيام الأسبوع)	in the morning	في الصباح
in the morning	في الصباح	when	عندما (يحدث كذا)

Examples:

Gaber sees his friends *every day*. جابر يقابل أصدقاءه كل أسبوع.
She goes to visit her grandmother *once a week*.
إنها تذهب لزيارة جدتها مرة في الأسبوع.

Exercise 1:

Complete the following sentences using the correct affirmative form of the verb in brackets.

أكمل الجمل التالية بالصيغة المثبتة من الفعل الموجود بين القوسين.

- 1- They (cycle) to school.
- 2- Gaber (eat) a lot.
- 3- Rebecca and John (study) French at school.
- 4- Salem (buy) fruit in the market.
- 5- Peter (study) engineering.
- 6- We (take) the bus in front of our house.
- 7- Ismail (go) to school at 7.30 a.m.
- 8- She (have) lunch at school.
- 9- Umar (drink) tea every morning.
- 10- You (speak) English well.

Exercise 2:

Write the third person singular of the following verbs. Then make both negative. Follow the example.

اكتب الأفعال التالية مع ضمير المفرد الغائب كما هو موضح لك في المثال.

Example:

I run

He runs

I don't run

He doesn't run

1- I watch 2- I go 3- I teach 4- I eat 5- I drink

6- I do 7- I study 8- I wash 9- I live 10- I try

Exercise 3:

Put the adverb of frequency in the right position:

ضع ظرف التكرار في المكان المناسب من الجملة.

- 1- Shady **drives** to work. (sometimes)
- 2- They **play** football. (sometimes)
- 3- She **cries**. (never)
- 4- They **come** to visit me. (rarely)
- 5- They **are** sad. (rarely)
- 6- She **travels** to the USA. (sometimes)
- 7- Jack **does** his homework on time. (never)
- 8- She's **late**. (usually)
- 9- I **sing** under the shower. (often)
- 10- They **stay** with her. (always)

Exercise 4:

Write 5 sentences using one of the following words in each

sentence: اكتب خمس جمل مستخدمًا كلمة من الكلمات التالية في كل جملة:

usually – rarely – on Saturdays – sometimes – never

Exercise 5

Put the adverb of frequency in the right position:

ضع ظرف التكرار في المكان المناسب من الجملة.

- 1- Samy uses his laptop in the evening. (rarely)
- 2- They are happy at the end of the holiday. (never)
- 3- They do shopping on Saturdays. (always)
- 4- Mr. Brown works in the garden when it rains. (never)
- 5- Samia sings in the bath. (often)

Present Simple (Interrogative)

Short answers – Question words

المضارع البسيط (في الأسئلة) والإجابات القصيرة وادوات الاستفهام

Use Do/Does + infinitive when you make questions in the present simple.

استخدم Do أو Does مع المصدر عند تكوين السؤال في المضارع البسيط.

Interrogative:

Do I work?

Do you work?

Does he work?

Does she work?

Does it work?

Do we work?

Do you work?

Do they work?

Short answer:

Yes, you do.

Yes, I do.

Yes, he does.

Yes, she does.

Yes, it does.

Yes, you do.

Yes, we do.

Yes, they do.

No, you don't.

No, I don't.

No, he doesn't.

No, she doesn't.

No, it doesn't.

No, you don't.

No, we don't.

No, they don't.

وكما علمت في الوحدة السابقة لا يضاف حرف s في نهاية الفعل عندما

نستخدم does في تكوين السؤال.

Examples:

Does she always chew gums in class? - Yes, she does.

هل هي معتادة على مضغ اللبان في الفصل؟ نعم، هي كذلك.

Do they ever come late? - Yes, they do.

هل سبق وأن جاءوا متأخرين؟ نعم، هم كذلك.

لاحظ أن الأسئلة يمكن أن يستخدم فيها التعبير ever وليس never كما هو

الحال في الجمل المثبتة.

Questions:

Question word أداة استفهام	Do/Does	subject فاعل	Adverbs of frequency	verb + object الفعل + المفعول به
What	do	they	always	have for breakfast?
Where	does	Ali	usually	live?
When	do	they	sometimes	play football?
How	does	Mr. Ali	often	go to work?

الجدول السابق يوضح ترتيب الكلمات في السؤال في زمن المضارع البسيط.

Exercise 1:

Complete the following sentences: أكمل الجمل التالية:

- 1- Sara German?
- Yes, Sara German.
- Yes, she
- 2- the shops at nine o'clock?
- Yes, the shops at nine o'clock.
- Yes, they
- 3- Mr. and Mrs. Jones in the garden at the weekends?
- Yes, they in the garden at weekends.
- Yes, they
- 4- Shaker geography in a secondary school?
- Yes, he geography in a secondary school.
- Yes, he
- 5- we all holidays?
- Yes, we all holidays.
- Yes, we

Exercise 2:

Re-arrange to form complete sentences:

رتب الكلمات التالية لتكون جملاً تامة:

- 1- break – his – eats – he – his – sandwiches – eats – in

- 2- bike – by – goes – She – work – to
- 3- family – dinner – has – he – with – his
- 4- fishing – go – sometimes – they
- 5- home – returns – he – at – six
- 6- the – he – newspaper – reads
- 7- We – get – 7.30a.m. – at – up
- 8- takes – Adly – the – to – bus – work – everyday
- 9- factory – Rania – in – works – a
- 10- works – at – he – night

*** **

Exercise 3:

Match the questions to the answers: صل ما بين كل سؤال وإجابته:

- | | | |
|-----|---|-----------------------------|
| 1- | How do you feel today? | - On Mondays and Thursdays |
| 2- | How much rain falls in your town? | - It starts at seven. |
| 3- | How often do they see each other? | - In London. |
| 4- | How many magazines does she buy? | - Because they like skiing. |
| 5- | When do they have French? | - I feel fine. |
| 6- | What kind of films do you like? | - She buys three. |
| 7- | How does she go to work? | - Usually twice a week. |
| 8- | What time does the program start? | - I like action films. |
| 9- | Why do they always go to the mountains? | - She goes by bus. |
| 10- | Where do they live? | - Quite a lot. |

*** **

Exercise 4:

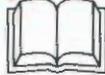
Complete the questions using suitable question words:

أكمل الأسئلة التالية باستخدام أدوات استفهام مناسبة من الأدوات التالية:

where – why – when – who – how – what

- 1- do they go every night?
- 2- much does it cost?
- 3- do they go there? - Because they like it.
- 4- often does she go to the cinema?
- 5- do we have for breakfast?
- 6- does she phone every evening? – Her father.
- 7- time do you have lunch?
- 8- does she go to school? - By bike.
- 9- does he like doing at the weekend?
- 10- do we have geography?

Learn English Grammar in
A week



Present Continuous

المضارع المستمر

The present continuous is used: يستخدم زمن المضارع المستمر:

- for actions happening now, at this moment.
للتعبير عما يحدث الآن، في هذه اللحظة.

Example:

What is he doing now? He is having lunch.

ماذا يفعل الآن؟ إنه يتناول الغداء.

- for actions happening in this period:
لما يقع خلال الفترة الحالية من أحداث:
Nadia is studying hard for her exams this month.
نادية تذاكر بجد لأن اختباراتها هذا الشهر.

Example:

They are playing a videogame. إنهما يلعبان لعبة مرئية.
الجدول التالي يوضح كيفية صياغة المضارع المستمر في الجمل المثبتة
والجمل المنفية

Affirmative

I'm playing.
You're playing.
He's playing.
She's playing.
It's playing.
We're playing.
You're playing.
They're playing.

Negative

I'm not playing.
You aren't playing.
He isn't playing.
She isn't playing.
It isn't playing.
We aren't playing.
You aren't playing.
They aren't playing.

الجدول التالي يوضح كيفية صياغة المضارع المستمر في السؤال والإجابة
المثبتة (نعم...) والإجابة المنفية (لا...).

Interrogative

Am I playing?

Are you playing?

Is he playing?

Is she playing?

Is it playing?

Are we playing?

Are they playing?

Short answers

Yes, you are.

Yes, I'm.

Yes, he is.

Yes, she is.

Yes, it is.

Yes, you are.

Yes, they are.

No, you aren't.

No, I'm not.

No, he isn't.

No, she isn't.

No, it isn't.

No, you aren't.

No, they aren't.

Important Note:

- The present simple tense is used permanent facts.

يستخدم المضارع البسيط للتعبير عن الحقائق الدائمة.

- The present continuous tense is used for temporary facts.

يستخدم المضارع المستمر للتعبير عن الحقائق المؤقتة.

Examples:

Facts:

- I go to lunch at 1.00p.m. أذهب لتناول الغداء في الواحدة ظهراً.

- I live in London, it is my permanent home.

أعيش في لندن، حيث إقامتي الدائمة.

Temporary Facts:

- I'm going to lunch now.

أنا ذاهب لتناول الغداء الآن.

- Now, I'm living in London.

الآن، أنا أعيش في لندن.

*** **

Exercise 1:

Complete the sentences with correct affirmative present continuous form of the verb in brackets. Make the sentence negative, then interrogative. Follow the example:

أكمل الجمل التالية بالصيغة الصحيحة من الفعل الموجود بين القوسين في

زمن المضارع المستمر. ثم انف الجملة وحولها إلى سؤال. اتبع المثال:

Example:

She – eat – hamburger

She is eating a hamburger.

هي تأكل هامبرجر الآن.

She isn't eating a hamburger.

هي لا تأكل هامبرجر الآن .

Is she eating a hamburger?

هل هي تأكل هامبرجر الآن؟

- 1- Peter – have a shower – now
- 2- they – watch TV
- 3- he – write a letter – to a dear friend
- 4- they – drive to Switzerland
- 5- she – go to the cinema – with her father
- 6- the lesson – begin
- 7- Fawzy – lie – on the beach
- 8- the cat – play – with a ball of wool
- 9- we – run – to school
- 10- they – wait – for the bus

*** **

Exercise 2:

Put the verb in brackets into the correct present continuous form: ضع الفعل الذي بين الأقواس في زمن المضارع المستمر.

- 1- The children (watch) television.
- 2- She (listen) to the teacher.
- 3- They (look) at the picture.
- 4- Look! A boy (swim) in the river.
- 5- Suzan (listen) to the radio.
- 6- They (wait) for the bus.
- 7- Listen! Someone (play) the guitar.
- 8- Her mother (make) a cake.
- 9- He (read) an adventure book.
- 10- She (wash) the dishes.

*** **

Exercise 3:

Put the words in order and answer the questions for yourself. رتب الكلمات التالية لتكون أسئلة ثم أجب عنها بنفسك.

Example:

are – moment – where – at – sitting – you – the –?

Where are you sitting at the moment?

أين تجلس الآن؟

I'm sitting at home.

أنا أجلس في البيت.

- 1- with – or – are – you – pencil – writing – a – pen – a –?
- 2- is – television – father – your – watching –?
- 3- is – doing – mother – what – your –?
- 4- you – are – music – to – listening –?
- 5- you – good – a – are – book – reading –?
- 6- is – at – sun – the shining – moment – the –?
- 7- are – shoes – wearing – you –?
- 8- you – a – sandwich – eating – are –?
- 9- you – are – what – now – doing –?
- 10- are – you – wearing – at – moment – the – what –?

*** **

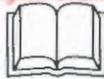
Exercise 4:

Correct the mistakes in the following sentences:

صحح الأخطاء الموجودة في الجمل التالية:

- 1- They not working in the town center.
- 2- Listen! Someone sings.
- 3- Are playing the children in the garden?
- 4- does Tom studying English?
- 5- Jane is makeing a cake.

Learn English Grammar in
A week



Past Simple

الماضي البسيط

Notice how we form the past tense of regular verbs:

لاحظ كيف يتم تكوين الفعل الماضي (العادي) في الجمل الآتية:

Yesterday, the bus **arrived** late. أمس، وصلت الحافلة متأخرًا.

Ali **studied** many lessons last week.

ذاكر علي دروسًا كثيرة الأسبوع الماضي.

Sahar **played** a marvelous game last week.

لعبت سحر مباراة مذهشة الأسبوع الماضي.

ولاحظ أيضًا كيف يتم تكوين سؤال (يبدأ بـ هل) والإجابات المختصرة:

Did the bus arrive on time yesterday?

هل وصلت الحافلة في موعدها أمس؟

No, it **didn't**.

Yes, it **did**.

Did Ali study many lessons last week?

No, he **didn't**.

Yes, he **did**.

Did Sahar play a marvelous game last week?

No, she **didn't**.

Yes, she **did**.

Yes, She played a marvelous game last week.

نعم، لعبت سحر مباراة مذهشة في الأسبوع الماضي.

No, she did not play a marvelous game last week.

لا، لم تلعب سحر مباراة مذهشة في الأسبوع الماضي.

الجملتان الأخيرتان توضحان الصيغة الكاملة لنفي الفعل الماضي. حيث ينفي باستخدام **did not** مع إعادة الفعل إلى صورته الأصلية (المصدر بدون to).

الأفعال الشاذة:

هناك أفعال أخرى (غير عادية) لا يتكون الفعل الماضي منها بإضافة حرفي

ed لنهاية الفعل. لاحظ الأفعال المستخدمة في الجمل التالية:

They often go to Alexandria. They went there yesterday.

إنهم يذهبون عادة إلى الإسكندرية. لقد ذهبوا أمس.

I rarely eat in that restaurant. I ate there last year.

نادرًا ما أكل في هذا المطعم، أكلت فيه العام الماضي.

من الأمثلة، يتضح لك أن ماضي الفعل go هو went وماضي الفعل eat

هو ate أي أن شكل الفعل يختلف تمامًا. وستجد في نهاية هذا الكتاب قائمة

لتصريف الأفعال الشاذة. ادرسها جيدًا لتساعدك على الاستخدام الصحيح

للفعل في الزمن الماضي.

فعل الكينونة: فعل to be له هيتان في زمن الماضي. تستخدم was مع

المفرد وتستخدم were مع الجمع، مثل:

I was late yesterday.

أنا تأخرت أمس.

They were at home when I came back.

كانوا في البيت عندما عدت إليه.

كما يمكن أن يستخدم ظرف الزمان الدال على الزمن الماضي أحيانًا في

الجملة، مثل:

yesterday أمس

last week الأسبوع الماضي

last Friday يوم الجمعة الماضي

last month الشهر الماضي

Sometimes we don't put these adverbs of the past in the sentence. We still use the simple past tense.

كما يمكن ألا نستخدم ظرف الزمان في الجملة رغم استخدامنا للماضي

البيسط مثل: He came late, but the teacher did not punish him.

جاء متأخرًا، لكن المعلم لم يعاقبه.

Exercise 1:

Complete the following sentences using the past simple:

أكمل الجمل التالية باستخدام فعل في زمن الماضي البسيط:

1- I Ahmed by chance yesterday.

2- Last night, We a movie on TV.

- 3- He his books in his schoolbag.
- 4- Nadia and her sister music last night.
- 5- I to the news while driving to work.
- 6- Hamed and his wife my family last week.
- 7- Did Atif to school yesterday?
- 8- Did you a shower this morning? You look dirty.
- 9- She the vase into small pieces.
- 10- Did they tickets for the concert?

Exercise 2:

Choose the correct words: اختر الكلمات الصحيحة مما بين القوسين

- 1- He (plays – played – playing) football last month.
- 2- They (went – go – going) to the cinema last night.
- 3- Suha (met – meets – meeting) me in the public garden.
- 4- Gamal (has – have – had) a good meal in that Chinese restaurant three days ago.
- 5- She (drove – drive – driving) her car to Tanta a week ago.
- 6- He (practiced – practicing – practices) playing football in his free time ten years ago.
- 7- I (buy – bought – buying) a cake because it was my birthday.
- 8- She (answering – answers – answered) questions about her trip to Paris.
- 9- Nagwa (drinks – drank – drinking) tea an hour ago.
- 10- Dalia (search – searched – searching) the internet for her thesis.

Exercise 3:

Use the past of the following verbs in sentences of your own: استخدم صيغة الماضي من الأفعال التالية في جمل من عندك.

write

use

drink

play

read

search

catch
meet

watch
listen

Exercise 4:

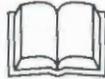


Answer the following questions:

أجب عن الأسئلة التالية:

- 1- Why didn't you work last Monday?
- 2- What did you do before going to school?
- 3- Did you enjoy watching the movie?
- 4- What did your parents do last evening?
- 5- Where did you have dinner last night?
- 6- How did you get to that old Castle?
- 7- Why did you go to Alexandria last month?
- 8- How many books did you buy?
- 9- How far did you travel last weekend?
- 10- Why did you go to the ticket office?

Learn English Grammar in
A week



Past Continuous

الماضي المستمر

Study the following sentences to know how we form sentences in the past continuous:

ادرس الجمل التالية لتعرف كيف يتكون الفعل في الماضي المستمر:

She **was drawing** for an hour last Friday.

