

## الفصل الخامس عشر

### ★ استخدام علامات الوقف أو الترقيم Punctuation

الترقيم punctuation هو استخدام النقط والفواصل لتوضيح المعنى وتيسير القراءة، وكذلك معرفة متى نستعمل الحرف الكبير Capital letter. في الأمثلة التالية جمل غير مرقمة ذات معنى معين غير معقول غالباً، ثم انظر كيف اختلف معناها واتضح بعد الترقيم:

e.g. The boy said the teacher did not do his homework.

فقد نفهم من هذه الجملة أن التلميذ قال أن المدرس لم يعمل واجبه، وهو معنى غريب. ولكن بعد وضع علامات الوقف يتضح المعنى:

“The boy,” said the teacher, “did not do his homework.”

فهنا نجد أن المدرس هو الذي قال إن التلميذ لم يعمل واجبه.

e.g. The condemned man was asleep half an hour after he was hanged.  
فهذه الجملة لا يمكن أن يكون معناها أن المحكوم عليه بالإعدام كان نائماً بعد نصف ساعة من شنقه. أما المعنى المقصود فيتضح بعد وضع علامات الوقف:

The condemned man was asleep. half an hour after, he was hanged.

أي أن المحكوم عليه بالإعدام كان نائماً، وبعد نصف ساعة تم شنقه.

e.g. Adel Imam says Samir Ghanem is a great actor.

فهذه معناها أن عادل إمام يقول إن سمير غانم ممثل عظيم. وبالترقيم ينقلب المعنى:

“Adel Imam,” says Samir Ghanem, “is a great actor.”

فهنا أصبح المعنى أن سمير غانم يقول إن عادل إمام ممثل عظيم.

وعلامات الترقيم الرئيسية هي:

comma	,	٢- الفاصلة	full stop	.	١- النقطة
exclamation mark	!	٤- علامة التعجب	question mark	?	٣- علامة الاستفهام
colon	:	٦- النقطتان	semicolon	;	٥- الفاصلة المنقوطة
dash	—	٨- الشرطة	apostrophe	'	٧- الفارزة العليا
quotation marks, inverted commas	“ ”	١٠- علامات الاقتباس	hyphen	-	٩- الواصلة
			brackets	{, [, ]}	١١- الأقواس

## أولاً: استعمال الحرف الكبير :Capital letter

١- في بداية الجملة :At beginning of a sentence

e.g. He was absent yesterday.

٢- للأسماء العلم :Proper nouns

e.g. Ali, Mona, Cairo, Mecca, Egypt, Monday, April, Nile, etc.

The teacher told Mona to finish her homework by Monday.

٣- أسماء الله والضمائر التي تخصه :Names and pronouns pertaining to  
:God

e.g. In God we trust, and He will never let His people down.

٤- للصفات المتخذة من أسماء علم :Adjectives derived from proper nouns

e.g. Many Egyptians speak the English language fluently.

Shakespearean poetry, Miltonian verse, Victorian novel, etc.

٥- للألقاب :Titles

e.g. I once shook hands with President Sadat.

It is probable that Prince Charles will not ascend the throne.

٥- للكلمات الرئيسية في العناوين titles مثل عناوين الكتب والمسرحيات الخ:

e.g. The Tempest, The Pilgrim's Progress, Around the World in Eighty Days, A Tale of Two Cities, etc.

٦- للضمير "أنا" "I" فقط أيا كان مكانه في الجملة:

e.g. Last evening, I went for a walk.

٧- لاختصار الألقاب العلمية degrees، وأسماء المؤسسات institutions، والشركات

companies، وألقاب المخاطبة forms and titles of address (يوضع نقطة بعد كل

اختصار، ولكن يوجد ميل شديد هذه الأيام لعدم استخدام النقط):

e.g.	D. Mus.	=	Doctor of Music
	MA	=	Master of Arts
	FBI	=	Federal Bureau of Investigations
	UN	=	United Nations
	WHO	=	World Health Organisation
	CIA	=	Central Intelligence Agency
	Mr.	=	Mister
	Mrs.	=	Mistress

٨- لأول حرف في جملة الكلام المباشر داخل أقواس الاقتباس:

e.g. He said, "Who told you that?"

She said, "My father is coming today."

٩- عند كتابة استهلال الخطاب :letter

e.g. Dear Sir,

Dear Madam,

## ثانياً: استعمال علامات الوقف Using punctuation marks

### ١- النقطة ( . ) The full stop

أ- فى نهاية الجملة (ما عدا جملة الاستفهام والتعجب) لإعطاء وقفة طويلة:

e.g. He came late.  
Shut the door.

ب- بعد الاختصارات Abbreviations:

e.g. A. R. E. = Arab Republic of Egypt  
m. p. h. = miles per hour

ولو أنه يوجد ميل شديد هذه الأيام لعدم استخدام النقطة:

e.g. USA = United States of America

ج- بعد الحروف الأولى من الاسم أو الكلمات المختصرة:

e.g. E. M. Naguib = Ezzeldin Mohamed Naguib  
Sum. = Summary  
Feb. = February  
Mon. = Monday

### ٢- الفاصلة ( , ) The comma

للإشارة إلى فترة صمت قصيرة لتمييز تسلسل الكلمات أو مجموعات الكلمات عن

بعضها البعض لتسهيل فهم المعنى:

أ- بدلاً من تكرار استعمال حروف العطف التنسيقية مثل "and, or, but" لفصل بنود مختلفة:

e.g. He had bread, butter, jam and boiled eggs for his breakfast.  
ويلاحظ أن استعمال الفاصلة قبل حروف العطف التنسيقية اختياري:

e.g. Samia works hard, but her sister is lazy.

Or: Samia works hard but her sister is lazy.

ب- بعد الجملة الرئيسية (التي تحتوى على فعل القول) فى الكلام المباشر Direct speech:

e.g. He said, "I won't be home tomorrow."

ج- لفصل الاسم المنادى عن باقى الجملة:

e.g. "Ali, stay in line."  
"Stay in line, Ali."

د- لفصل الاسم المكرر noun in apposition عن باقى الجملة:

e.g. King Fahd, King of Saudi Arabia, will visit Egypt soon.

هـ- لفصل ألقاب التعجب عن باقى الجملة إذا لم نضع بعدها مباشرة علامة تعجب:

e.g. Hurrah, I have won!

و- لفصل العبارة التابعة الظرفية adverbial subordinate clause عن العبارة الرئيسية main clause إذا أتت العبارة التابعة أولا أو أتت في منتصف الجملة:

e.g. Because he was ill, he stayed at home.

The date of Easter, as is well known, changes from year to year.

ز- لفصل شبه جملة تحتوى على اسم الفاعل أو اسم المفعول Participles:

e.g. Walking home, I met my friend Ossama.

ح- لفصل عبارة نسبية غير محددة non-defining relative clause:

e.g. Hatem, who is my cousin, is learning to fly.

ط- لفصل أى جملة اعتراضية عن باقى سياق الجملة الأصلية:

e.g. I saw a lion, I assure you I was quite awake, come through the bedroom door.

ملحوظة:

لا توضع فاصلة عندما تكون العبارة التابعة اسمية وتعمل كفاعل أو مفعول، وكذلك

إذا كانت العبارة تعمل ككلمة لفعل ناقص الإسناد:

e.g. **What he said**, does not prove, (that) he is guilty. (wrong)

What he said does not prove that he is guilty. (right)

The judge's opinion was that he was guilty. (right)

٣- الفاصلة المنقوطة ( ; ) :The semicolon

تستخدم عندما نريد وقفة أطول قليلا من التى تفعلها الفاصلة العادية وأقصر من

النقطتين؛ وتستخدم فى الكتابة الرسمية formal.

أ- تستعمل أساسا لربط الجمل المتقاربة فى المعنى:

e.g. Many people dislike using semicolons; personally, I find the semicolon a very useful punctuation mark.

ب- فى الجمل المركبة compound sentences بدلا من حروف العطف:

e.g. He visited me; I was very happy.

٤- النقطتين ( : ) : the colon

تستخدم النقطتين لإعطاء وقفة أطول قليلا من الفاصلة المنقوطة وأقصر من النقطة:

أ- عند كتابة مفردات أو بنود قائمة List:

e.g. I bought: a book, a pen, a pencil, a pen sharpener, and a ruler.

حدد بعض كتب القواعد قيمة الوقفات بالنسبة للفاصلة والفاصلة المنقوطة والنقطتين والنقطة بهذه الأروزة:

Comma while you count one.

Semicolon while you count two.

Colon while you count three.

Full stop while you count four.

ب- عندما تشرح الجملة التالية الجملة الأولى:

e.g. He is a criminal: he cheats and steals.

٥- علامة الاستفهام ( ? ) :Question mark

تستعمل بعد سؤال في الكلام المباشر فقط وليس في الكلام غير المباشر:

e.g. He said. "Where did you buy this worthless suit?" (direct speech)  
He asked me where I had bought that worthless suit. (ind. speech)

٦- علامة التعجب ( ! ) :Exclamation mark

تستعمل بعد كلمات التعجب Interjections أو بعد جملة يظهر فيها شعور المتكلم،  
ولذلك فغالبا ما نجدها في الكلام المباشر:

e.g. "Good Heavens!"  
"How utterly stupid of me!"

٧- الفارزة العليا ( ' ) :The apostrophe

أ- مع حرف الـ "s" عند استعمال حالة الملكية Possessive case:

e.g. The boy's bicycle.  
The girl's room.

وكذلك كاختصار لمكان العمل أو السكن:

e.g. I met him at the butcher's. (the shop of the butcher)  
He got at the haberdasher's. (the shop of the haberdasher)

ب- لبيان أن هناك حرف أو حروف مختصرة:

e.g. He isn't here. (is not)  
I'll go home soon. (will)

ج- عند جمع مختصرات أو حروف:

e.g. Many VIP's attended the meeting. (Very Important Persons)  
He always dots his i's and crosses his t's.

إنه يضع دائما النقط على الحروف

٨- الشرطية ( - ) :The dash

أ- تستعمل لفصل جملة اعتراضية خطرت على بال المتكلم ويمكن حذفها:

e.g. I spoke to Ali – you know, your cousin – and he refused.

ب- لبيان تحول غير متوقع في مسار الجملة:

e.g. He always speaks with an air of confidence, but there is one thing  
wrong with what he says – it is never right.

## ٩- الوصلة ( - ) The hyphen

وهي أقصر من الشرطة، وتستخدم لوصل الكلمات المركبة:

e.g. Book-store, Vice-president, breaking-point, mother-in-law, etc.

## ١٠- علامات الاقتباس ( " " ) : Inverted commas or Quotation marks

أ- لتحديد الكلام الفعلي الذي قاله المتحدث في الكلام المباشر:

e.g. My mother said, "Come home early."

ب- لإبراز عناوين الكتب والمسرحيات الخ:

e.g. Shakespeare wrote "Hamlet" and "Macbeth".

ج- لتوضيح الاقتباسات من أقوال الآخرين:

e.g. Julius Caesar wrote, "Fere libenter hominis id quod volunt credunt."

Which means, "Men willingly believe what they wish."

د- لتوضيح أن هذه الكلمة يقصد بها معنى معين:

e.g. At last "Romeo" met his "Juliet"

بمعنى أخيراً قابل الحبيب حبيبته أو قابل "قيس" "ليلاه".

He was good at everything except French which was his "Achilis heel".

إشارة إلى عرقوب البطل "أخيل" في إلياذة هوميروس والذي كانت نقطة ضعفه الوحيدة هي عرقوبه.

هـ- للإشارة إلى جملة داخل جملة أخرى:

e.g. The policeman said that "Cherchez la femme" is a good principle when investigating murders.

## ١١- الأقواس ( ), [ ] : Brackets

تستعمل لوضع الشروح داخل الجملة أو لوضع جملة أو كلمة اعتراضية:

e.g. I'm going to Dr. Leon's lecture (although I dislike him) tomorrow.

## Exercises

### ★ I. Punctuate the following sentences:

1. have you finished your home work ali
2. she said to him i m sorry that i was late yesterday
3. gamal went to school last friday because he thought it wasnt a holiday
4. many countries including egypt helped kuwait in regaining her liberty
5. george whose car made an accident yesterday spent all morning at the mechanics
6. walking along piccadilly in london i ran into my friend moustafa.
7. ugh she said what a disgusting sight garbage is all over the street .
8. he told me that he had to buy two books two copy books a ruler and a pencil.
9. ahmed said where did you find this german dog.

10. he broke his sisters doll and said i dont know who broke it .

**★ ★ II. Punctuate the following sentences :**

1. jane Austin wrote pride and prejudice and persuasion
2. he offered me a choice of any of these as a birthday present a manicure set a silver frame a miniature camera or a swiss army knife
3. tell me i said how do you know all that
4. my brothers house is on the moukattam plateau overlooking cairo
5. shakespeare is the greatest poet playwright that england has ever had the plays that he wrote have been performed in almost every country in the world several of his tragedies as hamlet comedies as as you like it and historical plays as henry the fifth are compulsory reading in advanced level english classes
6. i ve been to a day school too said alice you needn t be as proud as all that
7. the nurse says the patient is officious and clumsy when it comes to giving injections
8. the manager said the secretary is not in now but will be available at 6 oclock
9. charles the first walked and talked half an hour after his head was cut off.
10. william tell is the national hero of switzerland his most famous deed was shooting with his bow and arrow an apple put on his sons head

# General Revision

Level★

## I. Choose the correct answer:

1. By the time he was eighteen; he .... learned to drive.  
a) had                      b) has                      c) have
2. .... is the time now, please?  
a) How                      b) What                      c) When
3. The bag is .... of leather.  
a) made                      b) make                      c) makes
4. I .... in Cairo since 1970.  
a) am living                      b) live                      c) have been living
5. Laila is the .... girl in the class.  
a) tall                      b) taller                      c) tallest
6. Pens .... of wood but nowadays they are made of plastic.  
a) are made                      b) used to be made                      c) have made
7. My uncle .... in Cairo since 1980.  
a) has lived                      b) lives                      c) is living
8. The train will arrive .... half an hour.  
a) at                      b) in                      c) on
9. .... they were playing, they sang a song.  
a) After                      b) Before                      c) While
10. I told him we .... again soon.  
a) have met                      b) would meet                      c) meet
11. I met Ahmed, .... father is traveling abroad.  
a) which                      b) whom                      c) whose
12. There is .... outside who wants to see you.  
a) nothing                      b) someone                      c) anyone
13. If he hadn't worked hard, he .... have succeeded.  
a) won't                      b) wouldn't                      c) would
14. She wants to know .... his name is.  
a) what                      b) which                      c) who
15. He always goes to school .... foot.  
a) by                      b) on                      c) at
16. My friend Ali goes to school .... bus.  
a) by                      b) on                      c) at
17. Their house .... near the sea.  
a) has built                      b) has been built                      c) is building
18. The meat .... cooked for dinner.  
a) has                      b) have to                      c) has to be
19. These old coins .... by workers digging the foundations.  
a) were found                      b) were finding                      c) are found
20. Look .... their eyes! They have turned yellow.

