

## 1 – PAST TENSES

التصريف الثاني للفعل بإضافة ( d / ed / ied )  
أو حفظ الأفعال الغير منتظمة ( go - went )

- I played football yesterday .
- I went to the club last Friday

Subject + didn't + Inf.  
Subject + never + التصريف الثاني

- I never played football.
- Ali didn't watch the film at home.

Did Subject Inf... ?

- Did you play football yesterday?

Object + was / were + P.P

- Football was played yesterday.

### Key Words

Yesterday	أمس	Once/one day	مرة
Ago	منذ	How long ago	متى
Last	السابق	Used to	اعتاد أن
In.....	في (عام اسبق)		

### Uses

1- يعبر عن حدث بدأ وانتهى في الماضي

- He visited his uncle yesterday
- He had his lunch and went out

2- يستخدم لوصف أحداث تتبع بعضها في الماضي

- He did his homework then slept.

3- يستخدم في سرد أحداث قصة حدثت في الماضي ( first- then - next - )  
(at last - finally)

- Once, I found a wallet then I went to the police.

5- يستخدم مع ظروف للتعبير عن عادات وأفعال متكررة في الماضي  
Usually - always - sometimes - often - never - every .....

- He always got up late last year

7- يستخدم مع التعبيرات الآتية ويعتبر ماضي غير حقيقي.

- I wish Toka studied well.
- It's time she studied English.
- I would rather she studied well.

## Repeated past actions

used to + Inf.

- I used to rent a car , but now I don't.
- He used to be active , but now he isn't.

didn't use to + Inf.

- I didn't use to play with my friends.
- I never used to play with my friends.
- I used not to play with my friends.

Did + sub + use to + Inf.

- Did she use to cry a lot when she was a baby ?

Object + used to + be + P.P.

- English used to be studied late at night.

## Note

لاحظ يمكننا استخدام (was - were - got used to + ing) للتعبير عن عادة كانت مألوفة في الماضي

Used to + Inf. = Was / were + In the habit of used to + Ing.

- He was used to travelling up and down the country.

- He was in the habit of travelling up and down the country.

نستخدم used to للتعبير عن عادة أو موقف في الماضي ولا يحدث الآن

- \* Mai used to get up early. This means .....

= Mai no longer gets up early.

= Mai doesn't get up early anymore.

= It was Mai's habit to get up early.

= Mai always got up early but now she doesn't.

## إعتاد على Would

- نستخدم would + Inf بدلا من used to + Inf في حالة التعبير عن حدث متكرر في الماضي.

- \* Hotel companies would (used to) buy the best land in the town.

- \* Too many tourists would (used to) visit the diving centres.

- لا نستخدم would للحديث عن مواقف في الماضي ولم تعد موجودة

There used to be a lot of tourists. (Not: There would be...)

- لا نستخدم would مع أفعال تعبر عن الحالة (أفعال الحواس والمعرفة والملكية والحب.....) مثل:

be / love / hate / like / know I dislike / prefer / have ...

- \* She used to be lazy, but now she isn't.

(Not: She would be lazy ...)

- لا نستخدم would في التخييل للتعبير عن عادة في الماضي

- \* I didn't use to get up early on Saturdays.

(NOT: I wouldn't always get up early on Saturdays.)

- لا نستخدم would في السؤال عن عادة في الماضي

- \* Did he use to practise sports?

(Not: Would he practise sports?)

لا نستخدم would مع أفعال استمرت لفترة من الوقت في الماضي ، ولكن لم يعد كذلك يحدث.

- \* I used to live in Cairo, but I moved to Alexandria last year.

(Not: I would live in Cairo, but I moved to Alexandria last year)

## Notes

- نستخدم هذه الصيغة للتعبير عن المضارع:

am - is - are + used to + Ing.

- \* He is used to having a cup of coffee every morning.

- يمكن استبدال be ب get (استخدام في التحدث بشكل رسمي)

am/is/are + Used to + Ing. = am-is-are + In the habit of + Ing  
get used to + Ing

- \* I am used to playing football with my friends, = I get used to playing football with my friends.

= I am in the habit of playing football with my friends.

- وفي حالة السؤال

am - is - are + فاعل + used to + v-ing...?

- \* Is she used to studying on her own?

ولكن لاحظ أن am - is - are + used to تأتي بمعنى (يستخدم ولكن يليها Inf.)

am - is - are + used to + Inf.  
used for + Ing.

- \* Wood is used to make paper.

= Wood is used for making paper.

لاحظ : استخدام اسم أو ضمير بعد be used to

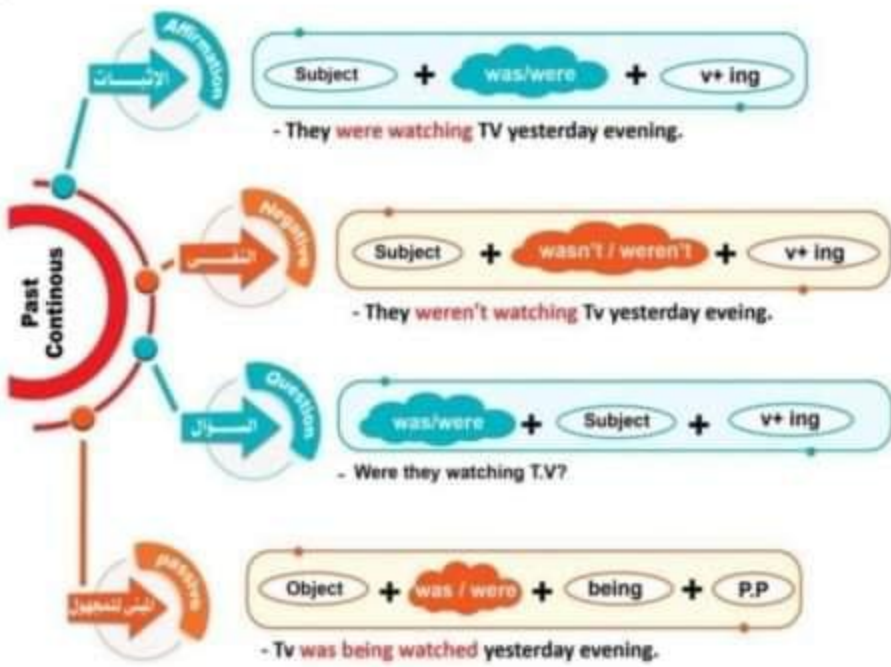
- \* I am used to hot weather.

\* I am used to her.

اسم

ضمير

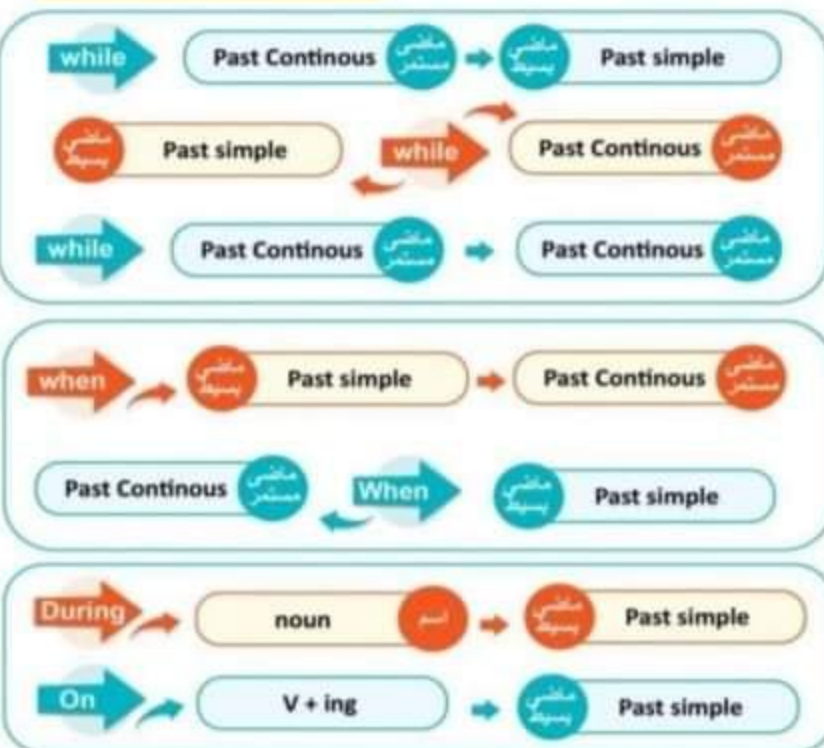




### Uses

- 1- التعبير عن حدث كان مستمرا في وقت معين في الماضي  
He **was playing** at morning yesterday.
- 2- التعبير عن حدث كان مستمرا في الماضي عندما وقع آخر  
While I **was having** lunch, the phone **rang**.
- 3- التعبير عن حدثين كانا مستمرين في نفس الوقت الماضي  
While she **was preparing** dinner he **was watching** TV.

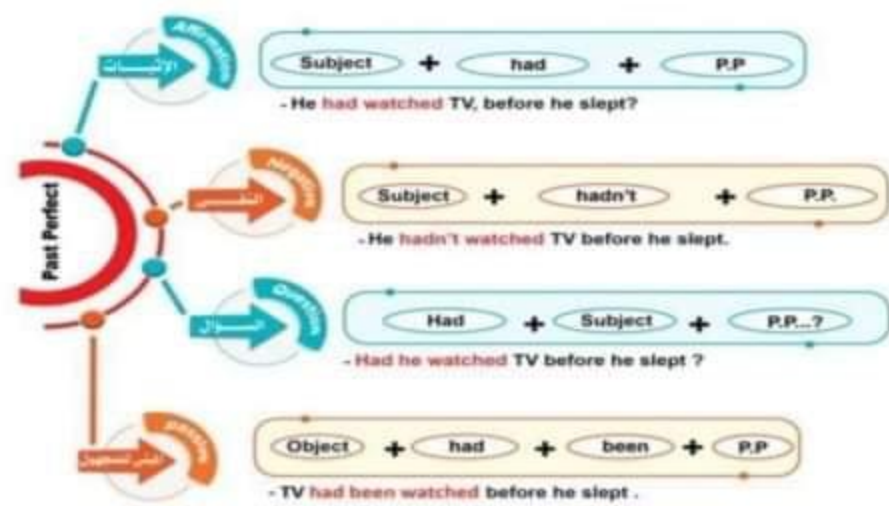
### KEY WORDS :



### Notes

#### while / on / during

- نستخدم بعد **while** ماضي مستمر والجملة الثانية ماضي بسيط ويمكن أن يأتي بعدها حرف جر
- While I **was watching** TV the light **went** out حدث قطع آخر
- While in my room I **fell** asleep
- يمكن أن يكون الحدثين مع **when** - **while** في الماضي المستمر
- While Alia **was watching** TV, Haneen **was studying** English حدثان مستمران
- إذا لم يأتي بعد **while** فاعل يأتي بعدها (v+ing) بشرط أن يكون فاعل الجملةتين واحد إلا في بعض الحالات
- While **playing**, I fell down
- While **going** home, it **rained**.
- يمكن استخدام الماضي البسيط بعد **while** إذا كان الفعل الأساسي verb to be
- While I **was** at street, I **fell** off my bike
- يمكن استخدام **on** بدلا من **when** ويأتي بعدها v+ing
- On arriving, he **found** the light on
- ويمكن استخدام **during** بدلا من **while** ويأتي بعدها noun
- During the game, he **got** hurt.
- يمكن استخدام **because** - **as** - **since** في الماضي المستمر
- I couldn't answer the phone **because** I **was having** a shower.



### Uses

- يستخدم لترتيب الأحداث فيكون الحدث الأول ماضي تام والثاني ماضي بسيط
- I **had locked** my flat before we left
- After she **had cooked**, she set the table
- التعبير عن حدث تم قبل وقت معين في المعاضي
- By 2015 we **had published** our first book

### Key Words

#### After

- After he **had read** the novel , he **watched** TV.  
(v+ing) في حالة عدم وجود فاعل
- After **reading** the novel he **watched** TV.  
أو يمكننا أن نبدأ الجملة بـ Having + p.p
- Having **read** the novel , he **watched** TV.  
يمكن أن يأتي الحدثين ماضي بسيط في حالة عدم وجود فاصل زمني
- After he **saw** the accident, he **fainted**.

#### As soon as Because Since - as When Before that

+ ماضي تام + ماضي بسيط

- As soon as he'd **eaten** his meal he **drank** tea .
- I **didn't swim** because I **had forgotten** my swimming suit .

#### Before

- Before he **watched** TV he **had read** the novel  
(v+ing) في حالة عدم وجود فاعل
- Before **watching** TV he **had read** the novel
- يمكن أن يأتي الحدثين ماضي بسيط في حالة عدم وجود فاصل زمني
- I **called** him before he **entered**

#### by the time when

+ Past Simple + Past Perfect

- By the time I **arrived** , the thief **had escaped** .
- When we **arrived** , the film **had already started** .

#### by until

+ Year + Past Perfect

- By 2015 we **had published** our first book .
- I **hadn't finished** my studies until 2020 .

#### Negative ( Past Simple ) + Until – till + Past Perfect

- I **didn't sleep** until I **had finished** my work .



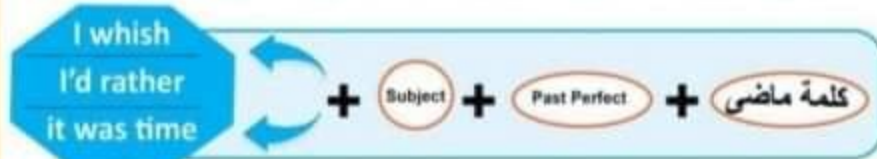


إذا بدانا بهم الجملة يأتي بعدهم صيغة سؤال :

No Sooner Scarcely Hardly	+ had + subject + p.p.	Than When When	+ Past Simple
---------------------------------	------------------------	----------------------	---------------

- They had no sooner finished studying than they went to bed.  
No sooner had they finished studying than they went to bed.

يستخدم مع التعبيرات الآتية في حالة وجود كلمة تدل على الماضي :



- I wish Ali had studied well last year  
I would rather he had come yesterday



- It was only when I had done my homework that I went to bed.

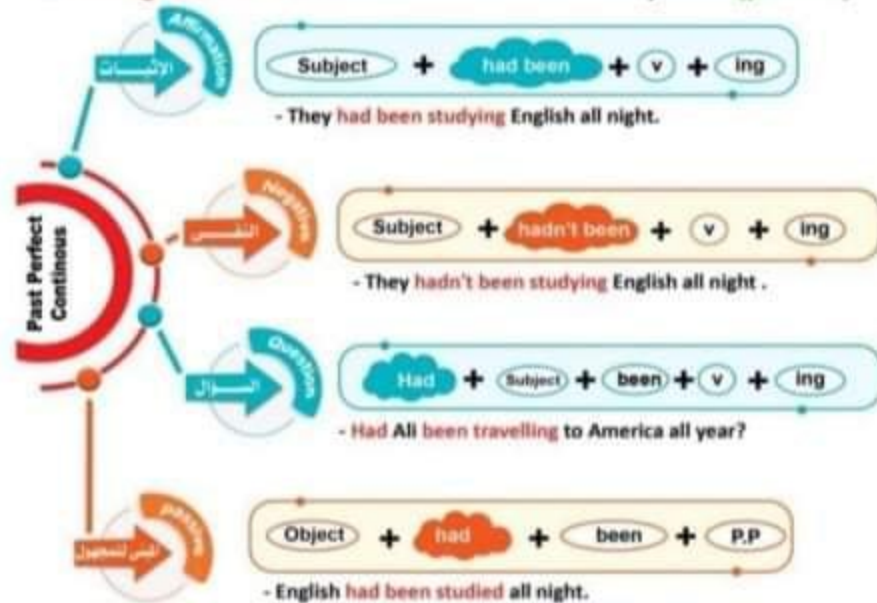


- He watched TV before that he had done his homework  
He had done his homework after that he watched TV.

## Note

Having + p.p or having been + p.p (passive)

- Having arrested the thief the police took him to prison (active)  
Having been arrested the thief was taken to prison (passive)



## الاستخدامات

يستخدم الماضي التام المستمر ليعبر عن حدث استمر لفترة في الماضي قبل وقوع حدث آخر

- After Mona had been studying English from seven to nine she slept

حالات لا يمكننا استخدام الأزمنة المستمرة فيها عموماً وهي أفعال (الشعور - الحواس - الملكية - المعرفة)

Know - believe - owe - want - understand - wish - like - dislike - love - hate - prefer - enjoy - realize

- We were good friends we had known each other for 10 years  
لا يستخدم الماضي التام المستمر مع الأفعال التي لا تستغرق عادة فترة طويلة في حدوثها  
Break down - stop - close - open - finish

- She was late for the meeting because her car had broken down

إذا ذكرنا مرات حدوث الفعل لا يستخدم الماضي التام المستمر ونستخدم الماضي التام  
One - two - many - a lot of - a few - plenty of

- When I met Ali, he had finished typing 3 reports  
He had drunk five cups of tea before leaving

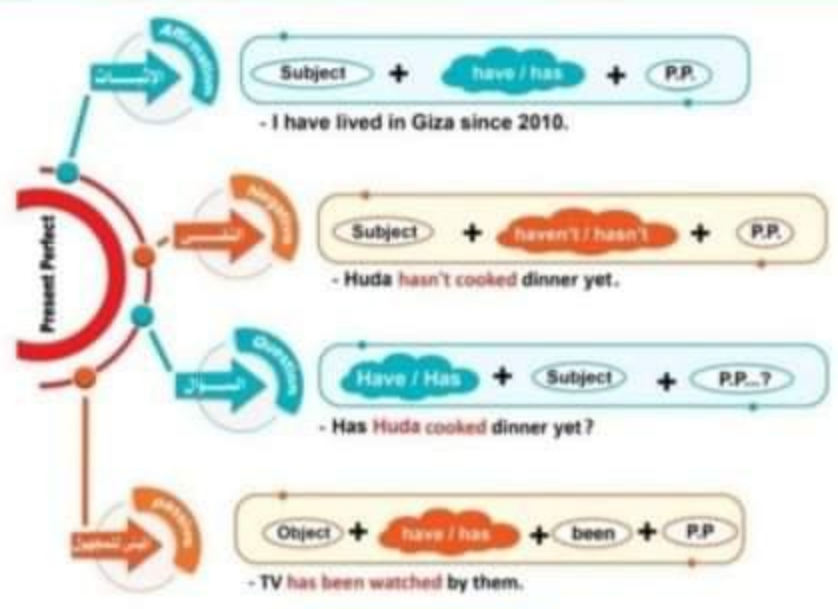
Choose the correct answer from a, b, c, or d:

- Unfortunately, I got low marks; I wish I ..... harder when I had had the time.  
a. had studied b. studied  
c. would study d. have studied
- She ..... three lessons before she went to bed.  
a. has revised b. had revised  
c. has been revising d. had been revising
- I didn't send = ( refused to send ) the report until I...it.  
a. was revising b. revise  
c. have revised d. had revised
- I .....the house until the doctor had come and examined my friend's father.  
a. haven't left b. wasn't leaving  
c. didn't leave d. hadn't left
- As soon as I heard of my friend's success, I .... him.  
a. had congratulated b. will congratulate  
c. have congratulated d. congratulated
- Unfortunately, he missed the train. When he ..... the station, the train.....  
a. reached/has left b. had reached/left  
c. reached/had left d. was reaching/has left
- The match ..... when I reached the stadium; I missed the exciting start.  
a. will begin b. had begun  
c. was beginning d. have begun
- After ..... her daily housework, she had some rest.  
a. has done b. had done  
c. doing d. had been doing
- Having ..... my friend's telephone number, I contacted him.  
a. finding b. found c. to find d. been found
- ....., the thief was sent to prison.  
a. Arresting b. After arresting  
c. To be arrested d. Having been arrested
- After Yasser..... two chapters of Great Expectations, he went to bed.  
a. has been reading b. had been reading  
c. had read d. had been read
- After I ..... to quiet music for two hours, I felt relaxed.  
a. had been listening b. listening  
c. had listened d. was listening
- ..... ready for the party before the guests arrived?  
a. Had you got b. Have you got  
c. Will you get d. Are you getting
- My uncle ..... as a taxi driver for ten years. Now, he is a worker in a factory.  
a. worked b. was working c. has worked d. works
- Have you received a reply to your complaint? Yes, I ..... it yesterday.  
a. received b. had received  
c. was receiving d. have received
- I went to the company and..... the sales manager.  
a. met b. had met c. have met d. will meet
- How long ago ..... your father come back from London?  
a. did b. has c. will d. had
- ..... I had heard the good news, I immediately congratulated my friend.  
a. Then b. so c. once d. before
- While I was doing my homework, Ola..... to loud music. So, I wasn't able to concentrate.  
a. listened b. was listening  
c. is listening d. had listened
- While..... for the school bus, I met one of my old friends.  
a. being waited b. am waiting  
c. was waiting d. waiting
- I..... dinner when Adel arrived, so I asked him to share the meal with me.  
a. had b. am having c. was having d. had had
- There are always economic crises..... pandemics.  
a. while b. as c. when d. during
- ..... seeing the fire, the girl cried.  
a. While b. On c. When d. During
- ..... the street, he slipped on the ice and broke his arm.  
a. Crossing b. Crossed c. Cross d. Was crossing