كانت ترسم لمدة ساعة يوم الجمعة الماضي.

We **weren't attending** a concert last night at 7.00 pm.

لم نحضر الحفل الموسيقي في الساعة السابعة مساء الليلة الماضية.

Tarek **was working** hard yesterday evening.

كان طارق يعمل بجد مساء أمس.

Were old people **walking** in the garden?

هل كان هناك مسنون يسرون في الحديقة؟

من الأمثلة السابقة يمكننا أن نعرف أن تكوين الجملة في الماضي المستمر

يكون كالتالي:

I

He → was ...(v.)...ing

She / It

We

You → were ...(v.)...ing

They

Questions and negative sentences are formed as follows:

وتتكون الجمل المنفية كالتالي:

I

He → wasn't ...(v.)...ing

She / It

We
You → weren't ...(v.)...ing
They

وتتكون الأسئلة كالتالي:

Was → I
He ... (v.) ... ing ?
She / It

Were → We
You ... (v.) ... ing ?
They

والآن لاحظ كيف يمكننا أن نستخدم الماضي المستمر والماضي البسيط في نفس الجملة التي بها كلمة when (عندما - بينما) للتعبير عن حدث كان مستمرًا في الماضي قطعه حدث آخر لم يستمر طويلًا مثل:

She was sleeping when her husband came.

كانت نائمة عندما جاء زوجها.

Hany was having breakfast when the phone rang.

كان هاني يتناول الإفطار عندما دق جرس الهاتف.

They were watching TV when the man left.

We were driving to Jeddah when the baby cried.

Notice how we can form the same sentence:

ولاحظ أيضًا كيف يمكننا تكوين نفس الجمل مع عكس ترتيب الفعلين:

He came in when she was sleeping. دخل عندما كانت نائمة.

The phone rang when Hany was having breakfast.

دق جرس الهاتف عندما كان هاني يتناول الإفطار.

Important Notes:

- The past continuous is used to show that something happened in the past and continued for a certain period.

يستخدم الماضي المستمر للتعبير عن حدث وقع في الماضي واستمر لفترة.

- The past continuous and the past simple are used in the same sentence to show that two actions (one was happening while the other cut it:

يستخدم الماضي المستمر والماضي البسيط في جملة واحدة للتعبير عن حدثين وقعا في الماضي أحدهما استمر لفترة والآخر قطعه ولم يستمر طويلاً، وقد تستخدم في مثل هذه الجمل كلمة when (عندما - بينما).

قارن الحدثين التاليين:

He **was driving** his car when he **saw** me.

كان يقود سيارته عندما رأيته.

الحدثان وقعا في نفس الوقت مصادفة، فأحدهما يأتي في الماضي البسيط والآخر في الماضي المستمر. فالحدث المستمر في الماضي وقع واستمر لفترة في الماضي سواء وقع الحدث الآخر (الماضي البسيط) أو لم يقع.

لكن المثال التالي مختلف:

He **stopped** when he **saw** me.

لقد توقف عندما رأيته.

الحدثان وقعا في الماضي وكلاهما حدثان مقصودان، وهناك علاقة تربط بينهما (علاقة سببية): أي أن الحدث الثاني لم يكن ليحدث لولا حدوث الأول ولذلك فكليهما في الماضي البسيط. لاحظ هنا أن كلا من الحدثين لا يستغرق فترة طويلة في الماضي، إذن فالحدثان يكونان في الماضي البسيط.

Exercise 1:

Use the past continuous to form sentences:

استخدم زمن الماضي المستمر لتكون جملاً مما يلي:

- 1- She - work - he - come
- 2- Ali and his mother - eat dinner - yesterday
- 3- They - learn - for - years
- 4- Last month - English band - sing - Opera house
- 5- I - drive - car - break down

Exercise 2:

Fill in the spaces:

املا الفراغات التالية باستخدام الفعل الماضي المناسب (ماض بسيط أو ماض مستمر):

- 1- Nagy on the board when the teacher
- 2- Noha her car when she me in the street.
- 3- Shereen to get married from a millionaire but she a poor man.
- 4- He from the faculty of Arts while he in an old factory.
- 5- They in the garden last night.

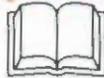
Exercise 3:

Choose the right words:

اختر الكلمات الصحيحة:

- 1- She (**was – were**) skating when she (**falls – fell**) down.
- 2- How was he (**feel – feeling**) yesterday?
- 3- He was (**phone – phoning**) his mother when his friends (**come – came**) in.
- 4- Peter was (**read – reading**) a story when the lights (**goes – went**) out.
- 5- They were (**drank – drinking**) coffee when I (**see – saw**) them.

Learn English Grammar in
A week



Future Simple

المستقبل البسيط

There are different ways of expressing the future:

توجد العديد من الطرق للتعبير عن زمن المستقبل.

- For timetables, trains, concerts, etc. the present simple is used.

يستخدم زمن المضارع البسيط للتعبير عما سيحدث في المستقبل في الجداول ومواعيد القطارات أو الحفلات أو غيرها.

- The present continuous is also used to express the future. كما يستخدم المضارع المستمر للتعبير عما ننوي عمله في المستقبل.

- Future simple or going to + infinitive

يستخدم زمن المستقبل البسيط أو going to+ infinitive للتعبير عما سيحدث في المستقبل أيضاً، ونتناول في هذا الدرس المستقبل البسيط.

The future simple is formed with will+ the infinitive (no to).

يتكون الفعل في زمن المستقبل البسيط من:

المصدر (بدون to) + will

اقرأ الأمثلة التالية:

Affirmative	Negative
I will (I'll) go tomorrow.	I will not (won't) go tomorrow.
I will (It'll) be sunny tomorrow.	It will not (won't) be sunny tomorrow.
You will (You'll) be happy.	You will not (won't) be happy.
They will (They'll) be here soon.	They will not (won't) be here soon.
Interrogative	Short answers
Will I go tomorrow?	Yes, you will. No, you won't.
Will it be sunny tomorrow?	Yes, it will. No, it won't.
Will you be happy?	Yes, we will. No, we won't.
Will they be here soon?	Yes, they will. No, they won't.

الجدول السابق يوضح استخدام الفعل في زمن المستقبل البسيط في الحالات الأربعة: الإثبات - النفي - الاستفهام - الإجابات القصيرة. ويستخدم زمن المستقبل البسيط في الحالات التالية:

- To express predictions about the future.
توقع ما سوف يحدث في المستقبل.
You'll marry and have four children.
ستتزوج وتتجب أربعة أطفال.
- After verbs such as: think - hope - suppose - be sure/certain - wonder
مع أفعال مثل: يعتقد - يأمل - يفترض - يتأكد من - يتعجب
I think Ahmed will come tomorrow.
أعتقد أن أحمد سيأتي غدًا.
- To express a decision taken at the moment of speaking.
للتعبير عن قرار يتخذ أثناء الكلام.
The telephone is ringing. I'll answer it myself.
جرس الهاتف يدق. سأرد أنا بنفسى.
- To express something which is independent of the speakers control.
للتعبير عن حدث ما سيقع لكنه خارج عن إرادة المتحدث.
Hadi will be forty-five next year.
سيبلغ هادي الخامسة والأربعين من العمر في العام القادم.
- In If/When sentences with the present simple.
يستخدم المستقبل البسيط في جمل الشرط التي تستخدم If أو When
فعل الشرط مضارع بسيط وفعل جواب الشرط مستقبل بسيط مثل:
If Ahmed passes the exam, I'll be surprised.
When he comes, I'll speak to him.
ويمكن عكس ترتيب الفعلين في الجمل الشرطية السابقة مع الاحتفاظ بنفس المعنى، مع عدم وجود فاصلة بين جملتي الشرط، هكذا:

I'll be surprised if Ahmed passes the exam.

سأندهش إن اجتاز أحمد الاختبار.

I'll speak to him when he comes.

- There are some words that refer to the future simple.

قد تستخدم كلمة بالجملة لتدل على زمن المستقبل البسيط مثل:

next week	الأسبوع القادم	in the future	في المستقبل
next month	الشهر القادم	tomorrow	غداً
next year	السنة القادمة	tonight	هذه الليلة

Exercise 1:

Put the verbs in the right form: استخدم الصيغة الصحيحة من الفعل:

- 1- She (**leave**) for London tomorrow.
- 2- Tomorrow, I (**get**) up early.
- 3- Next month, I (**be**) twenty.
- 4- I (**post**) these letters next Monday.
- 5- Where you (**go**) for your summer holiday?
- 6- I (**stay**) at home for tonight.
- 7- Why they (**go**) to the market next week?
- 8- He promised he (**pay**) me on the 5th of May.
- 9- If the train (**stop**) at Giza, I (**get**) out there.
- 10- We (**have**) a holiday next month.

Exercise 2:

Choose the right words: اختر الكلمات الصحيحة:

- 1- I (**ask - 'll ask**) Hany to stay with us for a week.
- 2- There (**be - will be**) a concert in the square this evening.
- 3- He (**will invite - invites**) twenty friends to his party next Friday.
- 4- I'll go to the post office if I (**have - will have**) enough time.

- 5- If he (is – will be) bad in English, I (will help – help) him to study.
- 6- They (live – will live) in a hotel when they (travel – will travel) to London.
- 7- I (will go - go) out for a walk tonight.
- 8- This computer is old, I (will buy – bought) a new one next week.
- 9- I'm very tired, I (will stay – stayed) at home this evening.
- 10- Mum (will bake – bakes) a cake next Friday.

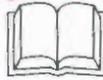
Exercise 3:

Use the following verbs in complete sentences in the future simple.

استخدم الأفعال التالية في جمل في زمن المستقبل البسيط.

go	catch
travel	drink
mend	meet
fix	finish
eat	complete

Learn English Grammar in
A week



Going To Do

المستقبل باستخدام Going To

We use "going to" to talk about things that will happen in the future:

نستخدم التعبير 'going to' (بمعنى "سوف") للحديث عن شيء سيحدث في المستقبل مثل:

He is going to come in soon. سيدخل حالاً.

I'm going to see him today. سوف أراه اليوم.

It is going to rain in a little while. ستمطر السماء بعد قليل.

They are going to catch the train in a minute. سيلحقون بالقطار خلال دقيقة.

وكما هو واضح من الأمثلة فإن تكوين الفعل في هذه الحالة يكون كالتالي:

am

is + going to + verb

are

وتنفي الجمل التي تحتوي على التعبير 'going to' باستخدام أداة النفي "not" بعد فعل الكينونة (am - is - are) مثل:

He is not going to play football today.

We are not going to study French this year.

They are not going to travel to England next Friday.

كما أنه يمكن تكوين الأسئلة باستخدام التعبير "going to" بنفس الطريقة العادية لتكوين السؤال، مثل:

Am I going to see her tomorrow? هل سأراها غداً؟

Is it going to be sunny tomorrow? هل سيكون الجو مشمساً غداً؟

Are they going to attend the meeting next week?

هل سيحضررون الاجتماع في الأسبوع المقبل؟

ومن الممكن أن يستخدم فعل الكينونة في بداية سؤال يبدأ بـ "هل":

هل ستزور أدهم؟ Are you going to visit Adham?

هل سيدرس في هذا المعهد؟ Is he going to study in that institute?

هل سأتي أنا معك؟ Am I going to come with you?

ومن الممكن أيضاً أن تستخدم أدوات السؤال العادية كما في الأمثلة التالية:

متى ستقابله؟ When are you going to meet him?

لماذا ستدرس اللغة الفرنسية؟ Why are you going to learn French?

Where are you going to pass your vacation?

أين ستقضي إجازتك؟

وهناك كلمات عادة ما تستخدم في هذه الجمل مثل:

soon	حالا - قريباً	in a minute	خلال دقيقة
in a few seconds	خلال ثوان	today	اليوم
in twenty four hours	في 24 ساعة	tomorrow	غداً
in a little while	خلال وقت قصير	any time	في أي وقت

من الممكن أن نستخدم **going to** في جمل شرطية بها أداة الشرط "إذا" (if):

I'm going to get very wet if the rain becomes heavier.

ستبتل ثيابي بشدة إذا اشتد المطر.

I'm going to be tired if the train doesn't come in an hour.

سأشعر بالتعب إذا لم يأت القطار خلال ساعة.

*** **

Usage:

الاستخدام:

The "going to" future is used to:

تستخدم الإشارة إلى زمن المستقبل بالتعبير (going to) في الحالات التالية:

- To express the intension of doing something in future.

للتعبير عما ننوي عمله في المستقبل، مثل:

She is going to buy tickets for the concert when she goes to town.

ستشتري تذاكر الحفل الموسيقي عندما تذهب إلى المدينة.

- To express a future action or situation which is the result of something in the present.

للتعبير عن حدث سيقع في المستقبل نتيجة لشيء يحدث الآن في زمن المضارع. أو ما سيحدث في المستقبل القريب.

Look at those black clouds! It's **going to** rain.

انظر إلى تلك السحب السوداء. ستمطر غدًا.

Important Notes:

- 1- If the main verb is go we use the present continuous:

Don't say:

We are **going to go** to London.

But say:

We **are going to** London.

سوف نذهب إلى لندن.

- 2- After *If* or *When* there is no future, use the present tense.

الفعل الذي يلي كلمة *if* أو كلمة *when* في الجمل الشرطية يكون في

زمن المضارع البسيط وليس في زمن المستقبل البسيط.

We **are going to** leave when he **arrives**.

سنغادر المكان عندما يصل.

Exercise 1:

Use 'going to' in ten varied sentences of your own.

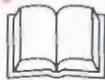
Exercise 2:

Put the verbs in brackets into the *be going to* form.

- 1- You (**miss**) your train.
- 2- The cooker (**explode**).
- 3- When you (**pay**) the bill?
- 4- She (**dye**) the old curtains blue.
- 5- We (**make**) this whisky bottle into a lamp.
- 6- What you (**do**) with this room?
- 7- I (**paint**) the walls in black and white stripes.
- 8- The umpire (**blow**) his whistle.
- 9- That man with the tomato in his hand (**throw**) it at the speaker.

- 10- That door (**slam**).
- 11- The bull (**attack**) us.
- 12- It (**rain**). Look at those clouds.
- 13- The cat (**have**) kittens.
- 14- The men in the helicopter (**try**) to rescue the man in the water.
- 15- That rider (**fall**) off.
- 16- These two men (**cycle**) across Africa.
- 17- The Mayor is standing up. He (**make**) a speech.
- 18- He (**grow**) a beard when he leaves school.
- 19- This plane (**crash**).
- 20- I (**stop**) here for a moment to get some petrol.
- 21- You (**ask**) him to help you?
- 22- I've lent you my car once. I (**not do**) it again.
- 23- I have seen the play. Now I (**read**) the book.
- 24- I (**be**) a frogman when I grow up.
- 25- I (**not sleep**) in this room. It is very hot.
- 26- We (**buy**) a metal detector and look for buried treasure.
- 27- You (**reserve**) a seat?
- 28- I (**plant**) an oak tree here.
- 29- The dog (**bury**) the bone.
- 30- I (**have**) a bath.

Learn English Grammar in
A week



Present Perfect

المضارع التام

Read the following sentences to know how to form sentences in the present perfect:

اقرأ الجمل التالية ولاحظ كيف يتكون الفعل في زمن المضارع التام:
يمكننا أن نقول التالي:

I live in Tanta.

I came here three years ago.

أنا أعيش في طنطا. جئت هنا منذ ثلاثة أعوام.

لكن من الأفضل أن نذكر ذلك في جملة واحدة هكذا:

I **have lived** in Tanta for three years.

أعيش في طنطا منذ ثلاثة أعوام.

كما يمكننا أن نقول:

Ali has a car.

Ali bought the car 6 months ago.

لكن أيضاً من الأفضل أن نذكر ذلك في جملة واحدة هكذا:

Ali **has had** a car for 6 months. علي يملك سيارة منذ ستة أشهر.

ونفس الشيء يمكن تطبيقه على المثال التالي:

They live in that village. They lived there for ages.

They **have lived** in that village for ages.

هم مقيمون بهذه القرية منذ فترة طويلة.

يتكون الفعل في هذا الزمن من (has - have) + التصريف الثالث لفعل الجملة الأصلي. ويستخدم زمن المضارع التام للتعبير عن أي من الحالات التالية:

1 - حدث وقع في الماضي وانتهى منذ فترة قصيرة.

The bell **has just rung**.

قرع الجرس تَوًّا

2 - حدث بدأ في الماضي ولا يزال مستمرًا.

I **have lived** in Giza for 3 years. عشت في الجيزة لمدة 3 سنوات.

3- حدث وقع في الماضي لكن أثره لا يزال موجودًا.

I have lost all my money. لقد فقدت كل مالي.

ويتكون السؤال في هذا الزمن كالتالي:

Have you been in Aga very long?