- a) from                      b) after                      c) at
21. Yesterday I saw a film for the first time. I .... it before.  
a) had not seen    b) was not seeing    c) am not seeing
22. I saw the boy who .... the cat.  
a) is kicking            b) kick                      c) was kicking
23. When they had answered the questions, they .... their papers to the teacher.  
a) give                      b) have given            c) gave
24. Maths .... a fascinating subject.  
a) is                          b) are                          c) has
25. A motorcyclist wears his helmet when he ....  
a) has driven            b) had driven            c) is driving
26. ....you like to borrow my bicycle?  
a) Are                      b) Would                      c) Have
27. After he .... his letters, he put them into envelopes.  
a) had written            b) was writing            c) wrote
28. He went .... the road then turned left.  
a) along                      b) at                          c) after
29. I have not done my homework .....
- a) already                      b) since                      c) yet
30. I have .... done my work.  
a) already                      b) since                      c) yet

## II. Do as shown between brackets:

1. A mosquito, a fly and a louse attacked the wolf. [Make plural]
2. Mohamed and Islam like (draw) pictures, but today they would like (play) computer games. [Correct the verbs]
3. She always (go) to school on foot. [Correct the verb]
4. The river was very deep. They couldn't walk across. [Join using too .... To]
5. He's quite well. He can go back to work. [Join using enough to ....]
6. She said to me, "I will do my homework tomorrow." [Rewrite beginning: She told ....]
7. Ali (not see) his new baby yet. [Correct the verb]
8. If he won the prize, he (give) me half of it. [Correct the verb]
9. I've read that article before; I .... read it again. [Fill with a suitable modal verb]
10. Maher said to his mother, "Can I watch TV now?" [Rewrite beginning: Maher asked ....]
11. Salwa broke her father's car yesterday. [Rewrite beginning: Her father's car ....]
12. she said im an egyptian. [Punctuate]
13. He played a good game of tennis. [Add a question tag]
14. Do you like snakes? [Answer shortly]
15. I'm 12 years old. [Ask a question about the underlined words]
16. The nurse helped the policeman in arresting the thief. [Make passive]
17. She sang well. [Make negative]
18. She is the (good) student in class. [Correct]
19. .... did he go home? Because he was ill. [Add the missing word]

20. I have to go home now. [Make interrogative]
21. He could hardly speak. [Add a question tag]
22. George is (short) than his brother. [Correct the word between brackets]
23. Of the two sisters, she is the (beautiful). [Correct the word between brackets]
24. Wolves attacked the women and their children. [Make singular]
25. If you won the first prize, what (you do)? [Correct the verb]

**Level ★ ★**

(Mostly from the General Secondary Education Certificate Examinations)

**I. Choose the correct answer:**

1. By this time next year, many great projects ..... carried out at Toshka.  
a) will have b) will have been c) would have been d) would be
2. Although he is young, he is ..... of solving many problems.  
a) skilled b) careful c) able d) capable
3. Had I known his address, I ..... him a letter.  
a) would send b) will have sent c) would have sent d) had sent
4. To answer accurately is more important than .....  
a) quick finish b) to finish quickly c) finishing quickly d) finish quickly
5. It is the first time that your aunt has been to London, ..... ?  
a) isn't she b) doesn't she c) isn't it d) hasn't it
6. The detective was keen ..... finding a clue to solve the mystery of the crime.  
a) in b) on c) at d) over
7. Mother said, "Open the door, please. It ..... be Dad."  
a) can't be b) isn't c) must be d) should be
8. Ali will return from London as soon as he ..... his doctor's degree.  
a) will get b) is getting c) gets d) would get.
9. He was very ill. He had to take the medicine ..... he didn't like it.  
a) but b) in case c) so that d) even if
10. All the novels ..... by Naguib Mahfouz are available at bookstores.  
a) were written b) written c) which wrote d) would be written
11. Do you like to listen to this song? No, ..... listen to classical music.  
a) I'd better b) I'd rather c) I prefer d) I wouldn't
12. I am looking forward to ..... a happy holiday in Alexandria this summer.  
a) spend b) having spent c) will spend d) spending
13. This tourist wants to know how long ..... to go to the Citadel.  
a) does it take b) it is taking c) will it take d) it takes
14. The detective ..... some clues that might lead to the criminal.  
a) looked up b) looked at c) looked for d) looked out
15. We all enjoyed Hany's birthday party yesterday. I wish you ..... with us.  
a) were b) would be c) could be d) had been
16. The book was so ..... that I read it twice.  
a) bored b) boring c) interested d) interesting
17. The writing is so small that I can ..... read it.  
a) only b) usually c) easily d) hardly
18. It's very cold. You had better put ..... your coat.  
a) out b) in c) on d) off
19. Man ..... hunt for his food, but now he buys it from a shop.

- a) is used to b) was used to c) used to d) used
20. I'd like to know where ..... yesterday.  
a) he went b) did he go c) had he gone d) has he gone
21. My school is not far. I ..... take a bus.  
a) can b) need c) needn't d) must
22. A little boy named Zaki ..... on the crowded beach last summer.  
a) is lost b) lost c) got lost d) has lost
23. After the earthquake, many houses .... to be repaired.  
a) needed b) had to c) must d) have
24. They left Cairo an hour ago. They ..... reached Alexandria by now.  
a) must b) must have c) could have d) couldn't have
25. He needn't go home now. .... he?  
a) would b) does c) could d) must

## II. Do as shown between brackets:

1. He was so careless. He didn't stop when the red light was on.  
[Join beginning with: It was ....]
2. "Where did you find my watch? I was looking for it."  
[Begin with: He wanted to know ....]
3. She likes to buy this ring, but she hasn't got enough money.  
[Rewrite beginning with: If only ....]
4. Finishing the project at the end of this month, the manager will go abroad.  
[Begin with: As soon as ....]
5. It was necessary for him to find a solution to the problem.  
[Rewrite using: had to ....]
6. I was sorry for being unable to help my friend overcome his hardships.  
[Begin with: I wish ....]
7. Neil Armstrong was the first man to set foot on the moon on July 20<sup>th</sup>, 1969.  
[Begin with: It was ....]
8. The list of special courses are available at the front desk because they are requested by so many students.  
[Spot the errors and correct them]
9. Most poets and scientists are men. Most criminals are also men.  
[Join using "so" to avoid repetition of the word "men"]
10. The aim of the New Delta Project is to create more opportunities for work for millions of Egyptians.  
[Begin with: The New Delta Project ....]
11. Ahmed is a nice fellow. He lives next door to us.  
[Join using: who]
12. Eating the right food has a good effect on our health.  
[Rewrite using: affect]
13. This jacket is very tight. I cannot wear it.  
[Join using: ..... too .....to .....]
14. Will you see "Hard Times" on the TV this afternoon?  
[Begin with: Hatem asked Mohsen]
15. Ahmed did not receive his friend at the airport because he was ill.  
[Begin with: If .....]

16. He'll be given a prize by the teacher.  
[Begin with: The teacher .....]
17. "I'm sorry I gave you so much trouble!" he said to me.  
[Rewrite beginning with: He apologized .....]
18. It's a very long time since he wrote to me.  
[Rewrite beginning: He hasn't .....]
19. A train isn't as fast as a plane.  
[ Rewrite beginning: A plane is .....]
20. I've been living in Cairo since 1960.  
[Rewrite using: for]
21. He is very rich. He can buy an expensive car.  
[Join into one sentence using "enough"]
22. The tourist changed some money. Then he bought some souvenirs from Khan El Khalili. [Join into one simple sentence beginning with: After ....]
23. Nobody saw him commit the crime. [Make passive]
24. Were he honest, he (return) the money. [Correct the verb]
25. He said that he (meet) me the next day. [Correct the verb]

### Level ★ ★ ★

(Mostly from the Advanced Level General Secondary Education Certificate Examinations and from the Examinations of the English Department of the Faculty of Arts)

#### I. Do as shown between brackets:

1. He (arrives) late because he had forgotten what time the train (will) be leaving.  
[Correct the verbs]
2. Slip – coward – supplement – stripe [Form adjectives]
3. Biased – discreet – practical – tactful [Give opposites]
4. (a) They might tell me about their affairs.  
(b) They might have told me about their affairs. [Explain the difference]
5. (a) Salwa was delighted when she opened the present which was from her grandmother.  
(b) Salwa was delighted when she opened the present, which was from her grandmother. [Explain the difference]
6. To be successful in business one must work very hard. [Rewrite beginning: It is ....]
7. He only ran away from home because he was unhappy. [Rewrite beginning: He wouldn't .....]
8. Why did this civilisation collapse? [Rephrase beginning with: What .....]
9. There is a chance you'll need this money, so take it. [Rephrase the sentence using "in case"]
10. I'm going to get someone to make new curtains. [Rewrite beginning with: I'm going to have .....]
11. (a) Past habits and states that no longer occur.  
(b) Remembering regular past activities.  
[Write two sentences that match these meanings.]
12. By the time you (come) tomorrow, I (finish) my work. [Correct the verbs]
13. I'm trying to study. I (try) to study for the last hour, but something seems to interrupt me. [Correct the verb]

14. Right now Mansour is in hospital. He (treat) for a burn in his arm. [Correct the verb]
15. He insisted that the baby (name) after his grandfather. [correct the verb]
16. Before I spoke to you, I never really understood the situation. [Make the sentence simple]
17. Although they practised hard, they didn't win the match. [Make the sentence simple]
18. It is essential that you (be) here tomorrow. [Correct the verb]
19. The professor said that she (give) a test next Monday. [Correct the verb]
20. The people who (work) on the housing problem are hopeful that it (solve) within the next ten years. [Correct the verbs]
21. He walked fast lest he (arrive) late. [Correct the verb]
22. He speaks French fluently. His wife speaks French fluently. [Make one sentence]
23. People believe that he is a thief. [Rewrite beginning with: It ....]
24. Were he perfect, as you think, he (not make) such mistakes. [Correct the verb]
25. He worked hard so that he (succeed). [Correct the verb]
26. Neither Laila nor her brother (be) here yesterday. [Correct the verb]
27. My wife was on the point of picking up the phone when it rang. [Use an appropriate "to-infinitive" structure in place of the underlined words]
28. You're allowed to attend the reception in a casual dress. [Rewrite the sentence beginning: You don't ....]
29. Dina felt very embarrassed at the department store when she discovered that she had left her purse at home. [Use the noun from the underlined word and make the necessary changes]
30. The bridge was so low that the truck couldn't go under it. [Rewrite the sentence beginning with: It was ....]
31. The news was extremely (surprise), and he was a very (surprise) man. [Correct]
32. A (devastate) earthquake occurred recently in Turkey. [Correct]
33. Samir drew this lovely picture. [Rewrite beginning with: It was ....]
34. By the time it (strike) eleven, my work (do). [Correct the verbs]
35. Hark! The crowds (shout). [Correct the verb]

### II. Join each pair of the following sentences into one complex sentence:

1. The class has comfortable chairs. The students find it easy to fall asleep.
2. The coffee she drank was very strong. She stayed up all night.
3. The company has five employees. All of them are computer experts.
4. The man's suitcase was damaged. He wants compensation from the airline company.
5. Maha does not speak Japanese. She lived in Japan for two years.
6. The factory might close down. In that case many people will be unemployed.
7. He hid in the closet. He didn't want the husband to catch him.
8. I met Mr. Ali yesterday. His daughter wants to marry me.
9. Ahmed has great qualifications. He has one flaw: he doesn't speak English.
10. He is a great man. His wife is a great woman.

### III. Underline the error(s) in each sentence, then rewrite it correctly:

1. I am taking a long vacation when I will finish the exams.

2. I am confusing by his explanation.
3. She asked me what I did want to eat for lunch?
4. The reason I am worried, because he is late and has not called.
5. Because I have exams, so I stayed home last weekend.
6. By recycling used objects and packaging we can save natural resources and it will protect the environment.
7. At the wedding, I saw many people which I hadn't seen them before.
8. I wonder when will be their wedding?
9. Did you see the director who his film won first prize.
10. hassan said that he come on the trip next friday.
11. What do I do on the weekend is usually not very interesting.
12. The news were excited, and I forgot all about my luggages.
13. The man told us a bored story about an uninterested incident.
14. No sooner he had done his homework than he went out.
15. Returning home, his bag got lost.
16. He is used to sleep in the afternoon.
17. She is an egotist who thinks that everything will turn out right in the end.
18. She was angry at the babysitter because she did not look over the baby well.
19. Had he seen the thief, he would arrest him.
20. He did not kill the man nor he killed the woman.