25. I used to play football when I was young, but now I .....  
a. am not      b. don't      c. didn't      d. wasn't
26. I used to be active when I was young, but now I .....  
a. am not      b. don't      c. didn't      d. wasn't
27. She ... lunch for two hours before her children returned home.  
a. had prepared      b. has prepared  
c. has been preparing      d. had been preparing
28. I was used to..... breakfast before I went to school.  
a. eat      b. ate      c. to eating      d. eating
29. I am used to ..... breakfast before going to school.  
a. eat      b. ate      c. to eating      d. eating
30. I no longer play tennis as I .....  
a. am used      b. am used to      c. used to      d. used
31. I'd rather you ..... this car. It's a bargain.  
a. buy      b. to buy      c. bought      d. will buy
32. The TV programme ..... well for five years before it stopped suddenly.  
a. had been worked      b. has been working  
c. had been working      d. had worked
33. I ..... that manager for years before I worked with him in that company.  
a. had been knowing      b. had known  
c. have been knowing      d. was knowing
34. My uncle ..... for the company for ten years when he got the promotion.  
a. had been working      b. has been working  
c. had worked      d. will be working
35. My brother had been writing short stories for three years before he .....them.  
a. will publish      b. had published  
c. published      d. has published
36. What .....all evening by the time Tamer returned home?  
a. had you done      b. are you doing  
c. had you been doing      d. you had been doing
37. As soon as she returned home, she realised that she .. her watch in her office.  
a. had been left      b. will leave  
c. has left      d. had left
38. I was exhausted because I ..... been working all day long.  
a. had been working      b. have been working  
c. have worked      d. had worked
39. He was overjoyed because he ..... his final exam.  
a. will be passed      b. had passed  
c. has passed      d. had been passing
40. I ..... revising all my lessons by last night.  
a. am finishing      b. have finished  
c. had finished      d. will be finishing
41. No sooner ... painting our new house than we moved into it.  
a. did he finish      b. he had finished  
c. he finished      d. had they finished
42. It was only.....I .....Ali that I gave him his book.  
a. until/had met      b. when/met  
c. when/ had met      d. after/had met
43. My aunt ..... In Tanta for ten years only. Now, she is living in Mansoura.  
a. has lived      b. had lived  
c. has been living      d. lived
44. I ..... in a small village, but I moved to live in Alexandria when I joined university.  
a. am living      b. used to live  
c. would live      d. will live
45. I ..... up early on Fridays, but now I like to get up early every day.  
a. got      b. won't get  
c. use to get      d. didn't use to get
46. My father ..... to work when he was young, but nowadays he uses his car.  
a. would always walk      b. didn't use to walk  
c. is used to walking      d. always walks
47. .... football when he was a child?  
a. Does he play      b. would he play  
c. is he used to playing      d. Did he use to play
48. He no longer smokes as he .....  
a. would do      b. used to do  
c. is used to doing      d. never used to do

## 2 – present tenses



### Key Words

Just	توّا	for	لمدة
already	سبق ان (اخر الجملة او السؤال) (have - has + p.p)	How long	كم المدة
ever	سؤال / نفي / (تستخدم في تفضيل)	still	ما زال
never	أبدا / لم / لا	before...	من قبل
yet	حتى الآن - ليس بعد (نفي او سؤال)	This year / month / week ...	
lately	مؤخرا	Today – tonight ....	
recently	حاليا - مؤخرا	Over the years....	
so far	حتى الآن	In recent years ...	
up till now	حتى الآن	In the last years ...	
since	منذ	It is the first / second	

### الاستخدامات Uses

- يستخدم المضارع التام للتعبير عن حدث بدأ في الماضي وما زال أثره موجود  
**Mai has made an accident, she is still at hospital.**
- يستخدم المضارع التام للتعبير عن انتهاء حدث في وقت قريب  
**Nada has just finished her homework**
- يستخدم المضارع التام للسؤال عن خبرة فرد أو التحدث عن خبرة سابقة  
**Have you ever travelled abroad?**

### Notes



- Have you ever tried** to write your name and address with your left hand?
- She's **never said** sorry for what she did
- I've **already booked** my fight home

### since / for

مضارع تام have/has+P.P	since	2017 - 2010 ....	2 O'clock - 7 O'clock ...
تستخدم في حالة بداية الحدث أو بداية المدة الزمنية		October - May ....	حدث فترة زمنية last the last
		Sunday - Friday ....	then / when
		marriage - childhood - graduation ....	
مضارع تام have/has+P.P	for	a year - two years ....	2 O'clock - 7 O'clock ...
تستخدم في حالة المدة الزمنية		a month - three months ...	an hour - two hours ....
		a week - six weeks ....	فترة زمنية the last
		a long (short) time ....	ages ....

- Mr. Ahmed **has lived** here **for** ten years.
- I **have lived** here **since** my Childhood.
- She **has studied** French **since** last year.





- I **have played** this game **since** I **was** five
- It is a year **since** I **met** Adham
- It is year **since** **meeting** Adham

كلمات تدل على المضارع التام وتأتي في نهاية الجملة أو السؤال :



- Sama **hasn't** registered for class **yet**
- I **have finished** my breakfast **already**
- Has** she emailed you **yet**?
- I **have studied** French **recently**

### already / yet

نستخدم already في نهاية السؤال إذا كان المعنى دهشة أو الرد على السؤال إيجابياً

- Have** you done your homework **already**?
- That's too fast

نستخدم yet في نهاية السؤال إذا كان الرد على السؤال سلبياً

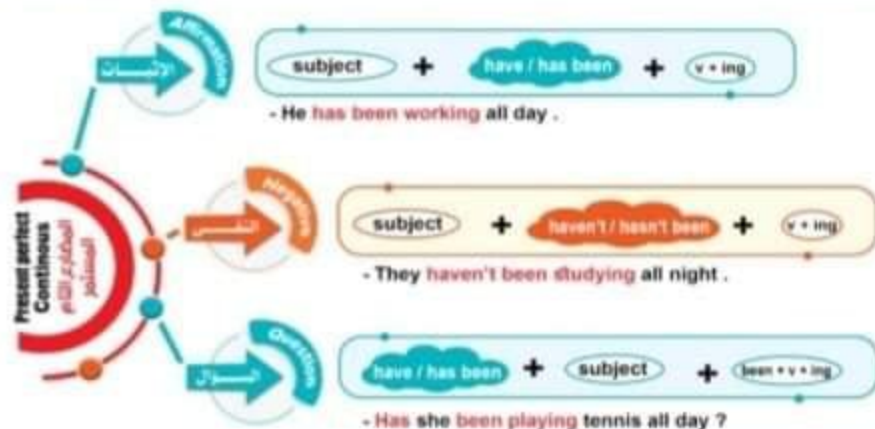
- Have** you done your homework **yet**?
- You are too slow

### Have gone to / have been to / have been in

- I **have been to** Alex (ذهبت و عدت)
- I **have gone to** Alex (ذهبت و مازالت هناك)
- I **have been in** Alex for 10 years (متواجد ويعيش في الاسكندرية منذ 10 سنوات)

### How long – how long ago

- How long ago** did you study English? (ماضي بسيط)
- (How long)** have you been studying English? (مضارع تام)



### الاستخدامات

- \* I **have been studying** English all day. (يعبر عن حدث بدأ في الماضي ويستمر في الحاضر)
- \* I feel bored as I **have been waiting** for more than six hours. (مع الأفعال التي لا تزال تحدث)

### Key Words

\* يأتي مع كلمات المضارع التام بالإضافة إلى :

All (morning / day / night / week / month / year...)  
- for ... now / for ... not yet / How long ...

- \* I **have been working** hard all day.
- \* He **has been playing** for 3 hours now.

\* لاحظ : استخدام المضارع التام فقط وعدم استخدام المضارع التام المستمر في الحالات الآتية :

(1) الأفعال التي لا تستغرق فترة طويلة (لحظية) :

- \* I **have stopped** writing stories for 3 years now. (have been stopping x)

(2) إذا ذكرنا عدد مرات حدوث الفعل (لأن الحدث على فترة متقطعة) :

- \* Ahmed **has finished** typing three reports. (have been finishing x)

(3) أفعال الحالة وهي أفعال الشعور والحواس والملكية والمعرفة :

- \* We are good friends. We **have known** each other for 10 years. (have been knowing x)

- لاحظ ان بعض الأفعال منها تستخدم في الأزمنة المستمرة طبقاً للمعنى :

يمكن ان تستخدم في الاستمرار إذا جاءت بمعنى	لا تستخدم في الاستمرار إذا جاءت بمعنى
think يفكر في	think يعتقد
have يأخذ أو يتناول	have يمتلك
see يقابل أو يكون على علاقة بـ	see يرى / يفهم
feel يشعر	feel يعتقد
taste يتذوق	taste ذو مذاق

\* She **has thought** since she was born. (has been thinking x) هنا بمعنى يعتقد

\* She **has been thinking** of solving this problem all day. هنا بمعنى يفكر

Choose the correct answer from a, b, c, or d:

- Rami is very happy; he ..... a medal for writing poetry.  
a. is winning b. won c. **has won** d. had won
- A terrible accident ... place on the Cairo.Alexandria desert road.  
a. was taken b. **has taken** c. has been taken d. had taken
- Sorry for being late, Sir. Please, let me in; I .... in very bad traffic.  
a. **have been** b. have gone c. was d. had
- The government ..... a lot of villages recently.  
a. **has modernized** b. had modernized c. was modernizing d. was modernised

- You needn't make food. I ..... a good meal already.  
a. was cooking b. **have cooked** c. was cooked d. had cooked
- It's been two months since we ..... our uncle in the village.  
a. had visited b. **visited** c. have visited d. visit
- My friend ..... a health problem since he lived in that highly polluted area.  
a. **has had** b. had had c. had d. has been
- My cousin has lived abroad..... his childhood.  
a. for b. **since** c. while d. when
- I haven't seen Wael ..... the last time we met in the village.  
a. while b. when c. for d. **since**
- I haven't met the General Manager..... It's my first time to meet him.  
a. yet b. **before** c. already d. never
- My pen friend arrived at Cairo Airport a moment ago. This means he .....  
a. **has just arrived** b. just has arrived c. hasn't arrived d. will arrive

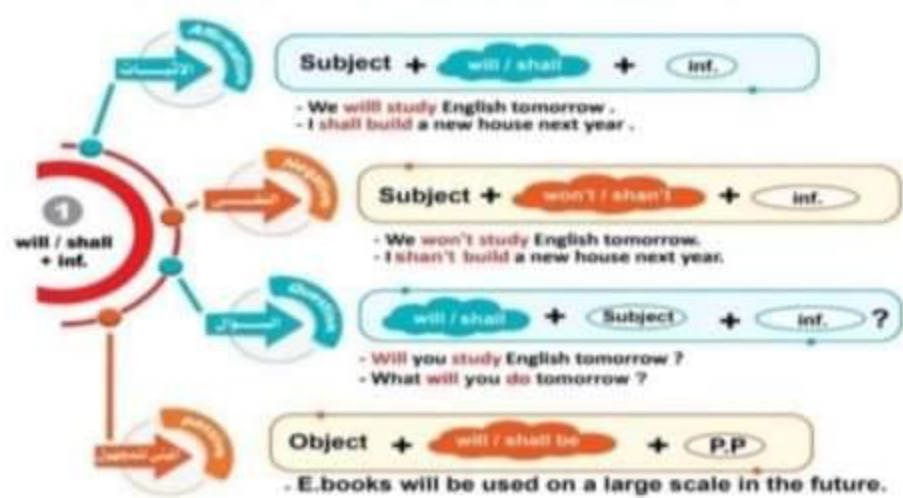
- Which of the following is structurally correct?  
a. Have you already travelled to Aswan by ship?  
b. **Have you ever travelled to Aswan by ship?**  
c. I haven't already travelled to Aswan by ship.  
d. I haven't travelled to Aswan by ship already.
- You ..... the hall; it looks lovely!  
a. were decorating b. will decorate c. **have decorated** d. had decorated
- I ..... the movie you recommended. I'm enjoying it.  
a. have watched b. had watched c. **have been watching** d. had been watching
- He ... three cups of coffee since he reached the office this morning.  
a. had drunk b. **has drunk** c. is drinking d. has been drinking
- They ..... in London since 2004. They are still living there.  
a. had lived b. have lived c. **have been living** d. had been living
- I ..... reading the book you recommended, so we can talk about it now.  
a. had finished b. **have finished** c. have been finishing d. had been finishing

- I ..... my friend, Kamel, since we were at school.  
a. **have known** b. had known c. are knowing d. have been knowing
- I ..... 2000 metres today.  
a. **have run** b. had run c. have been running d. had been running
- Tamer ..... his new car for five months now.  
a. had had b. **has had** c. has been having d. had been having
- Please help me; I ... my passport. What can I do?  
a. had lost b. will be losing c. has been losing d. **have lost**
- Your hands are really dirty. What ..... ?  
a. had you been doing b. had you done c. **have you been doing** d. will you be doing
- My grandfather ..... abroad; he prefers to spend his time wandering round his hometown.  
a. has ever travelled b. **has never travelled** c. has already travelled d. had never travelled



24. Since the beginning of the COVID.19 pandemic, the world economy .....
- a. has been greatly affected      b. had greatly affected  
c. had been greatly affected      d. has greatly affected
25. I am still working; I ..... doing that task yet.
- a. hadn't finished      b. haven't finished  
c. won't finish      d. have finished
26. She ..... a thorough cleaning of the house. Everything is sparkling.
- a. had done      b. had been doing  
c. has been doing      d. has done
27. He hasn't been able to play tennis ..... he broke his leg.
- a. since      b. for      c. go      d. when
28. You can't meet Taher because he .... Cairo International Book Fair.
- a. has been to      b. has gone to  
c. has gone      d. has been
29. I am exhausted because I ..... all day long.
- a. had been working      b. have been working  
c. have worked      d. had worked

### 3-Future forms and tenses



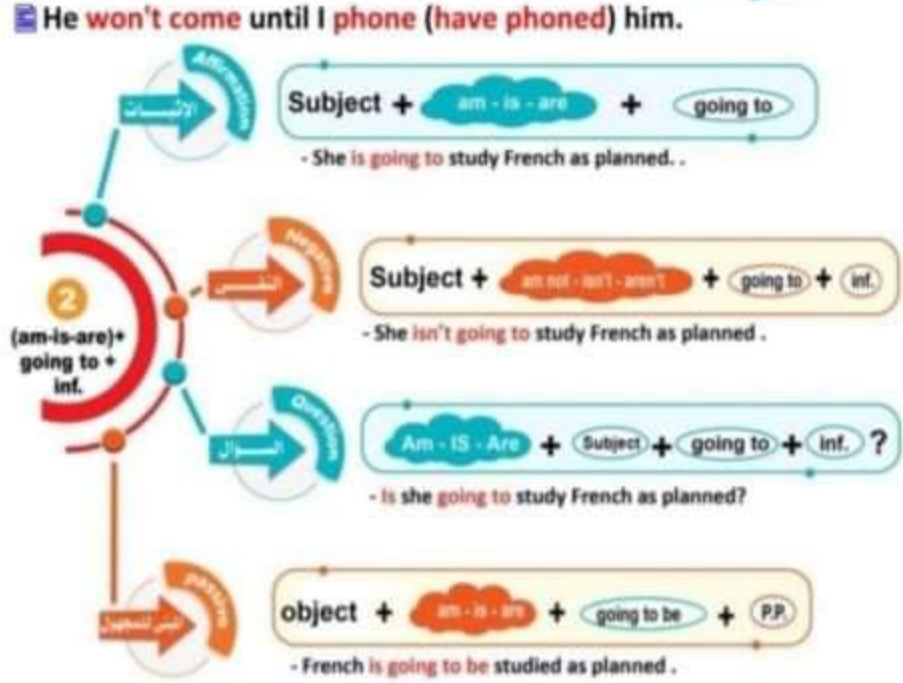
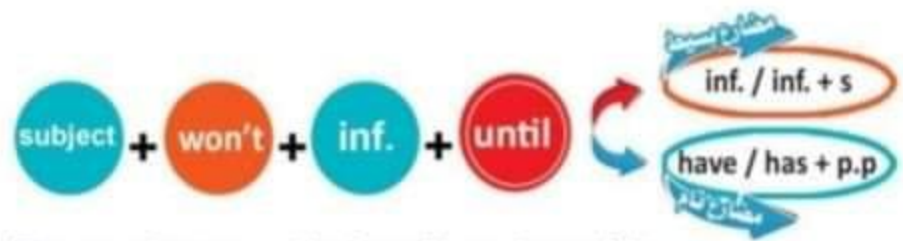
#### Key Words

Tomorrow	غدا	Soon	قريبا
Next	القادم	Shortly	قريبا
In the future	في المستقبل		
In a few (months – weeks – days – hours – minutes)			

#### Uses

- 1- تنبؤات بدون دليل  
I expect Mody and Omar will stay for lunch.
- 2- حقائق مستقبلية  
Next year I will be 20 years old.
- 3- القرارات السريعة  
It is raining I will take a taxi.
- 4- العرض  
That bag looks heavy I'll help you with it.
- 5- الوعد  
I promise I'll buy you a mobile phone.
- 6- الطلب  
Will you shut the window?
- 7- التحذير  
Be careful or you will hurt yourself.
- 8- التهديد  
Be quiet or I will punish you.

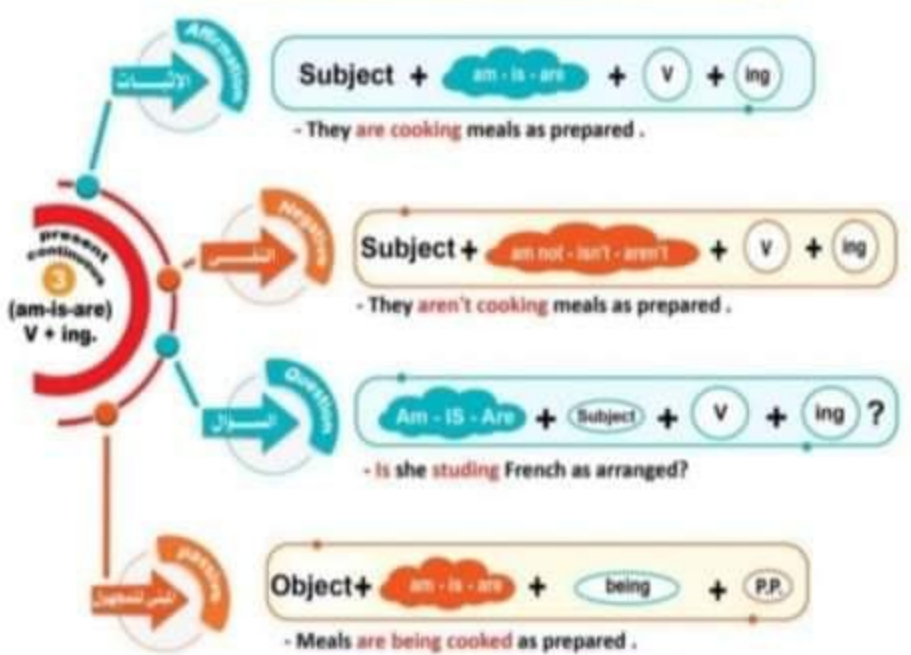
#### Notes



#### Uses

- 1- تنبؤات مع وجود دليل  
Look at those black clouds it's going to rain.  
I feel terrible I think I'm going to be sick.
- 2- الخطط المستقبلية  
plan – made a plan  
I have a plan. I am going to start my project.
- 3- النوايا  
intend – intention  
He is going to visit London. He has intended that.
- 4- القرارات المسبقة  
decide – make a decision – made up : .....mind  
They have decided they are going to study.  
She has made up her mind she is going to leave.
- 5- تحذير على وشك الحدوث  
Watch out! you're going to fall.  
Be careful you are going to break it.
- 6- الصفات الشخصية لا تعتبر دليل أما الصفات المؤقتة تعتبر دليل  
My brother is clever, I think he will be a doctor.