هل تقيم في "أجا" منذ زمن طويل؟

How long has she had a car? منذ متى وهي تملك سيارة؟

How long have they been in the village? كم أقاموا بالقرية؟

Have you ever seen a hippopotamus?

هل شاهدت فرس النهر من قبل؟

وتنفي الجمل في زمن المضارع التام بوضع كلمة not بين شطري الفعل

كالتالي:

I have not seen him since he returned from Riyadh.

لم أراه منذ أن عاد من الرياض.

أو ينفي باستخدام كلمة never (أبدًا) للدلالة على عدم حدوث الفعل مطلقًا.

مثل:

I have never traveled to America before.

أنا لم أسافر إلى أمريكا من قبل.

وتستخدم بعض الكلمات في الجملة لتشير إلى زمن المضارع التام، مثل:

just	توًّا - حاليًّا	yet	حتى الآن
ever	أبدًا	up to now	حتى الآن
since	منذ	for	لمدة

Important Note:

إذا جاءت كلمة since في جملة ومعها فعلان، فإن الفعل الرئيسي بالجملة

يكون في زمن المضارع التام والفعل الآخر (الذي يأتي بعد since) يكون

في زمن الماضي البسيط، مثل:

I haven't seen him since he was a child. لم أراه منذ أن كان طفلًا.

They have lived here since they were young children.

لقد عاشوا هنا منذ أن كانوا أطفالًا صغارًا.

أما إذا جاء فعل واحد مع *since* أو *for* فيكون في زمن المضارع التام:
I have been in this job since 1984.

أنا أعمل في هذه الوظيفة منذ عام 1984م.

We have been in a small village for seven days.

عشنا في قرية صغيرة لمدة سبع سنوات.

Exercise 1:

Correct the verbs in brackets:

- 1- He just (finish) his homework.
- 2- They (learn) English for many years.
- 3- I not (phone) him since last Friday.
- 4- Her health (improve) since she (go) to the countryside.
- 5- The gardener already (water) the flowers.
- 6- I recently (read) an important report about education.
- 7- We not yet (visit) our uncle.
- 8- The clock just (ring) ten.
- 9- She not yet (complete) her course.
- 10- I (eat) nothing since I (leave) the hospital.

Exercise 2:

Choose the right words:

- 1- We have just (arrived – arriving – arrives) from El-Fayoum.
- 2- I haven't (visit – visited – visiting) him since he (comes – came – come) back from Europe.
- 3- She (was – has been – is) in England (for – since) two yours.
- 4- I (read – reading – have read) half of this book so far.
- 5- I have (lived – live – living) in France for s year.

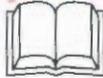
Exercise 3:



Put the verbs in brackets into the correct tense: present perfect or simple past:

- 1- I (**buy**) a new house last year, but I (**not sell**) my old house yet, so at the moment I have two houses.
- 2- When Ann (**be**) on her way to the station it (**begin**) to rain.
- 3- She (**catch**) the next train but she (**arrive**) at her office ten minutes late.
- 4- My boss (**look**) up as I (**come**) in.
- 5- At 7 a.m. Charles (**ring**) Peter and (**say**), 'I'm going fishing, Peter. Would you like to come?'
- 6- Tom (**meet**) Paul at lunch time and (**say**), I (**not see**) you at the bus stop this morning.
- 7- You (**miss**) the bus?'
'I (**not miss**) it,' (**reply**) Ali. I (**not miss**) a bus for years.
- 8- Ann (**go**) to Canada six months ago. She (**work**) in Canada for a while and then (**go**) to the United States.
- 9- Mary (**be**) in Japan for two years. She is working there.
- 10- When I (**buy**) my new house I (**ask**) for a telephone.

Learn English Grammar in
A week



Past Perfect

الماضي التام

The verb in past perfect is formed as follows:

يتكون الفعل في زمن الماضي التام كالتالي:

had + P.P. (التصريف الثالث للفعل)

There are some words that are frequently used in past perfect: وهناك كلمات قد تأتي بالجملة وتدل على زمن الماضي التام وهي:

after	بعد	before	قبل
by then	في ذلك الوقت	by that time	في ذلك الوقت

ويكون بالجملة فعلاَن ويأتي الفعل الماضي التام بعد كلمة after وقبل كلمة before. أمثلة:

She **went** out **after** she **had finished** her housework.

لقد خرجت بعد أن انتهت من أعمال المنزل.

The bus **had left** the station **before** Hany **reached** it.

انطلقت الحافلة قبل أن يصل هاني إلى المحطة.

We often make our sentences in past perfect more obvious by using a phrase like:

وعادة ما نجعل جمل الماضي التام أكثر وضوحاً باستخدام واحد من التعبيرات:

by then – by the time

وهي بمعنى: عندما – في ذلك الوقت

Example:

By the time the police **got** there, the thief **had** already **escaped**.
عندما وصلت الشرطة إلى هناك كان السارق قد هرب.

Past perfect is used to show that something happened in the past before something else:

ويستخدم الماضي التام لتوضيح أن حدثاً ما قد تم في الماضي قبل وقوع حدث آخر (في الماضي البسيط) وأمثلة ذلك:

Merriam **ate** all the sandwiches which I **had bought**.

أكلت مريم كل ما اشتريته أنا من شطائر.

They **drank** orange juice after they **had had** their meal.

شربوا عصير البرتقال بعد أن تناولوا الوجبة.

ملاحظة:

في المثال السابق الفعل **had had** مكون من كلمتين متشابهتين الأولى هي الفعل **had** الذي نستخدمه لتكوين الماضي التام أما الفعل **had** الثاني فهو التصريف الثالث لفعل الجملة الأصلي (**have**). فقد كانت الجملة هكذا:

They had their meal. Then, they drank tea.

لقد تناولوا وجبتهم. ثم بعد ذلك شربوا الشاي.

ثم استخدمنا **after** لدمج الجملتين في جملة واحدة.

The past perfect has some uses similar to those of the present perfect:

وهناك استخدامات للماضي التام تشبه استخدامات المضارع التام.

قارن المعنى في الأمثلة التالية:

Nadia **had just finished** her work when I **met** her.

عندما قابلت ناديا كانت قد انتهت تَوَّاً من عملها.

Nadia **had already finished** her work when I **met** her.

كانت ناديا انتهت تَوَّاً من عملها عندما قابلتها.

Forms of negative, question, and short answers are the same like the present perfect:

تتبع نفس الطريقة المضارع التام لصياغة جملة منفية وصياغة السؤال والإجابات القصيرة أيضاً، مثل:

Shaker **hadn't eaten** very much. لم يتناول شاكر كثيراً من الطعام.

Had you ever **seen** this woman before?

هل سبق لك أن شاهدت هذه المرأة؟

Yes, I had.

نعم سبق لي ذلك.

No, I hadn't.

لا لم يسبق لي ذلك.

Important Note:

The past perfect is also used with "as if":

يستخدم الماضي التام أيضاً مع التعبير (as if) ومعناه: "كما لو كان" كما في الأمثلة التالية:

Adel **went** into the house quickly as if he **had bought** it.

دخل عادل مسرعاً إلى المنزل كما لو كان قد اشتراه.

Suhair **narrated** the story in details as if she **had read** it.

حكى سهير القصة بالتفصيل كما لو كانت قد قرأتها.

Exercise 1:

Correct the verbs in brackets:

- 1- I (**find**) the book which I (**lose**) last month.
- 2- She (**choose**) the dress after she (**examine**) its cloth.
- 3- He (**thank**) me for what I (**do**).
- 4- She (**tell**) me that she (**visit**) America.
- 5- I (**read**) the new novel which I (**buy**) last Friday.
- 6- This morning, I (**wash**) my hands before I (**have**) my breakfast.
- 7- Yesterday, after I (**have**) a bath, I (**go**) out for a tour.
- 8- The soldier (**fight**) bravely before he (**die**).
- 9- All the pupils (**go**) out after the bell (**ring**).
- 10- After I (**study**) my lessons, I (**go**) to bed.

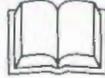
Exercise 2:

Choose the right words:

- 1- They (**go – went – had gone**) home after they (**finish – had finished – finish**) their work.
- 2- Before he (**traveled – had traveled – travels**) to England, he (**learned – had learnt – was learning**) English.

- 3- The fire (was destroying – had destroyed – destroyed) the building before the firemen (arrived – had arrived – would arrive).
- 4- She (write – wrote – had written) all her exercises before the bell (rings –rang – had rung).
- 5- The teacher (had given – gave – gives) back the books that he (corrected – had corrected – corrects).

Learn English Grammar in
A week



Adjectives and Adverbs

الصفات والأحوال

Notice how we use adjectives in the following sentences:

لاحظ كيف نستخدم الصفات في الجمل التالية :

He	is a	poor	football player.
She		tall	teacher.
		good	farmer.
		bad	tennis player.
		clever	swimmer.

Notice how we use adverbs in the following sentences:

ولاحظ أيضاً كيف نستخدم الأحوال في الجمل التالية:

Ali	plays football	badly.
Soha	teaches	well.
	swims	slowly.
	reads English	lately.
	farms the land	quickly.

Notice how we use 'so ... that' in the following sentences:

لاحظ كيف نستخدم التعبير 'so ... that' (أي: ... جداً لدرجة أن) في

الجمل التالية:

He drove **so fast that** he reached on time.

قاد سيارته بسرعة جداً لدرجة أنه وصل في الميعاد.

She was **so beautiful that** Adly wished to marry her.

إنها جميلة جداً لدرجة أن "حاتماً" تمنى أن يتزوجها.

Notice why we use 'as ... as' in the following sentences:

لاحظ لماذا نستخدم التعبير 'as ... as' في الجمل التالية:

She doesn't work **as hard as** her husband.

إنها لا تعمل بجدية كافية مثل زوجها.

He is not **as faithful as** Gaber. إنه ليس في مثل إخلاص جابر.

Important Notes:

1. Adjectives are used with nouns and come before them:

تستخدم الصفات مع الأسماء وتأتي قبلها في الجملة مثل:

a good worker عامل جيد

a careful driver سائق حريص

a tall man رجل طويل

an easy task مهمة سهلة

2. Adverbs are used after the verbs and describe them.

تأتي الأحوال بعد الأفعال وتوضح طريقة حدوثها مثل:

He works carefully. إنه يعمل بعناية.

She drives recklessly. إنها تقود السيارة برعونة.

They answered me carelessly. أجابني بإهمال.

3. Use the pattern 'so that' when you want to show the result of something :

استخدم التعبير 'so ... that' عندما تريد توضيح نتيجة شيء أو

حدث محدد، مثل :

She drove **so carelessly that** she lost her job.

كانت تقود السيارة برعونة شديدة لدرجة أنها فقدت وظيفتها.

4. Use the pattern 'as ... as' when you want to compare two people doing the same thing :

يستخدم التعبير 'as ... as' عند مقارنة شخصين يفعلان (أو فعلا)

نفس الشيء أو أنهما يتصفان بصفة محددة بنفس الدرجة:

He does the work **as hard as** his father.

إنه يعمل بجد تماماً مثل والده.

5. Most adverbs are formed by adding **-ly** to the adjectives:

غالب الأحوال تتكون بإضافة -ly إلى الصفات، مثل :

quick	quickly
careful	carefully
terrible	terribly
angry	angrily

6. Some adverbs have exactly the same form as the adjectives: بعض الأحوال لها نفس هجاء ونطق الصفات مثل:

hard - fast - early - late

This is a fast car.	هذه سيارة سريعة.	(صفة)
He drives fast .	إنه يقود السيارة بسرعة.	(حال)
The late student had no excuse.	الطالب المتأخر لا عذر له.	(صفة)
She came late .	لقد حضرت متأخرة.	(حال)



Exercise 1:

Fill in the spaces:

- 1- That player is good in playing tennis.
- 2- The short player is bad. He is playing
- 3- Reem plays the piano very She is a musician.
- 4- The film was so ... that we walked out in the middle.
- 5- Ramzy builds houses but

Exercise 2 :

Use 'as as', follow the example :

Example:

She works hard. Her mother worked hard too.

She works **as hard as** her mother did.

إنها تعمل بجدية تماماً مثلما كانت والدتها.

- 1- Ali types well.
Ameer typed well too.
- 2- You speak English fluently.
Your teacher spoke English fluently too.
- 3- Jasmine writes in English very well.
Her uncle wrote in English very well too.
- 4- She talks loudly.
The other engineer talked loudly too.
- 5- He drives carelessly.
His mother drove carelessly too.

Learn English Grammar in
A week



Gerund اسم الفاعل

The gerund is used in English after verbs like:

يستخدم اسم الفاعل في الإنجليزية بعد بعض الأفعال، مثل:

mind	يهتم	hate	يكره
give up	يقطع عن - يتوقف عن	stop	يتوقف
enjoy	يستمتع	keep (on)	يستمر (في) ..
avoid	يتجنب	intend	ينوي
prefer	يفضل	like	يحب
need	يحتاج	want	يريد

ويستخدم اسم الفاعل كما هو موضح في الأمثلة الآتية:

Would you **mind helping** me? هل يمكنك مساعدتي؟

She **hates washing** dishes. إنها تكره غسل الصحون.

Tamer **doesn't like being** a soldier. توم لا يحب أن يكون جنديًا.

Mohamed has had to **give up skating**. محمد مضطر للامتناع عن ممارسة التزلج.

Stop waving that flag, please.. توقف عن التلويح بهذا العلم من فضلك.

My mother **keeps warning** me against thieves. أمي مستمرة في تحذيري من اللصوص.

Hadi tries to **avoid making** errors. هادي يحاول تجنب الأخطاء.

That jacket **needs mending**. هذه السترة تحتاج لخياطة.

لاحظ كيف يمكن تكوين الأسئلة:

Would you		waiting for me	
Would they	mind (not)	coming back later	
Would she		having a new car	?
Would he		watching TV. with me	

وهذه صيغة أخرى للتعبير عن نفس الحالة:

I wonder if	you'd they'd she'd he'd	mind	helping me opening the door playing with us coming in	?
-------------	----------------------------------	------	--	---

وهناك استخدامات أخرى لاسم الفاعل، مثل:

1- تستخدم كفاعل في الجملة. مثل:

Smoking cigarettes is very harmful. تدخين السجائر ضار جداً.

2- وتأتي أيضاً بعد بعض الكلمات مثل: after - on - without

He posted the letter after writing it. أرسل الرسالة بعد أن كتبها.

On seeing his father, the boy ran away.

ركض الولد بعيداً عندما رأى والده.

He cut some loaves of bread without using a knife.

قطع بعض الأرغفة دون أن يستخدم السكين.

Important Note:

The form: 'I wonder' is used when we want someone to do something, and we want to be very polite.

نستخدم التعبير: "أنا أتساءل لو... .." "I wonder"

عندما نريد أن نطلب من شخص أن يفعل شيئاً بطريقة مهذبة جداً. مثل:

I wonder if you'd mind opening the door?

لا أدري ما إذا كان بإمكانك أن تفتح الباب؟

Exercise 1:

Complete the following sentences:

- 1- I wonder if you would mind
- 2- Will you please stop
- 3- Shall I stop
- 4- You really ought to give up
- 5- I hate
- 6- We don't mind
- 7- Do you really enjoy
- 8- Do you like

9- Why don't you stop

10- I've just given up

Exercise 2:

Give advice to the following people. Follow the example:

Example: You'd better give up **teasing** others.

You'd better stop **smoking**.

- 1- A student who has an exam next month but he goes out every evening
- 2- A young girl who always drives very fast
- 3- A light sleeper who always drinks coffee before he goes to bed
- 4- A woman who is putting on weight
- 5- A friend who spends all his money

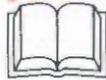
Exercise 3:

Put the verbs in brackets into the gerund:

- 1- He gave up (**gamble**).
- 2- Try to avoid (**make**) him angry.
- 3- Stop (**argue**) and start (**work**).
- 4- The children prefer (**watch**) TV to (**read**).
- 5- I am against (**make**) any complaints.
- 6- It's no use (**cry**) over spilt milk.
- 7- I suggest (**hold**) another meeting next week.
- 8- He finished (**speak**) and sat down.
- 9- He was fined for (**drive**) without lights.
- 10- It is difficult to get used to (**eat**) with chopsticks.
- 11- If you can't turn the key try (**put**) some oil in the lock.
- 12- He lost no time in (**get**) down to work.
- 13- You can't make an omelette without (**break**) eggs.
- 14- We are looking forward to (**read**) your new book.
- 15- They escaped by (**slide**) down ropes made of blankets.
- 16- They don't allow (**smoke**) in here.
- 17- He is thinking of (**leave**) his job and (**go**) to America.