# ANSWERS

## CHAPTER 1 Letters and Words

- ★ I. a, e, i, o, u.
- ★ II. 1. dif-fi-cult 2. strong 3. help-ful 4. care-less 5. ca-pi-tal 6. let-ter 7. quick-ly 8. some-bo-dy 9. Cai-ro 10. po-ver-ty
- ★ III. 1. a. We smelt iron from iron ores in blast furnaces.  
b. My mother ironed our clothes for us.
2. a. Smoke filled the room.  
b. Please, don't smoke.
3. a. She wore a beautiful dress.  
b. She dressed herself in a beautiful dress.
4. a. He wore an expensive silk tie.  
b. He tied the parcel with a strong piece of rope.
5. a. All living things need water.  
b. The rider stopped by the stream to water his horse.
- ★ IV. 1. a. All Moslems must fast Ramadan. (verb)  
b. A fast racing car can go up to 350 kilometre an hour. (adjective)
2. a. He was a hard bitter man. (adjective)  
b. He studied hard to fulfil his dream. (adverb)
3. a. That is just plain foolishness on his part. (adverb)  
b. He was considered by many to be just and generous. (adjective)
4. a. The ship was torpedoed and it went below. (adverb)  
b. He put a small cushion below his head. (preposition)
5. a. Shakespeare wrote many plays. (noun)  
b. He played a part in some of them. (verb)
- ★ V.

noun	verb	pronoun	adjective
bird	were	I	a
countries	would	I	all
customs	fly	I	the
people	see		strange
form	am		wondrous
laws	imprisoned		this
	must		human
	obey		its
adverb	conjunction	preposition	interjection
always	and	over	Oh
	and	of	alas
	but	in	
	and	in	

- ★ VI. 1. dem. adjective 2 conjunction 3. dem. pronoun 4. relative pronoun 5. adjective 6. adverb 7. adjective  
8. adverb of negation 9. adjective 10. noun 11. adjective 12. adverb of degree 13. verb 14. noun used as an adjective (adjectival noun) 15. Noun

## CHAPTER 2

### Nouns

#### Kinds of Nouns

- ★I. 1. sister 2. teacher, students 3. children, father 4. grocer, boy 5. soldier, doctor  
 ★II. 1. dog 2. bird 3. wolf 4. cat, mouse 5. lion  
 ★III. 1. pens, desk 2. ball 3. chair 4. tea, sugar 5. smoke, chimney  
 ★IV. That's for you!  
 ★V. 1. piano 2. brothers, sister 3. children, toys, week 4. butcher, meat 5. school 6. brother, shoes, holes 7. Boys, party 8. Policeman, thief 9. Plants 10. Gun, window  
 ★VI. 1. Maha, Cairo, Nile 2. Mercedes, Fiat 3. Lila, German 4. Fridays, Saturdays 5. Islam, Christianity, Egypt 6. December, January, February, France 7. Beethoven, Bach 8. Egypt, Arab, Israel 9. Rex 10. Everest  
 ★VII.

Common	Proper	Collective	Abstract
dog, cat, table, car, street, student, whistle, train, city, cup	Mona, Nile, Mecca, George, Monday, Mars, Nader, Earth, China, Alexandria	army, crew, navy, flock, forest, team, class, library, school	truth, beauty, wisdom, smoking, ugliness, health, poverty, dancing, speed, justice

#### ★VIII.

Countable Nouns	Uncountable Nouns
tree, stone, flower, cup, pen, dog, river, child, boy	sugar, water, flour, tea, meat, ink, courage, beauty, air, cheese, milk

- ★IX. friendship, childhood, heroism, partnership, cowardice, beauty, infancy, sanity, youth, pride, cleanliness, poverty, kindness, meekness, wealth, walking, blackness, shyness, kingship (kingdom is not an abstract noun), truth.  
 ★X. 1. staff 2. shoal or school 3. audience 4. pack 4. crew 6. swarm 7. class 8. team 9. pack or deck 10. family 11. gang 12. pack or band 13. band 14. orchestra 14. fleet 16. navy 17. congregation 18. flock 20. crowd  
 ★XI. 1. swarm 2. cast 3. head 4. flight 5. library 6. pack 7. school or shoal. 8. crew 9. band or gang 10. pride  
 ★XII. 1. Miserliness or covetousness 2. strength 3. patience 4. madness 5. beauty 6. wisdom 7. treason 8. cunning 9. lying 10. courage.

#### Case

- ★XIII. 1. My father's car 2. Shakespeare's plays 3. the girls' dolls 4. the children's toys 5. Adham's work 6. My parents' car 7. the Moharrams' car 8. Aesop's fables 9. Egypt's imports 10. the door key or the key of the door  
 ★XIV. 1. subject 2. vocative case 3. possessive case 4. object 5. complement 6. objective complement

#### Number

- ★XV. 1. girls 2. shelves 3. cities 4. tomatoes 5. toys 6. brushes 7. churches 8. roofs 9. deer 10. sheep 11. fish or fishes 12. geese 13. mice 14. feet 15. oxen  
 ★XVI. 1. Some leaves fell on the roofs of the houses. 2. Armies love their heroes. 3. The mice ate some fish. 4. Thieves broke into the churches. 5. Oxen pulled the cars out of the ditches. 6. They were attacked by lice, mosquitoes and flies. 7. We lit our cigarettes with matches. 8. Sheep were lying in the shade. 9. Geese and ducks were swimming in the rivers. 10. Some potatoes fell on my feet.  
 ★XVII. 1. glasses 2. dynamos 3. folios 4. pence or pennies 5. elves 6. cliffs 7. salmon 8. oases 9. eucalypti 10. axes 11. phenomena 12. outlaws 13. drawbacks 14. housewives 15. gentlemen-farmers 16. boy-scouts 17. fathers-in-law 18. commanders-in-chief 19. poets-Laureate 20. men-of-war.  
 ★XVIII. 1. radii 2. bacteria 3. governors-general 4. dormice 5. appendices 6. Lords-justices 7. loci 8. quatermasters-general 9. studios 10. men-doctors

★ ★ XIX. 1. dinning-room 2. bread-knife 3. book-seller 4. kitchen-machine 5. watch-dog 6. match-box 7. chimney-sweep 8. general-practitioner 9. prime-minister 10. wrist-watch 11. commander-in-chief 12. mother-in-law 13. witch-doctor 14. sister in law 15. quatermaster-general

#### Gendre

★ XX. 1. queen 2. hen 3. woman 4. mother 5. aunt 6. lady 7. princess 8. lioness 9. girl-friend 10. sister  
★ XXI. 1. hero 2. husband 3. nephew 4. tiger 5. bar-man 6. father 7. lord 8. cock 9. king 10. manager  
★ ★ XXII. 1. The heiress to the property was a spinster 2. The heroine of the film was a new actress. 3. The tigress attacked the manageress of the circus 4. My aunt asked me to feed her peahen 5. The bar-maid gave the police-woman a free drink 6. My niece shot a vixen 7. The duchess asked the air-stewardess for a cup of tea 8. The mare kicked the bitch 9. The head-mistress asked the girl to behave herself 10. The witch cast a spell on the woman and changed her into a goose  
★ ★ XXIII. 1. singular, common 2. singular, feminine 3. singular, neuter 4. plural, neuter 5. singular, common 6. singular, neuter 7. plural, neuter 8. singular, masculine 9. plural, neuter 10. singular, neuter

#### Agreement or Concord

★ ★ XXIV. 1. was 2. is 3. was 4. were 5. has 6. has 7. is 8. were 9. were 10. was 11. meets 12. is 13. is 14. were 15. was

#### Forming Nouns

★ ★ XXV. 1. hardship 2. cowardice 3. avarice 4. length 5. lunacy 6. heroism 7. frankness 8. usefulness 9. pride 10. redness  
★ ★ XXVI. 1. laughter 2. seller, selling 3. teacher 4. punishment 5. advice 6. slaughter 7. explosion 8. renewal 9. arrival 10. departure  
★ ★ XXVII. 1. dentist 2. auctioneer 3. violinist 4. obstetrician or midwife if woman 5. governor 6. employer 7. beggar 8. furrier 9. playwright 10. baker  
★ ★ XXVIII. 1. vegetarian 2. widow 3. hero 4. passer-by 5. playwright 6. pessimist 7. optimist 8. cannibal 9. dwarf or midget 10. giant

## CHAPTER 3

### Adjectives

★ ★ I. 1. this: demonstrative adj., good: adj. of quality 2. this: dem. adj., new: adj. of quality, Egyptian: adj. of quality 3. such: dem. adj. 4. hungry: adj. of quality, thirsty: adj. of quality 4. each: distributive adj., a: ind. article, lovely: adj. of quality 6. enough: indefinite adj. of quantity, two: definite adj. of quantity (cardinal number) 7. no: adj. of quantity 8. one: def. adj. of quantity, better: adj. of quality (comparative) 9. best: adj. of quality (superlative) 10. a: indef. article, falling: adj. of quality

★ ★ II. (Look for examples in this chapter)

★ III. 1. American 2. juicy 3. woolen 4. Childish, childlike 5. atomic 6. painful, painless 7. manly 8. glorious 9. fortunate 10. inky 11. Sudanese 12. walled 13. Awesome, awful 14. golden 15. silken, silky 16. western 17. boyish 18. doglike 19. papery 20. glassy

★ ★ IV. 1. The rich should pay their taxes promptly. 2. the clever should not make fun of their less fortunate brothers. 3. The strong should help the weak. 4. He hated the ugly and the deformed. 5. The fat ought to lose weight.

★ ★ V. 1. excited 2. tired 3. amusing 4. frightening 5. boring, bored 6. cooked, cooking 7. growing 8. written 9. swimming 10. retiring

★ ★ VI. 1. beautiful 2. intelligent 3. cold 4. weak 5. difficult 6. dark 7. fat 8. false or untrue 9. old 10. short

★ ★ VII. 1. shorter 2. younger 3. oldest 4. less 5. better 6. worst 7. more 8. fatter 9. faster 10. biggest 11. farther 12. worse 13. most difficult 14. tall 15. most unusual

★ ★ VIII. 1. older 2. more intelligent 3. poorest 4. most helpful 5. worse 6. bigger, bigger 7. more intelligent 8. uppermost 9. worst 10. best looking 11. long 12. longer 13. to 14. utmost 15. better

#### The Articles

★ IX. 1. a 2. - 3. - 4. a 5. a - 6 - 7 an 8 an 9 a 10 a

- ★ ★X. 1. .... 2. the, the 3. a 4. ...., the 5. a, the 6. a, the 7. a 8. ...., the 9. the, the 10. an, the  
 ★ ★XI. 1. a, the 2. ...., some 3. the 4. ...., 5. a 6. the 7. a 8. ...., the 9. a, an 10. the, .... 11. .... 12. ...., the  
 13. ...., the 14. ...., the 15. the, ...., the, .... 16. the, a, a, .... 17. the, ...., a 18. a, a, a, the, the, the, the, ....  
 19. the, an 20. the, an, the 21. a, a 22. ...., .... 23. an, the, the 24. the, an 25. a  
 ★ ★XII. 1. a 2. a 3. an 4. a 5. a 6. an 7. a 8. a 9. an 10. an 11. a 12. a 13. a 14. a 15. an  
 ★ ★XIII. 1. some. any 2. some, any 3. any, some 4. some, any 5. some, some 6. any, some 7. any 8. some 9. any,  
 some 10. some.  
 ★ ★XIV. 1. many 2. a little 3. a few 4. a little 5. a few 6. much 7. many 8. much 9. a little 10. a few.

#### Demonstrative Adjectives

- ★ XV. 1. this 2. that 3. this 4. these, those 5. that 6. those, these 7. these, this, that 8. this, that 9. these 10.  
 this  
 ★ XVI. 1. this girl 2. that boy 3. this big sheep 4. this beautiful flower 5. that stupid child.  
 ★ XVII. 1. these fine old men 2. these dirty dishes 3. those black oxen 4. those brave armies 5. these young  
 thieves

#### Interrogative Adjectives

- ★ XVIII. 1. whose 2. which 3. which 4. which 5. what 6. whose 7. what 8. whose 9. which 10. which.

#### Distributive Adjectives

- ★ XIX. 1. Each 2. Neither 3. All 4. either 5. either.

#### Possessive Adjectives

- ★ XX. 1. her room 2. our room 3. your pen 4. my coat 5. thier toys

#### Order

- ★ ★XXI. 1. They sent him some expensive blue and white china-plates. 2. We bought some lovely old Venetian  
 vases. 3. In Ramses square there is an enormous ancient granite statue of Ramses II. 4. Have you driven his new  
 Japanese sports car? 5. The thief stole two small diamond ear-rings. 6. She wore a beautiful red and white silk T-  
 shirt. 7. They gave him a new digital gold watch. 8. She met a nice tall Englishman. 9. He lost his old dirty blue  
 car-mat. 10. His brother married a comely young Syrian woman.

## CHAPTER 4

### Pronouns

#### Personal Pronouns

- ★ I. 1. I, he, me 2. he 3. them 4. me, her 5. we 6. them 7. me 8. I 9. her, him 10. me  
 ★ ★II. 1. me 2. he 3. him 4. it 5. they 6. he 7. it, she 8. they, he 9. he 10. me  
 ★ ★III. 1. I 2. us 3. we 4. we 5. it 6. we 7. we 8. it 9. he 10. it 11. us 12. I 13. it 14. I 15. him 16. we  
 17. we 18. we  
 ★ ★★IV. 1. It was Ali, not Nabil, who rang up. 2. It was clear to everyone, except himself, that he is a fool. 3.  
 It's easy to win by cheating, but there is no satisfaction in it. 4. It was a clear and starry night. 5. It takes about 12  
 hours to travel from Cairo to Aswan by the express train.

#### Possessive Pronouns

- ★ V. 1. yours 2. our, theirs 3. my, his 4. its 5. my 6. his, mine 7. his, mine 8. your, mine 9. their 10. mine,  
 yours

#### Reflexive and Emphasising Pronouns

- ★ VI. 1. myself 2. oneself 3. ourselves 4. themselves 5. himself 6. herself 7. itself 8. yourselves 9. yourself 10.  
 himself

#### Demonstrative Pronouns

- ★ VII. 1. That is the pole star. 2. This is mine. 3. Those were made in Japan. 4. These are my students. 5. I've  
 never seen such pride.

#### Indefinite and Distributive Pronouns

- ★ ★VIII. 1. everyone (One) 2. few 3. some, ones 4. One, other 5. both 6. another 7. everybody (etc.) 8.  
 some 9. any 10. Neither

### Interrogative Pronouns

★IX. 1. Which 2. what 3. whose 4. who 5. whom 6. what 7. whose (which) 8. whose 9. what 10. who

### Relative Pronouns

★★X. 1. This is the man whom (that) I met in Jiddah. 2. The man who (that) was driving the car was killed. 3. I bought this stereo which (that) doesn't work properly, last week. 4. He's the person who (that) is going to be fired. 5. that is the journalist whose article made quite a stir yesterday. 6. I'm the man whose wallet you stole. 7. They sent a new teacher who (that) looks nice. 8. We didn't like the housemaid whom the agency sent. (or) We didn't like the housemaid who was sent by the agency. 9. Nadia, who had been listening to our conversation, looked angry. 10. I climbed up the stairs which were newly painted.