### 3- Present continuous



#### Uses

- لأحداث المرتب لها مع الكلمات :  
(arranged, booked, bought, made arrangements, prepared, all is okay)
- He is visiting his uncle, He has arranged everything.
  - He is catching the 3 o'clock train, He has made arrangements.
  - المناسبات الاجتماعية والأنشطة الرسمية من حفلات أو أعياد – سفر – زيارات – مواعيد شخصية – المسابقات
  - He's getting married next Friday
  - Our school is taking part in a competition next week
  - عدم مقدرة فعل شيء في المستقبل نتيجة الترتيب بالفعل شيء آخر
  - I can't meet you tomorrow as I am doing the shopping
  - She can't call you tonight as she is visiting her uncle



## 4- Present simple

Subject + **inf or v + s** (التصريف الأول لتلعل)

- The English class **starts** at 7.
- My train **arrives** at 7 tomorrow.

Subject + **(doesn't - don't)** + Inf.

- My train **doesn't** arrive at 7 tomorrow.
- The English class **never** starts at 7.

**(Does - Do)** + الفاعل + Inf. ?

- **Does** the train **arrive** at 7 o'clock?

Object + **is - are** + P.P.

- English **is** studied at 7 o'clock.

### Uses

حدث في المستقبل طبقا لجدول أو تقويم (مواسلات / فتح أو غلق / بداية ونهاية / دراسة / سينما / مسرح) :

- ☐ The plane **takes** off at 9 a.m.
- ☐ Our lesson **starts** at 12 p.m.

## 5- Future continuous

Subject + **will** + **be** + V + **ing**

- She **will be studying** English at 7 tomorrow.

Subject + **won't** + **be** + V + **ing**

- She **won't be studying** French at 7 tomorrow.

**will** + Subject + **be** + **ing** ?

- **Will** she **be studying** French at 7 tomorrow?

Object + **will** + **be** + P.P.

- English **will be studied** at tomorrow.

### Key Words

At.....tomorrow	From .....to	Between.....and.....
At.....next .....	This time next.....	Tomorrow morning

### Uses

يستخدم للتعبير عن حدث سوف يكون مستمرا في نقطة معينة في المستقبل

- ☐ This time tomorrow I **will be sitting** in the cinema I **will be watching** a movie

يستخدم مع حدث سوف يكون مستمر في وقت معين في المستقبل

- ☐ Don't phone between 7 and 8 we **'ll be having** dinner

للحديث عن أحداث تم ترتيبها وتخطيطها في وقت معين في المستقبل

- ☐ At 9.30 next Tuesday we **will be attending** her wedding party

## 6- Future perfect

Subject + **will** + **have** + P.P.

- By next year, I **will have finished** my studies.

Subject + **won't** + **have** + P.P.

- By next year, I **won't have finished** my studies.

**will** + الفاعل + **have** + P.P. ?

- **Will** you **have finished** studies by next year?

Object + **will** + **have** + **been** + P.P.

- By next year, my studies **will have been finished**.

### Key Words

By (سنة قادمة - next ..... - tomorrow - .....)	By the time
In ..... في خلال فترة زمنية	= before بحلول by...
In (a year's - four months - five weeks - an hour's ten minutes') time	

### Uses

1- يستخدم للتعبير عن حدث سوف يكتمل قبل وقت معين في المستقبل

- ☐ By the end of the year, I **will have finished** my study.

- ☐ His new house **will have been built** by 2030.

1- يستخدم للتعبير عن حدث سوف يكون قد انتهى أو تم قبل حدث آخر في المستقبل

- ☐ Before our parents come, we **will have tidied** our room.

- ☐ In five years a lot of books **will have been published**.

Choose the correct answer from a, b, c, or d:

- As soon as you push this button, the door .....  
a. going to open      b. has opened  
c. open      d. will open
- As soon as you see the criminal, ..... the police at once.  
a. have telephoned      b. telephone  
c. will telephone      d. telephoned
- I will wait till my friend ..... before I order food.  
a. had arrived      b. arrived  
c. has arrived ( arrives)      d. was arriving
- I ..... till my brother returns home to make sure he's well.  
a. left      b. didn't leave  
c. won't leave      d. am leaving
- Once I ..... the meeting, I will go to the club.  
a. will finish      b. finished  
c. have finished      d. had started
- The moment I ..... everything for the party, I will contact you.  
a. had prepared      b. will prepare  
c. have prepared      d. was preparing
- Do you think that Artificial Intelligence ..... doctors and nurses?  
a. will be replaced      b. will replace  
c. had replaced      d. going to replace
- My little grandchild ..... three next Friday.  
a. will be      b. will have been  
c. is going to be      d. would be
- I can't meet you since I ..... my lessons all day.  
a. will revise      b. had revised  
c. will be revising      d. have revised
- By next October, I ..... the university.  
a. have join      b. will join  
c. am joining      d. will have joined
- I can't meet you this afternoon. I ..... the shopping.  
a. am doing      b. do      c. have done      d. may do
- My plane ..... at 10 o'clock tomorrow.  
a. is leaving      b. will leave      c. leaving      d. leaves
- I think My plane ..... at 10 o'clock tomorrow.



14. There is a plane .....at 10 o'clock tomorrow

a. is leaving b. will leave c. leaving

d. leaves

15. I ..... tennis with a friend. That's my plan.

a. am going to play

b. play

c. will play

d. should play

16. Don't worry. I ..... you the money you need.

a. lend

b. am lending

c. will lend

d. should lend

17. Look at those black clouds. It .....

a. rains

b. is raining

c. is going to rain

d. isn't raining.

18. She has decided that she .....

a. is studying

b. is going to study

c. was studying

d. will be studying

19. Be careful! You ..... your coffee.

a. will spill

b. are spilling

c. are going to spill

d. spill

20. Your bags look heavy. I ..... you to carry them.

a. will help

b. am helping

c. help

d. will be helping

21. The bridge ..... across the river by next January.

a. will be built

b. will have been built

c. will build

d. is built

22. They ..... a party next week. Everything is arranged.

a. have

b. are having

c. are going to have

d. have had

23. Look out! The rock is loose. It.....on your head.

a. is going to fall

b. falls

c. is falling

d. will fall

24. We ..... a film in the cinema. We've booked the tickets.

a. will watch

b. are going to watch

c. are watching

d. watch

## 4- Phrasal Verbs

- مجموعة كلمات تتكون من اتحاد فعل مع حرف جر أو ظرف بحيث يكون لهما معنى مستقل ومن أهم هذه الأفعال الاصطلاحية:

Switch/turn on	يشغل	Switch/turn off	يطفي
Switch/turn up	يعلى الصوت	Switch/turn down	يخفض الصوت
Break down	يتعطل، يهدم	Make...up	يؤلف قصة
Break in/into	يقحم	Make up for	يعوض عن
Take in	يمتص/يخدع	Make into	يحول إلى
Take off	يقلع، يخلع ملابس	Look into	يتحقق من
Take over	يتولى مسؤولية	Look up	يبحث عن معلومة
Take up	يشغل حيز / وقت	Look after	يعتني بـ
Get on with	ينسجم مع	Look forward to	ينتظر إلى
Get around	يتجول	Look up to	يحترم
Get together	يتقابل	Put off	يؤجل
Get rid of	يتخلص من	Put on	يرتدي، يزداد وزنا
Get over	يتغلب على	Put out	يطفي نار
Get on/ off	يركب، ينزل	Put away	يضع شيء في مكانه
Go off	ينطلق، انفجر	Run into	يقابل بالصدفة
Give off	ينبعث منه..	Run out (of)	ينفذ منه (شيء)
Give up	يقلع عن/يسلم	Bring up	يربي
Give out	يوزع شيء	Bring about	يحدث
Give away	يتبرع مجاناً	Hold on	ينتظر قليلاً
Keep on	يستمر في	Come across	يجد بالصدفة
Call on	يزور	Come down	ينخفض
Pull down	يهدم	Come out	يصدر ينشر
Sum up	يلخص	Let down	يخذل
Fall out with	يتشاجر مع	Work out	يحل، يحسب
Catch up with	يلحق بـ	Charge with	يتهم بـ
Find out (about)	يكشف	Blow up	ينفجر، يفجر
Set off	ينطلق، يغادر	Log in/on	يدخل على موقع
Carry out	ينفذ	Log out/off	يسجل خروج
Pick up		يلتقط / يستقبل	

## Gerund / infinitive.

### 1. أفعال وتعبيرات يتبعها (to + inf):

Agree	يوافق	Hope	يأمل
arrange	يرتب	Intend	ينوي
Advise	ينصح	Learn	يتعلم
Allow	يسمح	Manage	يتمكن من
Decide	يقرر	Offer	يعرض
Expect	يتوقع	Plan	يخطط لـ
Promise	يعد	Refuse	يرفض
Want	يريد	Prepare	يعد
Afford	يتحمل نفقات	Seem	يبدو
Wish	يتمني	Arrange	يرتب
Threaten	يهدد	Pretend	يتظاهر بـ
Encourage	يشجع	Attempt	يحاول

It's + صفة + to + inf .....

The first/ the last / the only + to + inf

Would (like/love/prefer/hate) + to + inf

### 2. أفعال وتعبيرات يتبعها (V + ing):

Admit	يتعرف بـ	Spend	يقضي
Avoid	يتجنب	Put off/ postpone	يؤجل
Enjoy	يستمتع بـ	Suggest	يقترح
Mind	يمنع	practise	يمارس
Deny	ينكر	Keep	يوصل
Quit	يقلع عن / يترك	Finish	ينهي
Risk	يخطر	Miss	يفتقد / يفوت
Recommend	يوصي بـ	Consider	يفكر
Lead to	يؤدي إلى	Adapt to	يتكيف يتأقلم مع
Look forward to			ينتظر لـ
(be) (get) (become) used to			يعتاد على
In addition to			بالإضافة لـ
Thanks to / due to / owing to			بفضل
(Be) opposed to			يعارض لـ
Object to			يعترض على
Contribute to			يسهم في
(Be) worth			يستحق
(Be) busy			يكون مشغول في..
It's no (good) (help) (use)			لا فائدة من
I feel like			اشعر برغبة في
Can't help / stand			لا يستطيع منع
Can't stand			لا يتحمل
It's waste of time (money)			انها مضيعة للوقت / المال
Have difficulty in			يجد صعوبة في
Own up to			يعترف بـ

### 3. أفعال يتبعها (V-ing) أو (To+inf) بدون فرق:

Start	يبدأ	Like/love	يحب
Begin	يبدأ	Prefer	يفضل
Continue	يستمر	Hate	يكره

- لاحظ ان الأفعال (like/love/prefer) اذا اتى قبلها (would) فيتبعها (to+inf) فقط:

- I would like to go the stadium



#### 4. أفعال يتبعها (V-ing) أو (To+inf) بفرق معنى:

Stop	To + inf	يتوقف لكي يفعل شيء (لم يفعله بعد)
	V + ing	يتوقف عن فعل الشيء
Forget	To + inf	ينسى أن يفعل شيء (لم يفعله بعد)
	V + ing	ينسى أنه فعل الشيء
Remember	To + inf	يتذكر أن يفعل شيء (لم يفعله بعد)
	V + ing	يتذكر أنه فعل شيء
Regret	To + inf	يأسف أنه سيفعل شيء
	V + ing	نادم أنه فعل شيء
Go on	To + inf	ينتقل إلى فعل شيء جديد
	V + ing	يستمر في فعل الشيء
Try	To + inf	يحاول جاهدا أن يفعل شيء
	V + ing	يجرب طريقة جديدة ويرى النتيجة

#### 5. أفعال يتبعها مصدر فقط بدون (To)

Let + مصدر + مفعول	يسمح لـ
Make + مصدر + مفعول	يجعل
Would rather	من الأفضل أن
Had better	ينبغي أن
Help + مصدر + (to) مفعول	يساعد

- لاحظ أن الأفعال التالية يليها (to + inf) إذا جاء بعدها مفعول أو كانت مبنية للمجهول، أما إذا لم يأتي بعدها مفعول تتبع بـ (V+ ing)

Suggest	يقترح	Advise	ينصح
Allow	يسمح لـ	Recommend	يوصي بـ
Permit	يسمح لـ	Encourage	يشجع
Forbid	يمنع		

- He advised me to buy a new car.
- I was advised to buy a new car.
- He advised buying a new car.

Choose the correct answer from a, b, c, or d:

- A lot of people still believe..... magic!  
a. in b. with c. of d. at
- You shouldn't have told our secret to Aya; you let me.....  
a. down b. off c. on d. at
- You have enabled me to solve the problem. Thanks..... your help!  
a. to b. about c. for d. with
- You have enabled me to solve the problem thanks .... your help!  
a. to b. about c. for d. with
- Companies are keen to hold ..... The employees who have made adequate progress.  
a. down b. back c. on to d. off
- I prefer reading ..... TV.  
a. to watching b. than watch c. to watch d. more than watch
- Please, turn your camera ...; I want to see you. I miss you so much!  
a. off b. down c. up d. on
- This research was done ..... the request of the science teacher.  
a. from b. at c. in d. for
- The sound was terribly loud, so I asked her to turn it .....  
a. out b. down c. up d. on
- I usually turn ..... my computer when I leave the office.  
a. on b. of c. off d. in
- Please turn down the volume; I'm suffering .... a severe headache.  
a. with b. from c. of d. by
- We should find ways of staying in..... with each other. For the time being, I think emails will be fine.  
a. isolation b. separation c. touch d. catch
- Please, turn the sound ..... I can't hear you clearly.  
a. up b. on c. off d. over
- Don't give ..... on your dreams. One day you will achieve them.  
a. over b. up c. at d. of
- Which mobile phone have you decided ..... Sir?  
a. at b. up c. to d. on
- "You are doing well," my coach said. "I'm sure you will carry ... achieving more success!"  
a. in b. on c. of d. at
- Experts are looking ... the possibility of enhancing digital learning.  
a. forward b. out c. up d. into
- I'm enthusiastic ..... the new post I occupy.  
a. for b. about c. in d. with

19. I didn't go out since I had to spend the weekend catching ..... the lessons I had missed.

- a. with b. up c. for d. up with

20. Sorrowfully, everything in some people's lives is measured .....terms of money.

- a. by b. at c. on d. in

21. Youth are looking for jobs that suit them . They apply .....any jobs that can develop their skills.

- a.to b. for c. by d. at

22. We should turn .....all the lights that we don't use to reduce the consumption of energy.

- a. off b. on c. up d. at

23. The grandfather wanted to give ..... his wealth to his sons before his death.

- a. out b. in c. at d. by

24. My son looks forward ..... success with high marks.

- a. on b. out c. to d. with

25. My friend Huda put .... a lot of weight. She has become too fat.

- a.in b. up c. on d. for

26. You must ..... repeating these silly mistakes or you will get low marks.

- a. arrange b. deny c. avoid d. enjoy

27. The criminal was in disguise to avoid ..... by the police.

- a. be arrested b. arrest c. being arrested d. arresting

28. I was made ... the composition again, as it was full of mistakes.

- a. to revise b. revise c. revising d. to revising

29. Your suggestion appears..... logical; I agree with you.

- a. is b. to be c. being d. to being

30. You must ..... using your mobile for a long time; it's harmful.

- a. continue b. stop c. enjoy d. encourage

31. My mother asked me to stop ..... bread because we needed it for lunch.

- a. buy b. to buying c. buying d. to buy

32. I ..... her to use my dictionary.

- a. made b. let c. allowed d. refused

33. The burglar admitted ..... the lady's jewellery.

- a. that he had stolen( stealing) b. that he has stolen c. to steal d. to stealing

35. I am sorry; I forgot ... your book. I am going to return it tomorrow.

- a. to bringing b. bringing c. to bring d. bring

36. I promise ..... you overcome this problem.

- a. I would help b. I will be helped c. to help d. help

37. Why didn't you return the book you had borrowed?

Oh! I remember .... it a week ago.

- a. to returning b. return c. to return d. returning

38. When I train, I follow the coach's advice; I ... a break every 15 minutes to get some rest.

- a. refuse to take b. avoid taking c. stop to take d. stop taking

39. Because of the bad weather conditions, Egypt Air regrets .....its flight to London.

- a. to cancel b. canceling c. cancel d. to canceling

40. I ... eating late at night since it makes feel heavy in the morning.

- a. forbid b. dislike c. enjoy d. hope

41. She intended ..... a new dress for her birthday party.

- a. will buy b. would buy c. to buy d. buy

42. I ..... him to attend my sister's wedding.

- a. decide b. hope c. made d. expect

43. The convict ... stealing the lady's money, so he was imprisoned.

- a. denied b. admitted c. decided d. hoped

44. I will start ..... my homework as soon as I have lunch.


- a. doing b. to doing c. make d. making

45. I can't.....on hard work for more than five hours;I'm afraid of making mistakes.

- a. persist b. suggest c. concentrate d. penetrate

## 5 - Suggestions

هناك عدة طرق للتعبير عن الاقتراح مثل:

	How about (v+ing).....?	Let's ... (inf) ...
	What about (v+ing).....?	Why don't we (inf)...
	I suggest (v+ing).....?	You could + ... inf
	Have you considered + ing ?	You should + ... inf
	Have you thought about + ing ?	We shall + ... inf



## Notes

- I (would) suggest (Recommend)+ V-ing
- suggest/recommend/It's important(necessary)+that+sub+inf
- Perhaps we can / could / should + inf

Choose the correct answer from a, b, c, or d:

- ..... start learning Chinese?
  - How about
  - Why don't you
  - Let's
  - Have you tried
- ..... spending the weekend in Alexandria?
  - You could
  - Why don't you
  - Let's
  - Have you considered
- ..... consult your dictionary or ask your teacher for help.
  - You could
  - What about
  - How about
  - Have you tried to
- Have you considered .. a report about the conditions in the company?
  - write
  - to write
  - writing
  - of writing
- Why ..... you spend the weekend in the countryside? That's a good idea.
  - wont
  - don't
  - didn't
  - haven't
- .....giving up smoking? This is better for a healthy life.
  - Why don't you
  - Let's
  - Have you considered
  - I suggest
- It is important that she ..... a degree to get the job.
  - has
  - have
  - to have
  - is having
- I suggest that Adel ..... his father about the strange man he saw in the garden of the house.
  - would inform
  - informs
  - inform
  - informing
- I suggest ..... the weekend in our village.
  - we spent
  - spending
  - spend
  - to spend
- ..... treat yourself to a meal at the McDonalds'?
  - Why don't
  - Why not
  - Why we don't
  - How about
- Heba: Let's go to the library. This means that Heba ..... to the library.
  - suggests going
  - lets us go
  - allows us to go
  - refuses to go

## 6 - Necessity

### Present Necessity

- Must + inf
- Have/Has to + inf
- Have / Has got to + inf.
- Need(s) to + inf
- It's necessary (for+ obj) +to+ inf.