- 18- After (read) this article you will give up (**smoke**).
- 19- If you put your money into that business you risk (**lose**) every penny.
- 20- Imagine (**live**) with someone who never stops (**talk**).
- 21- Is there anything here worth (**buy**)?
- 22- He was accused of (**leak**) classified information to the press.
- 23- You'd better consult your lawyer before (**decide**) to buy the property.
- 24- I don't enjoy (**go**) to the dentist.
- 25- Would you mind (**put**) your pet snake somewhere else?

Learn English Grammar in
A week



Negation

النفى

تستخدم إحدى الطرق التالية لتحويل الجمل الإنجليزية إلى صيغة **النفى**:

1- إذا كانت الجملة تحتوي على فعل مساعد نضع كلمة **not** بعده لتصبح الجملة منفية، والأفعال المساعدة هي:

shall – should – will – would – can – could – may – might
must – ought to

to be – to have

بالإضافة إلى أفعال أخرى وهي:

Examples:

She will help me.

She **will not** help me.

They could do the exercise.

They **couldn't** do the exercise.

I have done all the work.

I **haven't** done all the work.

لاحظ أيضاً في الأمثلة السابقة كيف يمكننا استخدام اختصار كلمة **not**.

2- تستخدم (**do not – does not**) لنفي الفعل المضارع وتستخدم (**did not**) لنفي الفعل الماضي، على أن يعود الفعل الأصلي إلى صيغة المصدر بدون **to** مثل:

We work hard.

We **don't** work hard.

He likes bananas.

He **does not** like bananas.

They bought a new car.

They **did not** buy a new car.

3- إذا كانت الجملة تحتوي على كلمة **some** تحول إلى **any** مع نفي الفعل بالطريقة المناسبة كما سبق شرحه أو تحول إلى **no** ويترك الفعل في صيغة الإثبات. مثل:

He made some mistakes.

He **did not make** any mistakes.

He **made no** mistakes.

إنه لم يقع في أي أخطاء.

Hamed met someone in the street. قابل حامد شخصاً في الشارع.

Hamed **did not meet anyone** in the street.

لم يقابل حامد أي شخص في الشارع.

Hamed **met nobody** in the street.
I found my pen somewhere.

I **did not find** my pen **anywhere**.

I **found** my pen **nowhere**. لم أجد قلمي في أي مكان.
4- إذا كانت الجملة تحتوي على أي من الكلمات التالية (sometimes-)
(always) نحول أي من هذه الكلمات إلى (never) ونترك الفعل كما هو
في صيغة الإثبات:

He always buys nice shirts.

He **never buys** nice shirts. هو لا يشتري قمصاناً جميلة أبداً.

We sometimes watch movies.

We **never watch** movies. نحن لا نشاهد الأفلام أبداً.

5- إذا كانت الجملة تحتوي على "either ... or" أو "both ... and"
فنستخدم بدلاً منهما "neither ... nor" بمعنى (لا ... ولا ...) ونترك
الفعل كما هو في صيغة الإثبات، مثل:

Both Hany and Mahmoud are very old.

هاني ومحمود كلاهما كبير في السن.

Neither Hany nor Mahmoud is very old.

لا هاني ولا محمود كبير جداً في السن.

He is **either** a teacher **or** an engineer.

He is **neither** a doctor **nor** an engineer.

هو لا يعمل طبيباً ولا مهندساً.

6- إذا كانت الجملة تحتوي على كلمة "used to" (ومعناها: اعتاد أن ...)
نضع كلمة "not" بعد كلمة "used" هكذا:

She used to work hard.

She **used not to** work hard. هي لم تعتد على العمل الجاد.

She used to come on time.

She **used not to** come on time.

لم تتعود على الحضور في الوقت المحدد.

They **used to study** at night.

They **used not to study** at night. لم يتعودوا على الاستذكار ليلاً.

7- إذا كانت الجملة تحتوي على كلمة "also" أو كلمة "too" نحولها إلى "either" مع نفي الفعل الموجود بالجملة مثل:

He has a book also. معه كتاب أيضاً.

He has not a book either. ليس معه كتاب أيضاً.

They study French too. إنهم يدرسون الفرنسية أيضاً.

They don't study French either. إنهم لا يدرسون الفرنسية أيضاً.

8- إذا جاءت كلمة (so) بالجملة نحولها إلى (neither) مع نفي الفعل، مثل:
Shereen had a new car and so did I.

شيرين لديها سيارة جديدة وأنا أيضاً.

Shereen did not have a new car and neither did I.

شيرين لا تملك سيارة جديدة ولا أنا أيضاً.

9- تنفي الكلمات all أو each أو every (معناها: كل) بوضع كلمة not قبلها. مثل:

Every boy was gifted. Not every boy was gifted.

All people are satisfied. Not all people are satisfied.

Important Notes:

- الفعل المستخدم مع (neither ... nor) يتبع الفاعل القريب منه، مثل:

Neither the doctors nor Adly is here.

لا يوجد هنا لا الأطباء ولا عدلي.

لاحظ أننا استخدمنا الفعل is في الجملة ليناسب الفاعل القريب منه وهو Adly ولم نستخدم الفعل are الذي يناسب الفاعل الآخر وهو doctors.

Neither my father nor my relatives are farmers.

لا أبي ولا أقاربي من الفلاحين.

لاحظ أننا استخدمنا الفعل are في الجملة ليناسب الفاعل القريب منه (relatives) ولم نستخدم الفعل is الذي يناسب الفاعل الآخر (my father).

- إذا جاءت كلمة (some) كجزء من الفاعل في بداية الجملة نحولها إلى (no) ونترك الفعل في صيغة الإثبات. مثل:

Some workers are still in the factory.

No workers are in the factory. لا يوجد أي عمال بالمصنع.

Exercise 1:

Change into negative:

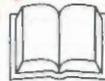
- 1- I sometimes visit my aunt.
- 2- All students were at the institute.
- 3- Both Samy and Adel are ill.
- 4- She read a book and so did I.
- 5- We used to get up early.
- 6- He can make coffee.
- 7- They had won the match.
- 8- The doctor examined each patient.
- 9- I went to the cinema and saw the film.
- 10- Every officer was offered a medal.

Exercise 2:

Choose the right words:

- 1- I (did not – does not – do not) like macaroni.
- 2- He (used not to – did not use – uses) visit me.
- 3- She (does not – do not – don't) study hard.
- 4- Neither Ali Nor Kadry (were – was – was not) there.
- 5- They did not (make – made – makes) any mistakes.
- 6- Noha (do not – did not – don't) obey her father.
- 7- (Anyone – No one) was saved.
- 8- Ahmed has not read (some – any – or) stories.
- 9- He knows (nothing – anything – no things) about me.
- 10- Bahaa read (no – any – not any) letters yesterday.

Learn English Grammar in
A week



Conditional Sentences

الجملة الشرطية

Read the following sentences:

She **will get** very wet **if** she **falls** into the water.

ستبتل ثيابها إذا سقطت في الماء.

He **will be** very happy **if** this problem **is** over.

سيكون سعيداً جداً إذا انتهت هذه المشكلة.

She **will turn** the lights off **when** we **leave**.

إنها ستطفئ الأنوار عندما يغادر المكان.

When the result is not certain in a conditional sentence, we use "if" as in the first example and when it is certain we use "when" as in the third example.

عندما لا نكون متأكدين من حدوث جملة جواب الشرط فإننا نستخدم أداة الشرط **if** (ومعناها: إذا) كما في المثال الأول، وعندما نكون متأكدين من حدوث جملة جواب الشرط نستخدم **when** بمعنى (عندما) كما هو موضح بالمثال الثالث.

اقرأ أيضاً الأمثلة التالية وكلها أسئلة ذات صيغ شرطية:

Will you give me a good salary **if I work** in your office?

هل ستعطيني مرتباً جيداً إذا عملت بمكتبك؟

Will you come when I ask you? هل ستأتي عندما أطلب منك ذلك؟

Will you wait if I tell you? هل ستنتظر إذا أخبرتك بذلك؟

"If" can come at the beginning or the middle of a sentence. Notice that we use a comma in the sentence only when "if" comes at the beginning of the sentence.

من الممكن أن تأتي أداة الشرط **if** في أول الجملة أو في وسطها. ونحن نستخدم الفاصلة (**comma**) في الجملة عندما تكون **if** في أول الجملة فقط.
أمثلة:

Three buildings **were destroyed**. دمرت ثلاثة مبان.

3- عندما يكون الفاعل معروفاً ولا داع لذكره:

He **was arrested** last night. قبض عليه ليلة أمس.

A new law **was issued**. صدر قانون جديد.

وتتحول الجملة من المبني للمعلوم Active إلى المبني للمجهول Passive بالطريقة التالية:

1- نجعل المفعول به فاعلاً ونضعه في أول الجملة.

2- نستخدم فعل to be المناسب لزمان الجملة حسبما هو موضح فيما يلي:

Present simple	am – is – are	} + P.P.
Past simple	was – were	
Future simple	(will – shall) be	
Present continuous	(am – is – are) being	
Past continuous	(was – were) being	
Present perfect	(has – have) been	
Past perfect	had been	

3- ثم نضع التصريف الثالث من الفعل الأساسي الموجود بالجملة.

لاحظ كيف يتم تحويل الجمل من المبني للمعلوم إلى المبني للمجهول في الأزمنة المختلفة كما هو موضح في الأمثلة التالية:

Examples:

- He teaches mathematics. (Present simple)
Mathematics **is taught**.
- He explained this lesson yesterday. (Past simple)
This lesson **was explained** yesterday.
- She'll buy a new car. (Future simple)
A new car **will be bought**.
- She is cooking a meal now. (Present continuous)
A meal **is being cooked** now.
- Nahla was washing some dishes. (Past continuous)
Some dishes **were being washed**.

- 10- If it (freeze) tonight the roads (be) very slippery tomorrow.
- 11- That book is overdue. If you (not take) it back to the library tomorrow you (have) to pay a fine.
- 12- If a driver (brake) suddenly on a wet road he (skid).
- 13- If you (like) I (get) you a job in this company.
- 14- If Jack (refuse) to help we (have) to manage without him.
- 15- The police will test the knife for fingerprints. If your fingerprints (be) on it, you (be) charged with murder.

Exercise 2:

Complete the following sentences:

- 1- If you neglect your work
- 2- She will lose marks if
- 3- They will be put in prison if
- 4- If she apologized, I should
- 5- If she spoke again
- 6- He will be drowned if you
- 7- They will be punished if
- 8- If he is not so careful,
- 9- If I had enough money, I
- 10- If you study your lessons, you

Exercise 3:

Put the verbs in brackets into the correct tenses.

- 1- If I (see) him, I (give) him a lift.
- 2- The table (collapse) if you (stand) on it.
- 3- If he (eat) all that, he (be) ill.
- 4- If I (find) your passport, I (telephone) you at once.

- 5- The police (**arrest**) him if they (**catch**) him.
- 6- If he (**read**) in bad light, he (**ruin**) his eyes.
- 7- Someone (**steal**) your car if you (**leave**) it unlocked.
- 8- What (**happen**) if my parachute (**not open**)?
- 9- If he (**wash**) my car, I (**give**) him 10 pounds.
- 10- If she (**need**) a radio, she (**borrow**) mine.
- 11- If you (**not go**) away, I (**send**) for the police.
- 12- I (**be**) very angry if he (**make**) any more mistakes.
- 13- If he (**be**) late, we (**go**) without him.
- 14- She (**be**) absolutely furious if she (**hear**) about this.
- 15- If you (**put**) on the kettle, I (**make**) the tea.
- 16- If you (**give**) my dog a bone, he (**bury**) it at once.
- 17- If we (**leave**) the car here, it (**not be**) in anybody's way.
- 18- He (**be**) late for the train if he (**not start**) at once.
- 19- If you (**come**) late, they (**not let**) you in.
- 20- If he (**go**) on telling lies, nobody (**believe**) a word he says.

Learn English Grammar in
A week



Reported Speech

الكلام غير المباشر

الكلام المباشر هو الكلام الذي نذكره كما صدر عن صاحبه، وفي هذه الحالة نضع نص الحديث بين علامات تنصيص، أما الكلام غير المباشر فهو كلام ننقله عن صاحبه باستخدام كلماتنا نحن مثل:

قال: "أنا مشغول جداً." (مباشر) He said, 'I'm so busy.'

قال إنه كان مشغولاً جداً. (غير مباشر) He said that he was so busy.

Notice how we use the verbs *say* and *tell* in the following sentences:

لاحظ كيف نستخدم الكلمات said (بمعنى: قال) و tell (بمعنى أخبر) عندما ننقل حديثاً عن الآخرين في الجمل التالية:

Nada says, 'I've lost my pen.'

Nada says, 'I lost my pen.'

تقول ندى: "فقدت قلمي."

Nada says she had lost her pen. تقول ندى إنها فقدت قلمها.

Mostafa said, 'This is a good restaurant'.

قال مصطفى: "هذا مطعم جيد."

Mostafa said that was a good restaurant.

قال مصطفى إن المطعم كان جيداً.

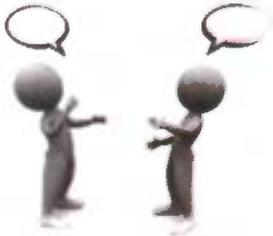
من الأمثلة السابقة يتضح أنه لتحويل الكلام

المباشر إلى كلام غير مباشر (منقول عن صاحبه)

يجب عمل ما يلي:

1- نحذف علامات التنصيص وغيرها من

علامات الترقيم عدا النقطة في آخر الجملة.



If Ahly scores again, Zamalek fans will be very unhappy.

إذا أحرز الأهلي هدفاً آخر سيحزن مشجعو الزمالك بشدة.

Zamalek fans will be very unhappy if Ahly scores again.

سوف يحزن مشجعو الزمالك بشدة إذا أحرز الأهلي هدفاً آخر.

وتكوين الفعلين بالجملة الشرطية في هذه الحالة البسيطة يكون كالتالي:

If + → present simple + → future simple

Future simple + → if + → present simple

Important Note:

Conditional sentences can be also used in the past:

من الممكن استخدام الجمل الشرطية أيضاً مع الزمن الماضي، مثل:

If it rained I should stay at home. لو أمطرت الدنيا لبقيت بالمنزل.

If she came they would welcome her.

إذا جاءت كانوا سيرحبون بها.

ويتكون الفعل كالتالي:

If + past simple + should + verb
would

Exercise 1:

Put the verbs in brackets into the correct form.

- 1- I'll look for your notebook and if I (find) it I (give) you a ring.
- 2- If you (smoke) in a non-smoking compartment the other passengers (object).
- 3- If he (win) he (get) £1,000.
- 4- If he (want) more money he (have) to do more work.
- 5- If you (finish) with your dictionary I (borrow) it.
- 6- The lift wasn't working when I was here last week. If it still (not work) we (have) to use the stairs.
- 7- I (not wake) up if the alarm clock (go) off.
- 8- If you (want) some ice I (get) some from the fridge.
- 9- If he (leave) now he (be) sorry afterwards.

- I have eaten three apples. (Present perfect)
Three apples **have been eaten**.
- They had destroyed the old house. (Past perfect)
The old house **had been destroyed**.

Important Note:

In the passive negative sentences we use (am – is – are was – were + not) instead of (does not – do not – did not):

في حالة الجمل المنفية نستخدم:

am – is – are – was – were + not

وذلك بدلاً من:

does not – do not – did not

Examples:

They **did not write** the lesson.

The lesson **was not written**.

Exercise 1:

Change into passive:

- 1- I'll tell the truth.
- 2- We had won the match.
- 3- The guide will show us the road to the pyramids.
- 4- She has to pay the traffic fine.
- 5- My brother ate the food.
- 6- Wafaa cooked a big meal yesterday.
- 7- They gave a present to the teacher.
- 8- The cat drinks the milk.
- 9- My aunt gave me a gold ring.
- 10- She did not lock the door.

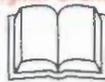
Exercise 2:

Change into passive:

- 1- Somebody had cleaned my shoes.
- 2- We use this room only on special occasions.
- 3- You must not hammer nails into the walls without permission.

- 4- In some districts farmers use pigs to find truffles.
- 5- Someone switched on a light and opened the door.
- 6- Somebody had slashed the picture with a knife.
- 7- They are pulling down the old theatre.
- 8- Why didn't they mend the roof before it fell in?
- 9- The mob broke all the shop windows in recent riots.
- 10- The librarian said that they were starting a new system.
- 11- The police asked each of us about his movements on the night of the crime.
- 12- Someone will serve refreshments.
- 13- People must not leave bicycles in the hall.
- 14- Members may keep books for three weeks.
- 15- The burglars had cut an enormous hole in the steel door.

Learn English Grammar in
A week



Passive Voice

المبني للمجهول

Read the following sentences and try to guess how we can put sentences in the passive voice:

اقرأ الجمل التالية وحاول أن تعرف كيف نجعل الجمل مبنية للمجهول:

The burglary **was discovered** in the morning

اكتشفت السرقة في الصباح.