★★XI. 1. Which (who, that) 2. which (that) 3. Who 4. whose 5. who 6. that (which) 7. which 8. who 9. whom 10. whose

★★XII. 1. Romeo and Juliet, whose families hated each other, were deeply in love.  
2. The friend for whom I was waiting didn't turn up. (or) The friend that I was waiting for didn't turn up.  
3. "Swiss Family Robinson" is a story about a family whose ship sank near a deserted island.  
4. I saw several appartements of which few were suitable.  
5. I was given this address by a man whom (that) I met at the airport.  
6. The man who (that) answered the phone said that it was the wrong number.  
7. The bed on which I slept had no springs. (or) The bed which (that) I slept on had no springs.  
8. Before the Gulf War, the roads were crowded with refugees of whom many were hungry.  
9. Rashid whose leg is still in a plaster cast, will have to watch the match on T.V.  
10. He wanted to visit me at 11 p.m. which didn't suit me at all.

★★XIII. 1. Whose, which 2. what, which 3. who (that) 4. which 5. whose 6. what 7. which 8. whom 9. which 10. who

★★XIV. 1. The house they built fell down after two months.

2. The bus, arriving late, was full.

3. The money he borrowed from his friend was lost.

4. She was the most beautiful girl to attend the party.

5. The street leading to the university is very wide.

6. Buildings built 50 years ago are more robust than those built these days.

7. The man I saw at the party yesterday turned out to be my new boss.

8. Books boring him were usually thrown into the waste basket.

9. Being the last person to arrive that night, he was obliged to sit near the kitchen-door.

10. He said that bonds, purchased last month, made a large profit.

★★XV. 1. (whom, that) 2. (which, that) 3. (which, that) 4. who 5. (which, that) 6. whom 7. which 8. (which, that) 9. whose 10. which [relatives between brackets can be omitted]

★★XVI. 1. The captain was the last man to leave the sinking ship.

2. Tourists travelling abroad a lot should make prior reservations at hotels.

3. The man being sick was brought to the doctor.

4. Students punished yesterday are to report the headmaster's office.

5. He was the only student to understand the lesson.

6. Guns fired recently are easy to detect.

7. Mona was the first person to see the flying saucer.

8. The car stolen from the garage was returned to its rightful owner.

9. Plants watered by salty water seldom survive.

10. People wanting to survive a nuclear war should build proper shelters.

★★XVII. 1. what 2. where 3. how 4. whom 4. where 6. why 7. when 8. what 9. who 10. when

## CHAPTER 5

### Adverbs

★I. 1. hard: adv. of manner, always : adv. of frequency 2. early: adv. of time 3. around: adv. of place 4. fair: adv. of manner 5. fairly: adv. of degree 6. severely: adv. of degree or manner 7. indoors: adv. of place, today: adv. of time, heavily: adv. Of degree or manner 8. too: adv. of degree, far: adv. of manner 9. never: adv. of frequency 10. gratefully: adv. of manner.

★II. 1. severely 2. slowly 3. yesterday 4. there 5. very 6. certainly 7. now 8. gracefully 9. always 10. why.

★III. 1. This girl dances gracefully. 2. That boy looks intelligent. 3. Go back as quickly as you can. 4. write your answers as clearly as possible. 5. The tea tastes bitter. 6. The singer sang in a lovely way. 7. I didn't go anywhere yesterday. 8. He answered with difficulty. 9. She stared at me in an unfriendly manner. 10. This perfume smells nice.

★IV. 1. hard: how 2. slowly: how 3. soon: when 4. quickly: how 5. here : where 6. there : where 7. noisily : how 8. correctly : how 9. tomorrow: when 10. sweetly: how.

★V. 1. badly 2. well 3. quickly 4. slowly 5. beautifully 6. fast 7. hard 8. early 9. helpfully 10. fair.

★VI. 1. slowly 2. noisily 3. yesterday 4. here 5. slowly, in 6. sweetly 7. hard, well, today 8. yesterday, tomorrow 9. fast 10. very.

★VII. 1. always 2. very 3. moderately 4. upstairs 5. usually 6. not 7. down 8. too 9. here, tomorrow 10. very 11. ever 12. completely 13. kindly 14. where 15. yet 16. quickly 17. quite 18. very 19. rather, fairly 20. still

★VIII. 1. severely 2. harder 3. more severely 4. faster 5. more gracefully 6. rashly 7. badly, worst 8. carefully 9. earlier 10. louder or more loudly

★IV. 1. We usually go to Alex in summer. 2. Has Lina arrived at the office, yet. 3. He behaved very well yesterday. 4. She broke her leg twice last year. 5. He is seldom here before nine o'clock. 6. They met by the bridge at noon yesterday. 7. He arrived early enough to have a front seat. 8. He was badly injured at the stadium yesterday. 9. Clearly, I have to do better next time. 10. Obviously, the criminal used to hide here.

## Chapter 6

### Verbs

★I. 1. are playing 2. has given 3. climbed 4. is shining 5. will see 6. can read 7. was 8. may come 9. should do 10. are

★II. 1. laughed: action 2. is: state of being 3. was: state 4. swim: action 5. wrote: action 6. is: state 7. is: state 8. saw: action 9. washed: action 10. were: state

#### Forms of Verbs

★III. 1. He sits at the window and watches the traffic.

2. It builds its nest in summer and flies to the south in winter.

3. She lives in a small house which has only one room.

4. He leaves for Alex at four today.

5. He wakes up at seven o'clock, washes, dresses and runs quickly into the dining room for breakfast.

6. He goes to school every day.

7. He never works hard.

8. It eats a smaller fish.

9. She cooks food for her family.

10. It cries when it is hungry.

★IV. Revise your tables.

★V. 1. Embitter 2. Soften 3. Endear 4. Whiten 5. Lighten 6. Endanger 7. Beautify 8. Liquefy 9. Deepen 10. Legalise 11. Enable 12. Fertilise 13. Entrench 14. Crucify 15. Horrify 16. Civilise 17. Enslave 18.

Domesticate 19 impersonate, personify 20 lessen 21 Encode, codify 22 Enclose 23 Advise 24 Dampen 25. entomb

## General Qualities of Helping Verbs

### Contracted Forms

#### ★I. Revise your lesson

#### Negative and Interrogative

★II. 1. He mustn't eat meat. Must he eat meat?

2. We can't read English. Can we read English?

3. You don't have a knife. Do you have a knife?

4. I'm not early. Am I early?

5. He oughtn't to laugh more. Ought he to laugh more?

6. He doesn't have a clever brother. Does he have a clever brother?

7. She won't be late. Will she be late?

8. I shan't study more. Shall I study more?

9. She isn't foolish. Is she foolish?

10. He hadn't got a headache. Had he got a headache?

★★III. 1. She shouldn't be here any moment now. Should she be here any moment now? 2. She mustn't (needn't) study harder. Must she study harder? 3. They didn't do their duty. Did they do their duty? 4. I shan't answer the door. Shall I answer the door? 5. He hasn't arrived yet. Has he just arrived? 6. He used not to swim every morning. Used he to swim every morning? 7. You oughtn't to go home. Ought you to go home? 8. She wasn't playing in the garden. Was she playing in the garden? 9. He hasn't been here before. Has he been here before? 10. They won't tell you the truth. Will they tell you the truth?

#### Question Tags

★IV. 1. Mustn't we? 2. Aren't I? 3. Isn't he? 4. Will you? 5. Shall I? 6. Can't they? 7. Has it? 8. Does she? 9. Won't you? 10. Doesn't he?

★★V. 1. Need I? or Do I? 2. Shall I? 3. Won't he? 4. Aren't I? 5. Doesn't he? 6. Didn't she? 7. Don't you? 8. Has he? 9. Could she? 10. Did they?

★★VI. 1. Needn't we? or Don't we? 2. Didn't they? 3. Will you? or Won't you? 4. Will you? or Won't you? 5. Shall we? 6. Didn't she? 7. Can I? 8. Shall I? 9. Aren't I? 10. Hadn't I?

#### Comment Tags

★★VII. 1. Haven't you? 2. Can he? 3. Wouldn't he? 4. Does it? 5. Must I? 6. Haven't you? 7. Couldn't she? 8. Did you? 9. Aren't you? 10. Was it?

#### Agreeing or Disagreeing with Remarks

★★VIII. 1. No, they don't. 2. Oh yes, they do. 3. Yes, they are. 4. Oh no, it's not. 5. Oh no, I'm not. 6. Oh yes, it can. 7. Oh no, it isn't. 8. No, she didn't. 9. No, there aren't. 10. Oh yes, there are.

#### Short Answers

★★IX. 1. Yes, I am. No, I'm not. 2. Yes, it is. No, it isn't. 3. Yes, it was. No, it wasn't. 4. Yes, I do. No, I don't. 5. Yes, he must. No, he needn't. or No, he mustn't. 6. Yes, you do. or Yes, you must- No, you don't. or No, you needn't. 7. Yes, you may. No, you may not. 8. Yes, they were. No, they were not. 9. Yes, I could. No, I couldn't. 10. Yes, he has. No, he hasn't.

#### Additions to Remarks

★★X. 1. He's an engineer and so is Youssef  
2. John can speak Japanese and so can his wife  
3. I don't believe it and neither does Maha.  
4. He didn't know the way, nor anybody else  
5. He used to work in a bakery and so did his friend  
6. He can't come nor can Adam.  
7. You must come and so must your wife.  
8. I'm not going but you are

9. He wants to help us but she doesn't.  
10. I must be there early but you needn't.

#### Emphatic form

★XI. 1. Maha does like bananas. 2. Ali did run fast in the last race. 3. I will give him a present. 4. You did do your homework well. 5. They shall repent whatever they did to me. 6. You did bring a lot..... 7. He did ask me to teach..... 8. We did have a good swim.... 9. Osama does run fast. 10. He shall be punished.

#### Position of Adverbs of Frequency

★XII. 1. He has never been.... 2. You must always say.... 3. You can sometimes visit us. 4. Have you ever been.... 5. He has twice insulted me. or He has insulted me twice. 6. She would often cry.... 7. I have seldom seen.... or Seldom, have I seen.... 8. . He has frequently visited us. 9. Usually, he needn't stay late. Or he needn't usually stay late. 10. He will often be....

#### Helping Verbs followed by Infinitive

★XIII. 1. Bedouins used to.... 2. You are to.... 3. Your book may have been.... 4. Don't move! 5. He was able to explain. 6. I should say nothing.... 7. I have to go now. 8. They ought to warn.... 9. I'll have to hurry. 10. You don't have to pay anything.

#### 1. Verb "to be"

★XIV. 1. is 2. was 3. was 4. were 5. were 6. is 7. is 8. are 9. are 10. am  
★XV. 1. will be 2. is 3. were 4. are 5. been 6. be 7. was 8. being 9. were (subjunctive mood) 10. was  
★XVI. 1. were 2. being, being (or to be, to be) 3. have you been waiting 4. was to put 5. to be 6. would you be 7. is opening (or will be opening or is to open) 8. is to be 9. to be 10. was to be  
★XVII. 1. He is looking for his lost watch. 2. It was stolen from him yesterday. 3. He is absent-minded. 4. He is to report to the police station.

#### 2. Verb "to have"

★XVIII. 1. has got 2. has got 3. Has or Does a pentagon have 4. Do babies have 5. Had you got 6. will have 7. Have you got 8. are having 9. shall (will) have or I'm having 10. had  
★XIX. 1. I had my watch cleaned. 2. I had my ear pierced. 3. They had the man arrested. 4. I'll have my house decorated next month. 5. She had the grass cut 6. I had my eyes tested. 7. I'm having my shoes mended. 8. I had the sheep skinned. 9. I had the dripping tap seen to. 10. She had her hair arranged in a new style.

#### 3. Verb "to do" and Others

★XX. 1. a. He mustn't do it again. Or He needn't do it again. b. Must he do it again?  
2. a. She didn't do her share of the work. b. Did she do her share of the work?  
3. a. It wasn't very late. b. Was it very late?  
4. a. He can't speak French. b. Can he speak French?  
5. a. We don't like her very much. b. Do we like her very much?  
6. a. You shan't have another one tomorrow. b. Will you have another on tomorrow?  
7. a. He may not go now. b. May he go now?  
8. a. He hasn't enough to eat. b. Has he enough to eat?  
9. a. He won't come if he can't. b. Will he come if he can?  
10. a. We couldn't do that quickly. b. Could we do that quickly?  
★XXI. 1. Didn't he? 2. Did he? 3. Yes, he did. 4. No, he didn't 5. Yes, he did. 6. No, he didn't. 7. He loved her very much but she didn't. 8. He loved her very much and so did she. 9. He loved her more than she did. 10. He did love her very much.

#### 4. 5. Shall and Will

★XXII. 1. shall 2. Will or won't 3. will 4. shall 5. will 6. shall (will) 7. will 8. will, will 9. shall 10. shall  
★XXIII. 1. would 2. should 3. should, should 4. should 5. should 6. should 7. would, should 8. should 9. should 10. would 11. Would 12. would 13. Should 14. would 15. would.

#### 6. Can, could

★XXIV. 1. be able to 2. Can 3. could (n't) 4. be able to 5. could 6. could 7. could (n't) 8. will be able to 9. will be able to 10. could, was not able to

#### 7. May, might etc.

★ ★ XXV. 1. can 2. may, can 3. may 4. might 5. should 6. might 7. may or (might) 8. Could (Can) 9. may, can 10. may

#### 8. 9. Ought to, Must etc.

★ ★ XXVI. 1. had to 2. should (ought to) 3. should (ought to) 4. mustn't 5. didn't have to 6. must 7. had to 8. have to 9. should 10. should

★ ★ XXVII. 1. a. You needn't come to work tomorrow. or You don't have to come....  
b. You mustn't come to work tomorrow. or You aren't to come....

2. a. He needn't go to Paris. or He doesn't have to go....

b. He mustn't go to Paris. or He isn't to go to Paris.

3. a. You needn't pay him now. or You don't have to pay him now.

b. You mustn't pay him now. or You aren't to pay him now.

4. a. You needn't answer.... or You don't have to answer....

b. You mustn't answer.... or You aren't to answer....

5. a. He needn't write.... or He doesn't have to write....

b. He mustn't write.... or He isn't to write.

#### 9, 10. Mustn't and Needn't

★ ★ XXVIII. 1. needn't 2. mustn't 3. mustn't 4. mustn't 5. needn't 6. needn't 7. must 8. needn't 9. needn't 10. mustn't

#### 10. Didn't need to and Needn't have

★ ★ XXIX. 1. Didn't need to push 2. needn't have waited 3. needn't have stayed 4. didn't need to take 5. didn't need to ring

#### 11,12. Dare, Used to

★ ★ XXX. 1. They used not to be so rich.