### الفرق بين (Must) و (Have to)

Have / Has to	Must
1. تعبر عن إلزام خارجي (سلطة / هيئة أعلى) - I have to wear a uniform at work.	1. تعبر عن إلزام داخلي (مشاعر / المتحدث وليس سلطة خارجية) I must study hard.
2. القوانين بشكل خاص (الأشخاص ومواقف محددة) - Ali has to fasten seatbelts not to be fined .	2. القوانين بشكل القوانين العامة (الكل الناس / موقف عام) - Drivers must fasten seatbelts .
	3. النصيحة القوية 4. الدعوة بشدة 5. التذكير
3. السؤال -Do/Does + sub+have to+inf ?	6. السؤال Must + sub + inf ? ويعبر السؤال أحياناً عن الغضب

### Past Necessity

- Had to + inf
- Needed to + inf
- It was necessary (for+ obj) to + inf

### Future Necessity

- Will have to + inf
- Will need to + inf
- It will be necessary to + inf

## lack of necessity

- Needn't + inf
  - (Don't/Doesn't) Have to + inf
  - (Haven't/Hasn't) got to + inf
  - Don't - Doesn't need to
  - It's not necessary for(obj)to+inf
- لاحظ أن (a must) قد تستخدم كاسم بمعنى ضرورة:  
It's a must = It's a necessity  
إنها ضرورة

### Mustn't + Inf

- تعبر عن منع وتحريم شيء أو حظره بسبب مخالفته لقانون أو لضرر يترتب عليه وهناك عدة تعبيرات تدل على هذا المعنى:
- It is forbidden to + inf
  - It is prohibited to +inf
  - It's not allowed / permitted to + inf
  - It's against the law to+inf
  - It's banned to + inf
  - It's dangerous to + inf

## lack of necessity (past)

- Didn't have to + inf
  - Needn't have + p.p.
  - Didn't need to + inf
  - it wasn't necessary (for + مفعول) to + inf.
- لم يكن مضطراً لفعل شيء و لم يفعل  
لم يكن مضطراً أن يفعل شيء ولكنه علم متأخراً فكان فعله

## lack of necessity (future)

- Won't have to + inf
- Won't need to + inf
- It won't be necessary to + inf

## Advise and blame

### 1. Should / ought to + inf

1. تعبر عن النصيحة وتساوي عدة تعبيرات:

- It is advisable/ desirable (not) to + inf
- I advise you (not) to + inf
- If I were you, I would (not) + inf
- You had better (not) + inf
- You would rather (not) + inf
- It would be a good idea (not) to + inf

### 2. Should / Ought to Have + P.P

1. تعبر عن الندم والعتاب على شيء تم بشكل خاطئ في الماضي وتساوي الفعل (Regret + V+ing)  
- I shouldn't (oughtn't to) have smoked. (= I regret smoking. )

Choose the correct answer from a, b, c, or d:

- I shouldn't have annoyed my brother. This means that I ... that.
  - hoped to do
  - regret doing
  - regret to do
  - was pleased to do
- 'Don't park here; it is forbidden'.. The policeman said we ... park there.
  - should
  - shouldn't
  - mustn't
  - must
- You ..... your composition: it is full of mistakes.
  - must have revised
  - should have revised
  - shouldn't have revised
  - had to revise revised
- I must leave now; I'm ..... to be in the office in half an hour.
  - Imposed
  - supposed
  - refused
  - enclosed
- I regret arriving late; I ..... on time.
  - must have come
  - needn't have come
  - should have come
  - had to come
- You..... another mobile phone. The one you have is just fine.
  - must have revised
  - should have bought
  - shouldn't have bought
  - had to buy
- I shouldn't have repeated that mistake. This means that I .... it.
  - didn't commit
  - repeated
  - ought to have repeated
  - had to repeat
- He oughtn't to have sent the email without enclosing the attachment. This means that he
  - sent the email and enclosed the attachment.
  - had to enclose the attachment with the email.
  - didn't send the email or enclose the attachment.
  - sent the email without enclosing the attachment.



9. Speaking to native speakers .... a way of improving your fluency. It is a good idea to do this.  
 a. should be b. could be  
 c. should have been d. might be
10. It's probable that he won't come to the company today due to his illness; he .... cancel the meeting.  
 a. must b. might c. should d. had to
11. The manager ..... the meeting because he was seriously ill.  
 a. had to postpone b. shouldn't have postponed  
 c. must postpone d. needn't have postponed
12. You behaved rudely with your friend; you .... have behaved yourself.  
 a. might b. must c. should d. shouldn't
13. You could do this task with your friend if you wish. This shows...  
 a. ability b. suggestion c. blame d. refusal
14. He's really beating himself up over failing the exam. This means....  
 a. he has decided to try again  
 b. he wants to forget all about that event  
 c. he blames himself for failing the exam  
 d. he ignores that event
15. Which of the following doesn't express regret?  
 a. I should have revised well for the exam.  
 b. I'm sorry for not revising well for the exam.  
 c. I should revise for the next exam.  
 d. I regret not revising for the exam.
16. You ..... park here. It says a "No Parking area."  
 a. mustn't b. needn't c. don't have to d. won't
17. I really ..... go and get some bread before the shop closes. I don't have any bread left at home  
 a. can b. must c. may d. might
18. We ..... buy souvenirs for our friends while we're here.  
 a. have to b. must c. mustn't d. needn't
19. You ..... take that train. There's another one in ten minutes.  
 a. don't have to b. mustn't  
 c. can't d. don't need
20. You ..... drive. You're too tired.  
 a. needn't b. mustn't c. should d. ought to
21. You are wasteful; you ..... more sugar. We already have a lot at home.  
 a. can't have bought b. had to buy  
 c. didn't have to buy d. needn't have bought
22. Mona is economical; she ..... more bread; she actually has much in the fridge.  
 a. needn't have bought b. didn't have to buy  
 c. should have bought d. had to buy
23. Is it a/an ..... to take this medicine?  
 a. advice b. unnecessary c. necessary d. must

## 7 - Deduction

### 1. درجة التأكيد (بالإيجاب) (أكيد)

presnet	past
Must + مصدر أكيد (يكون/يفعل....)	Must + have + P.P أكيد (كان/فعل.....)
presnet	past
Can't + مصدر أكيد لا (يكون/يفعل....)	Can't + have + P.P أكيد لم (كان/فعل.....)
تعبيرات تشير إلى التأكيد <b>Sure/certain/surely/certainly/definitely/impossible</b>	

- He has 3 cars and a villa, he must be rich.
- He has 3 cars and a villa, he can't be poor.
- He got the full mark. He must have studied hard.

### 2. درجة عدم التأكيد (ربما)

presnet	past
May Might + مصدر Could	May Might + have + P.P Could
تعبيرات تشير إلى عدم التأكيد I'm not(certain) sure/likely/maybe / Perhaps/expect/possible/ guess /I don't think (know) I have no idea	

- I don't know where Ali is, he might be at home.
- Mr. M. Samy didn't come today. He might have been busy.

من الممكن أن يكون لكل الاستنتاج كالتالي للدلالة على الاستمرار

Must/may/can't/might/could

Be+ V - ing

Have been + V - ing

- He didn't answer the phone; he must have been sleeping then.

لاحظ تكوين الاستنتاج في المبني للمجهول

Must/may/can't/might/could

Be + P.P

Have been +P.P

- He didn't answer the phone; his mobile might have been stolen.

Choose the correct answer from a, b, c, or d:

- Ann hasn't arrived yet. She ..... the train. Who knows?  
 a. should have missed b. might have missed  
 c. had to miss d. must have missed
- I regret making that silly mistake; I .....have quarrelled with my friend.  
 a. should b. must c. shouldn't d. can't
- She ..... be happy; she has just passed her final exam.  
 a. must b. had to c. can't d. ought not to
- Amin travelled to work by bus. He ..... by train as usual.  
 a. must have travelled b. had to travel  
 c. could have travelled d. might have travelled
- Tamer did not attend the party. He..... invited. He's just had a heart attack and is in hospital.  
 a. can't have b. can't have been  
 c. mustn't have been d. shouldn't have
- My father left for work and he ... to take his mobile phone. I found it in the living room.  
 a. mustn't have remembered  
 b. had to remember  
 c. couldn't have remembered  
 d. must have remembered
- Kamal ..... by train yesterday. I'm uncertain.  
 a. might travel b. might have travelled  
 c. should travel d. must have travelled
- She ..... the map. She found herself in a completely different town.  
 a. had to follow b. can't have followed  
 c. may have followed d. mustn't have followed
- Your answer is full of mistakes. You .... it well.  
 a. needn't have checked b. must have checked  
 c. can't have checked d. had to check
- He ..... on time because he missed his usual early train.  
 a. had to arrive b. must have arrived  
 c. won't have arrived d. couldn't have arrived
- This temple.... be important; it's visited by hundreds of people every day.  
 a. shouldn't b. can't  
 c. mustn't d. must
- Everyone is putting their umbrellas up; it ..... raining.  
 a. had to start b. must have started  
 c. shouldn't have started d. mustn't have started
- I had a lot of money. I ... that expensive T-shirt, but I don't like baggy clothes.  
 a. must have bought b. shouldn't have bought  
 c. could have bought d. had to buy



## 8 - General Passive Form



### 1) Present Passive Forms

Tense	Active	Passive
Present Simple المضارع البسيط	{ v / v + s } - Jana watches TV .	{ am - is - are } + p.p. - TV is watched by Jana .
Present continuous المضارع المستمر	{ am - is - are } + v + ing - Jana is watching TV .	{ am - is - are } + being + p.p. - TV is being watched by Jana .
Present Perfect المضارع التام	{ have - has } + p.p. - Jana has watched TV .	{ have - has } + been + p.p. - TV has been watched by Jana .

### 2) Future Passive Forms

Tense	Active	Passive
Future Simple المستقبل البسيط	will + inf. Jana will watch TV .	will be + p.p. - TV will be watched by Jana .
Future continuous المستقبل المستمر	will be + v + ing - Jana will be watching TV .	will be + p.p. - TV will be watched by Jana .
Future Perfect المستقبل التام	will have + p.p. - Jana will have watched TV .	will have been + p.p. - TV will have been watched by Jana .

### 3) Past passive forms

Tense	Active	Passive
Past Simple الماضي البسيط	التصريف الثالث للفعل - Jana watched TV .	{ was - were } + p.p. - TV was watched by Jana .
Past continuous الماضي المستمر	{ was - were } + v + ing - Jana was watching TV .	{ was - were } + being + p.p. - TV was being watched by Jana .
Past Perfect الماضي التام	had + p.p. - Jana had watched TV .	had + been + p.p. - TV had been watched by Jana .

### Notes

1. يمكن استخدام **get** بدلا من **be** عند التحويل إلى المبني للمجهول مع أفعال معينة ولكن عند استخدام ضمير منعكس **be** نستخدم **get** فقط ولا نستخدم **be**.

- Our teacher punished Ali.
- Ali **was punished** by our teacher. = Ali **got punished** by our teacher.
- She **got herself** robbed while she was shopping.

2. بعض الأفعال لا تستخدم في المبني للمجهول مثل:

appear	يظهر	fall	يسقط	go	يذهب	stay	يقيم
disappear	يختفي	happen	يحدث	break down	يتعطل	arrive	يصل
come	يأتي	work	يعمل	belong	يخص	cost	يكلف
decrease	يتناقص	occur	يحدث	break	ينكسر	collapse	ينهار
increase	يزداد	rise	يرتفع	remain	يظل	lie	يكذب

3. والفعل **have** لا يبنى للمجهول ويحول إلى ما يساويه في المعنى.

= own - possess - suffer - eat - buy - spend - take

**Active** I have a car.

**Passive** A car is (possessed-owned) by me.

## The Passive modal verbs and Infinitive

word	meaning	Active معلوم	Passive مجهول
must	يجب أن	must + inf	must be + p.p.
need to	يحتاج أن	need to + inf	need to be + p.p.
should / ought to	يجب أن	should / ought to + inf	should / ought to + be + p.p.
can / could	يستطيع / استطاع	can/could + inf.	can / could + be + p.p.
may / might	ربما	may / might + inf.	may / might + be + p.p.
(am-is-are) going to	سوف	(am-is-are) going to + inf	(am-is-are) going to + be + p.p.
have to / has to	يجب أن	have to / has to + inf.	have to / has to + be + p.p.
had to	كان يجب أن	had to + inf	had to + be + p.p.
will have to	سوف ينبغي أن	will have to + inf.	will have to + be + p.p.
am to / is to / are to	يجب أن	am to / is to / are to + inf.	am to / is to / are to + be + p.p.
was to / were to	كان يجب أن	was to / were to + inf.	was to / were to + be + p.p.
to + أي فعل	أفعال بعدها to والمصدر	V + to + inf.	V + to + be + p.p.
be able to	قادر على	be able to + inf.	be able to + be + p.p.
be about to	يكون على وشك	be about to + inf.	be about to + be + p.p.
used to	اعتاد أن	used to + inf.	used to + be + p.p.

### Special cases

1. لاحظ أن **make** يأتي بعده مفعول ثم المصدر في المعلوم وفي المبني للمجهول يأتي بعده **to + inf**.

- \* Our teacher **made** Ali **do** his homework again. (Active)
- \* Ali **was made to do** his homework again. (Passive)

2. لاحظ أن الأفعال التي تأتي بعدها مفعول ثم **to + inf** نستخدم في المبني للمجهول **to be + PP**.

- \* He **asked** his father **to take** him to the club. (Active)
- \* He **asked to be taken** to the club. (Passive)

3. لاحظ أن الأفعال التي تأتي بعدها **ing + PP** نستخدم في المبني للمجهول **being + PP**.

- \* I **like** people **telling** truth. (Active)
- \* I **like being told** truth. (Passive)

4. لاحظ تحويل الجملة الأمرية المثبتة في المبني للمجهول **Let + object + be + pp**.

- \* **Open** the door. (Active)
- \* **Let** the door **be opened**. (Passive)

5. لاحظ تحويل الجملة الأمرية المنفية في المبني للمجهول **Don't Let + object + be + pp**.

- \* **Don't open** the door. (Active)
- \* **Don't let** the door **be opened**. (Passive)

6. لاحظ صيغ المجهول مع (like - love - hate - remember)



- \* I **hate** people **telling** lies. (Active)
- \* I **hate being told** lies. (Passive)
- \* He **likes** his friend **visiting** him at home. (Active)
- \* He **likes being visited** at home. (Passive)



## Passive Constructions

### تحول التركيبات الآتية في المبني للمجهول كالآتي:

people	say - know	1	وضع It محل المفعول It (is - was - has been - had been) + p.p. that
	believe - think - report - expect - predict - allege	2	استخدام فاعل الجملة الثانية Subject + (v.be) + p.p. + to + (inf.) المضارع Subject + (v.be) + p.p. + to have + p.p. الماضي
	deny understand suppose announce	3	استخدام مفعول الجملة الثانية object + (v.be) + p.p. + to + be + p.p. المضارع object + (v.be) + p.p. + to have been + p.p. الماضي

Present	Active	People expect that Ahmed will win a match.
	Passive 1	It <b>is expected</b> that Ahmed will win the match.
	Passive 2	Ahmed <b>is expected</b> to win the match.
	Passive 3	The match <b>is expected to be won</b> by Ahmed.

Past	Active	People said that Toka studied English.
	Passive 1	It <b>was said</b> that Toka studied English.
	Passive 2	Toka <b>was said to have studied</b> English,
	Passive 3	English <b>was said to have been</b> studied by Toka.

Choose the correct answer from a, b, c, or d:

- Unfortunately, the stolen money ....., yet.  
a. hasn't been restored      b. hasn't restored  
c. hadn't been restored      d. weren't restored
- Egyptian cotton clothes ..... all over the world.  
a. are sold      b. are to sell  
c. selling      d. has been sold
- These trees need to ..... regularly.  
a. be watered      b. water  
c. be watering      d. have watered
- By next September, a new secondary school .. in our village.  
a. will be built      b. will have been built  
c. has been built      d. will have built
- There has been a breakthrough in communication since the internet. .  
a. was invented      b. invented  
c. has been invented      d. is invented
- The car .... well; it no longer breaks down.  
a. did not repair      b. must have been repaired  
c. can't have been repaired      d. must have repaired
- After I returned home, I found that my clothes .. by my sister.  
a. is being ironed      b. was ironing  
c. had been ironed      d. had ironed
- I was doing my homework while dinner ..... by my mother.  
a. is prepared      b. had been prepared  
c. was preparing      d. was being prepared
- Look! Our school ..... now.  
a. is painting      b. is being painted  
c. was painting      d. have been painted
- I felt worried as soon as the plane ..... off.  
a. took      b. had been taken  
c. has taken off      d. was taken
- The patient ..... thoroughly before the serious operation.  
a. was examining      b. had to be examined  
c. had examined      d. had to examine
- What upsetting news! My friend's car .....  
a. had damaged      b. has damaged  
c. had been damaged      d. has been damaged
- What the manager said in the meeting .....  
a. hasn't been expected      b. wasn't expecting  
c. hadn't expected      d. hadn't been expected
- I'm hoping that this serious issue ..... tomorrow.  
a. is resolving      b. will resolve  
c. was resolved      d. will be resolved
- I ..... an email from the company every time the manager asks me to undertake a new duty.  
a. send      b. sent      c. was sent      d. am sent
- She ..... of forging money.  
a. was accused      b. has accused  
c. had accused      d. was accusing
- It ..... that food prices will increase.  
a. has believed      b. is believed      c. is believing      d. had believed

20. It ..... that there are no survivors of the crash.

- a. is fearing      b. has feared  
c. will fear      d. is feared

21. She is thought to ..... from coronavirus.

- a. be suffered      b. being suffered  
c. have suffered      d. suffers

22. She let herself .....

- a. cheated      b. be cheated  
c. be cheating      d. cheat

23. I like ..... to do my homework.

- a. being helped      b. people help  
c. people helping      d. help

## 9 - Causative

I had (got) my room cleaned

- I cleaned my room

حصلت على غرفتي منظفة (شخص آخر قام بذلك)

قامت بتنظيف الغرفة بنفسي

### Active

have - let  
make

مفعول عاقل

inf.

The teacher had us do some extra work today.

Jana makes Toka do her homework before sleeping.

### Active

get - allow - force -  
cause - permit

مفعول عاقل

to +  
inf.

Ali got Ahmed to go with him to the club.

The bright light caused her to blink.

### Passive

have - get

مفعول غير عاقل  
أو عاقل في جملة مجهول

P.P.

I have my hair cut.

We always get our clothes washed.

I had my teeth checked yesterday. Ali is getting his car repaired.

Choose the correct answer from a, b, c, or d:

- My mother usually lets my elder sister .. lunch when she is away.  
a. to make      b. making      c. makes      d. make
- You shouldn't ..... anyone to deceive you.  
a. let      b. make      c. have      d. allow
- I made Ali ..... his mother as she was ill.  
a. to help      b. help      c. helping      d. helped
- Ali was made ..... his mother as she was ill.  
a. to help      b. help      c. helping      d. helped
- At first, he insisted on his opinion, but I managed to ..... him to change his mind.  
a. allow      b. get      c. make      d. let
- I got him to change his mind. This means that I .. change his mind.  
a. forced him to      b. let him  
c. persuaded him to      d. hoped he would
- Unfortunately, the bad weather ..... us ..... out.  
a. made / to go      b. allowed / to go  
c. stopped / from going      d. prevented / to go
- I let my friend use my mobile phone. This means that I ..... them to use it.  
a. made      b. allowed      c. forced      d. suggested
- My mother usually gets me ..... my bedroom at the weekend.  
a. tidies      b. tidy      c. to tidy      d. tidied
- The manager ..... a technician install a new computer program.  
a. got      b. had      c. have      d. asked
- Can I borrow your bike? I can't use mine because I'm .....  
a. having it repaired      b. having to repair it  
c. having repaired it      d. repair it
- My mother was busy, so she got lunch ..... by my brother.  
a. made      b. be made      c. making      d. to make
- I ..... the shopping delivered because it was very heavy.  
a. made      b. get      c. will have      d. had
- Ali can't answer the phone now. He ... his hair cut.  
a. has      b. is having      c. will have      d. had
- Yesterday I went to the optician's to ..... my eyes tested.  
a. have      b. make      c. allow      d. permit
- Ali stopped at the petrol station to .....  
a. have filled the tank      b. have the tank filled  
c. fill the tank      d. have to fill the tank
- Leila usually ..... twice a year.  
a. checks her teeth      b. get her teeth checked  
c. has her teeth checked      d. has checked her teeth
- Wait there and I get Yasser ..... you with those bags.  
a. being helped      b. to helping  
c. to help      d. help



## تحويلات الأظرف الزمنية



- تحذف (علامات التنصيص) ويمكن استخدام **that** أو تحذف.
- تتحول الضمائر حسب المتكلم والمخاطب كما يلي:

• تتغير الأزمنة كما يلي:

## فعل القول

## Reported Questions

### السؤال في الغير مباشر



- تحذف (علامات التنصيص) ونستخدم **if** أو **whether** في السؤال بالفعل المساعد. ونستخدم نفس أداة الاستفهام في السؤال بإداة استفهام.  
- لا تتغير الأزمنة في حالات معينة كما في الجملة الخبرية.  
- تتحول الأزمنة والأظرف الزمنية والضمائر كما في الجملة الخبرية.