A letter **has been written**.

لقد كتبت رسالة.

The food **was cooked**.

طبخ الطعام.

The camp **was destroyed**.

لقد دُمر المعسكر.

This book **must be read**.

لابد من قراءة هذا الكتاب.

The chair **has been mended**.

تم إصلاح الكرسي.

Some damage **was done**.

حدثت بعض التلفيات.

It **hasn't been done** yet.

لم يتم العمل حتى الآن.

The house **has been painted**.

تم طلاء البيت.

His office **was broken** into this morning

لقد تم اقتحام مكتبه صباح اليوم.

We use the passive when we don't know (or we don't want to say) who did something.

نستخدم المبني للمجهول عندما لا نكون على علم بمن قام بالفعل (أو لا نريد ذكره بالجملة).

ويمكن تلخيص حالات استخدام المبني للمجهول فيما يلي:

1- عندما يكون اهتمامنا منصباً على حدث وليس على فاعل لا أهمية له:

Seven children were killed under the building.

قُتل سبعة أطفال تحت المبنى.

An amount of money **was stolen**.

سُرق مبلغ من المال.

2- عندما لا نعرف من هو الفاعل:

My mobile phone **was stolen**.

سُرق هاتفي المحمول.

- Is Pierre from France? هل بيير فرنسي؟
- 6- They are playing football. إنهم يلعبون كرة القدم.
They aren't playing football.
Are they playing football?
- 7- Nagy and his sister are from Aswan. ناجي وأخته من مدينة أسوان.
Nagy and his sister aren't from Aswan.
Are Nagy and his sister from Aswan?
- 8- He is a famous actor. إنه ممثل مشهور.
He isn't a famous actor.
Is he a famous actor?
- 9- I'm a teacher. أنا مدرس.
I'm not a teacher.
Am I a teacher?
- 10- We're Sudanese. نحن سودانيون.
We aren't Sudanese.
Are we Sudanese?

Exercise 4:

- 6- Are you French? هل أنت فرنسي؟
- 7- Is Reda a student? هل رضا طالبة؟
- 8- Mr. and Mrs. Taha are in the garden. السيد طه وزوجته في الحديقة.
- 9- They're not nurses. إنهن لسن ممرضات.
- 10- Ragab is from Aswan. رجب من مدينة أسوان.

Unit 2 Exercise 1:

- | | |
|--------------------|-------------------|
| 1- Yes, they are. | 6- No, she isn't. |
| 2- No, you aren't. | 7- Yes, it is. |
| 3- Yes, it is. | 8- Yes, they are. |
| 4- Yes, he is. | 9- No, it isn't. |
| 5- Yes, they are. | 10- Yes, we are. |

Exercise 2:

- | | | | | |
|-------|---------|----------|---------|--------|
| 1- my | 2- her | 3- their | 4- your | 5- our |
| 6- my | 7- your | 8- her | 9- our | 10- my |

Exercise 3:

- | | |
|------------------|-----------------------|
| 1- he – he – his | 6- it – she |
| 2- your – my | 7- her – they - their |
| 3- his – they | 8- your |
| 4- he – his | 9- She |

Examples:

قال علي: "سأشتري حذاء جديدًا."
Ali said, 'I'll buy new shoes.'

قال علي إنه سوف يشتري حذاء جديد. (غير مباشر)
Mahmoud said to Ali, 'I can do it later.'

قال محمود لعللي: "يمكنني أن أفعل ذلك فيما بعد." (مباشر)
Mahmoud told Ali that he could do it later.

قال محمود لعللي إنه يمكنه أن يفعل ذلك فيما بعد. (غير مباشر)
ملاحظة هامة:



إذا كان فعل الجملة الرئيسية (فعل القول) في المضارع أو المستقبل فلا نغير الزمن في أفعال الجملة التابعة ولا نغير ظروف الزمان والمكان مثل:

- She **says**, "I'll travel to London tomorrow."
She **says that** she will travel to London tomorrow.
- She **will say**, "I traveled to London yesterday."
She **will say that** she traveled to London yesterday.

Exercise 1:

Change into indirect:

- 1- He said, "I have no money with me now."
- 2- The guide said to the traveler, "we have lost our way."
- 3- He said to his mother, "I got good marks."
- 4- The man said, "I'm guilty."
- 5- The woman said, "The train to Alexandria will be late today."
- 6- The young girl said, "I'm so fond of tennis."
- 7- They say, "We can't come tomorrow."
- 8- She said to me, "I'm watching TV now."
- 9- She says, "I don't want to play with Rania."
- 10- Shereen said, "I hated this program."

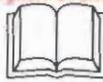
Exercise 2:



Choose the right words:

- 1- I (said – told – telling) him that he had done a mistake.
- 2- He told us that he (is – was – were) doing his best to succeed (this – that- these) year.
- 3- The teacher said that many students (were – are – is) absent (today – that day – tomorrow).
- 4- She said that a thief (stole – had stolen – steals) her money (the night before – last night – last).
- 5- They said that they had to see their friend because he (is – was – were) ill.

Learn English Grammar in
A week



- 3- Is he a happy child? هل هو طفل سعيد؟
 4- A sandwich is on the plate. توجد شطيرة على الطبق.
 5- Is it an expensive hotel? هل هو فندق غال؟

Exercise 4:

- 1- They are famous actresses. إنهن ممثلات مشهورات.
 2- I don't like potatoes. لا أحب البطاطس.
 3- Wolves live in farms. تعيش الذئاب في المزارع.
 4- There are five universities in my city. توجد خمس جامعات في مدينتي.
 5- I have some pain in my feet. عندي بعض الآلام في قدمي.

Unit 5

Exercise 1:

- 1- These black jackets are expensive. هذه السترات السوداء غالية.
 2- Where are those pens? أين هي تلك الأقلام؟
 3- These houses aren't big. هذه البيوت ليست كبيرة.
 4- Those men are strange. هؤلاء الرجال أغراب.
 5- Are these books interesting? هل هذه كتب مثوقة؟
 6- Those girls are silly. هؤلاء الفتيات حمقوات.
 7- Are those my books? هل تلك هي كتيبي؟
 8- These cups are dirty. هذه الأكواب قذرة.
 9- Are those her dogs? هل هؤلاء كلابها؟
 10- Are these CDs good? هل هذه الأقراص المدمجة جيدة؟

Exercise 2:

- 1- Are these your shirts? – Yes, they are. هل هذه قمصانك؟ نعم، إنها كذلك.
 2- Is this scooter fast? – No, it isn't. هل هذا الاسكوتر سريع؟ لا، ليس سريعاً.
 3- Is this your mobile phone? – No, it isn't. هل هذا هاتفك المحمول؟ لا، ليس كذلك.
 4- Are these sandwiches good? – Yes, they are. هل هذه الشطائر جيدة؟ نعم، إنها كذلك.
 5- Is this video-game interesting? – No, it isn't. هل هذه اللعبة المصورة ممتعة؟ لا، ليس كذلك.
 6- Are these your keys? – Yes, they are. هل هذه مفاتيحك؟ نعم، إنها مفاتيحي.
 7- Is this your hamburger? – No, It isn't. هل هذا الهامبورجر لك؟ لا، ليس كذلك.
 8- Are these pens colored? – No, they aren't. هل هذه الأقلام ملونة؟ لا، ليست كذلك.

2- نحول الفعل الدال على القول كالتالي:

said to → told

3- نحول زمن جملة القول إلى الزمن الأقدم منه حسب الجدول رقم 1.

4- نغير الضمائر حسب المعنى. (في المثال الأخير تحولت كلمة my إلى her)

5- نغير الظروف وأسماء الإشارة حسب الجدول 2.

6- يمكن استخدام that للربط بين شقي الجملة غير المباشرة.

جدول رقم 1

تغيير زمن الجملة عند التحويل إلى غير المباشر

Direct	مباشر		Indirect	غير مباشر
present simple		→	Past simple	
past simple		→	Past perfect	
present continuous		→	past continuous	
present perfect		→	past perfect	

جدول رقم 2

بعض الظروف وأسماء الإشارة

Direct		Indirect	Direct		Indirect
this	→	that	now	→	then
these	→	those	today	→	that day
here	→	there	tonight	→	that night
yesterday	→	the day before	next	→	following
tomorrow	→	the next day	last	→	before
			thus	→	so

Important Note:

Remember that the following verbs are changed also in the indirect speech:

لاحظ أن الأفعال التالية تتغير أيضاً في الجمل غير المباشرة كما هو موضح:

can → could

will → would

may → might

Exercise 4:

- 1- Is his car new? - No, it isn't. هل سيارته جديدة؟ - لا، ليست جديدة.
- 2- Is it your birthday? - Yes, it is. هل اليوم يوم ميلادك؟ - نعم، إنه يوم ميلادي.
- 3- Is it sunny today? - No, it isn't. هل الجو مشمس اليوم؟ - لا، ليس مشمسًا.
- 4- Are we late for school? - Yes, we are. هل تأخرنا على موعد المدرسة؟ - نعم تأخرنا.
- 5- Are your books in your bag? - No, they aren't. هل كتبك في الحقيبة؟ - لا، ليسوا في الحقيبة.
- 6- Is your hair long? - No, it isn't. هل شعرك طويل؟ - لا، ليس طويلًا.
- 7- Is this exercise difficult? - No, it isn't. هل هذا التمرين صعب؟ - لا، ليس صعبًا.
- 8- Is her house in the town center? - No, it isn't. هل بيتها في وسط المدينة؟ - لا، ليس في وسط المدينة.
- 9- Is your brother at school? - Yes, he is. هل أخوك في المدرسة؟ - نعم، إنه في المدرسة.
- 10- Are Ahmed and Samy friendly? - Yes, they are. هل أحمد وسامي ودودان؟ - نعم إنهما ودودان.

Exercise 5

- 6- She **is not** at school. إنها ليست في المدرسة.
- 7- Tamer is a doctor and **his** sister is a nurse. تامر طبيب وأخته ممرضة.
- 8- We are Egyptian and **our** house is in Benha. نحن مصريون، بيتنا في بنها.
- 9- Are **your** books on the desk? هل كتبك على المكتب؟
- 10- She **is** in school.

Unit 3**Exercise 1:**

- 1- Where 2- How 3- When 4- How 5- Why
6- How 7- What 8- Who 9- How many 10- What

Exercise 2:

- 1- a 2- b 3- a 4- a 5- a
6- b 7- b 8- a 9- a 10- b

Exercise 3:

- 1- What time is it? كم الساعة الآن؟
- 2- Who is this old man?

- 3- Where is your mobile phone? You lost it! أين هاتفك المحمول هل فقدته؟
- 4- When will the meeting begin? متى يبدأ الاجتماع؟
- 5- Why are you here now? لماذا أنت هنا الآن؟
- 6- How is your mother now? كيف حال أمك الآن؟
- 7- How far is the public clinic? كم يبعد المستشفى العام؟
- 8- How old is your grandmother? كم عمر جدتك؟
- 9- How high is this building? كم يبلغ ارتفاع هذا المبنى؟
- 10- How many students are in class? كم عدد الطلاب في الفصل؟

Exercise 4:

- 6- How many 2- How old 3- How high
- 4- How long 5- How much

Unit 4 Exercise 1:

- 1- They are top models. إنهم خير مثل.
- 2- Parties are very enjoyable. الحفلات ممتعة جدًا.
- 3- Elephants are big animals. الأفيال حيوانات ضخمة.
- 4- They are young men. إنهم شباب.
- 5- They are small grey mice. إنهم فئران رمادية صغيرة.
- 6- They are interesting cities. إنها مدن ممتعة.
- 7- They are happy children. إنهم أطفال سعداء.
- 8- These are dirty glasses. هذه أكواب متسخة.
- 9- Their dresses are pretty. فساتينهن جميلة.
- 10- They are ugly people. إنهم قبيحين.

Exercise 2:

- | | | |
|-------------|-----------|-----------------|
| 1- knife | knives | سكين - سكاكين |
| 2- leaf | leaves | ورقة - أوراق |
| 3- exercise | exercises | تدريب - تدريبات |
| 4- man | men | رجل - رجال |
| 5- watch | watches | ساعة - ساعات |
| 6- woman | women | امرأة - نساء |
| 7- mouse | mice | فأر - فئران |
| 8- book | books | كتاب - كتب |
| 9- louse | lice | قملة - قمل |
| 10- cat | cats | قطعة - قطط |

Exercise 3:

- 1- Is it a sharp knife? هل هذا السكين حاد؟
- 2- He is not a nice person. إنه شخص غير لطيف.

Answer key

Unit 1 Exercise 1:

- | | | | | |
|-------|---------|--------|---------|---------|
| 1- He | 2- They | 3- We | 4- You | 5- They |
| 6- It | 7- They | 8- She | 9- They | 10- She |

Exercise 2:

- | | | |
|-----|--|-------------------------------------|
| 1- | He's from Libya. | إنه من ليبيا. |
| 2- | They're Egyptian. | هم مصريون. |
| 3- | Is John French? | هل جون فرنسي؟ |
| 4- | Mr. and Mrs. James are American. | السيد والسيدة جيمس أمريكيان. |
| 5- | Nader is from Kuwait. | نادر من الكويت. |
| 6- | Naglaa and her brother aren't at school today. | نجلاء وأخوها ليسا في المدرسة اليوم. |
| 7- | My mother and I are from Alexandria. | أنا وأمي من مدينة الإسكندرية. |
| 8- | They are late. | لقد تأخروا. |
| 9- | My ipad is not old. | جهاز آي باد الخاص بي ليس قديماً. |
| 10- | It is nine o'clock. | الساعة الآن التاسعة. |

Exercise 3:

- | | | |
|----|---|-------------------------------|
| 1- | Soha and her sister Sahar are Egyptian. | سها وأختها سحر مصريتان. |
| | Soha and her sister Sahar aren't Egyptian. | سها وأختها سحر ليستا مصريتين. |
| | Are Soha and her sister Sahar Egyptian? | هل سها وأختها سحر مصريتان؟ |
| 2- | The two cats are in the garden. | القطتان في الحديقة. |
| | The two cats aren't in the garden. | القطتان ليستا في الحديقة. |
| | Are the two cats in the garden? | هل القطتان في الحديقة؟ |
| 3- | Kim is Korean. | كيم كوري. |
| | Kim isn't Korean. | كيم ليس كورياً. |
| | Is Kim Korean? | هل كيم كوري؟ |
| 4- | The young child is in his room. | الطفل الصغير في غرفته. |
| | The young child isn't in his room. | الطفل الصغير ليس في غرفته. |
| | Is the young child in his room? | هل الطفل الصغير في غرفته؟ |
| 5- | Pierre is from France. | بيير من فرنسا. |
| | Pierre isn't from France. | بيير ليس فرنسياً. |

Unit 10 Exercise 1:

- | | | | |
|---------------|----------|--------|--------|
| 1- some – any | 2- some | 3- any | 4- any |
| 5- any | 6- any | 7- any | 8- any |
| 9- any | 10- some | | |

Exercise 2:

- 1- There are **some** oranges and apples on the table.
- 2- I've got **some** good friends.
- 3- Have you got **any** brothers or sisters?
- 4- He's got **some** boxes in his hand.
- 5- Are there **any** postcards for me?
- 6- She's got **some** interesting books.
- 7- We've got **some** good teachers.
- 8- She hasn't got **some** dictionaries.
- 9- There aren't **any** swimming pools in this area.
- 10- There're **some** good films on TV tonight.

Exercise 3:

- | | | | | |
|--------|--------|--------|--------|--------|
| 1- no | 2- any | 3- no | 4- any | 5- no |
| 6- any | 7- any | 8- any | 9- no | 10- no |

Exercise 4:

- 1- Are there any elephants in that zoo? No, there aren't any.
- 2- Are there any apples in the basket? No, there aren't any.
- 3- Are there any sandwiches for me? Yes, there are some.
- 4- Are there any shoes under your bed? No, there aren't any.
- 5- Are there any cows on that farm? Yes, there are some.
- 6- Are there any boys in your class? Yes, there are some.
- 7- Are there any chairs round the table? No, there aren't any.
- 8- Are there any pictures on the wall? No, there aren't any.
- 9- Are there any flowers on the table? No, there aren't any.
- 10- Are there any people in the room? No, there aren't any.

Unit 11 Exercise 1:

- 1- Ali is Nadia's **husband**.
- 2- Sameh is Ali's **son**.
- 3- Salwa is Nadia's **daughter**.
- 4- Sameh is Soha's **grandson**.
- 5- Nadia is Ali's **wife**.
- 6- Kareem is Sameh's **grandfather**.

- 3- It's Saturday, the twenty-third of May.
- 4- It's Friday, the second of March.
- 5- It's Wednesday, the sixteenth of February.
- 6- It's Tuesday, the third of July.
- 7- It's Monday, the first of October.
- 8- It's Wednesday, the fifth of September.
- 9- It's Monday, the first of January.
- 10- It's Thursday, the twenty-second of December.