2. We dared them to fight us.

3. How dare you make such an impudent remark?

4. Before they moved, they used to come every day to play bridge.

5. They didn't dare tackle that fierce dog. Did they?

#### Modals and Perfect Infinitives

★ ★ XXXI 1. It must have fallen from its nest.

2. You needn't have sent a telegram; a letter would have done.

3. You should have left a note.

4. I could (might) have been mistaken.

5. If they had gone any further, they would have fallen over a precipice.

6. I was to have gone on Monday, but on Monday I had a....

7. They may (might) have been in a hurry.

8. He thinks that Shakespeare may have written it. Shakespeare couldn't have written it because.....

9. No, it couldn't have been Maha. She never has a meal in it. It must have been Mona.

10. You should have warned them that the ladder was dangerous.

## Tenses

### Present Tenses

★ I. 1. are learning 2. shines 3. is drawing 4. rains, is raining 5. wake up, have 6. is crying, is 7. are, am sitting 8. travel 9. works 10. is beginning.

★ II. 1. are you thinking 2. I don't agree 3. I hear 4. knows 5. are watching 6. stay, are having. 7. I don't speak, I am studying 8. I don't remember 9. I hate 10. costs

★ III. 1. since 2. for 3. for 4. since 5. since 6. for 7. since 8. for 9. since 10. for

★ IV. 1. have been living 2. haven't seen 3. have you been learning 4. has been sitting 5. have shut up, have gone away 6. have been waiting 7. have been swimming 8. have already eaten 9. has been crying 10. have you ever been

★ ★ V. 1. have been standing, (for), hasn't arrived. 2. have been writing, (for) 3. (since), have read 4. have you memorised, (since) 5. have been sitting (for) 6. Have you seen, (since) 7. haven't seen (for) 8. haven't you been, (since) 9. has been working, (since) 10. has been, (for)

★ ★ VI. 1. haven't seen, met 2. was 3. visited 4. hasn't spoken 5. bought 6. hasn't written 7. has Mr. Hussein arrived yet 8. Did Mr. Hussein come 9. has got 10. got.

#### Past Tenses

★ VII. 1. was shining, went 2. was raining, came 3. was working or (worked), was sleeping 4. arrived, was still sleeping 5. jumped off, was moving 6. went out, were doing 7. cut, was cutting 8. arrived, was writing 9. fell down, was running 10. ran, broke

★ VIII. 1. went 2. went 3. was going, arrived 4. has just gone 5. went 6. heard, haven't heard 7. is, is writing 8. saw, was living 9. hope, gets, heard, got 10. is writing, has already written, wrote

★ IX. 1. had eaten, arrived 2. found, had already stolen 3. Had you already left, started 4. hadn't finished, started 5. had already spread, arrived 6. had set, was 7. wondered, hadn't visited 8. drank, had finished 9. said, had already seen 10. went, had finished

★ X. 1. got, had been working 2. did not like, had been living 3. were, had been reading 4. had been working, stopped 5. had been trying, was

#### Future Tenses

★ XI. 1. I shall (I'll) eat bread everyday. 2. He'll like geography. 3. I shall (I'll) feel ill if I eat too much. 4. Shall we need coloured pens? 5. It won't hurt. 6. We shan't (won't) do our homework at class. 7. They'll come here in winter. 8. Why won't he drink his Cola? 9. He'll be able to sing. 10. I shall have to read more.

★ XII. 1. I'm going to go home tomorrow. 2. He's going to lend me the money. 3. My father is going to buy me a new car. 4. They're going to learn Italian. 5. I think I'm going to be sick. 6. We're going to finish all the work. 7. Nadia is going to get married. 8. I'm afraid it's going to cost a lot of money. 9. Where is he going to stay? 10. He isn't going to come home.

★ XIII. 1. She'll know in a minute. 2. I'm going to understand it better tomorrow. 3. He'll give it to you.... 4. I think I'll be sick. 5. He's going to live in Paris for a year. 6. I know he's not going to agree (he won't agree). 7. Sometimes the baby will cry for hours. 8. I heard the bell, I'll open the door. 9. I'll phone her now. 10. I'm going to study well this year.

★ XIV. 1. he'll have been 2. will have been playing 3. will be (or is going to be) 4. will wait, arrive 5. will visit (are going to visit), returns 6. shall have been driving 7. won't have eaten 8. am not going to do 9. comes, are preparing 10. decide, I'll tell.

★ XV. 1. What will you be doing in ten years time?

2. At seven o'clock I shall still be mending the chair.

3. I shall (I'll) be waiting for you at our usual place.

4. By next June he'll have finished writing his new novel.

5. By the end of March, he'll have taught us to speak French.

6. By the end of the year, he'll have been teaching us History for two years.

7. Tomorrow, you shall have a bicycle. on my word of honour.

8. This time next week, you'll be swimming in the sea.

9. She'll be still talking for at least another hour.

10. I'm seeing him tomorrow. or I'll see him tomorrow or I'm going to see him tomorrow.

#### Future in the Past (The Conditionals)

★ XVI. 1. would enjoy 2. wouldn't feel 3. he would not cut 4. would have stopped 5. would have rung 6. would have been staying 7. would have gone 8. would have stopped 9. wouldn't have made 10. wouldn't be

#### Mixed Tenses

★ XVII. 1. wait, arrive 2. heat, expands 3. went, had finished 4. phoned, got 5. has been 6. have climbed up 7. has seen 8. is, looks, to be 9. shall be sitting 10. are having 11. called, would have taken 12. will be moved 13. had gone, would have fallen 14. I shall be waiting 15. would take care.

## Active and Passive Voice

★I. 1. A goal is scored by Hany. 2. A stone was thrown by Ali. 3. The dinner had been cooked by Maha. 4. The window is being broken by George. 5. An ear-ring was stolen by the thief. 6. Her homework hasn't been done by Mary, yet. 7. Mice are killed by cats. 8. A song is being sung by him. 9. Nothing was written by them. 10. His debts weren't paid by him.

★II. 1. Is tennis played by him? 2. Were those letters posted by you? 3. Was the window broken by you, George? 4. Has his homework been done by him? 5. Was the piano being played by him? 6. Is their dinner cooked by them? 7. Where was he buried (by them)? 8. When is his dinner eaten by him? 9. Is a novel being written by him? 10. Had all his money been spent by him?

★★III. 1. The president was given a warm welcome (by the people). 2. The window has already been repaired. 3. The players were promised a large reward if the match was won. 4. Each of the boys was bought a football, or The boys were bought a football each. 5. He was taught English and (was) given a dictionary. 6. They were lent a car for the afternoon. 7. The visitor was brought something to drink. 8. The dog was left in the garden. 9. When we first met, I had already been offered a job. 10. I was ordered by the doctor to stay in bed.

★★IV. 1. My father is being visited at this moment. 2. Football mustn't be played after meals. 3. Your debts should be paid before leaving. 4. Animals are not allowed on board this aeroplane. 5. The window will be repaired the next Wednesday. 6. Your bag is being mended. 7. The students have been told about the exam. 8. The Olympic Games were being watched by about a million individuals. 9. The furnace is checked every month. 10. Your parents ought to be called tomorrow.

★★V. 1. Sugar is not sold by green-grocers. 2. Let all the doors be closed. 3. Let this letter be posted tomorrow. 4. Where was his car left? 5. How often must these pills be taken? 6. It wasn't done on purpose, it was an accident. 7. Has he been interrogated yet? 8. Can I be helped with my homework? 9. By whom was the window broken? 10. Who have been seen (by you) breaking the safe?

★★VI. 1. My bicycle was damaged yesterday. 2. Several people were killed in an accident last night. 3. The letter has just been posted. 4. Dollars can be changed into pounds at the bank. 5. Many computers are manufactured in Taiwan nowadays. 6. All the students have been invited. 7. Luckily, the machinery was not damaged. 8. Football is being played all morning by him. 9. Smoking is not allowed on aeroplanes. 10. This machine must be cleaned every time it is used.

★★VII. 1. Ahmed was asked where he had been. 2. Cheques must be written in ink. 3. The gun was fired by an unseen hand. 4. This bed has not been slept in for years. 5. Have the questions been answered? 6. People often ask policemen the way. 7. Wellington defeated Napoleon at Waterloo. 8. Peanuts filled the box. 9. Why didn't they tell me the truth? 10. Where was he buried?

★★VIII. 1. You must have been given the papers that were meant for the term exam.

2. Nothing has been moved since you were sent to hospital to be treated.

3. You are expected to be interested in the music band you were chosen for.

4. Weren't you ever taught how a car is driven?

5. Don't let yourself be heard.

6. I won't be spoken to as if I were a servant.

7. Were you frightened by the explosion?

8. This glass hasn't been drunk out of, or: This glass has been drunk out of by no one.

9. It is said that leopards run faster than lions, or better: Leopards are said to run faster than lions.

10. I should like to be taken to the circus.

★★IX. 1. We were amazed to hear that your salary had not been received.

2. I was promised that I would be given the money at the party.

3. His enemies were bitterly angered by his escape especially as his being hanged had been counted on.

4. That camera is going to be bought as soon as its price is collected.

5. Let the alarm-clock be stopped, everybody has been disturbed.

★★X. 1. I wasn't paid for the work, I was expected to do it for nothing.

2. Ours lodgers are asked not to play their radios loudly after midnight.

3. Why wasn't I informed of the new schedule?

4. Has my letter been posted?  
 5. Other people's schemes have been tried. Why hasn't my scheme ever been tried?  
 ★★XI. 1. The money was added and found to be correct.  
 2. He likes to be called "Sir".  
 3. We are being followed.  
 4. Before printing was invented, everything had to be written by hand.  
 5. Don't let that button be touched.  
 ★★XII. 1. We had (or got) them cleaned yesterday.  
 2. I got (or had) my shoes mended.  
 3. Have (or get) another photograph.  
 4. Get (or have) it translated into English.  
 5. Did you get (have) your hair cut yesterday?  
 ★★XIII. 1. He is expected to win the race tomorrow. 2. Ali is known to speak five languages. 3. The missing girl is believed to have been killed. 4. It is said (reported) that the world leaders have reached an agreement. 5. It is expected that the criminal will be condemned to death. 6. She is known to work hard. A lot of tea is known to be drunk in England. It is believed that Naguib Mahfouz is (was) a great writer. It is thought that the thieves have escaped from prison. President Bush is believed to be a religious fanatic.  
 ★XIV. 1. Kareem took the pen. 2. The mechanic repaired the car. 3. The cook is preparing dinner. 4. Shakespeare wrote these letters. 5. Mohsen has broken the window. 6. The boy closed the window. 7. The carpenter has repaired this chair. 8. Are they examining the new student now? 9. Has every one forgotten it? 10. The army is bravely defending the city.  
 ★★XV. 1. We keep all our books in the cupboard. 2. They didn't see any light. or They saw no light. 3. They will forget this accident in a few years time. 4. A thief has stolen my car. 5. They have never punished him. 6. He is repairing my shoes. 7. They drink a lot of tea in England. 8. We must look into this matter. 9. The teacher is going to explain the lesson soon. 10. They should have told her.

## Mood

- ★★I. 1. Indicative-statement 2. subjunctive-conditional 3. imperative-command 4. indicative-negative statements 5. indicative-question 6. Infinitive 7. infinitive-gerund 8. subjunctive-wish 9. indicative-negative question 10. imperative-request.

### Indicative Mood

- ★II. 1. a. He isn't very late. b. Is he very late?  
 2. a. I mustn't do it now. or I needn't do it now. b. Must I do it now?  
 3. a. Jihan doesn't like tea. b. Does Jihan like tea?  
 4. a. I don't read well. b. Do I read well?  
 5. a. She didn't sleep all night. b. Did she sleep all night?  
 6. They don't play handball. b. Do they play handball?  
 7. She can't leave now. b. Can she leave now?  
 8. She doesn't feel well. b. Does she feel well?  
 9. I haven't seen him there. b. Have I seen him there?  
 10. He wasn't washing his clothes. b. Was he washing his clothes?

### Subjunctive mood

- ★★III. 1. be 2. clean 3. should be 4. were 5. were 6. were 7. slept 8. were 9. go 10. should be  
 ★★IV. 1. will arrest 2. would type 3. would (could, might) have caught 4. had 5. had worn 6. change 7. wouldn't have printed 8. would jump 9. should I do 10. won't be.

### Infinitive Mood

- ★★V. 1. to wait. 2. to smoke 3. help 4. tell 5. to see 6. send 7. to do 8. to (come), stay 9. to inform, (to) disobey 10. to go, make, go 11. clear 12. sing 13. bewail 14. to stay 15. to fail 16. to be 17. to see 18. to meet 19. manicure 20. watch  
 ★★VI. 1. No, I intended to but I forgot. 2. He doesn't want to. 3. I told her not to. 4. He had to; otherwise he'd have missed the train. 5. The policeman told me to.

### Present and Past Participles

★★VII. 1. amusing 2. shaven 3. broken 4. breaking 5. melting 6. walking 7. escaped 8. haunted 9. hidden 10. tired

★★VIII. 1. He gave me a signed cheque 2. The weeping girl cried because she had lost her mother. 3. I like overdone meat. 4. The extent of his known crimes is staggering. 5. The firemen put out the fire in the burning house.

★★IX. 1. filled 2. broken 3. being 4. containing 5. lost, found 6. broken 7. burning 8. interesting 9. boiled 10. bored

### Dangling (misrelated) Participles

★★X. 1. When carrying a gun, you should never point it at anyone 2. As he was riding in his first race, his horse fell at the last jump 3. As I was passing under a ladder, a pot of paint fell on my head 4. Rushing out of the house, I was knocked over by a lorry 5. As he was getting out of bed, a scorpion stung him 6. A huge tree was uprooted by the storm and blocked the road 7. He fell from such a height that we thought he'll never survive 8. As the boat was tied to a post, the sea tossed it up and down 9. Pinned to the door by a knife, a piece of paper, with writing on it, was seen by the man 10. I led the dog, that was barking furiously, out of the room

★★XI. 1. Knowing that he was poor, I offered to pay for his ticket 2. Getting off his horse, he began searching his pockets 3. Finding his cage door open, the lion escaped 4. One day, sitting by the fire, you will look at my photo and you'll remember me 5. Having stolen the silver, he looked for a place to hide it 6. Having fed the dog, he sat down to his own dinner 7. Being exhausted by his work, he threw himself on the sofa and was fast asleep within seconds 8. Infuriated by interruptions, the speaker refused to continue 9. She searched everywhere hoping to find the will 10. Thinking that we were lost, he offered to show us the way home.