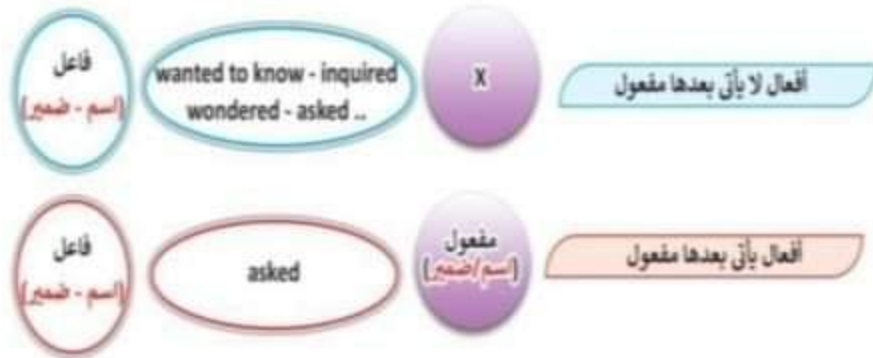
- \* "Where do you live?" asked Huda.  
Huda asked me where I lived.
- \* "Why are you laughing?" Sami asked her.  
Sami asked her why she was laughing.
- \* "What did you do in town?" Ola wanted to know.  
Ola wanted to know what I had done in town.
- \* "When will you be back?" asked their father.  
Their father asked them when they would be back.
- \* "How have you been feeling?" asked Azza.  
Azza asked how I had been feeling.

لا تتغير الأزمنة في الحالات التالية:

1. لا تتغير الأزمنة وكذلك الظروف الزمنية إذا كان فعل القول في المضارع أو المستقبل:  
\* Mona says, "I don't believe this story."  
Mona says she doesn't believe this story.
2. لا تتغير الأزمنة إذا كانت الجملة تعبر عن حقيقة:  
\* Hoda said, "If water freezes, it changes into ice."  
Hoda said that if water freezes, it changes into ice.
3. لا تتغير الأزمنة إذا كانت الجملة قبلت منذ فترة وجيزة ويدل على ذلك كلمات مثل:  
(now / just now / a moment ago / a minute ago / a short time ago / recently)  
\* Ahmed said just now, "I have already done my homework."  
Ahmed said just now he has already done his homework
4. لا تتغير الأزمنة مع بعض التعبيرات مثل:  
(would like / would rather / had better / should / would / could / might)  
\* Ahmed said, "I'd rather work." - Ahmed said that he'd rather work.
5. في حالة وجود If يتغير الزمن في الحالة الأولى فقط (لا يتغير في الحالة الثانية والثالثة)  
\* He said to me, "If you don't get into hospital, you won't get well."  
\* He told me if I didn't get into hospital, I wouldn't get well.
6. في حالة وجود wish / If only للتعبير عن التمني أو التدم  
\* He said, "I wish I traveled abroad."  
He said that he wished he traveled abroad.
7. في حالة وجود used to بمعنى اعتاد على  
\* Seif said to Jana "I used to cry much when I was young."  
Seif told Jana that he used to cry much when he was young.



## فعل القول



ولاحظ أن asked ممكن أن تأتي بعدها مفعول و يمكن أن تأتي بدون مفعول.

## Reported imperatives, suggestions and advice

### الجملة الأمرية والاقتراح والنصيحة في الغير مباشر



- هي الجملة التي تبدأ بفعل في المصدر في الإثبات مثل "open this door". أو ب don't في حالة النفي مثل "Don't waste your time". وللتحويل إلى كلام غير مباشر كما يلي:  
1. تحويل فعل القول كما يلي:

direct	indirect
said to	complained - warned - ordered - asked - told - advised - encouraged

2. تحذف وعلامات التنصيص، ونستخدم في الأمر المثبت تستخدم (المصدر + to)

\* Ali said to his son "Study hard."

\* Ali advised (told - asked) his son to study hard.

في الأمر المنفي تستخدم (المصدر + not to)

\* Seif said to Jana "Don't make noise."

\* Seif advised (told) Jana not to make noise.

3. تتحول الضمائر حسب المتكلم والمخاطب كما في الجملة الخيرية

4. تتغير أظرف المكان والزمان كما في الجملة الخيرية.

## فعل القول



\* He denied stealing any money.

\* She admitted doing this crime.

\* He refused to give Adel any money.

\* He decided to give up smoking.



\* He suggested going for a walk.

\* He suggested that we go (should go) for a walk.



\* She advised having fruits.

\* I recommended studying hard.

\* He advised me to sleep early.

\* I recommended him to study hard.

Choose the correct answer from a, b, c, or d:

- Samir says that he..... the summer holiday in Hurghada when he has finished exams.  
a. has spent b. will spend  
c. would spend d. had spent
- My father told me that we ..... to the club until we finished our homework.  
a. don't go b. won't go  
c. hadn't gone d. wouldn't go
- Ali told me that he ..... his lesson at that moment.  
a. was revising b. has been revising  
c. will revise d. was revised
- I was told that a secondary school ... in the neighbouring village.  
a. has built b. has been built  
c. had been built d. had built
- The manager declared the company ..... efficient and punctual workers the next month.  
a. had promoted b. is promoting  
c. is going to promote d. was going to promote
- Tom said that he .... about that accident before he returned home.  
a. hadn't told b. isn't told  
c. hadn't been told d. won't tell
- She informed me that my friend Rami ... a terrible accident while he was driving to work.  
a. have had b. had c. will be having d. is having
- I told her that she... a bad mistake and that she should be cautious later on.  
a. had made b. is making c. would make d. has made
- Gaber ..... he was ready for the interview.  
a. told b. said c. wondered d. informed
- Gaber ..... me he was ready for the interview.  
a. told b. said c. wondered d. informed
- The teacher told us that water ..... at 100 c  
a. boiled b. boils c. has boiled d. will boil
- The interviewer said that they would inform me of the result of the interview .....  
a. next week b. last week  
c. the following week d. the week before
- Could you tell me why ..... to London last month?  
a. did you travel b. had you travelled  
c. you travelled d. you had travelled
- I wanted to know why ..... to London the month before  
a. did you travel b. had you travelled  
c. you travelled d. you had travelled
- Ali wanted to know..... I was ready for the exam or not.  
a. whether b. why c. that d. when
- Tamer wonders when I ... home because he needs my help badly.  
a. had returned b. going to return  
c. would return d. will return
- My mother asked why ..... that loud noise.  
a. I was making b. was I making  
c. I will make d. had I made
- I asked my mother if food .....  
a. has prepared b. had prepared  
c. had been prepared d. has been prepared
- My friend wanted to know how long ..... for the car factory.  
a. am I working b. I am working  
c. had I been working d. I had been working
- Huda inquired ..... or not I would accept that invitation.  
a. if b. whether c. that d. which
- Please, tell me where ..... meet tomorrow.  
a. we were going to b. we are going to  
c. will we d. are we going to
- The shop assistant asked why I ..... to change that tie.  
a. want b. was wanted c. have wanted d. wanted
- Samir ..... me why I had chosen that T-shirt.  
a. told b. inquired c. ordered d. asked
- Samir ..... me why he had chosen that T-shirt.  
a. told b. inquired c. ordered d. asked
- My friend recommends that I ... that mobile because it isn't a smartphone.  
a. to buy b. not to buy c. don't buy d. buy
- My friend recommends that I ... that mobile because it is a smartphone.  
a. to buy b. not to buy c. don't buy d. buy
- The policeman ..... the rash driver not to drive so fast.  
a. made b. wondered c. instructed d. said
- I suggested that Ali ..... to the library with us.  
a. went b. to go c. going d. go
- Rami: My brother said, " Why ..... consult a doctor?  
Hatim: Surely, I will act upon his suggestion.  
a. haven't you b. don't you c. didn't you d. you didn't
- My friend recommends..... "Oliver Twist "as it is interesting.  
a. reading b. to read c. read d. not reading



## 11 - Conditional sentences

### 1- The zero conditional with "If" الحالة الصفرية للشرط



#### Uses

- تستخدم للتعبير عن العادات والمواقف التي تحدث بصورة معتادة

- \* If I **feel** bored I usually go for a walk
- \* They **don't make** noise if their father is asleep
- تستخدم للتعبير عن حقائق علمية ثابتة (مثل قوانين الطبيعة والفيزياء والرياضيات)
- \* If you **heat** water to 100 c it boils
- \* Plants **die** if they **don't get** water
- تستخدم لإعطاء توجيهات وإرشادات
- \* If you **click** on the blue button the answer **appears**.

#### Notes

- من الممكن أن تستخدم when / whenever بدلا من if في الحالة الصفرية
- \* If / when I feel bored I usually go for a walk
- \* They don't make noise if / when their father is asleep
- من الممكن أن تستخدم unless مكان (if ... not) في الحالة الصفرية
- \* People can't fish in this river unless they have a permit

### 2- The first conditional with "If" الحالة الاولى للشرط



#### Uses

- تستخدم للتعبير عن حدث محتمل في المضارع أو المستقبل

- \* If I **earn** some money, I'll **go** abroad
- تستخدم للتعبير عن وعد / تهديد
- \* I will buy you a mobile if you get full mark in your exam
- \* If you **don't come** to my birthday party, I'll never **speak** to you again

#### Notes

- من الممكن أن تستخدم unless مكان (if ..... not) في الحالة الاولى
- \* Unless you **study** hard, you **will fail** your exam
- \* I **will go** for a walk unless it's hot
- يمكن أن يكون جواب الشرط امر أو طلب أو نهى
- \* If you **call** your mother tonight, **tell** her I said, "Hello"
- \* If anyone **calls** for me ( **don't** ) **tell** them I'm home .
- من الممكن استخدام p.p بعد unless / if / when في جملة الشرط
- \* If **heated** to 100c, water boils
- يمكن أن يستخدم ( it is + adj. + to + inf. ) في جواب الشرط في الحالة الاولى
- \* If you **don't study** hard, it is **possible to fail**.
- \* If you **have** a test tomorrow, it is **necessary to revise** today.
- يمكن استخدام زمن مضارع ( بسيط - مستمر - تام - تام مستمر ) في الجزء الاول من الجملة بما يتفق مع المعنى المقصود
- \* If you are studying, I won't make any noise
- \* If she hasn't finishing cleaning, y flat, I will help her

### 3- the second conditional with "If" الحالة الثانية للشرط



#### Uses

- تعبر عن حدث غير محتمل في المضارع أو المستقبل

- \* If I **had** enough money, I'd **travel** to paris.  
( I don't have enough money )
- \* If he **trained** hard, he'd **win** the gold medal  
( he doesn't train hard )

- تستخدم الحالة الثانية لتقديم النصيحة

- \* If I **were** you. I'd **look** for another job
- \* I **wouldn't** stay up late if I **were** you

#### Notes

- يمكن أحيانا استخدام بعض الأفعال الناقصة في صيغة الماضي بجملة فعل الشرط حسب معنى الجملة

- \* If I **could** contact them, I **would** tell them everything  
( If ..... not ) من الممكن أن تستخدم unless مكان
- \* I **wouldn't be** able sleep unless I **took** the medicine
- \* I **wouldn't go** to that restaurant unless I **was** really hungry
- من الممكن استخدام if it weren't for ويليه اسم



- \* If it weren't for his car, we **wouldn't arrive** in time

- احذر تصريفات بعض الأفعال مثل cut / put / cost / beat / shut / read  
..... الخ حيث لا تتغير عند تصريفها

- \* If he **shuts** the door, it **will be** hot in here
- \* If he **shut** the door, it **would be** hot in here
- يمكن استخدام الماضي المستمر في فعل الشرط في الحالة الثانية إذا دلت الجملة على الاستمرار
- \* If jhon **were sitting** here, we **would be** able to ask him that question
- \* If the sun **were shining**, I **would go** to the beach

### 4- the third conditional with "If" الحالة الثالثة للشرط



#### Uses

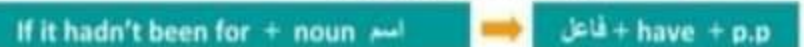
- تعبر عن افتراضات مستحيلة الحدوث لأنها قد فات أوان حدوثها

- \* I the sky **had been** clear yesterday, I **would have seen** the eclipse ( the sky wasn't clear )
- \* If I **had had** protective glasses, I **could have watched** the eclipse ( I didn't have protective glasses )
- تعبر عن الندم على ما حدث ( أمر لم يحدث ) في الماضي
- \* I **would have passed** my exam if I **worked** harder
- \* If I **hadn't been** lazy, I **would have gone** to school early

#### Notes

- من الممكن أن تستخدم unless مكان ( if ..... not )

- \* Unless I **had had** a computer, I **wouldn't have been** able to finish those tasks
- \* I **wouldn't have** phone him unless you **'d suggested** it
- يمكن استخدام الماضي التام المستمر في فعل الشرط في الحالة الثالثة إذا دلت الجملة على الاستمرار
- \* If the driver **had been wearing** seat belt, he **would probably have survived** the accident
- \* If I **hadn't been working** all day, I **would have gone** jogging
- من الممكن استخدام but for / without بدلا من unless ولكن يتبعها اسم وحيثا v- ing
- \* But for a computer, I wouldn't have been able to finish those takes.  
If it hadn't been for من الممكن استخدام





## حالات حذف If

### حذف If الحالة الأولى

نستخدم بدلاً من (if) (should + .... + inf.) كالتالي:

- If Aya studies hard, she will succeed.  
= Should Aya study hard, she will succeed.

### حذف if الحالة الثانية

نستخدم بدلاً من (if)

- 1- وإذا كانت (were) فعل أساسي في الجملة تأتي مكان (if) وتكون بمعنى لو كنت:  
- If I were you, I'd help poor people.  
= were I you, I'd help poor people.
- 2- إذا كانت (had) فعل أساسي في الجملة تأتي مكان (if) وتكون بمعنى لو امتلك:  
- If I had much money, I'd buy a car.  
= Had I much money, I'd buy a car.
- 4- إذا وجد فعل أساسي غير (were) تأتي (were) + subject + to + inf مكان (if)  
- If Asmaa studied hard, she'd succeed.  
= were Asmaa to study hard, she'd succeed.

### حذف if الحالة الثالثة

نستخدم بدلاً من (if) (Had + subject + P.P) كالتالي:

- If Toka had left earlier, she wouldn't have missed the train.  
= Had Toka left earlier, she wouldn't have missed the train.

## بدائل If

If = in case = providing (that) = provided (that) = on condition  
that = supposing (that) = imagine (that) = as long as

- You can borrow my pen as long as you give it back.
- In case Toka left earlier, she wouldn't miss the train.
- Supposing/Imagine (that) you found a job, what would you feel?
- I'll leave my mobile phone switched on in case Jane calls.
- You should insure your bike in case it is stolen.

If (there is) = In case of = With = By + noun / v + ing

- In case of emergency, call 122.
- Toka wouldn't miss the train in case of /with/ by leaving earlier.

in case of ... = if there is....

- In case of fire, please leave the building as quickly as possible.  
(= if there is a fire)
- In case of emergency, call this number.  
(= if there is an emergency)

Choose the correct answer from a, b, c, or d:

1. You can borrow this book ..... as you look after it.  
a. provided b. if c. as long d. on condition
2. .... the children don't make too much noise, they can use the school library.  
a. Unless b. Were c. Provided d. Should
3. Were he not ..... harder, he wouldn't pass the test.  
a. studying b. had studied c. studies d. to study
4. If you mix yellow and blue, you ..... green.  
a. would get b. are getting c. get d. may get
5. .... OK if you look at the sun wearing sunglasses?  
a. Would it be b. Could it be c. Is it d. Was it
6. .... I know you were bringing your friends, I'd have prepared more food.  
a. Had b. If c. Should d. Will
7. .... there clouds, you would not be able to see the moon.  
a. Were b. Had c. If d. Providing
8. Don't smoke ..... you will develop cancer.  
a. or b. unless c. without d. but for
9. .... he some free time, he would visit you.  
a. Were b. Should c. Had d. Unless
10. .... we started a book club after school, who would want to join it?  
a. Supposed b. Supposing c. Supposes d. Support
12. You need to work harder; ..... you will get fired.  
a. otherwise b. instead c. nevertheless d. moreover
13. We wanted to go to Sharm Elsheik; ..... we went to Alex.  
a. instead b. otherwise c. accordingly d. according

14. If he had known your problem, he ..... you a hand.  
a. will give b. would be giving c. could have given d. would give
15. If ice is heated, it .....  
a. will melt b. melts c. would melt d. may melt
16. If it rains tomorrow, we ..... at home.  
a. will stay b. stayed c. stay d. might stay
17. If water freezes, it ..... into ice.  
a. will turn b. turns c. would turn d. turned
18. As long as you ..... boil your food, it won't lose vitamins.  
a. don't b. won't c. hadn't d. haven't
19. Butter ..... if you leave it out in the sun.  
a. melts b. will melt c. would melt d. had melted
20. He will visit you if he ..... time.  
a. has b. had c. had had d. will have
21. I wouldn't get so angry with you if you ..... more work done.  
a. get b. got c. would get d. had got
22. I ..... it very much if they gave the job to Ali.  
a. don't like b. didn't like c. won't like d. wouldn't like
23. I'd have told you the news sooner if I ..... you.  
a. saw b. will see c. would see d. had seen

## 12 - Countable and Uncountable Nouns

### Countable Nouns الأسماء المعدودة

1. الأسماء التي تعد يكون لها مفرد ويمكن أن يأتي قبلها

a - an - one - this - that - each - every...

ويأتي بعدها فعل مفرد:

Is - was - has - V + S

a book	this table	each student	one pen
an apple	that bus	every hero	one cup

is  
was  
has  
v+s

2. الأسماء التي تعد يكون لها جمع بإضافة (s/es/ies) في آخرها ويمكن أن يأتي قبلها:

these - those - many - few - a lot of - several - some  
- any..... a number

- ويأتي بعدها فعل جمع:

are - were - have - infinitive...

books	these tables	few students	two pens
apples	those buses	any heroes	a lot of cups

were  
have

3. الأسماء التي تعد قد يكون لها جمع غير منظم مثل:

Singular مفرد	Plural جمع
man رجل	men رجال
women نساء	women نساء
child أطفال	children أطفال
tooth أسنان	teeth أسنان
foot أقدام	feet أقدام
OX ثيران	oxen ثيران
mouse فئران	mice فئران
oasis واحات	oases واحات
crisis أزمات	crises أزمات

4. هناك أسماء دائماً في صيغة الجمع

People الناس	scissors مقص	jeans بنطون جينز
Police الشرطة	stairs السلم	shorts بنطون قصير
Clothes ملابس	remains بقايا	trousers بنطلون
Glasses نظارة	public العامة / المتاحف	pliers زربية ينس
Youth الشباب	cattle ماشية	goods بضائع

5. بعض الأسماء تكون مفرد أو جمع حسب المعنى المستخدم

Singular مفرد	Plural جمع
the people الشعب (مفرد / جمع)	people الناس (جمع)
a means وسيلة	means وسائل
a series سلسلة	series سلاسل
a species فصيلة	species فصائل
a craft نقعة	craft ناقلات
a fish سمكة	fish سمك
a deer غزال	deer غزلان
a sheep خروف	sheep غنم
mathematics علم الرياضيات	mathematics حسابات
statistics علم الإحصاء	statistics الإحصاءات

\* Statistics show that women live longer than men.

\* Statistics is an easy subject.



## 6. بعض الأسماء قد تنتهي ب (S) ولكنها مفرد

classics	دراسة اليونانية والرومانية	genetics	علم الوراثة	economics	علم الاقتصاد
politics	علم السياسة	statistics	علم الإحصاء	gymnastics	العاب الجمباز
physics	الفيزياء	athletics	العاب القوى	linguistics	علم اللغويات
mathematics	الرياضيات	electronics	الالكترونيات	mechanics	علم الميكانيكا

- \* Physics **is** a hard subject
- \* Athletics **is** my favourite sport.
- \* Economics **helps** us to run any economic problem.

7. لاحظ الأسماء الكلية تعامل جمع (إذا أشير إلى عناصرها أجزاء متفرقة، وتعامل مفرد (إذا أشير إلى عناصرها كجزء واحد):

the public	العامّة	class	الفصل	government	الحكومة
people	الشعب	school	المدرسة	gang	عصابة
group	مجموعة	faculty	الكلية	cast	فريق التمثيل
team	فريق	navy	الأسطول	band	فرقة موسيقية
family	عائلة	army	الجيش	staff	هيئة عاملين
crew	طاقم سفينة أو طيرة	population	السكان	herd (pack-flock)	قطيع حيوانات

- \* The Egyptian team **is** playing well.
- \* All team **are** leaving the pitch.