Exercise 3:

أي من التواريخ المذكورة في التدريبات أو الدرس صالحة للإجابة على هذا التدريب.

Exercise 4:

- 1- in - in 2- at - on 3- at 4- in 5- at

Unit 7 Exercise 1:

- 1- There are 2- There is 3- There are 4- There is
 5- There are 6- There is 7- There are 8- There is
 9- There are 10- There is

Exercise 2:

- 1- The book is on your desk.
- 2- My house is opposite the hotel.
- 3- A cat is in the basket.
- 4- There is a door behind the curtain.
- 5- A microphone is in front of the computer.
- 6- A baby is on the bed.
- 7- The document is between these books.
- 8- Your shoes are under the bed.
- 9- The booklet is in your pocket.
- 10- The white jacket is in the cupboard.

Exercise 3:

- 1- Are there 2- There is 3- Where is
 4- There are 5- Where are 6- There are
 7- Are there 8- There is 9- Is there
 10- There is

Exercise 4:

- 1- on - in 2- in - near 3- under
 4- under 5- in 6- near
 7- behind 8- under 9- on 10- under

Exercise 5:

- 1- It on the bed.
- 2- There are three bedrooms in my flat.
- 3- There are two chairs in the kitchen.
- 4- No, there isn't.
- 5- Yes, it us near a big supermarket.

Unit 8

Exercise 1:

- | | |
|-------------------------------|---------------------------|
| 1- Is Adly late? | - No, he's early. |
| 2- Is this sweater expensive? | - No, it's cheap. |
| 3- Are the twins fourteen? | - No, they are thirteen. |
| 4- Are your shoes dirty? | - No, they are clean. |
| 5- Is it six o'clock? | - No, it's seven o'clock. |
| 6- Is it cloudy today? | - No, it's sunny. |
| 7- Is Hany slim? | - No, he's fat. |
| 8- Are you short? | - No, I'm tall. |
| 9- Is that film long? | - No, it's short. |
| 10- Are you thirsty? | - No, I'm hungry. |

Exercise 2:

- 1- hungry 2- thirsty 3- tired 4- sleepy 5- late

Exercise 3:

- | | | | | |
|--------------|-------|-------|---------|---------|
| 1- is – have | 2- is | 3- 'm | 4- is | 5- have |
| 6- 'm – have | 7- is | 8- 'm | 9- have | 10- is |

Exercise 4:

- 1- He is thirsty. Give him a bottle of water.
- 2- I want to have a long holiday.
- 3- They are hungry. They ordered a meal.
- 4- His shoes were very dirty.
- 5- She was very hungry, she ate seven sandwiches.
- 6- I'm very tired. - Have a rest.
- 7- Have a good time, Good bye!
- 8- She was very afraid of the thief.
- 9- We're late, let's hurry up.
- 10- She is very interested in policy.

Unit 9

Exercise 1:

- 1- My house is small but it **has got** a big garden.

- 8- Can you solve this problem?
- 9- Can Hatim play golf?
- 10- Can Mona cook a cake?

Exercise 4:

هناك عشرات الجمل الصالحة للإجابة على هذا التمرين في هذا الدرس وتدريباته.

Exercise 5:

- 6- Can I use the phone, please?
- 7- Can I borrow this dictionary, please?
- 8- Can I go home early, please?
- 9- Can you give me a lift to the airport, please?
- 10- Can you open the window, please?

Unit 14

- 1- I enjoy teaching my students grammar. استمتع بتدريس القواعد لطلابي.
- 2- Noha read her daughter a story. قرأت نهى قصة لابنتها.
- 3- I asked him his name. سألته عن اسمه.
- 4- Adham showed the plans to me. أطلعني أدهم على الخطط.
- 5- Could you pass me the salt ? هلا ناولتني الملح؟
- 6- He sang his young baby a song. غنى أغنية لطفله الصغير.
- 7- She lent some money to Akram. أقرضت أكرم مبلغاً من المال.
- 8- The student asked me a question. سألتني الطالب سؤالاً.
- 9- Samir told his colleagues a story. حكى سمير حكاية لزملائه.
- 10- I wrote a letter to my friend. كتبت رسالة لصديقي.

Unit 15

- 1- He drives his car carelessly. يقود سيارته بلا مبالاة.
- 2- She talked to her son loudly. تحدثت إلى ابنها بصوت عالٍ.
- 3- Ahmed typed the report slowly. طبع أحمد التقرير ببطء.
- 4- Nagwa ate the cake quickly. أكلت نجوى الكعكة بسرعة.
- 5- Ali spoke to her roughly. حدثها على بخشونة.

Unit 16

- 1- I am **constantly** learning new words. أنا دائماً أتعلم كلمات جديدة.
- 2- You should **never** have told him. كان يجب عليك ألا تخبره أبداً.
- 3- I have **seldom** seen such beautiful flowers. نادراً ما شاهدت مثل هذه الزهور الجميلة.
- 4- She has **always** been a keen gardener. كانت دائماً بستانية شديدة الذكاء.

- 9- Is this t-shirt clean? – Yes, it is.
هل هذا القميص نظيف؟ نعم، إنه نظيف.
- 10- Are these trainers new? – Yes, they are.
هل هؤلاء المتدربون جدد؟ نعم إنهم جدد.

Exercise 3:

11. That boy is my best friend. ذاك الولد هو أفضل أصدقائي
12. Are those men French doctors? هل هؤلاء أطباء فرنسيون؟
13. That boy is very silly. ذاك الولد ساذج جداً.
14. These are my parents. هؤلاء والدي.
15. Those flowers are beautiful. هذه الزهور جميلة.
16. Is this your homework? هل هذا هو دفتر واجباتك.
17. Are these English books? هل هذه كتب اللغة الإنجليزية.
18. Are those dirty shoes yours? هل هذا الحذاء لك؟
19. These cakes are delicious. هذا الكعك لذيذ.
10. Where is that boy? أين هذا الولد؟

Exercise 4:

- 6- Those **are not** his shoes.
- 7- Those are not **silly** girls.
- 8- This is **my** CD.
- 9- **Are** these keys Jack's?
- 10- These sentences **are not right**.

Unit 6 Exercise 1:

- 1- It's a quarter past three at night.
- 2- It's five minutes to seven in the evening.
- 3- It's one o'clock at night.
- 4- It's twenty-five minutes past three in the afternoon.
- 5- It's ten minutes to ten in the morning.
- 6- It's quarter to eleven in the morning.
- 7- It's thirty-five past eight in the morning.
- 8- It's a quarter past twelve at night.
- 9- It's twenty-five past eleven in the morning.
- 10- It's forty minutes past three in the afternoon.

Exercise 2:

- 1- It's Thursday, the fourteenth of November.
- 2- It's Sunday, the twenty-third of July.

- 7- Sameh is Salwa's **brother**.
- 8- Soha is Salwa's **grandmother**.
- 9- Salwa is Sameh's **sister**.
- 10- Salwa is Soha's **granddaughter**.

Exercise 2:

- 1- These are the students' lockers.
- 2- These are my sisters' books.
- 3- These are the children's dolls.
- 4- These are the teachers' rooms.
- 5- Those are the men's cars.
- 6- Those are the dogs' biscuits.
- 7- These are the directors' parking spaces.
- 8- These are the women's jackets.
- 9- Those are the secretaries' offices.
- 10- These are the girls' bags.

Exercise 3:

- 1- Sue's new friend **is** nice. She **has** got blue eyes.
- 2- Salma's hat **is** green.
- 3- Nadia's sister **is** four.
- 4- Where **is** Soha's school bag?
- 5- Ragia's brother **is** afraid of big dogs.
- 6- My mother's father's name **is** Fady.
- 7- Who **has** got Adel's phone number? - Mahmoud **has** got it.
- 8- Merriam **has** got a new bike from her father.
- 9- Dalia's mother **is** from Switzerland.
- 10- Ali **has** got Sameer's walkman.

Exercise 4:

- 1- whose 2- who 3- who's 4- who 5- Whose

Unit 12 Exercise 1:

- | | |
|-----------------------------|-----------------------|
| 1- It's late. | Hurry up! |
| 2- It's hot in here. | Open a window. |
| 3- I'm too fat. | Go on a diet. |
| 4- It's cold in here. | Close the window. |
| 5- The bus is coming. | Run to the bus stop. |
| 6- This coffee is horrible! | Don't drink it. |
| 7- It's raining. | Put up your umbrella. |

- | | | |
|-----|----------------------------|----------------------|
| 8- | I've got toothache! | Go to the Dentist's! |
| 9- | It's dark in here. | Switch on the light. |
| 10- | I don't know where Ali is. | Phone him and ask. |

Exercise 2:

- 10- Don't swim in this dirty water.
- 11- Don't light this room, it is under repair.
- 12- Don't walk on the grass, please.
- 13- Don't leave before time, please.
- 14- Don't go this direction, please.
- 15- Don't ski on thin ice.
- 16- Don't leave your children alone in the garden,
- 17- Don't throw rubbish here.
- 18- Don't pick flowers.
- 10- Don't let these people come in.

Exercise 3:

- | | | |
|-----|------------------------------------|----------------------------------|
| 6- | Samy is late again! | - Let's not wait for him. |
| 7- | I'm thirsty. | - Let's have something to drink. |
| 8- | I don't want to cook tonight. | - Let's go to a restaurant. |
| 9- | It's Adel's birthday next week. | - Let's have a party. |
| 10- | It's a long way to drive to Benha. | - Let's go by train. |

Unit 13 Exercise 1:

- | | | |
|------------------|------------------|-------------------|
| 1- Yes, I can. | 2- Yes, I can. | 3- No, she can't. |
| 4- Yes, he can. | 5- Yes, she can. | 6- No, he can't. |
| 7- Yes, she can. | 8- No, I can't. | 9- No, she can't. |
| 10- Yes, I can. | | |

Exercise 2:

- | | | | | |
|-----------|--------|-----------|-----------|------------|
| 1- cannot | 2- can | 3- cannot | 4- cannot | 5- can |
| 6- cannot | 7- can | 8- can | 9- can | 10- cannot |

Exercise 3:

- 1- Can you swim underwater?
- 2- Can Mussa do karate?
- 3- Can Nadia do shopping tomorrow?
- 4- Can Becky play basketball?
- 5- Can they speak English?
- 6- Can we attend the party?
- 7- Can Jasmine go out tonight?

- 2- Have they got their books with them?
- 3- She has got a baby brother.
- 4- They have got a cat but they haven't got a dog.
- 5- Have her brothers got blue eyes?
- 6- Gaber hasn't got a smart jacket.
- 7- Our club has got two swimming pools.
- 8- Has Ahmed got a new computer?
- 9- Have they got any children?
- 10- My brother and I have got a small flat.

Exercise 2:

- 1- Has Nadia got black boots?
– No, she hasn't. She's got brown boots.
- 2- Has Taha got a new computer?
– No, he hasn't. He's got an old computer.
- 3- Has Peter got a hamburger?
– No, he hasn't. He's got a cheese sandwich.
- 4- Has your car got an air condition?
– No, it hasn't. It's got double air bags.
- 5- Has Hamed got a sister?
– No, he hasn't. He's got a brother.
- 6- Has Magda got a ball?
– No, she hasn't. She's got a balloon.
- 7- Have they got a caravan?
– No, they haven't. They've got a station wagon.
- 8- Has Samira got blue eyes?
– No, she hasn't. She's got brown eyes.
- 9- Has Mona got a garden?
– No, she hasn't. She's got a big balcony.
- 10- Have they got a flat in the town?
– No, they haven't. They've got a house in the suburbs.

Exercise 3:

- | | | | | |
|--------|--------|--------|--------|--------|
| 1- is | 2- is | 3- is | 4- has | 5- is |
| 6- has | 7- has | 8- has | 9- is | 10- is |

Exercise 4:

- | | | | | |
|------------|-------------|---------------|---------|----------|
| 1- has got | 2- has | 3- have | 4- have | 5- have |
| 6- has got | 7- have got | 8- have - got | 9- have | 10- have |

كان الحاضرون بالحفل شديدي الطرف.

5- The car which I bought cost a fortune.

السيارة التي اشتريتها تكلفت ثروة.

Unit 28

- 1- I'd love a cup of tea. Shall **we have a cup of tea?**
أريد كوبًا من الشاي. هلا أخذنا كوبًا من الشاي؟
- 2- That music makes me feel like singing. Shall **we sing?**
هذه الموسيقى تجعلني أميل للغناء. هلا غنينا؟
- 3- It's noisy because the door is open. Shall **I close the door?**
هذه الضوضاء بسبب أن الباب مفتوح. هل لي أن أغلق الباب؟
- 4- I'm hungry and it's lunch time. Shall **we have lunch?**
أنا جوعان وقد حان وقت الغداء. هلا تناولنا الغداء؟
- 5- I can't find the British Museum on my map but that policeman probably knows. Shall **we ask him?**
لا أجد المتحف البريطاني على خريطتي، ربما يعلم ذلك الشرطي مكانه. هلا سألناه؟

Unit 29

- 1- Would you mind **not being** so impolite? هلا التزمت بمزيد من التآدب؟
- 2- Would you mind **repeating** that? هلا كررت هذه الجملة؟
- 3- Would you mind **hurrying** up? هلا أسرعت؟
- 4- Would you mind **ringing** me back later?
هل يمكن أن تتصل بي فيما بعد؟
- 5- Would you mind **lending** me your pen?
هل من الممكن أن تعيرني قلمك؟
- 6- Would you mind **not parking** here?
هلا التزمت بعدم ركن السيارة هنا؟
- 7- Would you mind **turning** on your radio?
هلا فتحت الراديو الخاص بك؟
- 8- Would you mind **passing** that salt? هلا ناولتني هذا الملح؟
- 9- Would you mind **not talking** during the film?
هل من الممكن ألا تتكلم أثناء الفيلم؟
- 10- Would you mind **leaving** me alone?
هلا تركتني بمفردي؟

Unit 30

- 1- Who told him?- **I don't know** who told him.
من أخبره؟ - لا أعلم من الذي أخبره.
- 2- How did he know? - **I don't know** how he knew.
كيف علم بالأمر؟ - لا أعلم كيف علم بالأمر؟
- 3- Where is he now? - **I don't know** where he is now.

- 8- They live in a big old wooden house on the beach.
إنهم يعيشون في بيت كبير قديم على الشاطئ.
- 9- He drives a **new** British car. إنه يقود سيارة بريطانية جديدة.
- 10- I bought a beautiful **old** glass bowl.
اشتريت وعاء زجاجيًا قديمًا وجميلًا.

Unit 19

- 1- Last year, I grew some beautiful red roses in my garden.
في العام الماضي، زرعت أزهارًا حمراء جميلة في الحديقة.
- 2- They bought a large red **and** green rug for their setting room.
اشترى سجادة ذات اللونين الأحمر والأخضر لغرفة المعيشة.
- 3- The hat was green, red, blue **and** yellow.
كانت القبعة ذات ألوان خضراء وحمراء وزرقاء وصفراء.
- 4- Naglaa wore a red **and** white silk gown.
لقد ارتدت نجلاء عباءة حريرية بألوان حمراء وبيضاء.
- 5- He has got a fabulous new car. أحضر سيارة جديدة رائعة.
- 6- We had some delicious chocolate **and** vanilla ice cream.
عندنا آيس كريم لذيذ بالشيكولاتة والفانيليا.
- 7- He likes British **and** American poetry.
إنه يحب الشعر البريطاني والأمريكي.
- 8- The tea was nice **and** hot. كان الشاي جيدًا وساخنًا.
- 9- The sofa was blue, beige **and** green.
كانت الأريكة بالألوان الأزرق والبيج والأخضر.
- 10- I have a lovely black **and** white jumper.
عندي سترة باللونين الأسود والأبيض.

Unit 20

- 1- Those roses smell **beautiful**. هذه الزهور رائحتها جميلة.
- 2- Samer looked **nice** in his new suit. يبدو سمير أنيقًا في بدلته الجديدة.
- 3- He looked **quickly** at his watch. نظر إلى ساعته بسرعة.
- 4- I didn't feel **well** after I ate so many cakes.
لا أشعر بأنني بحالة جيدة بعد أن أكلت الكثير من الكعك.
- 5- Do you feel **good** about your new job?
هل تشعر براحة تجاه وظيفتك الجديدة؟
- 6- He spoke **loudly**. تحدث بصوت عالٍ.
- 7- I feel **bad** about it. شعوري حول هذا الأمر سيئ.
- 8- He sounds **angry**. يبدو غاضبًا.
- 9- Listen **closely** to the instructions. استمع إلى الإرشادات بعناية.
- 10- This pudding tastes **wonderful**. هذا البودنج (حلوى) مذهش.