### Infinitive and Gerund

★★XII. 1. seeing 2. waiting 3. to see 4. to lock (locking), going 5. to explain, to listen 6. exceeding 7. hearing, not to enter 8. to pacify, to be pacified, grumbling 9. to forget, worrying 10. paying 11. to give 12. meeting 13. writing, waiting 14. stopping, forgetting, to wind 15. doing 16. repeat, to make, to do 17. earn, scrubbing, to make, blackmailing 18. doing, doing 19. talking, to finish 20. to make, rubbing

★★XIII. 1. He talked no more b. He stopped doing whatever he was doing and began talking.

2. a. The grocer was paid b. The grocer hasn't been paid, yet.

3. a. He didn't pay any more. b. He paid.

4. a. The shoes were clean. b. He remembered that his shoes needed cleaning and cleaned them.

5. a. He plugged the hole but it was of no use. b. He couldn't plug the hole.

★★XIV. 1. This tea is too hot to drink 2. I'm too excited to think clearly 3. You're old enough to know better.

4. The problem is too difficult for us to solve 5. Our teacher is clever enough to tell you the answer 6. Our cat is too lazy to catch mice 7. the river was too deep for them to walk across 8. He's (quite) well enough to go back to work 9. Walid is tall enough to touch the ceiling 10. The moon is bright enough for me to read by its light

★★★XV. 1. to act: subject to verb "is" 2. to be engaged: complement to verb "are" 3. to have been told: object to verb "should like" 4. to meet: adverb of purpose modifying verb "went" 5. to speak: adjective qualifying "the way" 6. to complete: subject to verb "was" 7. tell: objective complement to object "me" 8. to paint: adverb of purpose modifying verb "have come" 9. to be: object to verb "want" 10. to hear: adverb of reason modifying verb "was"

★★XVI. 1. Gerund 2. adjective 3. cont. tense 4. gerund 5. adjective 6. gerund 7. adjective 8. gerund 9. cont. tense 10. gerund

★★★XVII. 1. gone: past participle forming part of a present perfect tense.

2. Having written: perfect participle active forming an adverb phrase of time.

3. burning: present participle acting as an adjective qualifying "house".

4. Eating: gerund as subject to verb "is" and as a verb has its own object "the correct amount".

5. conquered: past participle acting as an adjective qualifying "country".

6. ringing: present participle forming part of a present continuous tense.

7. Taking: present participle forming an adverb phrase of manner.

8. Knowing: present participle forming an adverb phrase of reason.

9. smoking: gerund as object to verb "give up" and has its own object "cigarettes"

10. broken: past participle acting as an adjective qualifying "leg".

## CHAPTER 7

### Prepositions

★I. 1. of 2. on 3. in 4. with 5. at 6. through 7. by 8. from. to, on 9. on 10. on, for 11. in, in, in 12. with, into 13. at, between 14. to, with 15. with 16. by, on 17. below or under, in 18. with, about 19. among 20. for 21. at or after or before 23. at 24. in 25. over or on.

★★II. 1. out, in 2. with 3. over 4. after 5. at 6. back 7. for 8. through 9. up with 10. round or to, out 11. across or upon, in 12. for, down 13. round, after 14. in 15. into, across 16. in 17. over 18. down, about 19. down 20. off 21. out 22. up 23. off 24. on 25. away, for 26. for. through 27. back 28. off 29. up, by 30. round 31. about 32. for, of 33. up 34. for 35. up 36. down 37. off, to 38. out 39. out, up 40. on, at 41. after 42. at, with 43. after, at, for 44. through, for 45. of, of 46. on 47. off 48. with, for 49. to, for 50. at, with 51. at, by, through or for 52. against. down 53. on, with 54. up, off, for 55. in, up, with 56. at, to, without 57. for, to 58. out, in 59. out, up with 60. on or upon, by, into 61. at, after 62. for 63. in 64. out 65. over, on 66. out 67. on, away 68. over 69. down, into 70. down 71. into 72. off 73. for, out 74. round 75. down 76. at, for 77. by, for 78. back 79. for 80. on 81. up 82. down 83. off 84. up 85. down 86. off, by 87. back 88. in, at 89. back 90. up 91. out 92. over 93. up 94. for 94. over 94. through 97. down 98. down 99. forward 100. off 101. by 102. of, to, of 103. of 104. In, to, of, in, of, for 105. for, in 106. up, in, of 107. for, in 108. on, of 109. off, at, over, of 110. round, in or during, of 111. of, without, against 112. at, at, up 113. about 114. against 115. with, for, with 116. for 117. into, to 118. forward to 119. down on 120. out of.

## CHAPTER 8

### Conjunctions

★I. 1. but 2. so 3. or 4. The weather was windy, rainy and cold. 5. but 6. or 7. but 8. so 9. She neither studied hard nor succeeded. 10. He's not only intelligent, but he's also hard working. (other answers are possible)

★II. 1. Neither did he cheat nor did he lie. 2. Not only was he kind, but he was also brave. 3. Either he went home or to the club. 4. Neither did he sell his car, nor did he use it. 5. Not only does she clean the house but she also cooks dinner.

★★III. 1. Either, or 2. not only, but also 3. or, so (etc). 4. Although (etc). 5. nor (and neither) 6. either, or 7. because (etc). 8. although (etc). 9. nor 10. if (or whether or when or where), and. 11. but 12. neither, nor 13. lest 14. so (etc) 15. because (etc)

★★★IV. Revise your book

★★★V. Revise your book

★★★VI. Revise your book

## CHAPTER 9

### Intrejections

★I. 1. Alas! 2. Hello! 3. Bravo! 4. Hurrah! 5. Hush! 6. Wow! 7. Ugh! 8. Oops! 9. Hm! 10. God bless you! 11. Ouch! 12. Shame! 13. At last! 14. Good bye! 15. Damn!

## CHAPTER 10

### ★ ★ ★ Prefixes, Suffixes and Roots

- I.** 1. missionary 2. honourary 3. dictionary 4. voluntary 5. surgery 6. history 7. compulsory 8. dispensary 9. purgatory 10. conciliatory
- II.** 1. (10) 2. (100) 3. (5) 4. (3) 5. (2) 6. (3) 7. (1) 8. (2) 9. (20) 10. (8) 11. (2) 12. (2) 13. (4) 14. ( $\frac{1}{2}$ ) 15. (6) 16. (2) 17. (2240) 18. (2) 19. ( $\frac{1}{2}$ ) 20. (100)
- III.** 1. thermometer 2. microscope 3. telescope 4. barometer 5. submarine 6. unicorn or rhinoceros 7. pendulum 8. periscope 9. thermostat 10. tripod
- IV.** 1. underground 2. uniform 3. centurion 4. perinatal 5. malnutrition 6. telephone 7. tricycle 8. equidistant 9. geography 10. hemiplegia 11. megabyte 12. philanthrope 13. submarine 14. translucent 14. benefactor 16. foredeck 17. mid-atlantic 18. polygonal 19. pentagon 20. extracurricular (see other possibilities in your textbook)
- V.** 1. biology 2. chromophobe 3. endoscope 4. kilogram 5. osmosis 6. articulate 7. coronary 8. action 9. micrometer 10. metropolis (see other words in your textbooks)
- VI.** 1. an = lack of. aemia = blood 2. mono = one, ocle = eye 3. quadro = four, ped = foot 4. deca = ten, gon = angle 5. bi = two, cycle = wheel 6. philo = love, sophy = wisdom 7. semi = half, lun = moon, ar = adj. ending 8. megallo = huge, polis = town 9. intra = inside, card = heart, iac = adj. ending 10. poly = multiple, gamy = marriage 11. geo = earth, logy = science 12. extra = outside, marit = marriage, al = adj. ending 13. ante = before, nat = birth, al = adj. ending 14. an = without, archy = government 15. mono = alone or single, logue = speech

## CHAPTER 11

### Sentences, Phrases and Clauses

- ★ **I.** Revise your book
- ★ **II.** Revise your book
- ★ **III.** 1. sentence 2. clause 3. phrase 4. phrase 5. clause 6. phrase 7. sentence 8. clause 9. phrase 10. sentence 11. sentence 12. sentence 13. phrase 14. clause 15. clause.
- ★ ★ **IV.** 1. her complete recovery. subject 2. the contents of your missing wallet. object 3. his lake of manners. object 4. the hour of his death. subject 5. what to eat. subject 6. the cause of his absence. object 7. her virulent dislike of him. subject 8. his manner of affecting his own escape. subject. a cause of wonder to all of us. complement 9. his reasons for staying away. direct object 10. many children accompanied by their fathers and mothers. subject
- ★ ★ **V.** 1. adjective phrase. qualifies (the man) 2. noun phrase. subject to verb (made) 3. adverb phrase of manner. modifies verb (walked) 4. adverb phrase of manner. modifies verb (went) 5. adverb phrase of purpose. modifies adverb (hard) 6. adjective phrase. qualifies the noun (boy) 7. adverb phrase of time. modifies verb (left) 8. noun phrase. object to preposition (at) 9. adverb phrase of time. modifies verb (met) 10. adverb phrase of place. modifies verb (jumped)

#### Adjective (relative) Clauses

- ★ ★ **VI.** 1. I have lost my pen which (that ) I bought yesterday.
2. I saw the man who (that ) won the prize.
3. The bicycle which (that) my uncle, Aly, sent was for my birthday.
4. The oranges which (that) you are eating grew on our tree.
5. I saw the man whose dog had bitten me
6. Nadia lives in a house which (that) has a big garden. or Nadia lives in a house whose garden is big.
7. The boy whom (that) the police arrested was a thief
8. I've got to entertain my brother-in-law whom (that) I can't stand
9. Lewis Carrol who (that ) wrote "Alice in Wonderland" was really a mathematician.

10. He went to Oxford where he read the Classics.
11. I know the reason why he was angry.
12. I remember the day when the house burnt down.
13. I ate a cake which (that) was filled with nuts.
14. She complained about her neighbour whose dog kept barking all night.
15. He left school where he was always punished.

★ ★ VII. 1. That my aunt gave me, dress 2. which I bought, cakes 3. who had robbed the old lady, thief 4. that won't start, car 5. who had been robbed, man

★ ★ VIII. 1. non-defining: Many people were injured in the capital of Zaire, where 10,000 students took part in a demonstration. 2. defining; (as it is) 3. non-defining: The Nile, which flows through Cairo, is the longest river in the world. 4. non-defining: I went to see their new home, which I liked very much. 5. non-defining: Dumas, who was a famous French novelist, wrote the "Three Musketeers".

★ ★ IX. 1. The reason why he is angry is not known 2. This is a book on astronomy which is the best. 3. We are living in times that are profoundly disturbing. 4. My brother, who hasn't the least talent, is quite mad to want to be an actor. 5. I ended up by making a speech, which I hadn't wanted to.

★ ★ X. 1. when 2. but 3. what, where, whom 4. which (that) 5. as

#### Adverb Clauses

★ ★ XI. 1. if we have a holiday: of condition 2. when we arrived at the party: of time 3. as I showed you yesterday: of manner 4. although the ground was rather slippery: contrast 5. because it was very late: of reason 6. Everywhere I looked: of place 7. where they belong: of place 8. so that I should help him: of purpose 9. He was such a talkative man that: of result 10. lest he should be caught : of purpose 11. than I thought: of comparison or of degree 12. so that I can now pay my debts: of result 13. supposing that he asks you: of condition 14. unless you pay your debts today: of condition 15. should you change your mind: of condition 16. whatever dishonesty he was caught with: contrast or concession 17. hence they supported him: of result 18. as if he were Fred Astaire: of manner 19. since he wanted to impress his date: of reason 20. until you return safely: of time 21. as soon as I have the time: of time 22. so that he couldn't find it: of purpose 23. that he couldn't find it: of result 24. as I didn't want him to see it: of reason 25. had I had your abilities: of condition

★ ★ XII. 1. before: of time 2. wherever: of place 3. so...as: of comparison or degree 4. although: of contrast or concession 5. lest: of purpose 6. if: of condition 7. As: of manner 8. as...as: of comparison or degree 9. because: of reason 10. Hardly.....when or No sooner..... than: of time.

#### Conditionals (If Clauses)

★ ★ XIII. 1. I'll give 2. will (shall) go 3. won't be 4. would type 5. won 6. should (would) have 7. isn't 8. ring 9. would have fallen 10. had tried 11. would have been captured 12. moves, get 13. shall (will) leave 14. shall (will) have 15. had 16. would answer 17. had worn 18. wouldn't buy 19. shall (will) go 20. would you do? 21. would see 22. would not go 23. keeps 24. would give 25. should be needed.

★ ★ XIV. 1. won't get 2. wouldn't get 3. wouldn't have gotten (got) 4. would you have done? 5. would have made 6. shall (will) be 7. won't be (shan't be) 8. want 9. shall (will) do 10. do not disturb 11. shan't wait 12. would have stopped 13. would ring 14. would visit 15. wouldn't have shrunk

★ ★ XV. 1. Were my friends only here, we would enjoy ourselves.

2. Had I been warned, I would've taken the necessary precautions.

3. Should he change his mind, please let me know.

4. Were it not for the expense involved, I would do it.

5. Had I the money, I would build myself a nice villa.

★ ★ XVI. 1. If I had seen the signal, I would have stopped.

2. Hadn't the astronauts been hampered by thick dust, they would have walked very far on the moon.

3. If she had known that you were in hospital, she would have visited you.

4. Had he been looking where he was going, he wouldn't have been run over.

5. If it hadn't been raining, I would have taken the children to the beach.

6. Unless he works overtime, he won't earn as much as I do.

7. If I had a map, I would direct you.

8. Unless they speak English to her, not French, her English won't improve.

9. If we had had enough money, we would have gone by air.  
 10. Had they been wearing life-jackets, they wouldn't have drowned.

## CHAPTER 12

### Sentences

★ ★ I. Revise your book

★ ★ II. 1. simple 2. compound 3. simple 4. compound 5. complex 6. compound 7. simple 8. simple 9. compound 10. complex.

★ ★ III. Revise your book

★ ★ IV. 1. that he broke the window: noun clause, object to "admitted".

2. which was of great interest: adjective (relative) clause, qualifies noun "book".