## Uncountable Nouns

### الأسماء غير المعدودة

- الأسماء التي لا تعد أسماء ليس لها جمع ولا يأتي قبلها

a = an - one - these - those

- ويأتي بعدها فعل مفرد :

is - was - has + V + s

### أسماء مهمة لا تعد important uncountable nouns

information	معلومات	music	موسيقى	traffic	مرور
news	أخبار	equipment	المعدات	electricity	كهرباء
furniture	اثاث	cloth	قمائش	jewellery	مجوهرات
advice	نصيحة	baggage	حقائب	rubbish	قمامة
money	مال	luggage	أمتعة	work	عمل
bread	خبز	travel	المسافر	hair	شعر
time	وقت	clothing	الملابس	machinery	الآلات

- ويمكننا تقسيم الأسماء التي لا تعد كما يلي :

1. Liquids	السوائل	milk - Water - juice - tea - coffee - oil ... etc
2. Materials	الخامات	gold - wood - paper - iron - glass - stone - ... etc
3. Gases	الغازات	oxygen - hydrogen - carbon dioxide ... etc
4. School subjects	المواد الدراسية	history - physics - chemistry - biology .... etc
5. Meals	الوجبات	breakfast - lunch - dinner - supper
6. Languages	اللغات	Arabic - English - French - German ... etc
7. Sports	الرياضات	tennis - football - gymnastics - volleyball - squash - hockey - swimming - athletics .. etc.
8. activities	الأنشطة	studying - reading - writing - shopping .. etc
9. Abstract nouns	الأسماء المجردة	advice - luck - honesty - hope - beauty - love - confidence - courage - patience - poverty - ...etc.
10. Natural phenomena	الظواهر الطبيعية	drought - heat - snow - thunder - light - rain. etc

## Quantifiers

### a lot of - many-much - a few - few - a little - little

a lot of = lots of = plenty of	تأتي قبل اسم يعد جمع أو اسم لا يعد ويفضل استخدامها في الجملة الخبرية المثبتة. * I have got <b>a lot of</b> friends. * I have got <b>lots of</b> money.
many	تأتي قبل اسم يعد جمع ويفضل استخدامها في النفي والاستفهام * <b>Many</b> unemployed people are interested in working with me. * Have you got <b>many</b> friends?
much	تأتي قبل اسم لا يعد ويفضل استخدامها في النفي والاستفهام * There isn't <b>much</b> work in factories for people to do at the moment. * Have you got <b>much</b> money?
a few	تأتي قبل اسم يعد جمع وتشير إلى عدد قليل ولكن يكفي. <b>a few</b> =three or four = some, a small number * <b>A few</b> people wanted to start their own company. ( <b>enough</b> ) تأتي قبل اسم يعد جمع وتشير إلى عدد قليل ولا يكفي (تأتي الجملة إذا لا تأتي في الجملة المنفية) <b>few</b> = a small number of people things = not many * <b>Few</b> people understand how much work is involved in starting a company. ( <b>not enough</b> )
few	تأتي قبل اسم لا يعد وتشير إلى كمية قليلة ولكن تكفي. <b>a little</b> = a small amount of something = some, a small amount * I spend <b>a little</b> time talking to them. ( <b>enough</b> ) تأتي قبل اسم لا يعد وتشير إلى كمية قليلة ولا تكفي (تأتي الجملة إذا لا تأتي في الجملة المنفية) <b>little</b> = a small amount with the negative meaning of not enough = not much * There's <b>little</b> chance that your idea will succeed. ( <b>not enough</b> )
a little	تأتي قبل اسم لا يعد وتشير إلى عدم وجود أي شخص أو شيء <b>none</b> = no members of a group of people or things * <b>None</b> of the entrepreneurs went back to their old jobs
little	لا تلاحظ: يفضل استخدام (many - much) في النفي والاستفهام ولكن يمكن استخدامها في الجملة المثبتة إذا جاء قبلها (so - too - as) أو إذا أتوا قبل الفاعل:
none	

- \* He has **so much** money.
- \* I have faced **too many** problems recently.

### some - any

#### Some

- تأتي قبل اسم يعد جمع أو اسم لا يعد في جملة خبرية مثبتة وفي سؤالي العرض والطلب

- \* I've already thought of **some** ideas for my business. اسم يعد
- \* I drank **some** water. اسم لا يعد
- \* **Would** you like **some** tea? عرض
- \* Can I have **some** of these oranges? طلب

#### Any

- تأتي قبل اسم يعد (مفرد أو جمع) أو اسم لا يعد في جملة استفهامية أو منفية.

- \* We don't have **any** cars. اسم يعد
- \* I didn't drink **any** juice. اسم لا يعد
- \* Do you have **any** experience? سؤال
- \* Let me know if you need **anything**. مع if في حالة الشك

- تأتي مع الكلمات الدالة على النفي مثل:

**hardly - scarcely - seldom - never - without - refuse - too .. to**

- \* He **never** had **any** luck. = He had **no** luck.
- \* We **hardly** had **any** money.

الاسم	المعنى	تعد أو لا تعد	مثال
a paper / papers	جريدة - جرائد	يعد	I'm going to buy <b>a paper</b>
paper	ورق الكتابة	لا يعد	I'd like some writing <b>paper</b>
an orange	برتقال فاكهة	يعد	There are <b>two oranges</b> on the table
orange	اللون البرتقالي	لا يعد	I don't like <b>orange</b> . I prefer red
an iron	مكواة	يعد	She bought <b>an iron</b> yesterday
iron	الحديد	لا يعد	This table is made of <b>iron</b>
a chicken	دجاجة	يعد	I'd like to buy <b>a chicken</b>
chicken	لحم الدجاج	لا يعد	Do you like <b>chicken</b> ?
a company	شركة	يعد	The law obliges <b>companies</b> to pay decent wages.
company	صحبة	لا يعد	You should be in good <b>company</b> .
a time / times	مرة / مرات	يعد	He went to London <b>three times</b>
time	الوقت	لا يعد	Don't hurry. There's plenty of <b>time</b> .
a hair / hairs	شعرة / شعر	يعد	I see <b>two hairs</b> on your jacket
hair	شعر (فص)	لا يعد	My <b>hair</b> is short
a school	مدرسة	يعد	The government built <b>a school</b> in our village.



school	دراسة	لا يعد	My brother started <b>school</b> at the age of 6.
a coffee	فنجان من القهوة	يعد	Could I have <b>two coffees</b> ? (cups of coffee)
coffee	قهوة (مشروب)	لا يعد	Have you got any <b>coffee</b> ?
a tea	كوب شاي	يعد	Could I have two cups of coffee and <b>a tea</b> , please?
tea	شاي (مشروب)	لا يعد	India grows <b>tea</b> for export
an experience	تجربة بالحياة	يعد	Travelling is <b>an experience</b> you will never forget.
experience	خبرة	لا يعد	This job needs <b>experience</b> .
a light	مصباح كهربى	يعد	We need <b>two lights</b> in this room
light	النور	لا يعد	the sun gives us <b>light</b> .
a cold	نزلة برد	يعد	I've got <b>a bad cold</b> .
cold	البرد عموماً	لا يعد	Don't go out in the <b>cold</b> without a coat.
a glass	كوب زجاجى	يعد	Would you like <b>a glass</b> of water?
glass	زجاج	لا يعد	The window's made of unbreakable <b>glass</b> .
a wood	غابة	يعد	We went for a walk in the <b>woods</b> after lunch.
wood	خشب	لا يعد	The house was built of <b>wood</b> but faced with brick.
a work	عمل فنى عمل أبى . مصنع	يعد	We need to build <b>a new work</b> in this area.
work	العمل	لا يعد	I've got so much <b>work</b> to do.

يمكن تحويل الأسماء التي لا تعد إلى أسماء تعد كالتالى:

## Kinds of Partitives

### 1) General Partitives

باستخدام a bit of - a piece of كالفاظ تجزئة عامة وفى الجمع

- \* I'd like **a piece (a bit)** of cloth / bread/advice.
- \* I'd like **two pieces (bits)** of cloth/bread/advice.

### 2) Special Partitives

الكلمة	المعنى	تأتى مع
a cup of	فنجان من	(tea/water/ coffee .)
a glass of	كوب من	(juice / water / lemonade....)
a bottle of	زجاجة من	(water/juice / milk / oil / ....)
a jar of	برطمان من	(jam/honey.....)
a pair of	زوج من	(boots / shoes / gloves / scissors / socks.....)
a loaf of	رغيف من	bread
a bar of	قطعة من	(chocolate / soap/.....)
a kilo of	كيلو من	(sugar/ pasta/flour / cheese.....)
a bag of	كيس من	(pasta / flour/rice.....)
a tin of	علبة من	(beans / sardine.....)
a slice of	شريحة من	(bread / meat / cake .....)
a packet of	لفه من	(tea coffee / biscuits .....)
a sheet of	فرخ من	(paper....)
a tube	أنبوبة من	(toothpaste / cream / blood .....)
a dish of	طبق من	(chicken/ meat / rice .....)

- وعند الجمع نجمع لفظ التجزئة ولا نجمع اسم المادة

- \* **two sheets** of paper - **two jars** of jam - **five cups** of tea - **two loaves** of bread - **two slices** of meat - **six bars** of chocolate .....

لاحظ الفعل بعد الفاظ التجزئة :

يأتى بعده فعل مفرد	يأتى بعده لعل جمع
a kilo of sugar	is
a jar of jam	was
a cup of tea	has
a pair of shoes	inf. + s
six kilos of sugar	are
two jars of jam	were
five cups of tea	have
pairs of shoes	inf.

3. العبارات الدالة على الكمية والمبالغ المالية والزمن والتمن والمسافة والوزن ودرجات الحرارة تعامل معاملة المفرد مع الفعل

- \* Ten million pounds **is** a lot of money.
- \* Five kilometers **is** a long way to walk.
- \* Fifty liters of petrol **fills** my car.
- \* Two hours **is** a long time to wait.

## Notes

فعل مفرد + the number of | فعل جمع + a number of

- \* **The number of** people in Egypt **is** in increase.
- \* **A number of** boys **have** left their books.

Choose the correct answer from a, b, c, or d:

- I have hardly..... money left; I spent all of it on clothes.  
a. no b. some c. any d. many
- I have read ..... of your ideas and I like them all.  
a. none b. some c. any d. much
- ..... young people prefer to work in nearby places to their homes.  
a. A lot of b. Lots c. A lot d. Every
- Ahmad: Have you bought much bread .Yasser: No, I bought only .....  
a. few b. a few c. a little d. any
- ..... of the students failed; all of them passed.  
a. Each b. None c. Every d. All
- Which of the following is structurally correct?  
a. All your answers is wrong.  
b. Not of your answers are wrong.  
c. A lot your answers are not correct  
d. You haven't given any correct answers.
- We need to book a bigger hall; this one can hold ..... guests only.  
a. a few b. a lot of c. many d. no
- There is ..... equipment in the new office, so we need to buy some more.  
a. many b. few c. little d. much
- There is ..... of furniture inside the flat, I feel it is rather crowded!  
a. much b. a lot c. many d. little
- Would you like to have..... fresh fruit juice?. Yes, only ..... , please?  
a. some / a few b. some / a little  
c. many / a little d. much / little
- I'm so sorry, I don't have..... time to help you.  
a. some b. a lot c. many d. any
- There isn't .....work to do today, so I can go out with you.  
a. much b. a little c. many d. some
- I have almost ..... sugar in the apartment. I need to buy .....  
a. much / some b. no / some  
c. many / a little d. any / some
- We have.... of petrol in the car, so it is enough to reach our destination.  
a. a little b. lot c. plenty d. many
- There is..... meat left; we only have enough for three, and we've invited 12 people!  
a. little b. a little c. more d. much
- A..... workers gathered outside the company to complain about the mistreatment of the manager.  
a. many b. lots c. lot d. lot of
- The majority of students got ready for the final exam, but..... them lagged behind as they didn't revise well.  
a. a few b. a lot  
c. a few of d. lots
- The mobile phone cost so ..... that I couldn't buy it.  
a. many b. much c. few d. little
- The number of the girls in Egypt .....  
a. is growing b. are growing c. grow d. grows



# 13 - Distributives

## Each

- تركز **each** على الشخص أو الشيء داخل المجموعة
- تشير **each** إلى شخصين أو شئين أو أكثر وتشير لكل فرد في المجموعة على حدا و يأتي الاسم والفعل بعدها مفرد.

**فعل مفرد + اسم مفرد + each**

- \* **Each student** here is clever.
- \* We had five fingers in **each hand**

## Notes

1. يمكن أن تأتي **each** في نهاية الجملة وقبلها حرف جر
  2. يمكن أن تأتي **each** بعد فاعل جمع ويكون الفعل جمع
  3. يستخدم **each of** اسم جمع لكن لاحظ أن الفعل يكون مفرد
  4. نضع (their - his or her) كصفات ملكية تعود على الاسم العاقل بعد **Each**
  5. لاحظ عدم استخدام **each** مع اسم لا يعد ونستخدم بدلا منها (all إلا إذا وجد أداة تجزئة مفرد)
  6. يمكن استخدام **each** مع ضمائر وصل مثل (غير عاقل each of which (عاقل (each of whom
- \* I will lend you **all money** (each money x) I have.
  - \* I chatted with a lot of friends on the internet, **each of whom** was friendly.

## Every

- تركز **every** على الأشخاص أو الأشياء داخل المجموعة
- تشير **every** إلى ثلاث أو أكثر ويكون الاسم والفعل بعدها مفرد وتستخدم لتدل على مجموعة بالكامل وليس كل واحد على حدة.

**فعل مفرد + اسم مفرد + every**

- \* **Every student** here is clever.
- \* **Every player** wants to be in a winning team.
- تستخدم **every** للإشارة إلى أحداث متكررة بانتظام
- (once - twice - three times...) **every** (week/month / year...)
- \* I visit my family **once every week**.
- \* I leave the house **every morning** at 6 am.

## Notes

1. يمكن أن تأتي قبل **every** بعض الكلمات مثل (-not - nearly - almost)
  2. تستخدم **every one** للأشخاص والأشياء وتستخدم **everyone** للأشخاص فقط
  3. لا تستخدم **every** مع of إلا إذا جاء بينهم (...one - part - member)
  4. تستخدم **every** كضمير ولا تأتي بدون اسم أو كلمة one
  5. لا تستخدم **every** مع الاسم الجمع أو الاسم الذي لا يعد
- \* **Nearly every** student was lazy.
  - \* **Not every** noun has a plural form.
  - \* There are 107 two-letter words in the dictionary and I know **every one** of them.
  - \* **Everyone** enjoyed themselves.
  - \* **Every week**, I visited my relatives. **Not:** every of week.
  - \* There were five rooms. **Every room** was decorated in a different style.
  - \* I go swimming **every day**. **Not:** I go swimming every days.

## None

- تستخدم **none** للنفي وتشير إلى ثلاثة فأكثر يمكن أن تأتي مع اسم يعد أو لا يعد
- \* My mother had two brothers. My father had **none**.
- \* I'm always looking for inspiration. **None** ever comes.
- تستخدم **none** مع اسم لا يعد ويكون الفعل مفرد أو اسم جمع ويكون الفعل جمع أو مفرد
- \* Indeed, **none** of his novels is well shaped or well written.
- \* **None** of the products have been tested on animals and all the bottles are recyclable.

## Notes

1. لاحظ عدم استخدام **none** إذا تحدثنا عن اثنين فقط لابد أن يكون ثلاث فأكثر أما إذا كان اثنين نستخدم **neither**
  2. نستخدم **none of** ضمير المفعول أو اسم الإشارة أو me
- \* We sat down at the table, just the two of us. He carried on eating his food.
  - \* **Neither of us** (None of us X) said anything.
  - \* **None of that** surprises me.
  - \* **None of the** children got up.

## All

- الاسم والفعل بعدها مفرد أو جمع طبقا هل يعد أو لا يعد

**فعل مفرد + اسم مفرد / اسم لا يعد + all**

- \* All the **money** was stolen.

**فعل جمع + اسم جمع + all / all of**

- \* All (of) my **students** are lazy.

**All + ضمير || ضمير مفعول + all of**

- \* All of them are intelligent. = They all are intelligent.
- \* He bought gifts for all of us.

## Notes

1. يمكن استخدام **of** بشرط وجود me / his / her / their ومع صفات ملكية / his / my
  2. يمكن استخدام **all** كضمير فاعل ويأتي بعدها الفعل مفرد أو جمع طبقا للفاعل المشار إليه
  3. يمكن استخدام **all** في الحال almost ... / nearly
  4. يمكن استخدام **all** مع ضمائر وصل مثل (غير عاقل all of which (عاقل all of whom
- \* All (of) these books belong to my father.
  - \* All are happy in feasts. (All people are...) All is well. (Everything is...)
  - \* **Nearly all** the people in my district are very kind.
  - \* I chatted with a lot of friends on the internet, **all of whom** were friendly.

## both

- الاسم والفعل بعدها دائما جمع وتشير إلى شخصين أو شئين

**فعل + اسم جمع + both(of)**

- \* Both books are useful.

**فعل جمع + Both ... and**

- \* Both Jana and Toka are clever.

**فعل جمع + both + ضمير فاعل**  
**فعل جمع + both(of) + ضمير مفعول**

- \* Both of us are tall. = We both are tall.

## Notes

- 1- استخدام (both) بدون (of) كضمير فاعل
  - 2- يمكن استخدام **both** مع ضمائر الوصل (غير عاقل both of which (عاقل both of whom
  - 3- لا تستخدم **both** في النفي ونستخدم بدلا منها: neither
- \* I saw Jana and Toka. Both were sad.
  - \* I chatted with two friends on the internet, **both of whom** were friendly.
  - \* **Neither of my friends** wants me to eat fatty food.

## half (of)

- الاسم والفعل بعدها مفرد أو جمع طبقا هل يعد أو لا يعد

**فعل مفرد + اسم مفرد / اسم لا يعد + half / half of**

- \* Half (of) the orange is enough.

**فعل جمع + اسم جمع + half / half of**

- \* Half (of) the oranges are enough.



## Notes

1. مع الكميات الوزن - المسافة بدون. half a - an of.

- \* half an hour - half a kilometre - half a loaf - one and a half year.
- 2. تستخدم half of مع ضمائر المفعول
- \* Half of us were tired after the party.
- 3. لاحظ أن one and a half يأتي معها الفعل جمع
- \* One and a half month were spent to collect all data.

## either

- تعني (أما هذا أو ذاك) وتشير إلى أحد الاختيارين أو احتمالين يكون الاسم والفعل بعدها مفرد

**فعل مفرد + اسم مفرد + either**

- \* Either book has useful information.

- لاحظ في حالة either of يكون الاسم جمع والفعل مفرد

**فعل مفرد + اسم جمع + either**

- \* Either of my students gets the full mark.

- عند استخدام either... or في ربط فاعلين، فإن الفعل يتبع الفاعل الثاني:

**الفعل يتبع الفاعل الثاني** → **فاعل + or + فاعل + either**

- \* Either Jana or her friends are active. = Either her friends or Jana is active.

**either + فعل منفي**

- \* I didn't like either of my photos.

## Notes

1. تستخدم either في نهاية الجملة المنفية بمعنى أيضا

- \* My sister can't sing and I can't either.

2. لاحظ الفرق بين either و both في الجملة التالية

- \* There are many cars on either side of the road الاسم مفرد
- = There are many cars on both sides of the road. الاسم جمع

## neither

تعني (لا هذا ولا ذاك) تستخدم لنفي الجملة وتشير إلى نفي أو رفض الاختيارين أو الاحتمالين يكون الاسم والفعل بعدها مفرد

**فعل مفرد + اسم مفرد + neither**

- \* Neither teacher earns much money.
- \* Neither student is clever.

- يكون الاسم جمع والفعل مفرد neither of

**فعل مفرد + اسم جمع + neither of**

- \* Neither of my daughters studies hard.
- \* Neither of my students is clever.

- عند استخدام neither nor في ربط فاعلين، فإن الفعل يتبع الفاعل الثاني:

**الفعل يتبع الفاعل الثاني** → **فاعل + nor + فاعل + neither**

- \* Neither Jana nor her friends are lazy.
- = Neither her friends nor Jana is lazy.

## Notes

1. تستخدم neither لنفي فاعلين أو مفعولين أو فعلين

- \* I like neither fish nor chicken.
- \* Neither Jana nor Toka studies hard.
- \* Seif neither played nor studied.

2. يمكن استخدامها كضمير

- \* I phoned Mona and Mai, but neither was available.

3. لاحظ صيغة السؤال بعد neither في حالة ربط جملتين منفيتين وبهما نفس الفاعل

- \* Jana didn't study. She didn't watch the film.
- \* Neither did Jana study nor did she watch the film.

4. تستخدم neither للتعبير عن الموافقة بالنفي ويأتي بعدها صيغة استفهام:

- \* Jana didn't study. Neither did Toka.