Unit 21

- 1- He was **terribly** late. نقد تأخر جداً.
- 2- The car was **terrifically** expensive. السيارة غالية جداً.
- 3- She is **unbelievably** clever. إنها ماهرة بشدة.
- 4- In Egypt, we have **incredibly** nice weather. في مصر، عندنا طقس جميل جداً.
- 5- She works **incredibly** hard. إنها تعمل بجد شديد.

Unit 22

- 1- Everybody loves football. –Speak for **yourself**! الجميع يحب كرة القدم. – تحدث عن نفسك.
- 2- I looked at **myself** in the mirror. نظرت لنفسي في المرآة.
- 3- You should be proud of **yourself**. عليك أن تفخر بنفسك.
- 4- She hurt **herself** playing cricket. أصابت نفسها وهي تلعب الكريكت.
- 5- I shave with an electric razor. أحلق باستخدام ماكينة حلاقة كهربائية.

Unit 23

- 1- None of the books **is** very expensive. لا يوجد بين الكتب ما هو غال.
He **is** one of the students who **are** going to the museum. إنه أحد الطلاب الذين سيذهبون إلى المتحف.
- 2- The number of changes **was** decided lately. تم تحديد عدد التغييرات متأخرًا.
- 3- A number of changes **have** been made. تم عمل عدد من التغييرات.
- 4- The committee **have** made their decision. اتخذت اللجنة قرارها.
- 5- The committee **has** made their decision. الجميع سيذهبون إلى الحفل.
- 6- Everyone **is** going to the party.
- 7- Neither of the two cars **is** suitable. لا توجد سيارة مناسبة في هاتين السيارتين.
- 8- Physics **is** fun! الفيزياء ممتعة.
- 9- There **is** an apple and two oranges in the fridge. توجد بيضة وبرتقالتان في الثلاجة.
- 10- The news **is** at six o'clock. نشرة الأخبار في الساعة السادسة.

Unit 24

- 1- The team **that/which** wins will be champions. الفريق الكاسب سيكون البطل.
- 2- The woman **that** wins will be champion. المرأة التي ستكسب ستكون بطلة.
- 3- The car **that/which** I bought broke down. السيارة التي اشتريتها تعطلت.

- | | | |
|-----|--------------|------------------|
| 9- | I live | She lives |
| | I don't live | She doesn't live |
| 10- | I try | She tries |
| | I don't try | She doesn't try |

Exercise 3:

- 1- Shady sometimes drives to work.
- 2- They sometimes play football.
- 3- She never cries.
- 4- They rarely come to visit me.
- 5- They are rarely sad.
- 6- She sometimes travel to the USA.
- 7- Jack never does his homework on time.
- 8- She's usually late.
- 9- I often sing under the shower.
- 10- They always stay with her.

Exercise 4:

كثير جداً من الجمل الواردة في هذا الدرس صالحة للإجابة عن هذا التمرين.

Exercise 5:

- 6- Samy rarely uses in the evening.
- 7- They are never happy at the end of the holiday.
- 8- They always do shopping on Saturdays.
- 9- Mr. Brown never works in the garden when it rains.
- 10- Samia often sings in the bath.

Unit 35

Exercise 1:

- 1- Does Sara study German?
- Yes, Sara studies German.
- Yes, she does
- 2- Do the shops open at nine o'clock?
- Yes, the shops open at nine o'clock.
- Yes, they do
- 3- Do Mr. and Mrs. Jones work in the garden at the weekends?
- Yes, they work in the garden at weekends.
- Yes, they do
Does Shaker teach geography in a secondary school?
- 4- - Yes, he teaches geography in a secondary school.
- Yes, he does

- 5- They are **always** happy to see you. إنهم يسعدون لرؤيتك دائماً.
- 6- He **always** has biscuits with his tea. إنه يتناول البسكويت مع الشاي دائماً.
- 7- We **often** go to the cinema. نحن نذهب عادة إلى السينما.
- 8- Tamer has **never** been to Paris. لم يذهب تامر أبداً إلى باريس.
- 9- She is **sometimes** late for work. إنها تأتي إلى العمل متأخرة أحياناً.
- 10- I **usually** get up at 6.00a.m. أنا أستيقظ عادة في السادسة صباحاً.

Unit 17

- 1- I wake up **at 7 o'clock** in the morning. أستيقظ في الساعة صباحاً.
- 2- I travel to Giza by bus at the weekend. أسافر إلى الجيزة بالحافلة في عطلة نهاية الأسبوع.
- 3- Our team played **brilliantly** in the match on Saturday. لعب فريقنا بتألق في مباراة يوم السبت.
- 4- They stayed **at a camp site** in Italy **last summer**. أقاموا في موقع للمعسكرات في إيطاليا في الصيف الماضي.
- 5- Who did you meet **at the party** last night? من ذا الذي قابلته في الحفل ليلة أمس؟
- 6- We lived in Kena **last year**. عشنا في قنا في العام الماضي.
- 7- He was born on the 18th of May. لقد ولد في الثامن عشر من مايو.
- 8- She goes to the shops **by car**. إنها تذهب إلى السوق بالسيارة.
- 9- Salwa is studying **at a college** in London. تدرس سلوى في كلية في لندن.
- 10- I worked **hard** in the garden yesterday. عملت باجتهاد في الحديقة يوم أمس.

Unit 18

- 1- Please take off your **smelly** old shoes. اخلع حذاءك القديم ذا الرائحة الكريهة من فضلك.
- 2- Have you seen that **fabulous new** British film? هل شاهدت الفيلم الإنجليزي الجديد الرائع.
- 3- We sat on horrible **small orange plastic** chairs. جلسنا على كراسي بلاستيك برتقالية صغيرة وكريهة.
- 4- We had a picnic in a **large** green field. تنزهنا في حقل أخضر كبير.
- 5- It was a **wonderful** old song from the 1940s. إنها أغنية قديمة رائعة من الأربعينيات.
- 6- She wore a beautiful blue woolen jumper. ارتدت سترة زرقاء صوفية جميلة.
- 7- I go to work in a **big** red bus. أذهب إلى العمل في حافلة حمراء كبيرة.

- أين هو الآن؟ - لا أعلم أين هو الآن؟
 4- When did he go? - I don't know when he went.
 متى ذهب؟ - لا أعلم متى ذهب.
 5- What time is it? - I don't know what time it is.
 كم الساعة الآن؟ - لا أعلم كم الساعة الآن.

Unit 31

- 1- Do you know who won the match? هل تعلم من كسب المباراة؟
 2- Do you know if it is cold outside? هل تعلم ما إذا كان الجو باردًا في الخارج؟
 3- Could you tell me why we are waiting? هلا أخبرتني لماذا ننتظر؟
 4- Do you know if Ali was at the party? هلا أخبرتني ما إذا كان عادل في الحفل؟
 5- Could you tell me where the check-in is? هلا أخبرتني أين توجد نقطة تفتيش الدخول؟
 6- Do you know if there are any tickets left? هلا أخبرتني ما إذا كان هناك أي تذاكر متبقية؟
 7- Could you tell me what time the concert starts? هلا أخبرتني متى يبدأ الحفل الموسيقي؟
 8- Do you know where Huda is? هل تعلم أين توجد هدى؟
 9- Could you tell me how much this costs? هلا أخبرتني بتكلفة هذا؟
 10- Do you know where I can park my car? هلا أخبرتني أين يمكنني ركن سيارتي؟

Unit 32

- 1- How come there are no more questions? ألا توجد أية أسئلة أخرى، كيف هذا؟
 2- How come you did that? كيف لك أن تفعل ذلك؟
 3- How come you have bought two identical jumpers? كيف لك أن تشتري بلوزتين متماثلتين تمامًا؟
 4- How come you didn't stay at the party? كيف لك ألا تظل في الحفل؟
 5- How come we are going? لماذا نذهب؟

Unit 33

- 1- Not until the chairman arrives can we begin the meeting. لا نستطيع بدء الاجتماع قبل أن يصل الرئيس.
 2- Not since I was a child have I played tennis. لم أعب "تنس" منذ أن كنت طفلاً.
 3- Under no circumstances is the chairman to be disturbed. لا يمكن مقاطعة الرئيس تحت أي ظرف.

- 4- In no way has the city changed. المدينة لم تتغير أبدًا.
 5- Rarely has Ahmed worked so hard. نادرًا ما عمل أحمد بجد.
 6- Sometimes I watch football. أحيانًا أشاهد كرة القدم.
 7- Seldom do I watch television during the daytime. نادرًا ما أشاهد التلفاز أثناء النهار.
 8- Once I wrote to the President of France. ذات مرة كتبت رسالة للرئيس الفرنسي.
 9- Only once have I been in a Toyota. ركبت سيارة تويوتا مرة واحدة فقط.
 10- Never have I seen such a boring film! لم أشاهد مثل هذا الفيلم الممل من قبل.

Unit 34 Exercise 1:

- 1- They **cycle** to school.
 2- Gaber **eats** a lot.
 3- Rebecca and John **study** French at school.
 4- Salem **buys** fruit in the market.
 5- Peter **studies** engineering.
 6- We **take** the bus in front of our house.
 7- Ismail **goes** to school at 7.30 a.m.
 8- She **has** lunch at school.
 9- Umar **drinks** tea every morning.
 10- You **speak** English well.

Exercise 2:

- | | | |
|----|---------------|-------------------|
| 1- | I watch | He watches |
| | I don't watch | He doesn't watch |
| 2- | I go | He goes |
| | I don't go | He doesn't go |
| 3- | I teach | He teaches |
| | I don't teach | He doesn't teach |
| 4- | I eat | He eats |
| | I don't eat | He doesn't eat |
| 5- | I drink | He drinks |
| | I don't drink | He doesn't drink |
| 6- | I do | She does |
| | I don't do | She doesn't do |
| 7- | I study | She studies |
| | I don't study | She doesn't study |
| 8- | I wash | She washes |
| | I don't wash | She doesn't wash |

- 4- Have you seen the papers **that/which** were on my desk?
هل رأيت الأوراق التي كانت على مكتبي؟
- 5- The man **that** invented the telephone was Alexander Graham Bell.
مخترع الهاتف هو ألكسندر جراهام بل.
ملاحظة: وجود كلمتي **that/which** في الجملة يعني أن أي منهما تصلح.

Unit 25

- 1- Did you see **who** took my pen?
هل رأيت من أخذ قلمي؟
- 2- Al-Khateeb was the player **who** scored the most goals.
الخطيب هو اللاعب الذي سجل أكثر الأهداف.
- 3- She is a friend **whom** I haven't seen for years.
هي صديقة لم أرها لعدة سنوات.
- 4- Noha is the girl **who** spoke to you.
نهي هي الفتاة التي تحدثت إليك.
- 5- She is the woman **whom** you should speak to.
إنها المرأة التي كان يجب أن تتحدث إليها.

Unit 26

- 1- The children can read French, **can't they**?
الأطفال يستطيعون القراءة باللغة الفرنسية، أليس كذلك؟
- 2- He's ten years old, **isn't he**?
إنه في العاشرة من عمره، أليس كذلك؟
- 3- Bill came on a bicycle, **didn't he**?
جاء بل على دراجة، أليس كذلك؟
- 4- The Smiths have got two cars, **haven't they**?
لدى عائلة سميث سيارتان، أليس كذلك؟
- 5- Your grandfather was a millionaire, **wasn't he**?
كان جدك مليونيرًا، أليس كذلك؟
- 6- Tom should try again, **shouldn't he**?
على توم أن يحاول مرة أخرى، أليس كذلك؟
- 7- It could be done, **couldn't it**?
من الممكن أن يتم هذا الأمر، أليس كذلك؟
- 8- Your brother's here, **isn't he**?
أخوك هنا، أليس كذلك؟
- 9- That's him over there, **isn't it**?
إنه هو من يقف هناك، أليس كذلك؟
- 10- George can leave his case here, **can't he**?
يستطيع جورج أن يترك كيسه هنا، أليس كذلك؟

Unit 27

- 1- Have you seen the book **that** was here?
هل رأيت الكتاب الذي كان هنا؟
- 2- Have you seen the book I put here?
هل رأيت الكتاب الذي وضعته أنا هنا؟
- 3- The people I invited all work with me.
كل من دعوتهم يعملون معي.
- 4- The people who were at the party were terribly nice.

- 5- Do we all enjoy holidays?
- Yes, we all enjoy holidays.
- Yes, we do.

Exercise 2:

- 1- He eats his sandwiches in his break.
- 2- She goes to work by bike.
- 3- He has dinner with his family.
- 4- They sometimes go fishing.
- 5- He returns home at six.
- 7- He reads the newspaper.
- 8- We get up at 7.30a.m.
- 9- Adley takes the bus to work everyday.
- 10- Rania works in a factory.
He works at night.

Exercise 3:

- 1- How do you feel today? - I feel fine.
- 2- How much rain falls in your town? - Quite a lot.
- 3- How often do they see each other? - Usually twice a week.
- 4- How many magazines does she buy? - She buys three.
- 5- When do they have French? - On Mondays and Thursdays
- 6- What kind of films do you like? - I like action films.
- 7- How does she go to work? - She goes by bus.
- 8- What time does the program start? - It starts at seven.
- 9- Why do they always go to the mountains?
- Because they like skiing.
- 10- Where do they live? - In London.

Exercise 4:

- 1- Where do they go every night?
- 2- How much does it cost?
- 3- Why do they go there? - Because they like it.
- 4- How often does she go to the cinema?
- 5- What do we have for breakfast?
- 6- Who does she phone every evening? - Her father.
- 7- What time do you have lunch?
- 8- How does she go to school? - By bike.
- 9- Where does he like doing at the weekend?

10- When do we have geography?

Unit 36 Exercise 1:

- 1- Peter is having a shower now.
Peter isn't having a shower now.
Is Peter having a shower now?
- 2- They are watching TV now.
They aren't watching TV now.
Are they watching TV now?
- 3- He is writing a letter to a dear friend now.
He isn't writing a letter to a dear friend now.
Is he writing a letter to a dear friend now?
- 4- They are driving to Switzerland.
They aren't driving to Switzerland.
Are they driving to Switzerland?
- 5- She is going to the cinema with his father.
She isn't going to the cinema with his father.
Is she going to the cinema with his father?
- 6- The lesson is beginning now.
The lesson isn't beginning now.
Is the lesson beginning now?
- 7- Fawzy is lying on the beach.
Fawzy isn't lying on the beach.
Is Fawzy lying on the beach?
- 8- The cat is playing with a ball of wool.
The cat isn't playing with a ball of wool.
Is the cat playing with a ball of wool?
- 9- We are running to school.
We aren't running to school.
Are we running to school?
- 10- They are waiting for the bus.
They aren't waiting for the bus.
Are they waiting for the bus?

Exercise 2:

- 1- The children are not watching television.
- 2- She is listening to the teacher.
- 3- They are not looking at the picture.
- 4- Look! A boy is swimming in the river.
- 5- Suzan is not listening to the radio.
- 6- They are waiting for the bus.
- 7- Listen! Someone is playing the guitar.

- 8- Her mother **is not making** a cake.
 9- He **is reading** an adventure book.
 10- She **is washing** the plates.

Exercise 3:

- 1- Are you writing with a pen or a pencil?
 I'm writing with a pen.
 2- Is your father watching television?
 No, he isn't watching television.
 3- What is your mother doing?
 She's cooking a meal for us.
 4- Are you listening to music?
 No, I'm not listening to music.
 I'm listening to a lecture.
 5- Are you reading a good book?
 Yes, I'm reading a good book.
 6- Is the sun shining at the moment?
 No, it isn't shining.
 7- Are you wearing shoes?
 No, I'm wearing slippers.
 8- Are you eating a sandwich. Yes, I'm.
 9- What are you doing now?
 I'm writing a report.
 10- What are you wearing at the moment?
 I'm wearing a heavy black coat.

Exercise 4:

- 6- They **are not working** in the town center.
 7- Listen! Someone **is singing**.
 8- **Are** the children **playing** in the garden?
 9- **Is** Tom **studying** English?
 10- Jane **is making** a cake.

Unit 37: Exercise 1:

- | | | | | |
|------------|------------|---------|-----------|-------------|
| 1- met | 2- watched | 3- put | 4- played | 5- listened |
| 6- visited | 7- go | 8- have | 9- broke | 10- buy |

Exercise 2:

- | | | | | |
|--------------|-----------|-------------|----------|--------------|
| 1- played | 2- went | 3- met | 4- had | 5- drove |
| 6- practiced | 7- bought | 8- answered | 9- drank | 10- searched |

Exercise 3:

تصريف الأفعال المذكورة كالتالي:

write	wrote	use	used
drink	drank	play	played
read	read	search	searched
catch	caught	watch	watched
meet	met	listen	listened

ويمكن استخدام أي من الأفعال الماضية المذكورة في العديد من الجمل.