3. after I had left: adverb clause of time, modifies verb "arrived"

4. As he was ill: adverb clause of reason, modifies verb "couldn't come".

5. which was about to explode: adjective clause, qualifies noun "car".

6. that the king was ailing: noun in apposition to subject "news".

7. Although he was poor: adverb clause of contrast or concession, modifies "was".

8. unless you bless me: adverb clause of condition, modifies "shall not go".

9. than I am: adv. clause of comparison, modifies "taller".

10. who had gone blind: adjective clause, qualifies "man".

11. lest he should be awake all night: adv. clause of purpose, modifies "took".

12. however he lay awake all night: adv. clause of contrast, modifies "took".

13. So long as you don't exceed your income: adv. clause of condition, modifies "will never be".

14. Provided you revise your lesson: adv. clause of condition, modifies "don't have to worry".

15. Hardly had he arrived when: adv. clause of time, modifies "excused".

★ ★ V. 1. The cat 2. Ali 3. The old woman 4. two shillings 4. table 6. Hala 7. The rabbit 8. His son 9. he 10. the hen

★ ★ VI. 1. the station 2. ten books 3. the exercise books 4. a letter 4. a song 6. the animals 7. her foot 8. the bell 9. cheese 10. a motor car

★ ★ VII. 1. sang: intransitive 2. sang: transitive 3. became: of incomplete predication 4. kicked: transitive 4 eat transitive 6. eats, intransitive 7. is boiling: intransitive 8. sells: transitive 9 are: of incomplete predication 10. will go: intransitive

★ ★ VIII. 1. Vitamins are necessary for life. 2 He likes travelling abroad. 3. The blind usually compensate by having acute hearing and a sharper sense of smell. 4. Drinking caused his downfall. 4. To forget was his aim. 6. How to escape from prison was his only thought. 7. That my father may be wrong never entered my mind.

★ ★ IX. 1. a. He can't read German. 2. I must't sleep. 3. I'm not late. 4. He doesn't have a broken knee. 5. We don't believe him. 6. It doesn't taste good. 7. You didn't sleep well. 8. I haven't got any books. 9. I didn't buy any ties. 10. We shan't stay here. 11. He doesn't know anything. 12. It doesn't cost a shilling. 13. They didn't understand. 14. He's not very late. 15. He won't do it. 16. They don't understand. 17. I'm not right. 18. He mustn't eat any. 19. He didn't give you a cake. 20. I didn't see anyone there. or (I saw no one there.)

★ ★ X. 1. I don't want any tea or milk. or I want no tea or milk.

2. Nobody told him the news. or He was not told the news by anybody.

3. Neither Ali nor Nabeel are there. or Both Ali and Nabeel are not there.

4. Samir didn't hear a gun-shot nor (and neither) did I.

4. All men are not equal. or Not all men are equal.

6. He doesn't like to eat sweets nor does his brother.

7. Neither one of you should go. or Neither one of you need (to) go.

8. No one was there. or Not every one was there.

9. I never work late. or I sometimes do not work late.  
 10. I'll never see you. or I won't ever see you.  
 11. No one (Nobody) saw him kiss her.  
 12. She didn't kiss her husband or her son either. or She kissed neither her husband nor her son.  
 13. He didn't break the cup or the saucer.  
 14. He doesn't do his best to improve himself.  
 14. You can't come with him either.  
 16. He was neither rich nor happy.  
 17. You mustn't come. or You needed come.  
 18. I don't have two cars. 19. I haven't got two cars.  
 20. He hasn't solved the problem yet.
- ★XI. 1. Can he read German? 2. Must I sleep? 3. Am I late? 4. Has he a broken knee? 5. Do we believe him? 6. Does it taste good? 7. Did you sleep well? 8. Have I got any books? 9. Did I buy any ties? 10. Shall we stay here? 11. Does he know anything? 12. Does it cost a shilling? 13. Did they understand? 14. Is he very late? 15. Will he do it? 16. Do they understand? 17. Am I right? 18. Must he eat any? 19. Did he give you a cake? 20. Did I see anyone there?
- ★★XII. 1. Could you tell me when the train leaves?  
 2. Do you know whether they have gone home?  
 3. Do you think that it is going to rain to day?  
 4. She asked him where he had been all morning.  
 5. Do you think you could tell me where everybody has gone to?
- ★★XIII. 1. Who asked about me? 2. How many wives have you got? 3. Where did he dies? 4. Whom (who) is he looking after? 5. How much does it weigh? 6. How often does he go to Alex.? 7. What is she searching for? 8. How tall is Ali? 9. What is its colour? 10. How much did they pay? 11. Whose is it? 12. By whom was she rescued? 13. Whose is this? 14. Why did you buy it? 15. When did he arrive? 16. Must I? or Need I? 17. Did he bring any? 18. Why is he running? 19. Whose fault was it? 20. Which girl was it?
- ★★XIV. 1. Seldom have I seen him so angry.  
 2. So happy was he that he gave all the money in his pocket to those with him.  
 3. Down went the submarine!  
 4. Neither did he pay his debts nor did he ask for postponement.  
 5. Nowhere did I see him.  
 6. Hardly could he walk, when he was attacked by polio.  
 7. Not only was he foolish, but also extravagant.  
 8. Had he arrived ealy, I would have been waiting for him.  
 9. Should he tell you anthoer story, tell him that he's a liar.  
 10. Under no circumstnces whatsoever will I meet him.
- ★★ XV. 1. He let the patient die because he was afraid to operate.  
 2. Do you think the peace-talks in Madrid will succeed?  
 3. The Russian, Gagarin, was the first man to fly in space round the Earth.  
 4. Whom did you meet at the convention yesterday?  
 5. On no account will I give him such an expensive present.
- ★★ XVI. 1. Nermeen bought a Siamese cat.  
 2. We watched the plane take off.  
 3. The question was too difficult for the boy to solve.  
 4. A bridge has been built crossing the river.  
 5. Do you know the reason for his leaving in a hurry?  
 6. I heard the gun go off.  
 7. Books written by hand are rare.  
 8. Ali's boss was angry with him for making many mistakes.  
 9. Being lazy, he did't pass the easy test.  
 10. We camped near a lake surrounded by green hills.

11. After seeing (having seen) the film, the people left the cinema.
  12. Frightened horses are dangerous.
  13. I watched the builders building a restaurant.
  14. Wishing to visit Rome, Nabil got himself a visa.
  15. The night being very dark, they lost their way.
  16. I went to the stadium to see the All African Games.
  17. I quarrelled with him for having broken our window.
  18. I congratulated him on (upon) his success.
  19. He was regaining enough of his health to be able to eat any food.
  20. He always drives carefully so as not to meet with an accident.
- XVII.1. He bought an old car.**
2. The runner did his best to win the gold medal.
  3. His leg being hurt, he couldn't play football.
  4. We fed the hungry dog.
  5. Having known him for many years, I have never liked him.
  6. The house is old and small but cheap.
  7. The weather being very hot, I took off my coat.
  8. The poor man was cold, tired and hungry.
  9. The old car is still in excellent condition.
  10. Being invited to dinner, he politely refused the invitation.
  11. He jumped into the very cold water.
  12. Having bought the morning newspaper from the news-stand, he started to read it while walking.
  13. Do you want to buy this expensive car?
  14. You must drive carefully to avoid accidents.
  15. Arriving late, he missed his bus.
  16. I noticed him slipping out of the room.
  17. I thanked him for bringing us a present.
  18. The book being in Italian, I failed to read it.
  19. Making efforts but failing, they were given a last chance.
  20. The money not being returned at once, he'll be punished.
- XVIII. 1. The man driving the car is my brother. or My brother is driving the car.**
2. A man in a black coat will meet you at the bus stop.
  3. Do you know the address (whereabouts) of our hotel?
  4. We asked him the reason for selling his car.
  5. I'm sorry for not coming in time.
  6. He flew to London to visit his uncle.
  7. The questions were too difficult to answer.
  8. On reaching the Moon, the astronauts raised the flag.
  9. He kept his money in the bank in order not to spend it.
  10. Because of the rain, the ground was wet.
  11. He has taken his punishment in a manly way (as a man, with manliness etc.)
  12. By walking faster, he wouldn't miss his train.
  13. He admitted having stolen the money.
  14. That was the reason for his anger (getting angry) with me.
  15. Speak slowly to him in order to make him understand you.
  16. Having taken off his hat and overcoat, he sat down.
  17. They lost the game because of (due to) playing badly.
  18. He acted like a judge. or He acted in a judicial manner.
  19. Nothing will please me more than seeing you again.
  20. He jumped from the second floor window to escape (avoid being caught by) the police.

## Chapter 13

### ★★★ Analysis and Parsing

I.

Subject	Enlargement	Predicate	Extension	Complement	Object	Enlargement
1. Birds	of every kind	sing	in the forest	-----	-----	-----
2. Children	young	read	rarely	-----	books	serious
3. time	the	is	-----	What	-----	-----
4. (you)	-----	open	-----	-----	door	the
5. That	-----	sounds	-----	how exciting	-----	-----
6. He	-----	wished	-----	-----	her, dead	-----
					(objective complement)	
7. bride	the young	looked	-----	lovely	-----	-----
8. You	-----	are going	where	-----	-----	-----
9. He	-----	gave	-----	-----	me (indirect)	-----
					books (direct)	two
10. gentleman	the, old	was	-----	a doctor	-----	-----
11. statue	the	was	-----	ten metres high	-----	-----
12. dogs	two	chased	-----	-----	other	each
13. I	-----	believed	-----	-----	him, friend	my
					(obj. complement)	
14. He	-----	fell	-----	ill	-----	-----
15. wife	his, new	made	-----	-----	him, miserable	-----
					(objective complement)	
16. milk	the	turned	the next day	sour	-----	-----
17. He	-----	arrived	at the office, yesterday	-----	-----	-----
18. learning	much	has made	-----	-----	you, mad (obj. complement)	-----
19. arch-bishop	the	crowned	-----	-----	Henry, King (o. complement)	of England
20. We	-----	shall name	-----	-----	baby, Omar (o. complement)	this

II.

Clause	Kind
1. A. The girl closed the door <b>and</b> B. (she) walked away.	simple clause: co-ordinate copulative with clause (B). simple clause: co-ordinate copulative with clause (A).
2. A. The children finished their lessons <b>and</b> B. (they) went home <b>but</b> C. they were late.	simple clause: co-ordinate copulative with clause (B). co-ordinate adversative with clause (C). simple clause: co-ordinate copulative with clause (A). co-ordinate adversative with clause (C). simple clause: co-ordinate adversative with clauses (A) and (b).
3. A. We decided to go to the seaside <b>but</b> B: it was foggy <b>and</b> C. we couldn't see anything	simple clause: co-ordinate adversative with clauses (B) and (c). simple clause: co-ordinate adversative with clause (A) co-ordinate copulative with clause (C) simple clause: co-ordinate adversative with clause (A) co-ordinate copulative with clause (B)

Clause	Kind
4. A. They couldn't decide what to do <b>therefore</b> B. they asked my advice <b>and</b> C. I gave it to them	simple negative clause: co-ordinate illative with (B) and (C) simple clause: co-ordinate illative with (A) co-ordinate copulative with (C) simple clause: co-ordinate illative with (A) co-ordinate copulative with (B)
5. A. They were asleep <b>either ..... or</b> B. they went for a visit <b>and</b> C. (they) haven't returned yet	simple clause: co-ordinate alternative with (B) and (C) simple clause: co-ordinate alternative with (A) co-ordinate copulative with (C) simple negative clause: co-ordinate alternative with (A) co-ordinate copulative with (B)

### III.

Clause	Kind and Function
1. A. The Pepsi bottle is mine B. that is in the refrigerator	A. Principal clause (statement) B. Subordinate adjective (relative) clause: Qualifies noun "bottle" in clause (A).
2. A. That is the car B. (that) I intend to buy	A. Principal clause (statement) B. Subordinate adjective (relative) clause: Qualifies noun "car" in clause (A)
3. A. I'll ask him B. If he remembers the last visit	A. Principal clause (statement) B. Subordinate noun clause (interrogative - indirect speech) Object to verb "ask" in clause (A)
4. A. The pirates went back B. who had hidden the treasure on the island C. because they thought D. that they could now remove it with safety	A. Principal clause (statement) B. Subordinate adjective (relative) clause: Qualifies noun "pirates" in clause (A) C. Subordinate adverb clause of reason: Modifies verb "went" in clause (A) D. Subordinate noun clause: Object to verb "thought" in clause (C)
5. A. He opposed all such laws B. such as declared C. (that) no one might hold land	A. Principal clause (statement) B. Subordinate adjective clause: Qualifies noun "laws" in clause (A) C. Subordinate noun clause: Object to verb "declared" in clause (B)

### IV.

Word	Part of Speech	Kind	Work Done
1. I	pronoun	personal, subjective case, 1st person singular, neuter	subject to verb "ran"
ran	verb	irregular, intransitive, past tense, 1st person, singular	agrees with subject "I"
to	preposition	-----	governs noun "airport"
the	adjective	definite article	qualifies noun "airport"
airport	noun	common, singular, neuter, objective case	object to preposition "to"
2. The	Adjective	definite article	qualifies noun "boy"
smallest	Adjective	of quality, superlative	qualifies noun "boy"
boy	Noun	common, singular, masculine, subjective case	subject of verb "kicked"
kicked	Verb	regular, transitive, past tense, 3 <sup>rd</sup> person of verb "to kick"	agrees with its subject "boy"
the	Adjective	definite article	qualifies noun "ball"
ball	noun	common, singular, neuter, objective case	object to verb "kicked"
3. Why	Adverb	Interrogative	Asks about reason of verb
was	Verb	Special finite, of incomplete predication, 3 <sup>rd</sup> person, singular, past tense of verb "to be"	Agrees with its subject "she"

she	Pronoun	Personal, subjective case, 3 <sup>rd</sup> person, singular, feminine	Subject to verb "was"
late	adjective	Of quality	Complement to verb "was"
4. A man saw	Adjective Noun Verb	Indefinite article Common, singular, masculine, subjective case Irregular, transitive, 3 <sup>rd</sup> person, past tense of verb "to see"	Qualifies noun "man" Subject to verb "was" Agrees with its subject "man"
him	Pronoun	Personal, objective case, 3 <sup>rd</sup> person, singular, masculine	Object to verb "saw"
5. Two men laughed	Adjective Noun Verb	Quantitative Common, plural, masculine, subjective case Regular, intransitive, 3 <sup>rd</sup> person, plural, past tense of verb "to laugh"	Quantifies noun "men" Subject to verb "laughed" Agrees with its subject "men"
loudly	Adverb	Of manner	Modifies verb "laughed"