**Choose the correct answer from a, b, c, or d:**

1. He is very sad because ..... his money has been lost.  
a. neither      b. all      c. each      d. every
2. In exams, ..... student is given a question paper.  
a. every      b. all      c. a few      d. each of

3. Take care! The little child carried a glass bottle in ..... hand.

- a. neither      b. all      c. every      d. each

4. The event was organised by two people. .... of them is a professional.

- a. Every      b. All      c. Neither      d. Half

5. None of my family ..... coffee, but dad. He has more than ten cups a day.

- a. drink a lot      b. drink      c. drinks many      d. drink some

6. The exam was difficult, but fortunately ..... of the students passed.

- a. all      b. neither      c. none      d. every

7. Two men wanted to marry her, but she accepted ..... of their offers.

- a. none      b. each      c. neither      d. both

8. I don't like ..... of the T-shirts.

- a. neither      b. every      c. nor      d. either

9. I don't go mountain climbing and I don't go mountain walking, .....

- a. all      b. either      c. neither      d. each

10. .... information about the new product is confidential.

- a. All      b. Each      c. Every      d. Both

11. .... that we had been told turned out to be untrue.

- a. All      b. Either      c. Both      d. Neither

12. Ali wasn't at the meeting and ... was his assistant.

- a. both      b. so      c. neither      d. either

13. Almost ..... car pollutes the atmosphere.

- a. each      b. every      c. both      d. all

14. Lina has two brothers, but they are not good at basketball because ..... tall.

- a. either is      b. both are  
c. neither is      d. neither are

15. A train leaves to Cairo ..... four hours.

- a. every      b. half      c. each      d. either

16. I have no money left. .... the money I had was lent to my friend Kamal.

- a. All      b. A few of  
c. None of      d. A little

## 14 -Relative clauses



- بمعنى (الذي / التي) وتحل محل الفاعل العاقل (يأتي بعدها فعل)

- \* An architect is someone who (that) designs buildings.
- \* We know a lot of people who (that) live in the country.



- بمعنى (الذي / التي) وتحل محل المفعول العاقل (يأتي بعدها فاعل ويمكن حذفه)

- \* The woman, who I wanted to see, was away on holiday.
- \* Do you know the woman who (that) Ali is talking to?



- بمعنى (الذي / التي) تحل محل المفعول العاقل ويمكن حذفها ولا بد أن يأتي بعدها فاعل ويمكن أن يأتي معها حرف جر

- \* The man whom you saw in the party is my brother.
- \* I like the people with whom I work.
- \* Ali is a person whom (that) I admire very much.



- بمعنى (الذي / التي) وتحل محل فاعل غير عاقل.

- \* I bought a car which is new.



- بمعنى (الذي / التي) وتحل محل مفعول غير عاقل (ويمكن حذفها).

- \* The food, which you cook, tastes delicious.
- \* We stayed at the Park Hotel, which a friend of ours recommended.



- بمعنى "حيث" وتعود على المكان ولا بد أن يأتي بعدها فاعل (لا يأتي بعدها فعل).

- \* This is the room where (in which) I sleep (which I sleep in).
- \* The restaurant, where we had lunch, was near the airport.



1. **which** محل المكان إذا استخدم كشيء أو وصف.

- \* This is my house **which** I bought.
- \* This is my house **which** is quite big.
- 2. يمكننا استخدام حرف جر قبل (which) مثل (for) وهنا بمعنى (why)
- \* Can you tell me the reason for **which** (why) you were absent yesterday?

3. **where** تعود على المكان ولا بد أن يأتي بعدها فاعل (أي لا يأتي بعدها فعل مطلقاً) وتساوي **which** مع حرف جر

- \* This is the city. I live in it.
- = This is the city **where** I live.
- = This is the city **which** I live in.
- = This is the city **in which** I live.

4. يمكن استخدام (to + inf) بدلا من عبارة الوصل إذا كان ضمير الوصل في الجملة يحل محل الفاعل مع كلمات مثل

The first second / last.....

- \* I was the first person who left the ship.
- = I was **the first** person **to** leave the ship.

5. لا يمكن استخدام **that** بدلا من **which** إلا إذا وضعنا حرف الجر بعد الفعل

- \* The train arrived late. I came by it.
- = The train by **which** I came arrived late.
- = The train **that** I came by arrived late.

6. كيفية اختيار حرف الجر المناسب

- \* He said something (for-at-on) **which** he should apologize.
- في المثال نختار **for** لوجود آخر الجملة كلمة apologize.
- \* He said something (for-on-about) **which** I was excited.
- في المثال نختار **about** لوجود آخر الجملة كلمة excited.
- \* He said something (for-with-on) **which** I was pleased.
- في المثال نختار **with** لوجود آخر الجملة كلمة pleased.
- \* she went to meeting (in-on-at) **which** she learnt how to read and write

تظهر للكلمة التي تسبق حرف الجر نجد أنها **meeting** تأخذ حرف جر **at**.

Choose the correct answer from a, b, c, or d:

- Luxor, .... monuments are famous everywhere, attracts tourists from all over the world.  
a. what b. which c. that d. whose
- My uncle works for the company, ..... has developed a vaccine against COVID.19.  
a. which b. what c. where d. whose
- Mr. Kareem, . lives in Luxor, assures that tourists going there will experience hospitality and an amazing history.  
a. who b. that c. whom d. which
- These famous sonnets are poems ..... by William Shakespeare on a variety of themes.  
a. were written b. written c. which written d. writing
- In the past, Britain had a great empire ..... the sun never set on.  
a. what b. where c. which d. whose
- Al Azhar Park, ..... we used to go, is currently being renovated.  
a. where b. that c. which d. who
- Mr Amin, ..... retired, enjoys spending a lot of time with his grandchildren.  
a. whom b. that c. who's d. whose
- My neighbour's baby, .... I am caring for, is currently in the hospital.  
a. whose b. that c. who's d. whom
- This is the interesting novel .... I wanted to lend you.  
a. what b. that c. where d. who
- Do you know the manager with ..... I work?  
a. who b. that c. whom d. whose
- The accountant ..... we employed last month is really efficient.  
a. what b. which c. whose d. no relative pronoun
- The person ..... acts are irresponsible is usually unreliable.  
a. whom b. who c. whose d. which
- The TV .... I bought last month has started to give a very low sound.  
a. who b. that c. what d. when
- She forgot to bring back her friend's camera, .....she had to apologise.  
a. which b. at which c. for which d. that
- He showed me all ..... he had brought from the book fair.  
a. what b. where c. which d. that
- I don't know ..... this strange man is coming from.  
a. who's b. who c. where d. that
- Do you know ..... your uncle is coming back from Algeria?  
a. where b. when c. who d. whose

اسم عاقل أو غير عاقل

whose

اسم عاقل أو غير عاقل

- محل الملكية للعاقل وغير العاقل ويتبعها اسم (أي لا يأتي بعدها فعل مطلقاً).

- \* A widow is a woman **whose** husband is dead.
- \* What's the name of the man **whose** car you borrowed?

جملة

when

= (on - in - at) which

إشارة زمنية

فاعل

- بمعنى "حين / حينها" ولا بد أن يأتي بعدها فاعل أو مفعول.

- \* Friday is the day **when** (on which) we get up late.
- \* June is the month **when** (in which) we don't go to school.

## Note :

the day / the year / the time .....etc. (something happens)

- \* The last time (that) I saw Anna, she looked great.
- \* I haven't seen Jack and Helen since the year (that) they got married.

فعل

what

فاعل

- بمعنى "ما / ماذا" وتربط بفعل.

- \* Do you understand **what** I am saying?
- \* We'd better decide **what** we need to buy.

عاقل / غير عاقل

that

فاعل / فعل

- \* Do you know anyone **who** / **that** speaks French and Italian?
- \* Ali works for a company **which** / **that** makes furniture.
- لا تستخدم (that) في الجمل الاعتراضية بعد (,).
- \* John, **who** (not **that**) speaks French and Italian, works as a tour guide.
- \* Cairo, **which** is the capital, is very crowded.

- هناك حالات لا بد أن نستخدم فيها: (that)

أ- إذا كانت أي من الكلمات التالية تصف الاسم الذي يعود عليه ضمير الوصل

all - any - some - every - only - many - much - few

- \* **Everything** **that** they said was true.
- \* I gave her **all** the money **that** I had.

ب- مع صفات التفضيل

- \* The fox is **the cleverest** animal **that** I have ever seen.

ج- إذا كانت تعود على عاقل وغير عاقل في نفس الوقت:

- \* I told him about **the leaders and the places** **that** I admired.

## Omission of relative pronouns

1. يتم حذف كل من (who - which - whom) عندما يحلوا محل مفعول (أي إذا جاء بعدهم فاعل):

- \* This is the woman **who** I helped.
- = This is the woman, I helped.

2. يمكن حذف كل من (who - which) إذا جاء بعدهم فعل في الحالات التالية

أ- إذا جاء بعدهم صيغة معلوم في هذه الحالة يتم حذف الضمير و (be) ويتبقى (ing)

- \* The girl **who** is eating ice cream comes first.
- = The girl, **eating** ice cream comes first.

ب- إذا جاء بعدهم صيغة مبني للمجهول وهنا نحذف أيضا الضمير و (verb to be) ويتبقى التصريف الثالث للفعل.

- \* The man **who** is called Omer helps the poor.
- = The man, **called** Omer helps the poor.



- 6- لا حظ استخدام best بدون the وهنا تكون بمعنى ( very )



7- لاحظ استخدام **older- oldest** مع الأشخاص والأشياء ولكن نستخدم **elder- eldest** عند المقارنة داخل نطاق الأسرة.



He is my **elder** brother. Farida is **older than** Alia.

8- نستخدم **farther** عند مقارنة المسافات ولكن نستخدم **further** بمعنى أكثر من ذلك.

Aswan is **farther than** Beni Suef.

Have you anything **further** to add?

Ordinary	عادية	strong	قوية	ordinary	عادية	strong	قوية
Clever	ذكي	brilliant	رائع	old	قديم	ancient	عتيق
angry	غاضب	furious	غاضب جدا	frightening	مخيف	terrifying	مزعج
bad	سيئ	terrible	فظيع	hot	ساخن	boiling	في حالة غليان
big	كبير	enormous	ضخم	tired	متعب	exhausted	مراجل
happy	سعيد	delighted	مسرور	unusual	غير عادي	incredible	مذهل

9- لاحظ الظروف التالية قبل الصفات العادية: **very - rather - quite - extremely - little**

I'm **very** (extremely) tired.

Mr. Ahmed is a **very** good teacher.

لاحظ أن **fairly - quite** تعطى معنى ايجابى بينما **rather** تعطى معنى سلبى.

It is **quite** cold (I can bear it.)

It is **rather** cold (I can't bear it.)

لاحظ استخدام الظروف التالية قبل الصفات القوية: **absolutely - completely - entirely - totally**

The man was **completely** amazing teacher.

Mr. Ahmed is an **absolutely** amazing teacher.

لاحظ استخدام الظروف التالية قبل كل من الصفات القوية والضعيفة: **really - pretty**

This building is **really big / enormous**.

## Compound adjectives

Compound adjectives are made up of two or more words.

- تتكون الصفات المركبة من كلمتين أو أكثر.

These are often:

Adverb + Past Participle	Adjective + Past Participle
well-balanced	متوازن في حالة / إيزان
well-known	مشهور / معروف
well-educated	مؤلف متعلم جيدة
widely spoken	يتحدث على نطاق واسع
deeply-rooted	ذواصول عريقة
highly-respected	يحظى باحترام كبير
open-minded	متفتح العقل
absent-minded	شارد الذهن
clear-cut	واضح
deep-seated	عصيق الجذور / متاصل
old-fashioned	موضة قديمة
strong-willed	قوي الإرادة

## Notes

- Use a hyphen to link the words together if the adjective is before the noun:

- استخدم الشرطة لربط الكلمات ببعضها البعض إذا كانت الصفة قبل الاسم.

\* It is a **well-known** fact that languages can improve some brain functions.

\* This fact is **well known**.

Don't use a hyphen if it follows the noun it describes:

- لا تستخدم الشرطة إذا كانت الصفة المركبة تتبع الاسم الذي تصفه (في حالة عدم وجود اسم بعدها):

\* English is **widely spoken** all over the world.

\* English is one of the most **widely-spoken** languages in the world.

When compound adjectives contain numbers.

- عندما تحتوي الصفات المركبة على أرقام

Usually, compound adjectives that contain numbers need a hyphen.

- عادة ما تحتاج الصفات المركبة التي تحتوي على أرقام إلى شرطة.

\* The insular culture retained **twentieth-century** sensibilities.

\* We ate a **second-rate** meal at the dinner.

But when the number comes second in the compound adjective, it does not need a hyphen.

- ولكن عندما يأتي الرقم في المرتبة الثانية في الصفة المركبة، فإنه لا يحتاج إلى واصلة.

\* My brother has **Type two** diabetes.

## Kinds of compound adjectives

### 1. Adj + P.P.

Old-fashioned	قديم الطراز	Absent-minded	شارد الذهن
Clear-cut	محدد معين	Strong-willed	قوى العزيمة
Deep-seated (rooted)	متاصل، متجذر	Middle-aged	في منتصف العمر
Kind-hearted	طيب القلب	Open-minded	متفتح العقل
Blue-eyed	أزرق العينين	Quick-witted	سريع البديهة

### 2. Adj + V-ing

Good-looking	حسن المظهر	Long-lasting	يدوم طويلا
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### 3. Adj + اسم

High-quality	عالي الجودة	Long-distance	بعد المسافة
Second-hand	مستعمل	Long-term	طويل المدى

- Starting with adverb :

### 1. Adv + P.P.

Well-rounded	متوازن شامل	Well-paid	ذو اجر جيد
Well-balanced	متوازن	Well-organised	حسن التنظيم
Well-behaved	حسن السلوك	highly-qualified	ذوتا هيل عالي
Well-informed	مطلع	Badly-written	مكتوب بشكل سيء
Well-educated	متعلم جيدا	brightly-lit	ساطع الإضاءة
Well-known	مشهور	well-mannered	ذواخلاق جيدة
Widely-recognized			معروف على نطاق واسع
Highly-respected			يحظى باحترام كبير
Widely-spoken			يتم التحدث بها على نطاق واسع
Densely-populated			كثيف السكان
Genetically-modified			معدل وراثيا

### 2. Adv + V-ing

Never-ending	دائم
Ever-lasting	دائم
Forward-thinking	سابق عصره

- Starting with noun :

### 1. Noun + P.P.

Sun-dried	مجفف بالشمس	Sun-baked	مجفف بالشمس
Petrol-powered	يعمل بالبنزين	Left-handed	أعصر
Wind-powered	يعمل بالرياح	Heart-broken	منظور القلب

### 2. Adv + V-ing

Record-breaking	محطم الرقم القياسي
Mouth-watering	مسيل للعاب / لذيذ
Thought-provoking	مثير للتفكير
French-speaking	متحدث بالفرنسية
Time/Labour-saving	موفر للمعالة / للوقت

### 3. Noun + P.P.

World-famous	مشهور عالميا	Self-reliant	معتمد على نفسه
Fat-free	خالى من الدهون	Self-centered	انانى
Smoke-free	ممنوع فيه التدخين	Self-confident	واثق

### 4. Noun + noun

Bullet-proof	مضاد للرصاص	Part-time	بدوام جزنى
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## Adverb (الظرف)

\* Use an adverb to describe an action. An adverb usually comes after a verb: it can also come before a verb to emphasize the verb.

تستخدم الظروف لوصف الفعل أو الصفة ويأتى غالبا الحال بعد الفعل ويمكن أن يأتى قبل الفعل للتأكيد على الفعل.

\* Nobody treats her **differently** to the other employees.

\* I wasn't sure if I could **successfully** combine my job with playing handball.

الحال أو الظرف غالبا ما يكون مشتق من الصفة عن طريق إضافة (y / ly / ily) إلى الصفة :

- quiet	→	quietly
- quick	→	quickly
- slow	→	slowly
- happy	→	happily



# Notes

لاحظ أن الصفة المنتهية بـ (ly) تتحول عن طريق : ( in a ..... way... manner )

Friendly → in a friendly way – manner

هناك بعض الكلمات تعامل كظرف وصفة :

hard	جهد / بجد	daily	يومي / يوميا	high	مرتفع / على مستوى مرتفع
fast	سريع / بسرعة	weekly	اسبوعي / اسبوعيا	late	متأخر / في وقت متأخر
early	مبكر / في وقت مبكر	nearby	مجاور / بالقرب	low	منخفض / على مستوى منخفض

\* I found a job very **fast**.

\* Heba can swim **well**.

\* Ahmed has always worked **hard**.

\* I won the race **easily**.

هناك ظروف غير منتظمة مثل :

good	جيد	→	well	بشكل جيد
everyday	يومي	→	every day	كل يوم
indoor (outdoor)	داخلي / خارجي	→	indoors (outdoors)	داخل المنزل / خارج المنزل

## Adverb Kinds ( أنواع الظرف )

### Adverbs of manner ( ظروف الكيفية )

يصف كيفية حدوث الفعل ويجيب عن السؤال بـ ( كيف How ) يأتي قبل الفعل أو بعده

\* How did you do in the exam?

- I did very **well**.

\* What did the police do?

- They **quickly** closed the area.

well	بطريقة جيدة	bravely	بشجاعة	badly	بطريقة سيئة
quickly	سريعا / بسرعة	slowly	بطيئا / ببطء	wisely	بحكمة

### Adverbs of place ( ظروف المكان )

يستخدم ظروف المكان لتحديد مكان أو اتجاه أو بعد حدوث الفعل مثل :

\* I will meet **her outside**.

\* There is a big factory **nearby**.

here	هنا	in	في	outside	بالخارج	near	قريبا
there	هناك	out	خارجا	inside	بالداخل	far	بعيدا
under	تحت	up	أعلى / فوق	above	فوق / أعلى	abroad	في الخارج
between	بين	down	أسفل	around	حول	about	حوالي

### Adverbs of time ( ظرف الزمان )

تشير ظروف الزمان إلى وقت وقوع الحدث وتأتي بداية أو نهاية الجملة .

\* I met him **yesterday**.

\* I will meet you **soon**.

yesterday	أمس	today	اليوم	late	متأخرا
tomorrow	غدا	still	لا يزال	yet	حتى الآن
now	الآن	soon	حالا / قريبا	for	لمدة
ago	منذ	Every	كل	already	بالفعل
before	قبل	last	السابق	early	مبكرا

### Adverbs of frequency ( ظرف التكرار )

تشير إلى عدد المرات وتأتي في بداية أو نهاية الجملة أو قبل الفعل مثل :

\* I visited my uncle **every week** (weekly) \* I meet my friend **once** a week.

once	مرة	always	دائما	every	كل
twice	مرتين	usually	عادة	daily	يوميًا
three times	ثلاث مرات	often	غالبًا	weekly	اسبوعي
occasionally	أحيانا	sometimes	أحيانا	monthly	شهري
frequently	غالبًا	seldom / rarely	نادرا	yearly	سنوي
never	مطلقًا	hardly	بالكاد / بصعوبة	little	قلما

تستخدم بعض ظروف التكرار قبل الفعل الأصلي أو بعد (V.be) :

\* I **always** get up early.

\* She is **never** lazy.

### Adverbs of affirmation ( ظرف الإثبات أو النفي )

ظرف تستخدم لإثبات أو نفي الحدث :

\* **Surely**, I will come.

\* **Indeed**, I hope to come.

yes	نعم / أجل	indeed	والعلا / في الواقع	not	لا
certainly	يقينا / بالتأكيد	by all means	بكل السبل	any	أي
surely	بالتأكيد / تأكيدًا	undoubtedly	لا شك في	no	كلا
verily	يقينا / حقًا	obviously	بوضوح	never	لا أبدا
definitely	بالتأكيد			truly	صدقًا

عند استخدام الظروف التي تدل على النفي في بداية الجملة فإن الفعل المساعد يتقدم على الفاعل (صيغة سؤال)

## Inversion after negative adverbs

seldom	نادرا	Not only ... But also ..	ليس فقط ... بل أيضا ....
Rarely	نادرا	Scarcely .... When .....	لم يكن ... حتى أن .....
Little	على الإطلاق	Hardly .... When .....	لم يكن ... حتى أن .....
only when	فقط عندما	No sooner .... than .....	لم يكن ... حتى أن .....
only then	في هذه اللحظة	On no account	تحت أي ظرف

\* She **never** visits Luxor.

= **Never does** she visit Luxor.