Exercise 4:

- | | |
|------------------------------------|-------------------------|
| 1- I was tired. | 2- I put on my uniform. |
| 3- Yes, I enjoyed it. | 4- They watched TV. |
| 5- I had lunch in a restaurant. | 6- I got there on foot. |
| 7- I went there to visit a friend. | 8- I bought two books. |
| 9- 100 km. | 10- I bought a ticket. |

Unit 38 Exercise 1:

- 1- She was working when he came in.
- 2- Ali and his mother were having dinner at 9.00pm. yesterday.
- 3- They were learning English for five years.
- 4- Last month, an English band was singing in the opera house.
- 5- I was driving to Cairo when my car broke down.

Exercise 2:

- | | |
|---------------------------|----------------------------|
| 1- was writing – came | 2- was driving |
| 3- was planning – married | 4- graduated – was working |
| 5- were sitting | |

Exercise 3:

- | | | |
|-------------------|-------------------|-------------------|
| 1- was – fell | 2- feeling | 3- phoning – came |
| 4- reading – went | 5- drinking – saw | |

Unit 39 Exercise 1:

- | | | | |
|---------------------|--------------|------------|--------------|
| 1- will leave | 2- will get | 3- will be | 4- will post |
| 5- will ...go | 6- will stay | 7- will go | 8- will pay |
| 9- stops – will get | 10- searched | | |

Exercise 2:

- | | | |
|------------|-------------------|----------------------------|
| 1- 'll ask | 2- will be | 3- will invite |
| 4- have | 5- is – will help | 6- will live – travel |
| 7- will go | 8- will buy | 9- will stay 10- will bake |

Exercise 3:

كثير من الجمل تصلح للإجابة على هذا التمرين.

Exercise 2:

- | | |
|---------------------------|------------------------|
| 1- are going to miss | 2- is going to explode |
| 3- are you going to pay | 4- is going to dye |
| 5- are going to make | 6- are you going to do |
| 7- am going to paint | 8- is going to blow |
| 9- is going to throw | 10- is going to slam |
| 11- is going to attack | 12- is going to rain |
| 13- is going to have | 14- are going to try |
| 15- is going to fall off | 16- are going to cycle |
| 17- is going to make | 18- is going to grow |
| 19- is going to crash | 20- is going to stop |
| 21- is going to ask | 22- am not going to do |
| 23- am going to read | 24- am going to be |
| 25- am not going to sleep | 26- are going to buy |
| 27- are going to reserve | 28- am going to plant |
| 29- is going to bury | 30- am going to have |

Unit 41

Exercise 1:

- | | |
|------------------------|------------------------|
| 1- has just finished | 2- have learnt |
| 3- haven't phoned | 4- has improved - went |
| 5- has already watered | 6- have recently read |
| 7- have not visited | 8- has just rung |
| 9- has not completed | 10- have eaten - left |

Exercise 2:

- 1- arrived 2- visited - came 3- has been - for 4- have read 5- lived

Exercise 3:

- | | |
|--|----------------------------|
| 1- bought - haven't sold | 2- was - began |
| 3- caught - arrived | 4- looked up - came |
| 5- rang - said | 6- met - said - didn't see |
| 7- Did you miss - didn't miss - replied - haven't missed | |
| 8- has been - worked - went | 9- has been |
| 10- bought - asked | |

Unit 42

Exercise 1:

- | | |
|-----------------------|-------------------------|
| 1- found- had lost | 2- chose - had examined |
| 3- thanked - had done | 4- told - had visited |
| 5- read - had bought | 6- washed - had had |
| 7- had had - went | 8- had fought - died |
| 9- went - had rung | 10- had studied - went |

Exercise 2:

- 1- went – had finished 2- traveled – had learnt
 3- has destroyed - arrived 4- had written – rang
 5- gave – had corrected

Unit 43**Exercise 1:**

- 1- skillful 2- badly 3- skillfully – clever
 4- slow 5- quickly - badly

Exercise 2 :

- 1- Ali types as well as Ameer.
 2- You speak English as fluently as your teacher.
 3- Jasmine writes in English as well as her uncle.
 4- She talks as loudly as the other engineer.
 5- He drives as carelessly as his mother.

Unit 44**Exercise 1:**

- 1- opening the door 2- teasing me 3- working
 4- smoking 5- skating 6- losing the game
 7- swimming 8- reading novels 9- eating
 10- smoking

Exercise 2:

- 1- You'd better stop going out every evening.
 2- You'd better give up driving very fast.
 3- You'd better stop drinking coffee before you go to bed.
 4- You'd better stop putting on weight.
 5- You'd better give up spending all your money.

Exercise 3:

- 1- gambling 2- making
 3- arguing – working 4- watching – reading
 5- making 6- crying
 7- holding 8- speaking
 9- driving 10- eating
 11- putting 12- getting
 13- breaking 14- reading
 15- sliding 16- smoking
 17- leaving – going 18- smoking
 19- losing 20- living – talking
 21- buying 22- leaking
 23- deciding 24- going
 25- putting

Unit 45 Exercise 1:

- 11- I **never** visit my aunt.
 12- **Not** all students were at the institute.
 13- **Neither** Samy **nor** Adel is ill.
 14- She did **not** read a book and neither did I.
 15- We used **not** to get up early.
 16- He can **not** make coffee.
 17- They had **not** won the match.
 18- The doctor **didn't** examine each patient.
 19- I **did not** go to the cinema and saw the film.
 20- **Not** every officer was offered a medal.

Exercise 2:

- 1- did not 2- used not to 3- does not 4- was 5- make
 6- did not 7- No one 8- any 9- nothing 10- no

Unit 46 Exercise 1:

- | | |
|-----------------------------|-----------------------------|
| 1- find – will give | 2- smoke – will object |
| 3- wins – will get | 4- wants – will have |
| 5- finish – will borrow | 6- doesn't work – will have |
| 7- will not wake – goes | 8- want – will get |
| 9- leaves – will be | 10- freezes – will be |
| 11- do not take – will have | 12- brakes – will skid |
| 13- like – will get | 14- refuses – will have |
| 15- are – will be | |

Exercise 2:

- 1- If you neglect your work, **you won't** pass the exam.
 2- She will lose marks if **she doesn't** study well.
 3- They will be put in prison if they **take part** in a crime.
 4- If she apologized, I should accept it.
 5- If she spoke again, I'll leave this meeting.
 6- He will be drowned if **you leave him** in deep water.
 7- They will be punished if **they repeat** the same error.
 8- If he is not so careful, **he would have** an accident.
 9- If I had enough money, I **will buy** a new car.
 10- If you study your lessons, you **will succeed**.

Exercise 3:

- | | |
|--------------------|--------------------------|
| 1- see – will give | 2- will collapse – stand |
| 3- eats – will be | 4- find – will phone |

- 5- will arrest – catch
- 7- will steal – leave
- 9- washes – will give
- 11- don't go – will send
- 13- is – will go
- 15- put – will make
- 17- leave – will not be
- 19- come – will not let

- 6- reads – will ruin
- 8- will happen – doesn't open
- 10- needs – will borrow
- 12- will be makes
- 14- will be – hears
- 16- give – will bury
- 18- will be – doesn't start
- 20- goes – will believe

Unit 47 Exercise 1:

- 1- The truth will be told.
- 2- The match had been won.
- 3- We will be shown the road to the pyramids.
- 4- The traffic fine has to be paid.
- 5- The food was eaten.
- 6- A big meal was cooked yesterday.
- 7- A present was given to the teacher.
- 8- The milk was drunk.
- 9- A gold ring was given to me.
- 10- The door was not locked.

Exercise 2:

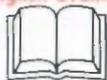
- 1- My shoes had been cleaned.
- 2- This room is only used on special occasions.
- 3- Nails must not be hammered into the walls without permission.
- 4- In some districts, pigs are used to find truffles.
- 5- A light is switched on and the door is opened.
- 7- The picture was slashed with a knife.
- 8- The old theatre is being pulled down.
- 9- Why didn't they mend the roof before it fell in?
- 10- All the shop windows were broken in recent riots.
- 11- The librarian said that a new system is being started.
- 12- We were asked about our movements on the night of the crime.
- 13- Refreshments will be served.
- 14- Bicycles must not be left in the hall.
- Books may be kept for three weeks.
- 15- An enormous hole had been cut in the steel door.

- 1- He said that that he had no money with him then.
- 2- The guide told the traveler that they had lost their way.
- 3- He told his mother that he had got good marks.
- 4- The man said that he was guilty.
- 5- The woman said that the train to Alexandria would be late that day.
- 6- The young girl said that she was so fond of tennis.
- 7- They said that they couldn't come the next day.
- 8- She told me that she was watching TV then.
- 9- She said that she didn't want to play with Rania.
- 10- Shereen said that she had hated that program.

Exercise 2:

- | | | |
|----------------------------------|---------------|--------------------|
| 1- told | 2- was – that | 3- were - that day |
| 4- had stolen – the night before | | 5- was |

Learn English Grammar in
A week



Appendix:

Verb Conjugation تصريف الأفعال

Infinitive	المصدر	Past	الماضي	Past participle تصريف 3
abide	يقيم	abode		abode
arise	ينهض - يرتفع	arose		arisen
awake	يستيقظ	awoke		awoke
be	يكون	was - were		been
bear	يحمل	bore		borne
beat	يصد-يضرب	beat		beaten
become	يصبح	became		become
begin	يبدأ	began		begun
bend	يلوي - يثني	bent		bent
bite	يعض	bit		bitten
bleed	يستنزف - ينزف	bled		bled
blow	يهب	blew		blown
break	يكسر	broke		broken
bring	يحضر	brought		brought
broadcast	يذيع	broadcast		broadcast
build	يبنى	built		built
burn	يحرق	burnt		burnt
burst	ينفجر	burst		burst
buy	يشترى	bought		bought
cast	يلقي	cast		cast
catch	يمسك	caught		caught
choose	يختار	chose		chosen
come	يأتي	came		come
cost	يكلف	cost		cost
creep	يزحف	crept		crept

Infinitive	المصدر	Past الماضي	Past participle تصريف 3
cut	يُقطع	cut	cut
deal	يتعامل	dealt	dealt
dig	يحفر	dug	dug
do	يفعل	did	done
draw	يرسم	drew	drawn
dream	يحلم	dreamt	dreamt
drink	يشرب	drank	drunk
drive	يقود (السيارة)	drove	driven
eat	يأكل	ate	eaten
fall	يسقط	fell	fallen
feel	يشعر	felt	felt
fight	يتشاجر - يقاتل	fought	fought
find	يجد	found	found
fly	يطير	flew	flown
forbid	يحرم - يمنع	forbade	forbidden
foretell	يتنبأ	foretold	foretold
forget	ينسى	forgot	forgotten
forgive	يسامح	forgave	forgiven
freeze	يتجمد	froze	frozen
get	ينال - يحصل على	got	got
give	يعطي	gave	given
go	يذهب	went	gone
hang	يتشبث - يدلي - يعلق	hung	hung
have / has	عنده - يملك	had	had
hear	يسمع	heard	heard
hide	يخفي	hid	hidden
hit	يضرب - يصدم - يخبط	hit	hit
hold	يمسك - يدعم - يملك	held	held
hurt	يجرح - يؤذي	hurt	hurt
keep	يحفظ	kept	kept
know	يعرف	knew	known

Infinitive	المصدر	Past الماضي	Past participle تصريف 3
lay	يطرح - تبيض	laid	laid
lead	يقود	led	led
lean	يحنى رأسه-يميل	leant	leant
leap	يقفز	leapt	leapt
learn	يتعلم	learnt	learnt
leave	يغادر	left	left
lend	يعير-يقرض	lent	lent
let	يترك-يدع	let	let
light	يشرق-يضيئ	lit	lit
lose	يفقد	lost	lost
make	يفعل-يصنع	made	made
mean	يعني	meant	meant
meet	يقابل	met	met
pay	يدفع	paid	paid
put	يضع	put	put
read	يقرأ	read	read
ride	يركب	rode	ridden
ring	يطوق	rang	rung
rise	ينهض	rose	risen
run	يجري	ran	run
say	يقول	said	said
see	يرى	saw	seen
seek	يسعى-يبحث	sought	sought
sell	يبيع	sold	sold
send	يرسل	sent	sent
set	يضيبط-يثبت-يضع	set	set
shake	يهز-يهتز	shook	shaken
shine	يضيء	shone	shone
shoot	يصوب-يرمي	shot	shot
show	يعرض	showed	shown
shut	يوصل-يغلق	shut	shut

Infinitive	المصدر	Past	الماضي	Past participle	تصريف 3
sing	يُشَدُّ-يغني	sang		sung	
sink	يغرق	sank		sunk	
sit	يجلس-يقعد	sat		sat	
slay	يقتل-يذبح	slew		slain	
sleep	ينام	slept		slept	
slide	ينزلق	slid		slid	
sling	يقذف بالمقلع	slung		slung	
slit	يقطع-يشق	slit		slit	
smell	يشم	smelt		smelt	
sow	يبذر	sowed		sewed	
speak	يتكلم	spoke		spoken	
speed	يسرع	sped		sped	
spend	يقضي	spent		spent	
spill	يسكب	spilt		spilt	
split	يشق-يمزق	split		split	
spoil	يفسد	spoilt		spoilt	
spread	ينشر	spread		spread	
spring	ينبت-ينبتق	sprang		sprung	
stand	يقف	stood		stood	
steal	يسلب-يسرق	stole		stolen	
stick	يلصق	stuck		stuck	
strike	يُضرب	struck		struck	
swear	يقسم-يحلف	swore		sworn	
sweat	يعرق	sweat		sweat	
sweep	يكسح-يكنس	swept		swept	
swell	يعلو-ينفخ	swelled		swollen	
swim	يسبح	swam		swum	
swing	يتمايل	swung		swung	
take	يأخذ	took		taken	
teach	يُدرِّس	taught		taught	
tear	يمزق	torn		torn	

Infinitive	المصدر	Past الماضي	Past participle تصرف 3
tell	يخبر	told	told
think	يفكر	thought	thought
throw	يرمي - يقذف	threw	thrown
thrust	يطعن - يدفع	thrust	thrust
tread	يطأ - يدوس - يخطو	trod	trodden
understand	يفهم	understood	understood
wake	يوقظ	woke	woke
wear	يلبس - يرتدي	wore	worn
win	يكسب	won	won
wind	يلف	wound	wound
write	يكتب	wrote	written

Learn English Grammar in
A week



Index

Subject		Page
Section 1 – Basic Rules		5
Unit 1:	To Be	6
Unit 2:	Short Answers and Possessive Forms	10
Unit 3:	Question Words + To Be	14
Unit 4:	A – AN – Plurals	18
Unit 5:	This – These – That – Those	22
Unit 6:	Time	26
Unit 7:	There is – There are – Preposition of Place	30
Unit 8:	Expressions with To Be & To Have	34
Unit 9:	Have got – Short answers	38
Unit 10:	Some – Any – No	42
Unit 11:	Family	46
Unit 12:	The Imperative	50
Unit 13:	Can – Can't – Short Answers	54
Section 2 – Simple Golden Rules		59
Unit 14:	Direct & indirect objects	60
Unit 15:	Adverb & verb order	61
Unit 16:	Adverbs of frequency	61
Unit 17:	Travel verbs use place, manner, and time	63
Unit 18:	Word order of Adjectives	64
Unit 19:	Adjectives of the same type	65
Unit 20:	Adjectives can follow verbs of perception	66
Unit 21:	Adverbs can be used before adjectives as intensifiers	67
Unit 22:	Reflexive Pronouns	67
Unit 23:	Nouns and verbs must agree	68
Unit 24:	Which for things and that for people and things	69
Unit 25:	Who, Home & that	70
Unit 26:	Question Tags	71
Unit 27:	No Relative Pronouns	72
Unit 28:	Use shall for suggestions	73
Unit 29:	Use of –ing Form	74
Unit 30:	Do not use an inversion in noun clauses	75
Unit 31:	Use noun clauses in polite questions	75
Unit 32:	Do not use an inversion in <i>How com</i> ? questions.	76
Unit 33:	Negative & restrictive adverbs	77

Section 3 – Advanced Level		79
Unit 34:	Present Simple	80
Unit 35:	Present Simple (Interrogatives)	84
Unit 36:	Present Continuous	88
Unit 37:	Past Simple	92
Unit 38:	Past Continuous	96
Unit 39:	Future Simple	100
Unit 40:	Going To	104
Unit 41:	Present Perfect	108
Unit 42:	Past Perfect	112
Unit 43:	Adverbs and Adjectives	116
Unit 44:	Gerund	120
Unit 45:	Negation	124
Unit 46:	Conditional Sentences	128
Unit 47:	Passive Voice	132
Unit 48:	Direct & Indirect Speech	136
Answer key:		140
Appendix:		170
Irregular Verb List		

Learn English Grammar in
A week