## CHAPTER 14

### Direct and Indirect Speech

- ★I 1. They say that they can't come tomorrow.  
 2. She told me that she went there everyday.  
 3. He told you that he would visit you the next day.  
 4. Samia said to Maher that she had seen that film before.  
 5. Sohair said to the teacher that she wasn't feeling very well.  
 6. She informed her father that she had got excellent in Algebra that day.  
 7. He told her that he hadn't done his homework yet.  
 8. She says that she's not going with Soha.  
 9. He'll say that it wasn't his fault.  
 10. He told me that he was watching T.V.
- ★II 1. She asked him if (whether) he liked cats.  
 2. She asked Ali where he had been all morning.  
 3. He asked her if (whether) she had eaten all the chocolate cake.  
 4. He asked his mother if (whether) he could watch T.V. for an extra hour.  
 5. She inquired of the door keeper if (whether) Mr.Maher was in.  
 6. Ali asked Soha when she was going to be married.  
 7. Zaher asked Ahmed if he had got two shillings.  
 8. I asked them if anyone had seen my little sister speaking to a strange.  
 9. She asked if I would help her.  
 10. He asked her how long the journey took.
- ★III 1. The teacher ordered her to sit down.  
 2. the teacher told them not to make a noise.  
 3. The beggar asked me to give him a shilling.  
 4. She urged him to hurry up.  
 5. The officer ordered the soldier to go at once.
- \*IV 1. She says that she cooks lunch everyday.  
 2. Mona said that that pen was very cheap.  
 3. she told her friend that her sister had broken her leg the day before.  
 4. He said that they had visited the underground station at Tahrir square.  
 5. Ali said that he would return there the next day.  
 6. She asked her daughter if she had finished her homework.  
 7. I asked Maha whether she had visited her aunt the day before.  
 8. The teacher asked him why he was late.  
 9. Her mother asked her why she hadn't been there by 3 o'clock.  
 10. He asked me how I had come (gone) to school that morning.  
 11. The nurse ordered him to go to bed.  
 12. The mother told him not to be afraid of the dark.

13. I asked him to give me back my book.
14. The beggar begged her to give him something to eat.
15. The teacher instructed them to write that lesson in their copy-books at once.
16. The teacher said that when water or any other liquid boils, it turns into gas.
17. She told her friend that her sister always got up late in the morning.
18. She asked me if I liked our new teacher.
19. The announcer is saying that there will be heavy rains tomorrow.
20. The policeman ordered the thief to freeze.
- ★ ★ V 1. They say that they've never been to Jiddah.
2. The pilot announced that the plane would land in half an hour.
3. She said that she had to go home to prepare dinner.
4. He said that George had written him a letter.
5. She announced that Ali and Nahed were getting married the next day.
6. Hany asked Ali if he had been using his tooth paste.
7. The officer ordered his soldiers to fire.
8. Nahed asked Hoda whether Maha had watered the plants the previous day.
9. The stranger asked Ahmed if he could tell him where Mr. Ali lived. (question) or : The stranger asked Ahmed to tell him where Mr. Ali lived. (request)
10. He asked his friend if he could lend him some money. (question) or : He asked his friend to lend him some money. (request)
11. He said that he had to go to the dentist the following day.
12. She exclaimed with pleasure that it was a lovely dress. or : She exclaimed with pleasure on seeing the lovely dress.
13. The teacher congratulated Ali.
14. He threaten the thief not to move or he would shoot him. (command). or : He said to the thief that if he moved he would shoot him (statement)
15. She begged him to forgive her. or : she asked for forgiveness.
16. She exclaimed with ecstasy (pleasure etc.) that it was a lovely statue.
17. He asked his friend how he was going to do that (it).
18. The captain ordered his sailors to lower the boats at once.
19. He observed that it was cold in there. then he asked if the window was open.
20. He asked me if I was free the next day, and said that he would have liked me to come to his party. (question+statement) or : He asked me if I was free the next day to come to his party.(question+request)
21. He informed her that he had read that book before, then he asked if she had something else he could read.
22. She cursed the zip-fastner for having stuck again. or (many other variations).
23. She asked him if he could show her to work the electric typewriter and said that she wasn't used to them. (question + statement).
24. He creid with disgust on seeing a cockroach in his salad and cried for the waiter (to come).
25. She said that she would give him a hundred pounds to keep his mouth shut. or She bribed him with a hundred pounds to keep his mouth shut.
26. He said that he had to go then or he would be late.
27. He said that he didn't have to go yet. (other answers)
28. He said that he was not to go there.
29. The teacher said that we must always write our homework in ink.
30. He told me that we didn't have to come (go) to school the following Monday because we were having a holiday.
31. He told me to let him go or He shouted at me to let go of him.
32. He asked (invited) me to go to his house the following day and to bring those books with me.
33. He exclaimed with awe that he had never expected to see such a marvelous building in Tanta.
34. She asked him where his umbrella was and inquired whether he didn't know that it was going to rain that day.
35. She was telling me that she was going away on her holiday and asked me to keep my eyes on her house.
36. He'll say that he's very sorry but there was a terrible traffic jam, then he'll promise that he'll never be late again.
37. He asked who wanted to come with them. then he urged them to hurry as the number was limited.
38. She asked him to tell her the exchange rate for dollars and pounds.
39. My mother ordered me to open the door and asked if I hadn't heard it ring.

40. She asked her boy-friend if he thought she had been rude the previous day, then she apologized for hurting his feelings.

★ ★ VI 1. "Look where you are going". she said to me, "The road is full of holes and is very badly lit."

2. He said to me, "If you find the front door locked, go round to the back."

3. "Have you looked everywhere?" I said. "Yes," she said.

4. "Have some more tea?" They said, "Yes, please.", I said.

5. "I hope you won't be offended," my employer said, "if I tell you that, in my opinion, you would be better off in some other kind of job."

6. "Did you enjoy fishing?" I asked him, "No, I did not." He replied.

7. She said, "I must go to the dentist tomorrow. I have an appointment."

8. "Don't play with matches or you'll burn your hands," mother said.

9. "Congratulations!" He said, "I'm very happy to see you again."

10. "If the telephone rings," she said, "Please, tell them that I am not going to be away long."

## Chapter 15

### Punctuation

★ I 1. "Have you finished your homework, Ali?"

2. She said to him, "I'm sorry that I was late yesterday."

3. Gamal went to school last Friday because he thought it was a holiday.

4. Many countries, including Egypt, helped Kuwait in regaining her liberty.

5. George, whose car made an accident yesterday, spent all morning at the mechanic's.

6. Walking along Picadilly in London, I ran into my friend Moustafa.

7. "Ugh!" she said "What a disgusting sight! Garbage is all over the street."

8. He told me that he had to buy: two books, two copy-books, a ruler and a pencil.

9. Ahmed said, "Where did you find this German dog?"

10. He broke his sister's doll and said, "I don't know who broke it."

★ ★ II 1. Jane Austin wrote "Pride and Prejudice" and "Persuasion".

2. He offered me a choice of these as a birthday present: a manicure set, a silver frame, a miniature camera or a Swiss-army knife.

3. "Tell me," I said, "how do you know all that?"

4. My brother's house is on the Moukattam plateau overlooking Cairo.

5. Shakespeare is the greatest poet-playwright that England has ever had. The plays that he wrote have been performed in almost in every country in the world. Several of his tragedies as "Hamlet", comedies as "As You like It", and historical plays as "Henry the Fifth" are compulsory reading in advanced level English classes.

6. "I've been to day-school too," said Alice, "You needn't be as proud as all that."

7. "The nurse," says the patient, "is officious and clumsy when it comes to giving injections."

8. "The manager," said the secretary, "is not in now, but will be available at 6 o'clock."

9. Chares the first walked and talked, half an hour after, his head was cut off.

10. William Tell is the national hero of Switzerland. His most famous deed was when he had to shoot - with his bow and arrow - an apple put on his son's head.

## General Revision

### Level ★

I. 1. a) had 2. b) what 3. a) made 4. c) have been living 5. c) tallest 6. b) used to be made 7. a) has lived 8. b) in 9. c) while 10. b) would meet 11. c) whose 12. b) someone 13. b) wouldn't 14. a) what 15. b) on 16. a) by 17. b) has been built 18. c) has to be 19. a) were found 20. c) at 21. a) had not seen 22. c) was kicking 23. c) gave 24. a) is 25. c) is driving 26. b) Would 27. a) had written 28. a) along 29. c) yet 30. a) already

II. 1. Mosquitoes, flies and lice attacked the wolves. 2. drawing, to play 3. goes 4. The river was too deep for them to walk across. 5. He is (quite) well enough to go back to work. 6. She told me that she would do her homework the next day. 7. has not seen 8. would give 9. needn't (don't have to) 10. Maher asked mother if he could watch TV then. 11. Her father's car was broken by Salwa yesterday. 12. She said, "I'm an Egyptian." 13. Didn't he? 14. No. I don't. 15. How old are you? 16. The policeman was helped by the nurse in arresting the thief. 17. She did not sing well. 18. best 19. Why 20. Do I have to go now?

21. Could he? 22. shorter 23. more beautiful 24. A wolf attacked the woman and her child. 25. would you do

**Level ★★**

- I. 1. b) will have been 2. d) capable 3. c) would have sent 4. b) to finish quickly 5. c) isn't it? 6. b) on 7. c) must 8. c) gets 9. d) even if 10. b) written 11. b) I'd rather 12. d) spending 13. d) it takes 14. c) looked for 15. d) had been 16. d) interesting 17. d) hardly 18. c) on 19. c) used to 20. a) he went 21. c) needn't 22. c) got lost 23. a) needed 24. d) couldn't have 25. b) does
- II. 1. It was too careless of him not to stop when the red light was on. 2. He wanted to know where she had found his watch as he had been looking for it. 3. If only she had got enough money, she would have liked to buy this ring. 4. As soon as the project is finished at the end of this month, the manager will go abroad. 5. He had to find a solution to the problem. 6. I wish could have helped my friend to overcome his hardships. 7. It was Neil Armstrong who was the first man to set foot on the moon on July 20<sup>th</sup>, 1969. 8. The list of special courses is available at the front desk because it is requested by so many students. 9. Most poets and scientists are men, and so are most criminals. 10. The New Delta Project aims at creating more opportunities for work for millions of Egyptians. 11. Ahmed, who lives next door to us, is a nice fellow. 12. Eating the right food affects our health well. 13. This jacket is too tight for me to wear. 14. Hatem asked Mohsen if he would see "Hard Times" on the TV that afternoon. 15. If Ahmed hadn't been ill, he would have received his friend at the airport. 16. The teacher will give him a prize. 17. He apologized for giving me such a lot of trouble. 18. He hasn't written to me for a very long time. 19. A plane is faster than a train. 20. I've been living in Cairo for 40 years. (If now is the year 2000) 21. He is rich enough to buy an expensive car. 22. After changing some money, the tourist bought some souvenirs from Khan El Khalili. 23. He was not seen committing the crime (by anybody). 24. would return 25. would meet

**Level ★★★**

- I. 1. arrived, would 2. slippery, cowardly, supplementary, striped 3. unbiased, indiscrete, impractical, tactless 4. (a) There is a possibility that in the future they will tell me about their affairs. (b) They didn't tell me about their affairs. 5. (a) What delighted Salwa was that the present was from her grand mother. (b) What delighted Salwa was the present regardless of who had sent it. 6. It is imperative (essential) to work very hard to be successful in business. 7. He wouldn't have run away from home if he had been happy. 8. What caused the collapse of this civilization? 9. Take this money in case you need it. 10. I'm going to have new curtains made. 11. (a) He used to sit in the shade the great oak tree. (b) Whenever he passed the great oak tree, he would sit in its shade. 12. come, would have finished 13. have been trying 14. is being treated 15. be named 16. Before speaking to you, I never really understood the situation. 17. In spite of their practising hard, they didn't win the match. 18. be, or: should be 19. would give 20. are working, will be solved 21. should arrive 22. Both he and his wife speak French fluently, or He speaks French fluently, and so does his wife. 23. It is believed that he is a thief. 24. wouldn't make 25. might succeed 26. was 27. My wife was about to pick up the phone when it rang. 28. You don't have to attend the reception in a formal dress. 29. Dina felt extreme embarrassment at the department store when .... 30. It was such a low bridge that the truck couldn't go under it 31. surprising, surprised 32. devastating 33. It was Samir who drew this lovely picture. 34. strikes, will have been finished 35. are shouting
- II. 1. The class has such comfortable chairs that the students find it easy to fall asleep. 2. The coffee she drank was so strong that she stayed up all night, or She stayed up all night because the coffee she drank was very strong. 3. The company has five employees who are all computer experts. 4. The man whose suitcase was damaged wants compensation from the airline company. 5. Maha does not speak Japanese although she lived in Japan for two years. 6. If the factory closes down, many people will be unemployed. 7. He hid in the closet in order that the husband might not catch him. 8. I met Mr. Ali, whose daughter wants to marry me, yesterday. 9. Ahmed has great qualifications except for (barring) one flaw which is that he doesn't speak English. 10. He is a great man, and so is his wife who is a great woman.
- III. 1. I am taking a long vacation when I finish the exams. 2. I am confused by his explanation. 3. She asked me what I wanted to eat for lunch. 4. I am worried because he is late and has not called. 5. Because I have exams, I stayed at home last weekend. 6. By recycling used objects and packaging, we can save natural resources and protect the environment. 7. At the wedding, I saw many people whom I hadn't seen before. 8. I wonder when their wedding will be 9. Did you see

the director whose film won the first prize? 10. Hassan said that he would come on the trip the following Friday. 11. What I do during the weekend is usually not very interesting. 12. The news was exciting, and I forgot all about my luggage. 13. The man told us a boring story about an uninteresting incident. 14. No sooner had he done his homework than he went out. 15. As he was returning home, his bag was lost. 16. He is used to sleeping in the afternoon. 17. She is an optimist who thinks that everything will turn out right in the end. 18. She was angry with the babysitter because she did not look after the baby well. 19. Had he seen the thief, he would have arrested him. 20. Neither did he kill the man nor the woman. or: He did not kill the man or the woman.