\* He had **no sooner** studied than he slept.

= **No sooner** had he

Choose the correct answer from a, b, c, or d:

1. She had acted ..... she was dismissed immediately.

a. more unprofessionally than b. as unprofessionally as

c. **so unprofessionally that** d. unprofessionally enough

2. You shouldn't climb the stairs .....

a. careful b. care c. carefully d. **carelessly**

3. I love all Liverpool's players, but I love Mohammed Salah ..of all.

a. more b. much c. the most d. **most**

4. We didn't go out because it was raining .....

a. **heavily** b. slowly c. quite d. quietly

5. We had to wait a long time, but we didn't complain. We waited .....

a. **patiently** b. impatiently c. impatient d. patient

6. This tea tastes a bit ..... I can't enjoy it..

a. **strange** b. strangely c. usual d. usual

7. There's no point in doing a job if you don't do it .....

a. proper b. **properly** c. correct d. wrong

8. This girl behaves in a .....way.

a. quietly b. quickly c. **friendly** d. slowly

9. I'm tired because I've been working .....

a. quick b. hardly c. **hard** d. quietly

10. My father.....gets home late. He is punctual.

a. quick b. **hardly** c. hard d. quietly

11. Do you think French is ..... all over Africa?

a. speaking b. speaking widely

c. **widely spoken** d. widely-spoken

12. It is a ..... fact that being bilingual can improve some brain functions.

a. knowing b. widely knowing

c. well known d. **well-known**

13. I think reading a novel is .... more interesting than watching a movie.

a. as b. **much** c. many d. a lot of

14. Who is the ..... of the two boys?

a. tallest b. **taller** c. more tall d. a tall

15. Adel is as tall as Nada. They are the same.....

a. age b. **height** c. length d. strength

16. Yesterday was hot and today is .....

a. hotter b. **hotter** c. hotter than d. hottest

17. Yesterday was hot and today is .....

a. colder b. **cold** c. hotter than d. colder

18. Perhaps I looked bad this morning, but she looked .....

a. **worse** b. the worst c. more worse d. badly

19. The shorter the queue is, the.....the service is.

a. fast b. fastest c. **faster** d. less fast

20. Water is the.....expensive, but the most needful, of all liquids.

a. **most** b. least c. less d. more

21. Are you sure you want to go there today? It's a ..... drive.

a. hundreds-kilometre b. hundred-kilometres

c. hundreds-kilometres d. **hundred-kilometre**

22. You aren't ..... to lift this heavy box; I will help you.

a. **strong enough** b. such strong

c. too strong d. such a strong

23. Everybody congratulated him for the ..... event.

a. well-organized extremely b. **extremely well-organised**

c. extreme well-organised d. well-extremely organised

24. Omar's sisters are both very ..... They are always friendly

and smiling.

a. **good natured** b. good nature c. good-natured

d. moody

25. I am sure bamboo is a ..... plant.

a. grow fast b. growing fast

c. fast growing d. **fast-growing**

26. Are there jobs for ..... citizens in this company ?

a. **Arabic-speaking** b. Arabic spoken

c. Arabic speaking d. Arabic-spoken

27. The company is ..... for its wonderful products and

excellent services.

a. **well-known**

c. well known

b. a well-known

d. none of the



## 16- Question tag

السؤال يكون عكس الجملة في الإثبات والنفي

في السؤال المذيل نستخدم دائماً ضمير فاعل

- You like horror films, don't you? She hasn't got a brother, has she?
- They should start now, shouldn't they? He's a student, isn't he?
- He hasn't got any money, has he?

إذا كانت الجملة إثبات وسؤالها نفي تكون الإجابة بـ yes إذا كانت الجملة نفي وسؤالها إثبات تكون الإجابة بـ No

English isn't easy, is it? No it isn't  
Maha is wonderful, isn't she? You, she is

### special cases

1. تعبر let's عن الاقتراح أما let us فتعبر عن طلب الإذن:

Let's shall we?  
Let us will you?  
Let's go, shall we? Let us stay here, will you?

2. في حالة وجود am نستخدم في السؤال aren't وفي حالة وجود am not نستخدم am:

I am a teacher, aren't I?  
I am not a lawyer, am I?

3. لاحظ أن الكلمات everyone/ someone/ everybody/ somebody/ no one/ nobody يأتيان بدلاً منها في السؤال they:

Everyone has done the homework, haven't they?  
Everybody's at the match, aren't they? Nobody saw the robbers, didn't they?

4. الكلمات something / everything / nothing يأتيان بدلاً منها في السؤال it:

Something has happened, hasn't it?

5. الكلمات الآتية تعبر عن النفي ولذلك يكون السؤال مثبت:

Seldom / never/ scarcely/ neither / little / few / hardly / rarely/ no longer

He no longer comes early, does he? There's hardly any food, is there?

Heba neither cooked nor the house, did she?

6. في حالة الأمر الملفى نستخدم في السؤال will you:

Don't open the door, will you?

7. في حالة الأمر المثبت نستخدم عادة (won't / can't you) ويمكن أيضاً (will / can / would):

Close that door, won't you?

8. لاحظ أن الجمل التي تبدأ بـ I think / I believe يكون السؤال المذيل على الجزء الثاني ولكن الجملة التي تبدأ بـ I don't think / I don't believe يكون السؤال على الجزء الأول

I think Hala will win the race, won't she? I don't think they are lazy, are they?

9. لاحظ أننا دائماً نستخدم الاختصار في السؤال doesn't في حالة وجود have كفعل أساسي

He has a car, doesn't he? Everyone had a special uniform, didn't they?

10. لاحظ استخدام that / this في السؤال عندما تشير لغير العاقل:

This is not right, is it?

11. لاحظ استخدام it بدلاً من that / this في السؤال عندما تشير لعاقل:

This is a boy, isn't he?

12. في حالة وجود (if) أو أي رابط زمني يكون السؤال على الجزء الثاني من الجملة التي لا تحتوي على الرابط

If she doesn't have a map, she'll get lost, won't she?  
After he had finished, he went home, didn't he?

13. لاحظ استخدام Question tag مع الجمل الآتية:

You'd better leave, hadn't you?	You'd rather go. Wouldn't you?
Hala read English carefully, didn't she?	He's punished her, hasn't he?
You dare not hit my brother, dare you?	He's punished by us, isn't he?
There isn't any milk in the fridge, is there?	I needn't go out, need I?
I ought to get up early, oughtn't I?	The weather isn't too cold to go out, is it?

Choose the correct answer from a, b, c, or d:

1. Few people attended the conference, .....?  
a. wouldn't they b. didn't they c. hadn't they d. did they
2. So, you don't think I can do it, .....?  
a. do you b. don't you c. can I d. can't I
3. You'd better go, .....?  
a. had you b. hadn't you c. wouldn't you d. would you
4. I'd rather go home, .....?  
a. would I b. wouldn't I c. hadn't I d. had I
5. I'd come before he left, .....?  
a. hadn't I b. wouldn't I c. didn't he d. hadn't he
6. I'd come if he left, .....?  
a. wouldn't I b. hadn't I c. didn't he d. wouldn't I
7. It's made in Egypt, .....?  
a. isn't it b. hasn't it c. wasn't it d. haven't it
8. It's rained a lot recently, .....?  
a. isn't it b. hasn't it c. wasn't it d. has it

## 17 - Definite and Indefinite articles

### indefinite articles: A & An

نستخدم a / an = one بمعنى واحد وتأتي قبل الاسم المفرد النكرة (غير محدد).  
نستخدم (a) قبل الاسم المفرد الذي يعد المبدوء بحرف ساكن كتابة ونطق:

a boy - a girl - a man - a woman - a hand - a lion - a bus

a farmer - a university - a uniform - a useful..... a European

نستخدم (an) قبل الاسم المفرد الذي يعد المبدوء بحرف متحرك نطقاً (a, e, i, o, u):

an orange - an egg - an insect - an apple - an hour - an umbrella - an honest

### Usage

- 1- نستخدم a / an قبل الاسم المفرد عند ذكره لأول مرة يكون نكرة أي غير محدد  
- I read a story and an adventure novel last week.
- 2- نستخدم a / an لتشير إلى الوظائف  
- She is an engineer. - He works as a teacher.
- 3- نستخدم a / an لتشير إلى واحد من عدد أو إلى النوع  
- I bought a pen. - I ate an apple.
- 4- نستخدم a / an قبل الجنسيات إذا جاء بعدها اسم مفرد يعد  
- She is an Egyptian woman. - He is an English man.
- 5- نستخدم a / an قبل الصفات إذا جاء بعدها اسم مفرد يعد  
- Ali is a clever boy. - Toka is an intelligent girl
- 6- نستخدم a / an مع تعبيرات السرعة والوقت والتمن والنسبة.

once a day	eighty kilometers an hour
twice a week	sixty meters a minute
three times a month	twenty pounds a kilo

7- نستخدم a / an بعد What للتعجب.

اسم يعد مفرد + صفة + What a - an  
- What a pretty girl. - What a hard question!

8- نستخدم a/an قبل أدوات التجزئة المفرد

a cup of	فنجان من	a loaf of	رغيف من	a tin of	علبة من
a glass of	زجاجة من	a tube of	أنبوبة من	a slice of	شريحة من
a bottle of	كوب من	a pair of	زوج من	a packet of	لفة من
a jar of	برطمان من	a bag of	كيس من	a sheet of	فرخ من

9- نستخدم a / an (عند الإشارة إلى شخص واحد)

- She decided to become a Muslim.

لاحظ عدم استخدام (a / an) مع:

- They are clever students.
- Yesterday, we bought nice furniture.
- Honesty is one of his traits.

الأسماء الجمع  
الأسماء التي لا تعد  
الأسماء المعنوية



## The definite article: The

نستخدم (the) قبل الأسماء التي تعد مفردة أو جمع ومع الأسماء التي لا تعد والأسماء المعنوية للتعريف أو للتحديد:

the boy - the boys - the car - the cars - the news - the bread - the money

### Usage

1- نستخدم the عند التعريف بقض التحديد.

- The little girl who is wearing a dress is Toka.

2- نستخدم the عند ذكر الاسم مرة ثانية (يكون في الجملة الأولى تذكير وفي الجملة الثانية معرفة)

- She gave me a present. The present was nice.

3- نستخدم the مع الصفة في الدرجة الثالثة (التفضيل)

the best	the tallest	the biggest	the shortest
the most	the least	the newest	the oldest

4- نستخدم the قبل الصفة تشير إلى الجمع (يتي بعدهم فعل جمع)

الموتى	the dead	الصغار	the young	الفقراء	the poor
المعاقين	the disabled	كبار السن	the old	الغنياء	the rich

- The poor are in a bad need to the help of the rich.

5- نستخدم the مع جمل المقارنة: كلما ..... كلما .....

- The more you study, the higher marks you get.

6- نستخدم the قبل الصفات التي تلي على الجنسية كتالي على الشعب.

الشعب المصري	the Egyptian	الشعب الإنجليزي	the English
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7- نستخدم the مع الأسماء القريبة من نوعها.

السما	the sky	القمر	the moon	الشمس	the sun
أبولهول	the sphinx	الأرض	the earth	العلم	the world

8- نستخدم the قبل الآلات الموسيقية بعد الفعل معينة

listen-play - learn - teach

- He teaches me the drum. - Jana plays the guitar.

9- نستخدم the مع الاختلافات والأقتراعات لكن بيع أو شراء أو إصلاح فلا تأخذ (the)

- The computer is the most useful invention.

- I bought a computer yesterday.

10- نستخدم the للإشارة إلى هذه الأشياء بشكل عام مع المفرد:

العاصمة	the capital	المحطة	the station	المدينة	the city
السينما	the cinema	الطقس	the weather	النادي	the club

11- نستخدم the مع أسماء الهيئات والمنظمات البنوك والقبائل والألقاب:

الملك	the king	الشرطة	the police	الحكومة	the government
الفتون	the Hilton	الجيش	the army	الصحافة	the press

12- نستخدم the مع أسماء البلاد العربية والتي تحتوي على republic - state - union -

- the Kingdom of Saudi Arabia. - the United Arab Emirates.

- the Republic of China - the USA

13- نستخدم the قبل سلاسل الجبال والأنهار والبحار والمحيطات والصحاري والجزر والمناطق الجغرافية:

البحر الأحمر	the Red Sea	النيل	the Nile	القطب الشمالي	the North Pole
الواحة سيوا	the Siwa Oasis	البحر الهندي	the Indian Ocean	الشرق الأوسط	the Middle East
البحر الأحمر	the Lake Nasser	الجزر البريطانية	the British Isles	الجبل إيفرست	the Mount Everest

لاحظ عدم استخدام the مع الدول والقرات والمدن الصغيرة، المدن الكبيرة والخليجان والجبال والبحيرات المفردة وكذلك لا نستخدم مع أسماء الشوارع والطرق والعيالين.

14- نستخدم the مع التعريفات الزمنية

في الصباح	in the morning	في المساء	in the evening	في بعد الظهر	in the afternoon
في الحاضر	in the present	في الماضي	in the past	في المستقبل	in the future

لاحظ أن لا تأخذ the at night

في شرق	in the east	شمال	the north of ...
جريدة التايمز	the times	الأنجيل	the Bible

15- نستخدم the مع الاتجاهات وقبل أسماء الصحف والكتب المقدسة.

في شرق	in the east	شمال	the north of ...
جريدة التايمز	the times	الأنجيل	the Bible

16- نستخدم the قبل الأماكن عند استخدامها لغرضها (إذا كان الغرض للقرض الأساسي منه لا نضع the)

- She was sent to prison because of her crimes.

- We went to the prison with our father to visit a relative of ours.

17- نستخدم the مع الأعداد الترتيبية والعدد (فترة 10 سنوات):

الاول	the first	التالي	the next	الثاني	the second	الآخر	the last
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### Notes

1- لا نستخدم أي من أدوات التكرار أو المعرفة مع الأسماء المعنوية (الألوان) فندش معنى:

Beauty	Love	Freedom	Happiness	Peace	Evil
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2- لا نستخدم أي من أدوات التكرار أو المعرفة قبل هذه الأماكن إذا كان الغرض للقرض الذي أشتت من أجله

School	Prison	Church	University	Mosque	Hospital
--------	--------	--------	------------	--------	----------

لاحظ في حالة اختلاف القرض نضع the:

- We go to school for learning.

- He went to the school to ask about his son.

3- لا نستخدم أي من أدوات التكرار أو المعرفة مع الأسماء المعنوية والقرص المعنوية بوجه عام (جمع يشير للكل)

Women	Men	Animals	Birds	Water	Bread
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4- لا نستخدم أي من أدوات التكرار أو المعرفة مع الألعاب الرياضية والأنشطة بوجه عام وغير محد.

Basketball	Football	Tennis	Volleyball	Handball
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5- لا نستخدم أي من أدوات التكرار أو المعرفة مع الألعاب الرياضية والأنشطة بوجه عام وغير محد.

Wood	Glass	Iron	Plastic	Wool	Silk
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6- لا نستخدم أي من أدوات التكرار أو المعرفة مع أسماء الطعام والشراب بوجه عام وغير محد.

Juice	Rice	Milk	Meat	Bread	Tea
-------	------	------	------	-------	-----

لاحظ في حالة التحديد نضع the:

- I like to drink tea.

- The tea you bought was very tasty.

7- لا نستخدم أي من أدوات التكرار أو المعرفة مع المواد الدراسية

Science	History	English	Arabic	Art	Chemistry
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8- لا نستخدم أي من أدوات التكرار أو المعرفة مع أسماء اللغات

French	Spanish	Japanese	English	German	Arabic
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9- لا نستخدم أي من أدوات التكرار أو المعرفة مع الوجبات

Breakfast	Lunch	Dinner	Supper
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لاحظ في حالة التحديد نضع the:

- I have dinner with my parents.

- I invited my friend to the dinner which we made yesterday.

10- لا نستخدم أي من أدوات التكرار أو المعرفة قبل الأيام والشهور وفصول السنة

Spring	Winter	Autumn	Summer	May	Sunday
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11- لا نستخدم أي من أدوات التكرار أو المعرفة قبل أسماء القررات والدول والمدن والأسماء العلم:

Egypt	Africa	Cairo	Ahmed	King Farouk
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12- لا نستخدم أي من أدوات التكرار أو المعرفة مع وسائل المواصلات في حالة وجود حرف الجر by

- He always goes to school by taxi.

Choose the correct answer from A.B.C.D

- I hope ..... exam we are going to have tomorrow will be easy.  
a. an b. a c. the d. no article
- My father is ..... engineer in a steel factory.  
a. a b. the c. no article d. an
- ..... women play an important role in society.  
a. No article b. The c. An d. A
- I read ..... useful book yesterday.  
a. no article b. the c. an d. a
- We can't live without ..... water.  
a. the b. no article c. an d. a
- He is ..... last letter of the English alphabet.  
a. no article b. an c. the d. a
- Spain is ..... European country.  
a. an b. the c. no article d. a
- Did you know that ..... sun is a big star?  
a. no article b. an c. the d. a
- I always have ..... breakfast with family at home.  
a. No article b. the c. an d. a
- ..... Pacific Ocean is the largest and deepest of the world ocean basins.  
a. A b. The c. An d. No article
- ..... mobile I bought yesterday is smart.  
a. The b. A c. An d. No article
- Nothing in life is better than peace of ..... mind.  
a. a b. an c. no article d. the

## Linking words

1- Showing addition روابط الإضافة

2- Showing reason روابط السبب

3- Showing result روابط النتيجة

4- Showing contrast روابط التناقض

5- Showing Purpose روابط الغرض

6- Showing Time روابط الزمنية

### 1) Linking Words showing addition

بالإضافة إلى (يرتبط بين جملتين) and = in addition

- We went shopping and watched a film.

- We went shopping. In addition, we watched a film.

بالإضافة إلى (v+ing) as well as = in addition to = besides

- In addition to going shopping, we watched a film.

- Besides going shopping, we watched a film.

لاحظ إذا كان الفاعل واحد في الجملتين: إذا استخدم ( as well as = in addition to = ) فإن الفعل يتبع الفاعل الأول: (besides) في ربط جملتين يختلف فيهما الفاعل، فإن الفعل يتبع الفاعل الأول:

- I as well as my brother am keen on music.

- My brother as well as I is keen on music.

ليس فقط .. ولكن أيضا not only ..... but also

ليس فقط .. ولكن أيضا not only but ..... as well

- We not only went shopping, but also we watched a film.

- We not only went shopping, but we watched a film as well.

إذا بدأت الجملة ب Not only يستخدم بعدها صيغة سؤال .

- Not only did we go shopping, but also we watched a film.

### 2) Linking Words showing reason

because	because of - owing to	due to - on account of	+ v-ing / noun
since	→	→	→
as	→	→	→

- We didn't enjoy the day because the weather was cold.

= We didn't enjoy the day because of the cold weather.

### 3) Linking Words showing result

thus / for this reason / as a result / بالتالي / consequently / لذلك

- He was ill so he was absent.

- It was raining, that's why we didn't go out.

### 4) Linking Words showing Purpose

لكي to / so as to / in order to + inf.

- Toka goes to school to learn.

- Jana studies hard in order to join an engineering faculty.

لكي in the hope of + v + ing

- Jana studies hard in the hope of joining an engineering faculty

جملة تتضمن ... will - may - can → so that ← مضارع

جملة تتضمن ... would - might - could → in order to that ← ماضي

- He studies hard so that he can get full marks.

- He studied hard so that he could get full marks.

### 5) Linking Words showing contrast

على الرغم من although / though / even though / even if / whereas

يأتي في بداية الجملة أو بين الجملتين (بينهم تنقضي).

- Although he is 70, he is energetic.

يرتبط الجملة مع although / though / even though حيث أن الحدث الأول متوقع يأتي في الجملة الثانية.

in spite of →

Despite →

n. / -ing / adj. + n. على الرغم من

- Despite being 70, he is energetic. - He isn't happy in spite of being rich.

جملة + in spite of the fact that →

جملة + Despite the fact that →

but / however / yet

- He is 70 but / however / yet he is energetic. - He is rich but / however he isn't happy.

However + adj. or adv. + subject + verb

إذا بدأت الجملة ب However يأتي بعدها الصفة أو الحال ثم الفاعل والفعل.

- However rich he is, he isn't happy. - However hard he studied, he got low marks.

adj. or adv. + as + subject + verb

- Rich as he is, he isn't happy. - Hard as he studied, he got low marks.

Whatever + subject + verb

- Whatever wealth he has, he isn't happy.

- Whatever hardships he faced, he could win.